

Annual Council Meeting 10th May 2022 Minutes

Date: 10 th May 2022 Time: 7:30pm	
Venue: The Annexe, Hackleton Village Hall	
Parish Councillors In attendance: T Barwick, F Billingham, T Charteress, J Clark, S Coombes, R Hawkesford, P Heap, C Lloyd, D Noble & G Ward. Also in attendance: Parish Clerk A Benson and Unitary Councillor F Cole	
097/22	Resolved: To appoint Councillor Billingham as Chairman
098/22	RESOLVED: To appoint Councillor Heap as Vice-Chairman
099/22	To receive apologies for absence Apologies were received from Councillor Nash
100/22	Approval of the Minutes of Parish Council Meeting 12th April 2022 RESOLVED: The minutes of the meeting 12th April 2022 be approved
101/22	Matters arising Plumber still to be appointed for the churchyard tap replacement
102/22	Declarations of Interest – There were no declarations of interest
103/22	Dispensations – No requests for dispensation had been received
104/22	Public Time <ol style="list-style-type: none"> a. Unitary Councillor F Cole provided the following update: <ul style="list-style-type: none"> • A new highways contract is being finalised • The One Stop Shop at the Guildhall provides free legal advice to residents • The new Anti-Poverty Strategy is on the WNC website • The £150 energy rebate from Council Tax bands A-D is on its way to eligible residents • There is a discretionary pot of money from Council Tax bands E–H of £700,000 for residents deemed vulnerable • Community Grants of up to £15,000 are available to voluntary organisations • All pre-planning advice has been suspended due to staffing issues • Batteries should be placed in recycling bins • Northamptonshire has been awarded a grant of £5.4m from the National Prosperity Fund b. There were no members of the public present
105/22	Policy and Procedure Review <ol style="list-style-type: none"> a. The following policies/documents were reviewed and re-adopt without amendment <ul style="list-style-type: none"> • Business Plan • Code of Conduct • Communication Policy • Complaints Procedure • Data Map • Data Protection Policies, Procedures & Notices • Equal Opportunity Policy • Finance & Governance Risk Assessment

	<ul style="list-style-type: none"> • Financial Regulations • Freedom of Information Policy • Grant Funding Policy • Grievance Procedure • Health & Safety Policy • Internal Control Procedures • Litter Picking Risk Assessment • Lone Working Policy & Guidance • Records Retention Policy • Recreation Ground Conditions of hire & use • Longland Meadow conditions of hire & use • Risk Assessment • Scheme of Delegation • Sickness & Absence Policy • Training Statement of Intent • Wildlife & Biodiversity Policy • <p>b. The following documents/policies were amended and re-adopted</p> <ul style="list-style-type: none"> • Standing Orders • Reserves Policy • Cemetery Regulations
106/22	<p>Appointments The following appointments were made:</p> <ul style="list-style-type: none"> • Planning Committee – Councillors Clark, Hawkesford, Lloyd, Nash, Noble & Ward • Internal Control Councillors – Councillors Barwick & Nash • Councillor to oversee Parish Mag’ in conjunction with the Clerk – Councillor Charteress • Longland Meadow Volunteers Group – Councillors Coombes & Heap • Village Hall Representatives – Councillors Barwick & Heap • Judith Willoughby Charity – Councillors Billingham & Heap • Hackleton School Governor – Councillor Lloyd • Police Liaison Representative – Philip Renshaw • Footpath Warden – Doug Beedie
107/22	<p>Clerk’s Report</p> <ul style="list-style-type: none"> • The street light on Elm Way is now working • Street lamp P117 is LED and doesn’t need a diffuser - It does look a little strange but is fully working • Street lamp HA27 Main Road Hackleton – the main cable is dead so I have requested WP attend to it • Our request for the speed limit of 30 mph through Preston Deanery will go to the Speed Limit Review Panel in the next 4-6 weeks • Grand Union Housing has indicated that they are happy to consider the transfer of the land at the bottom of Carey Road to HPC. They are currently reviewing any other parcels of land within the parish which they may also be happy to transfer in one piece of work. • The football pitch can now be moved Action: Councillors Charteress/Clark/Ward to liaise regarding moving the back fence, obtaining new goal post sockets & new pitch markings

108/22	<p>Finance & Governance</p> <ul style="list-style-type: none"> a. The year-end report of the Internal Control Councillors was received with no matters to bring to the attention of full council and no matters outstanding b. The year-end report of the Internal Auditor was received. RESOLVED: To approve & accept the report with no actions required c. The governance statements in Section 1 of the Annual Return were considered. RESOLVED: To approve and sign Section 1 of the Annual Return 2021/22 d. The figures presented in Section 2 of the Annual Return were reviewed. RESOLVED: To approve and sign Section 2 of the Annual Return 2021/22 e. The dates for the exercise of public rights were considered. RESOLVED: The dates for the exercise of public rights will be 30th June 2022 – 10th August 2022 f. The CIL Monitoring Report 2021/22 was reviewed. RESOLVED: To approve the CIL Monitoring Report 2021/22 g. The bank mandate was reviewed with no amendments required h. The insurance requirements were reviewed. RESOLVED: To renew the current policy with Zurich for 1-year. i. RESOLVED: To approve the following direct debit mandates: Vodafone, NEST, CPRE, ICO, SSE, Trade UK, WAVE, Viking j. RESOLVED: To ratify payments made out of meeting and approve payment of outstanding invoices/accounts as per the schedule circulated. Councillor Barwick had completed the ICC monthly check of invoices k. The receipts and payments account for the first month of 2022/23 was received and compared to budget. RESOLVED: The figures presented represent the current financial position of HPC. It was noted that half of the precept had been received and the VAT refund l. The bank reconciliation as at 30th April 2022 was received. RESOLVED: To approve the bank reconciliation as presented current account £164,046.36 deposit account £91,809.95 m. A grant application from Denton Surgery Patient Transport Scheme was considered. RESOLVED: To approve the grant requested of £100.00
109/22	<p>Recreation Ground</p> <ul style="list-style-type: none"> a. A quote was received for moving the pedestrian access to the Recreation Ground and extending it to a vehicular access. Action: Clerk to ascertain if CIL money could be used to fund the project. Councillor Noble to obtain a quote for planning permission b. Councillors Billingham & Lloyd met with the School and received written confirmation that the School is fully supportive of the design of the outdoor gym and running track c. RESOLVED: To submit an application to WNC for S106 monies in the sum of £145,911.00 to fund the outdoor gym and running track project d. Councillor Clark confirmed that he had inspected the children’s swings following concerns raised and he is happy that they are safe
110/22	<p>Annual Parish Meeting</p> <p>The Annual Parish Meeting will take place on Tuesday 17th May at 6:30pm in Coffee@Carey all local organisations have been requested to send a representative, Richard Taylor from Caloo will do a short presentation. Refreshments will be provided.</p>
111/22	<p>Cemetery/Churchyard</p> <p>RESOLVED: to accept an amended quote of £570.00 due to an increase in works required for the cemetery extension. Works to be delayed until after the 2nd June.</p>

112/22	<p>Open Spaces</p> <p>a. A request from the Groundsman to purchase a petrol self-propelled four wheeled drive mulching lawn mower was considered. RESOLVED: To purchase the mower at a cost of £499.17</p>
113/22	<p>The Queens Platinum Jubilee</p> <p>a. RESOLVED: To delegate to Councillor Charteress & The Clerk to draw up event management plans and risk assessments for the beacon lighting event and fete</p> <p>b. The Parish Street Lights are to be adorned with Union Flags for the Jubilee. It was agreed that all Councillors would be responsible for the street lights in their area. Action: Clerk to distribute flags once received and to try and find a volunteer for St George's Fields & Wootton</p> <p>c. The plaques for the jubilee tree were approved. Action: Councillor Clark to mount and stake signs once received</p>
114/22	<p>West Northants Council Consultation – Helping us shape our new Housing Strategy</p> <p>RESOLVED: To respond to the consultation requesting public transport for rural areas, local housing for local people and commenting that the strategy appears to be too Northampton centred.</p>
115/22	<p>Updates/Reports/Correspondence</p> <p>a. Report from Clerk following meeting with PCSO. The Local Policing Team will hold drop-in sessions for residents at coffee@carey</p> <p>b. Response from highways regarding Fix My Street Reports. Action: Clerk to arrange a site meeting to raise concerns regarding drainage, gullies & grips</p> <p>c. Meeting notes from the Longland Meadow group</p>
116/22	<p>RESOLVED: To exclude the press and public due to the confidential nature of the next business to be transacted</p>
117/22	<p>Staffing Requirements for the Jubilee Celebrations</p> <p>RESOLVED: The Clerk to work the Thursday evening and Saturday until 2pm as overtime</p>
096/22	<p>Next meeting</p> <p>Full Council Meeting Tuesday 7th June 7:30pm</p> <p>Members are requested to forward any items for the agenda to the Clerk by 30th May 2022</p>

The meeting closed at 8:57pm