

BLISWORTH PARISH COUNCIL

Address: 8 Compton Way, Earls Barton, NN6 0PL

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Website: <https://parish.blisworthvillage.org>

You are hereby summoned to attend an **Ordinary** meeting of **Blisworth Parish Council** to be held in Blisworth Village Hall on **Monday 7 June 2021 at 7.30 pm** for the purpose of transacting the following business. Members of the public and press are invited to attend. To access the meeting please:

AGENDA

1. To receive apologies.
2. To receive and approve for signature the minutes of the Ordinary meeting held on 26 April and the Annual Meeting of the Parish Council on 20 May 2021.
3. To note any matters arising from the minutes not included on the agenda for report only.
4. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.
5. Public Session:
 - a. Councillor Reports
 - b. Members of the public
6. Response to issues raised in the public session.
7. To receive Clerks reports and agree actions.
8. Clerk's additional hours of work – approve 4 additional hours work in respect of Annual Parish Meeting 28 May 2021.
9. To appoint Parish Representatives:
 - a. Internal Control Councillor
 - b. Parish Path Warden
 - c. Parish Police & Neighbourhood Watch Liaison Councillor
 - d. Strategic Rail Freight Interchange (SEGRO) Councillor Representative
 - e. Any other representatives that may be considered necessary.
10. To appoint representatives to the following outside bodies:
 - a. Blisworth Village Hall and Playing Fields Association.
11. Adopt Following Documents:
 - a. Financial Management & Risk Assessment Policy.
 - b. Human Resources Committee Terms of Reference.
 - c. Disciplinary Policy.
 - d. Grievance Policy.
 - e. Performance Management & Appraisal Plan.
12. Appoint the Council's Responsible Financial Officer.
13. Receive an update from the Internal Controls Councillor.
14. Bank reconciliation: to close accounts for yearend 31 March 2021.
15. Annual Return: receive the report from the Internal Auditor.
16. Annual Return: Consideration of the Annual Governance Statement.
17. Annual Return: Consideration of the Statement of Accounts.
18. To note the commencement date for the Period of the Exercise of Public Rights
19. Finance & Administration
 - a. Banking update on the banking situation.
 - b. Cheque amount error – note correction.
 - c. Uncashed cheque 2018-19 – approve adjustment to remove from accounts.

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- d. Bank reconciliation as of 30 April 2021 – circulated separately prior to meeting.
- e. To note receipts and approve the following payments and any others that arrive after publication of the agenda:

CH/DD	Payee	Purpose	Amount (VAT)
3015	G Greaves	Clerk's May Expenses: 24 2 nd class stamps £15.84 Mileage £35.10	£50.94
3016	E-ON	Electricity Supply 1 Jan – 8 Apr 2021	£847.27 (£141.21)
3017	Graham Dunkley Outdoor Services.	invoice 02 under payment	£0.50p
3018	Shire Lumsden Ltd.,	Round & about news leaflets	£125.00
3019	N&P Garden Services	Grass Mowing Invoice 3769	£1,374.00 (£229)
DD	IONOS	Website June Fee	£10.80 (£1.80)
DD	Waves	Water utilities	£88.00

20. Rail freight terminals – the Chairman to update.

21. Planning & Development:

- a. To consider the Housing Supplementary Planning Document (Draft for Consultation).
- b. To consider response to request for update on Neighbourhood Plan.
- c. To consider the following planning applications:

WNS/2021.0331/FUL	33 Courteenhall Road, Blisworth NN7 3DD	Two storey side extension
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22. Street lighting project update from Cllr Bunker.

- a. To note termination of Electricity Supply Agreement with E-ON and consider renewal options/action.

23. Police & Neighbourhood Watch Scheme update from Cllr Read.

24. Defibrillator – agree to arrange the required maintenance programme, and any further action required.

25. Water Supply – agree to investigate the practicalities of managing water supply and cost of doing so.

26. Grass mowing:

- a. Agree to write to contractor confirming that the existing contract has been extended under the existing terms.
- b. Agree production of grass mowing specification, contract terms and condition, budget for 2022/3

27. Village Maintenance & Open Spaces:

- a. Allotments.
 - i. Allotment update.
 - ii. Allotment rent 2021 collection update.
 - iii. School Allotment update.
- b. Footpaths (Rights of Way) update from Cllr Goss.
 - i. Definitive Map Modification Order response.
- c. Bins/dog waste bins.
 - i. To consider quotation from Marcus Young Landscapes to supply and fit new dog waste bin and post to be sited at cost of £200 plus VAT.
- d. Play area.
 - i. Monthly safety inspection report – Chairman to report.
 - ii. Annual safety inspection report.
- e. Open Spaces

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- i. Planters – approve a budget of up to £175 towards materials for village planting (existing planters at entrance to the village) to be carried out by volunteers.
 - ii. Parish Path Warden recruitment – closing date 30 June.
 - iii. Approve the purchase a replacement bench from Glasdon at a cost of £640.47 (net VAT) including delivery to replace a damaged bench. To approve installation costs, not to exceed £50.00.
28. “Plant a Tree for the Jubilee” Janet Lodge, Deputy Clerk to the Lord-Lieutenant of Northamptonshire Lieutenancy Office – consider request to participate.
29. Consider a request from the “Bring or Bag” Community Team for the Council to support the BT “Adopt a Kiosk” scheme.
30. To receive reports from councillors, present at the meeting.
31. To agree the date of next meeting **Monday 5 July 2021 at 7.30pm.**
32. Close.

Signed:
1 June 2021

Gillian Greaves, Clerk