



BLISWORTH PARISH COUNCIL

Email: blisworthparishcouncil@gmail.com

AGENDA OF THE PARISH COUNCIL

PLEASE BE ADVISED THAT PARISH COUNCILLORS ARE SUMMONED AND THE PUBLIC INVITED TO ATTEND THE **ANNUAL GENERAL MEETING** OF THE PARISH COUNCIL ON 11th May **2020** at 7.30pm.

Anyone member of the public wishing to join the meeting may do so by following these instructions:

Dial in number : 0330 606 0403, when prompted enter Access code 242-385 and it should connect you to the meeting.

There may be cost involved which can be refunded with receipt from the Parish Council.

PUBLIC QUESTIONS, COMMENTS AND REPRESENTATIONS:

In the last item on the agenda of meeting residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting and may not take part in the Parish Council meeting itself.

1. **ELECTION OF CHAIRMAN** – To elect a Chairman for the next 12 months.
2. **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE BY CHAIRMAN** (pp V Hartley to sign on his/her behalf)
3. **ELECTION OF VICE-CHAIRMAN** – To elect a vice chairman for the next 12 months
4. **APOLOGIES FOR ABSENCE** – TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE
5. **DECLARATIONS OF INTERESTS** – To receive declarations made under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business). .

6. **CASUAL VACANCIES - NOTICE OF CASUAL VACANCIES ARISING HAVE BEEN DISPLAYED AND COUNCIL CAN NOW CO-OPT.**
7. **REVIEW OF FINANCES – TO AGREE AND REVIEW FINANCES, INCLUDING USE OF NCALC AS INTERNAL AUDITOR AND OF COUNCILLOR TO ACT AS INTERNAL CONTROL OFFICER.**
8. **ADOPTION OF STANDING ORDERS AND FINANCIAL REGULATIONS (previously circulated with final accounts) including adoption of the Financial and Management Risk Assessment.**
9. **ADOPTION OF CODE OF CONDUCT (previously circulated)**
10. **PROCEDURE FOR HANDLING REQUESTS MADE UNDER FREEDOM OF INFORMATION ACT 2000 AND DATA PROTECTIONS (previously circulated)**
11. **MEDIA POLICY (previously circulated)**
12. **COMPLAINTS POLICY (previously circulated)**
13. **GDPR COMPLIANCE**
 - a) To appoint the Northants CALC DPO Service as the council's Data Protection Officer.
 - b) To resolve that the council continues to register with the ICO and pays the relevant Data Protection Fee
14. **WEBSITE** - The Clerk will continue to run the Parish Council site.
15. **DATES FOR MEETINGS FOR NEXT YEAR** - To confirm that the Parish Council Meetings for the year 2020 to 2021 will *generally* take place on the first Monday of the month. If this is not feasible, possibly due to a bank holiday, it will be re-arranged. Extraordinary meetings will be held as necessary. **(This may be subject to change due to the Covid Restrictions) .**
16. **Agreement on Arrangements for dealing with PLANNING Applications** – Notification of applications to be received by email to Clerk who will circulate the communication which includes web link. If necessary, extension to final consultation date will be obtained. No hard copy plans are now available.
17. **APPOINTMENT OF REPRESENTATIVES FOR VILLAGE HALL AND PLAYING FIELDS ASSOCIATION**
18. **APPOINTMENT OF REPRESENTATIVE TO ACT AS FOOTPATH WARDEN**

19. **GRASS CUTTING ARRANGEMENTS FOR 2020** – Contract finalised with N and P.

20. **RESOLUTION TO SIGN & APPROVE MINUTES OF THE PREVIOUS MEETING DATED 20th April 2020.**

21. **CLERK'S REPORT**

22. **DISTRICT AND COUNTY COUNCIL REPORTS** Report from local Community Police Officer – if available

23. **RAIL FREIGHT TERMINALS –**

Gateway - email circulated stating that the initial work on site will include archaeological excavations, ecological surveys and ground investigations. Various items of equipment, such as a telecommunications mast, will be re-located so that utilities are not disrupted during the construction phase. A temporary compound area will be provided adjacent to the A508 to provide parking and welfare for those working on and visiting the site this summer.

During Autumn some temporary highway works on the A508 will be carried out in advance of the main works commencing, to provide safe access to the site for the construction phase. Further details will be provided nearer the time.

Rail Central – Clerk had contacted Henry Newby, no action taking place at present, banners being removed in line with Covid restrictions

24. **CHAPEL LANE** – Update on building if any.

25. **PLANNING –**

Comments returned to SNC:

See Planning Register below for details of applications presently under consultation.

For Comments:

26. **Footpaths –**

- Reports of any problems

27. **Lighting –**

Arrangements for reporting of faults.

Lights reported/ to report:

28. **Street lighting improvements** – Clerk had circulated list of contractors and some issues Gayton PC had had to consider when pursuing a project. 'Expression of Interest' in Community Funding from SNC forms available Clerk had sent inventory and other information to Cllr Bunker.

29. **Play Area – Reports of any issues**

Annual inspection by Wicksteed still to be carried out.

Appointment of Councillor to act as Play Area representative further to resignation of Cllr Dalton. (Insurance requirement for play equipment to be checked for any obvious faults at regular intervals).

30. Neighbourhood Watch Scheme

- Updates from Richard Akers circulated

31. Highways – Clerk to receive any issues which should be reported

32. COMMUNICATIONS (not mentioned elsewhere on the agenda)

- i) SNC - VE day info
- ii) NCC - NCC NEWS RELEASE : Quit for Covid with Public Health Northamptonshire's Stop Smoking Service
- iii) Allseasons – email circulated. Cllr Wilson has asked Clerk to post information on website requesting that any complaints about mowing be sent to the Clerk not previous contractors.
- iv) NCALC Updates and Covid 19 bulletins received

33. PROGRESS GROUP REPORT – if available

34. ALLOTMENTS – some rents have been collected. Collection and meeting to be arranged when Government Covid restrictions allow.

35. REVIEW OF CONSITUTION OF PROGRESS GROUP – a constitution was approved by the PC in June 2016. This was updated in March 2017 but has not been approved and needs reviewing. Clerk would suggest it is named 'Terms of Reference' and any changes in future must be approved and passed by Parish Council.

36. DELIVERY OF ROUND AND ABOUT DURING GOVERNMENT COVID RESTRICTIONS

37. FINANCE

i) AGREEMENT AND ADOPTION of:

- **SECTION ONE, The Annual Governance Statement 2019/20**
 - **SECTION TWO The Accounting Statements 2019/20**
- of the ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN for year-end 31.3.20**

ii) Payments – for approval:

Name	Details	Amount £	VAT	Total	Chq
Shire Lumsden	Inv 22025 – R & A printing	125.00		125.00	845
V Hartley	Salary for April	647.10	-	647.10	846
HMRC	Tax for above	10.40	-	10.40	847

N and P	Grass 20.4.20	540.00	108.00	653.00	848
A.North	R&A production	47.00*		47.00	849

iii) **Other financial items for report:**

- **Council to agree Mandate – Who is to be added and removed**
- **Bank Balance at 24.4.20 – 37837.95**
- **£ 50% precept - £20815 will have been received.**
- **Allseasons cheque payment of £750 was cashed on 6th April**
- **Outstanding Chq 833 - £14.99 cashed**
- *** Council to consider increase in honorarium to £50 from £35**
- **Blisworth PC has been allocated £4977.15 as a 15% portion of the CIL charges received at SNC**

38. FUTURE AGENDA ITEMS AND COUNCILLORS COMMENTS


39. DATE AND TIME OF NEXT AND FUTURE MEETINGS – June 1st 2020

40. PUBLIC SESSION

Signed Date

This agenda can be found on the Blisworth Parish Council Website

Planning Register at 6.5.20

<u>Application Number</u>	<u>Location</u>	<u>Proposal</u>	<u>Received</u> 	<u>Status</u>
<u>S/2020/0735/LDE</u>	The Grain Store Blisworth Hill Farm Stoke Road Blisworth NN7 3DB	Certificate of lawful development to allow continued use of B8 storage and distribution from the grain store warehouse.(Use started November 2008)	30/04/2020	4 - Consultations Despatched (1-10)