

WHITTLEBURY PARISH COUNCIL

Councillors are summoned and members of the public and Press invited to the **ANNUAL MEETING** of the Council to be held on **THURSDAY 18th MAY 2017** at 7.30pm in the Reading Room High Street to transact the following business.

1	To receive nominations and ELECT THE CHAIR and complete DECLARATION OF ACCEPTANCE OF OFFICE form					
2	CHAIRMAN'S ANNOUNCEMENTS					
3	i) To determine any DISPENSATION REQUESTS received in advance of the meeting. ii) To invite any DECLARATIONS OF INTEREST by members on Agenda items. iii) To remind members of the REQUIREMENT TO UPDATE REGISTER OF INTEREST FORMS following any changes, within 28 days of the changes.					
4	To receive and accept and APOLOGIES					
5	To receive any DECLARATIONS OF INTEREST on items on the Agenda.					
6	To note the signing of the MINUTES of the 2016 ANNUAL MEETING at the June 2016 meeting of the Parish Council and to further sign the MINUTES of Council meeting held 20th April 2017 in line with standing Order 5a(iii).					
7	To receive nominations and ELECT A VICE CHAIR					
8	To consider, amend as necessary and adopt the following POLICIES OF THE COUNCIL: i) Standing Orders ii) Financial regulations iii) Complaints Procedure iv) Dignity at work v) FOI Publications scheme vi) scope and nature of Internal controls and audit vii) Internal controls terms of reference viii) Risk Assessment ix) Safeguarding x) Training Statement of Intent					
9	To appoint an INTERNAL VERIFIER for the Council's Accounts					
10	To appoint the INTERNAL AUDITOR for the Council's Accounts					
11	To appoint the RESPONSIBLE FINANCIAL OFFICER of the Council					
12	To fix the DATES AND PLACE OF MEETINGS OF THE PARISH COUNCIL for the year being the third Thursday of each month in the Reading Room, excepting August and December, or as otherwise designated by the Clerk as necessary.					
13	To receive any ISSUES MEMBERS OF THE PUBLIC WISH TO RAISE (Max 15 mins), including any REPORTS from the County or District Councillors					
14	To note the minutes of the ANNUAL VILLAGE MEETING and consider any matter arising.					
15	FINANCE - 151 a) – To note payments made since last meeting:					
	Chq No	Amount	Incl VAT of	Payee	Details	Power
	300266	£575.00		Carol Preece	Inclosures book and map	GPOC
	14.1 b) To agree payment of the following accounts:					
	Chq No	Amount	Incl VAT of	Payee	Details	Power
	300267	£345.57		Linda Paice	Salary & expenses	LGA 1972 s112
	300268	£70.20		HMRC	Tax	LGA 1972 s112
	300269	£70.24	11.71	A H Contracts	Dog bin maintenance	Open Spaces Act
	300270	£199.33	32.37	SSE	Electricity	Highways Act
	300271	£34.00		NCALC	Training fee	LGA 1972 s111
	300272	£359.88	59.98	N J Blackwell	Mowing	Open Spaces Act
	300273	£52.80		Canon	Printer toners	LGA 1972 s111
	300274	£780.00	130.00	Physio Control	Defibrillator	GPOC
	300275	£335.00		SAD	Defib cabinet	GPOC
	15.2 RECEIPTS - £1160.14 HMRC Vat reclaim					

	<p>15.3 To note the Council's bank balances at 30th April 2017</p> <p>15.4 To note revised R & P Tracker</p> <p>15.4 To receive and adopt the Receipts and Payments Account to March 2017.</p> <p>15.5 To complete and sign Section 2 of the Annual Audit Return to March 2017 being the Accounting Statements 2016/17</p> <p>15.6 To consider the Council's insurance renewal</p> <p>15.7 To receive further clarification on St Mary's Church application for a grant for churchyard maintenance</p>							
16	<p>PLANNING – 16.1 To consider the following APPLICATIONS –</p> <table border="1"> <thead> <tr> <th>Application No</th> <th>Details</th> <th>Applicant</th> </tr> </thead> <tbody> <tr> <td>S/2017/1047/FUL</td> <td>Raising existing main roof pitch and a single storey rear extension</td> <td>Mr & Mrs Harrison</td> </tr> </tbody> </table> <p>16.2 To note any PERMISSION notices received</p> <p>16.3 To note REFUSAL notices received</p> <p>16.4 To receive any OTHER PLANNING MATTERS</p>	Application No	Details	Applicant	S/2017/1047/FUL	Raising existing main roof pitch and a single storey rear extension	Mr & Mrs Harrison	
Application No	Details	Applicant						
S/2017/1047/FUL	Raising existing main roof pitch and a single storey rear extension	Mr & Mrs Harrison						
17	<p>To receive REPORTS as follows: i) Highways – a) Any highways issues to report b) Update on previously reported issues c) Community Enhancement Gangs works ii) Rights of Way- a) Any footpath issues to report iii) Lighting - a) Any faulty lights to report b) Update on conversion of light on High Street iv) Circuit – a) Update on latest meetings and noise issues v) Other reports - a) Odour issues update b) Feedback on tree and kerb works on the Crescent c) Application to join the Council</p>							
18	CORRESPONDENCE - 18.1 Tabled correspondence							
19	CONSULTATION DOCUMENTS -							
20	Feedback on issues from ANNUAL VILLAGE MEETING - i) School VAS							
21	To receive any ITEMS FOR THE NEXT MEETING AGENDA							
22	To set the DATE OF NEXT MEETING – Thursday 15 TH June 2017 at 7.30pm in the Reading Room							

Linda Paice

LINDA PAICE, MILCM
9 Bradden Way
Greens Norton
Towcester
Northants NN12 8BY
Tel: 01327 353622
12th May 2017

DAVID RANDALL
Chair
1 Park Close
Whittlebury
Northants

Members of the public are welcomed at all meetings opportunity speak will be given at the appropriate time within the meeting.

Members of the public may also address the Council upon individual items listed on the agenda for a period not longer than 3 minutes provided that three clear days notice is given to the Parish Clerk of the intention.

Parish Council meetings are held in a public place and attendees need to be aware that under new legislation the meeting may be recorded and/or photographs taken. If any member of the public intends to record or take photographs, as a courtesy will you please declare this at the beginning of the meeting.

