

**Minutes of Stoke Albany Parish Council Meeting Held on Tuesday 3<sup>rd</sup> April 2014 at 8.00 pm in the Village Hall**

**Present:**

Councillors: B Squires, J Tugwell, D Benson, D Small

Clerk: Leigh Parkin

Minute No.		ACTION
1	<p><b>Apologies:</b> Cllr J Wallace.</p> <p>Cllr D Howes, Kettering Borough Councillor and Cllr A Matthews, Northamptonshire County Councillor also sent their apologies.</p>	
2	<p><b>Approve and sign the minutes of the meetings of 4<sup>th</sup> March 2014</b> It was <b>RESOLVED</b> that the minutes be signed as a correct record.</p>	
3	<p><b>Matters Arising:</b> None.</p>	
4	<p><b>Declarations of Interest:</b> Cllr B Squires declared a personal interest in agenda item 6.1 – planning application KET/2014/0144.</p>	
5	<p><b>Representations from Members of the Public:</b> No members of the public were present at the meeting.</p>	
6 6.1	<p><b>Planning:</b> It was <b>Agreed</b> that Cllr D Benson, Vice Chairman of Stoke Albany Parish Council, should chair item 6.1 as Cllr Squires had declared a personal interest in planning application KET/2014/0144.</p> <p><b>KET/2014/0144 – Mr Middleton Kirkham Middleton Architects – 10 Green Lane, Stoke Albany – Full Application: 1.5 storey side link extension between outbuildings and dwelling, alterations to include new dormer window.</b></p> <p>Cllr Squires spoke as a member of the public and expressed concern about a boundary issue in respect of this planning application. There were no other members of the public in attendance at the meeting to be invited to speak on this planning application.</p> <p>It was <b>Agreed</b> that as a neighbour to this property has expressed concerns about aspects of this planning application Stoke Albany Parish Council felt that both parties should have the opportunity to resolve any questions they may have before a decision on this planning application is made by Kettering Borough Council.</p> <p>Cllr Squires resumed chairing the meeting.</p>	
6.2	<p>(For Information only) <b>KET/2014/0028 (Minute 6.1/Feb 14) – Mr Smith – Stoke Albany Road (Land off), Desborough – S.73 Application: Removal of condition no, 1 of permission KET/2013/0679 in respect of time period.</b> KBC has approved this planning application.</p>	

Chairman .....

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6.3	(For Information only) <b>KET/2014/0036 – Mr Freer – Denman Close (land adjacent to), Stoke Albany – Outline Application: 1 no. dwelling. The Parish Council supported this planning application.</b> This planning application has been withdrawn therefore Kettering Borough Council will take no further action; no formal decision will be made.																					
7 7.1	<b>Surveys/Questionnaires/Meetings</b> Letter from Mayor of Burton Latimer Town Council – Noted.																					
8	<b>Bus Shelters, Seats &amp; BMX Track</b> Cllr Squires has undertaken an inspection of the bus shelters, seats and BMX track and reported that they are all in good condition.  Cllr Squires noted that the goal posts have been repainted and a section has been replaced. It was highlighted the one remaining net has holes in it. Councillors are to inspect the net and it is to be discussed at the next Parish Council meeting.																					
9 9.1	<p><b>Finance</b> <b>Accounts for payment:</b> It was <b>RESOLVED</b> that the following accounts be paid:</p> <table border="1" data-bbox="365 840 1404 1144"> <thead> <tr> <th>Cheque No.</th> <th>Amount</th> <th>Payee</th> <th>Reason for Payment</th> <th>Statutory Power</th> </tr> </thead> <tbody> <tr> <td>100820</td> <td>£71.72</td> <td>Mrs Leigh Parkin</td> <td>Salary (March 14)</td> <td>s.111 LGA 1972</td> </tr> <tr> <td>100821</td> <td>£18.00</td> <td>HM Rev &amp; Customs</td> <td>PAYE (March 14)</td> <td>s.111 LGA 1972</td> </tr> <tr> <td>100822</td> <td>£33.60</td> <td>Kettering Borough Council</td> <td>Printing Stoke Albany Parish Council newsletters</td> <td>s.111 LGA 1972</td> </tr> </tbody> </table> <p>LGA = Local Government Act</p> <p><b>9.2 Receipts:</b> None received.</p> <p><b>9.3 Bank Statement &amp; Accounts:</b></p> <ul style="list-style-type: none"> <li>The HSBC Bank Statement at 28<sup>th</sup> February 2014: £1,785.00. Uncleared cheque: £0.00. Ledger Balance: £1,785.00.</li> <li>The HSBC Bank Statement at 31<sup>st</sup> March 2014: £1,628.15.44. Uncleared cheque: £0.00. Ledger Balance: £1,628.15.</li> </ul> <p><b>9.4 BDO Notice of Annual Audit for year ending 31 March 2014:</b> Details of the annual audit for Stoke Albany Parish Council for the year ending 31<sup>st</sup> March 2014 have been received from BDO Stoy Hayward LLP, External Auditor. The Audit timetable presented to the Council was <b>Approved</b>.  External Auditors are required to select a 5% sample of local councils to receive an intermediate audit questionnaire, where both income and expenditure is less than £200,000 for the year ending 31 March 2014. Stoke Albany Parish Council <b>has not</b> been randomly selected as part of this year’s 5% sample.</p> <p><b>9.5 Northamptonshire ACRE – Parish Council Membership 2014/15 –</b> The Parish Council does not wish to join Northamptonshire ACRE.</p>	Cheque No.	Amount	Payee	Reason for Payment	Statutory Power	100820	£71.72	Mrs Leigh Parkin	Salary (March 14)	s.111 LGA 1972	100821	£18.00	HM Rev & Customs	PAYE (March 14)	s.111 LGA 1972	100822	£33.60	Kettering Borough Council	Printing Stoke Albany Parish Council newsletters	s.111 LGA 1972	
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9.6	<b>New Financial Guidance</b> (The Legislative Reform (Payments by Parish Councils, Community Councils and Charter Trustees) Order 2014 – Noted. This is to be taken into consideration when the Financial Regulations are next reviewed.	
9.7	<b>Employer Annual Return 2013/14 –PAYE Income Tax, National Insurance Contributions (NICs) and related payments:</b> The Final Year Submission was submitted to HM Revenue & Customs on 28 <sup>th</sup> March 2014.	
10	<b>Annual Litter Pick – Monday 7<sup>th</sup> April 2014</b> Posters have been placed in the village noticeboard on the pub noticeboard. Equipment is being delivered by Kettering Borough Council to the Clerk on Monday 7 <sup>th</sup> April 2014. Collections for litter will be organised from the Top Green and the bottom of the A427 slip road.	Clerk
11	<b>Pocket Park</b> – Nothing to report.	
12	<b>Correspondence:</b> The below detailed correspondence was noted: 12.1 KBC Work Programme March 2014 12.2 Trading Standards News Issue 7 12.3 My County Council - In Northamptonshire March 14 12.4 Northamptonshire Highways News and Works Programme 12.5 Clerks & Councils Direct March 2014 12.6 Northants CALC eUpdate 12.7 Superfast Northamptonshire Project Newsletter 11 <sup>th</sup> March 2014 12.8 NALC Policy Review Survey 2014 12.9 Northants CALC new training course – problem solving and decision making	
13	<b>Exchange of Information:</b> None.	
14	<b>Date of Next Meeting and Agenda Items:</b> It was noted that the next meeting will be held on Tuesday 6 <sup>th</sup> May 2014, 8.00pm.	
	<b>The meeting closed at 8:55 pm</b>	

Chairman .....

Date .....