

**Minutes of Annual Stoke Albany Parish Council Meeting Held on Tuesday 6th May 2014
at 8.30 pm in the Village Hall**

Present:

Councillors: B Squires, J Tugwell, J Wallace

Clerk: Leigh Parkin

In Attendance: Mr D Hull, Footpath Warden

Minute No.		ACTION
1	<p>Apologies: Cllr D Benson, Cllr D Small.</p> <p>Cllr D Howes - Kettering Borough Councillor and Cllr A Matthews - Northamptonshire County Councillor also sent their apologies.</p>	
2	<p>Election of Chairman for the ensuing Council year Cllr Benson was the only nominee. Proposed by Cllr Tugwell and seconded by Cllr Wallace the appointment was Agreed. Cllr Benson was not present at the meeting but had previously indicated that he would be happy to accept the position of Chairman.</p> <p>In the absence of the new Chairman it was Agreed that Cllr Squires would continue to Chair the meeting for the next item of business.</p>	
3	<p>Election of Vice-Chairman for the ensuing Council year Cllr Wallace was the only nominee. Proposed by Cllr Tugwell and seconded by Cllr Squires the appointment was Agreed. Cllr Wallace signed the Declaration of Acceptance of Office Form as the Vice Chairman witnessed by the Clerk.</p> <p>It was Agreed that Cllr Wallace, Vice Chairman of Stoke Albany Parish Council, should chair the remainder of the meeting in the absence of the Chairman.</p>	
4	<p>To receive Councillors declarations of acceptance of office It was confirmed that completed Declarations of Acceptance of Office Form for the Vice Chairman had been signed, witnessed and returned.</p> <p>The Declaration of Acceptance form for the Chairman will be completed, signed and returned prior to the start of the Parish Council meeting to be held on 3rd June 2014.</p> <p>Cllr Wallace thanked Cllr Squires for the work he had undertaken over the past two years as Chairman of Stoke Albany Parish Council.</p>	
5	<p>Approve and sign the minutes of the meetings of 3rd April 2014 It was RESOLVED that the minutes be signed as a correct record.</p>	
6	<p>Matters Arising: None.</p>	
7	<p>Declarations of Interest: None.</p>	
8	<p>Representations from Members of the Public: None.</p>	

Chairman

Date

9	<p>Appointment of Representatives It was confirmed that:</p> <ul style="list-style-type: none"> • Mr David Hull will continue to be the Path Warden; • Neighbourhood Watch Coordinators – to be confirmed; • Mr Champion will be asked to continue to be the Snow Warden; • Cllr Tugwell will continue to be the Parish Council’s representative on the Village Hall Committee. • Cllr Squires will continue to monitor the bus shelters, benches and BMX track on a monthly basis. 	
10	<p>Priorities for 2014/15 It was Agreed that the priorities for the Parish Council during 2014/15 will be:</p> <ul style="list-style-type: none"> • Continuing to identify ways of reducing the speed and size of vehicles that drive along Desborough Road, Stoke Albany. It is understand that Cllr Matthews, Northamptonshire County Councillor, is looking to purchase a mobile flashing speed camera from his Empowering County Councillors fund. The Parish Council is to write to Cllr Matthews to request the use of the sign when purchased; • To monitor the Purple Plum Trees on the Village Green. 	Clerk
11 11.1	<p>Planning: KET/2014/0246 – Mr & Mrs Small – 2 Desborough Road, Stoke Albany – Full Application: New front porch. The Parish Council supported this planning application.</p>	
12 12.1	<p>Surveys/Questionnaires/Meetings Broadband: An email had been received from a resident of Ashley who has been undertaking a survey around Ashley and the local Welland Valley area regarding current broadband speeds, to assess a possible demand for something better and to coordinate lobbying of the respective County Councillors. It was Agreed to ask Cllr Benson to look into this and to speak to the resident of Ashley.</p>	
13	<p>Bus Shelters, Seats & BMX Track Cllr Squires has undertaken an inspection of the bus shelters, seats and BMX track and reported that they are all in good condition except for the shelter opposite the White Horse Public House on the Ashley Road/Harborough Road is showing signs of wear. A local building company is to be contacted to be asked to assess the bus shelter and report back to the Parish Council.</p> <p>Cllr Squires also reported that two of the large BMX track mounds have not been mown but have been sprayed off leaving just soil as all the grass has died. Kettering Borough Council (KBC) will be contacted to find out why has happened.</p> <p>Cllr Squires and Cllr Tugwell have inspected the one remaining football net which has holes in it and it was concluded that it should be removed as there are a number of holes in it. KBC is to be contacted to request for the net be removed and replacement nets provided.</p>	BS Clerk Clerk

Chairman

Date

<p>14</p> <p>14.1</p> <p>14.2</p> <p>14.3</p> <p>14.4</p> <p>14.5</p> <p>14.6</p> <p>14.7</p> <p>14.8</p> <p>14.9</p>	<p>Finance</p> <p>Q4 Financial Analysis: Noted.</p> <p>End of Year Accounts 2013/14: The Parish Council APPROVED and signed the end of year accounts for 2013/14 (Proposed by Cllr Squires and seconded by Cllr Tugwell – Agreed).</p> <p>Date of Internal Audit 2013/14: The Clerk is meeting the Northants CALC Internal Auditor on Tuesday 20th May 2014.</p> <p>Asset Register Review: The Asset Register had been updated to include the increased sums insured (Index linked by 3%) from 1st June 2014 following the renewal of the Parish Council’s insurance policy. The Parish Council Approved the up-dated Asset Register.</p> <p>Insurance Renewal: The Parish Council’s insurance policy is due for renewal on 1st June 2014. The Parish Council changed its’ insurance company on 1st June 2012 (Minute 14.7/May 12) to Came & Company entering into a 3 year binding contract. The renewal premium is £305.96 including insurance premium tax. The Parish Council Approved the insurance renewal.</p> <p>Accounts for payment: It was RESOLVED that the following accounts be paid:</p> <table border="1" data-bbox="365 903 1404 1444"> <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>100823</td> <td>£71.92</td> <td>Mrs Leigh Parkin</td> <td>Salary (Apr 14)</td> <td>S111 LGA 1972</td> </tr> <tr> <td>100824</td> <td>£17.80</td> <td>HM Rev & Customs</td> <td>PAYE & NI (Apr 14)</td> <td>S111 LGA 1972</td> </tr> <tr> <td>100825</td> <td>£205.81</td> <td>Northants CALC</td> <td>NCALC Membership subscription & Internal Audit Fee year ending 31st March 2015</td> <td>S143 LGA 1972 (Membership - £120.81) S111 LGA 1972 (Audit - £85.00)</td> </tr> <tr> <td>100826</td> <td>£305.96</td> <td>Broker Network Limited</td> <td>Annual Insurance premium – Came & Company</td> <td>s.111 LGA 1972</td> </tr> </tbody> </table> <p>LGA = Local Government Act</p> <p>Receipts:</p> <table border="1" data-bbox="365 1549 1404 1686"> <thead> <tr> <th>Paid into HSBC</th> <th>Amount</th> <th>Received from</th> <th>Reason for Payment</th> </tr> </thead> <tbody> <tr> <td>11/04/14</td> <td>£3,000.00</td> <td>Kettering Borough Council</td> <td>Precept Payment 2014/15</td> </tr> </tbody> </table> <p>Bank Statement & Accounts: The HSBC Bank Statement at 29th April 2014: £4,504.83. Uncleared cheque: £0.00. Ledger Balance: £4,504.83.</p> <p>Review of Constables Land Rent: A copy of the current Lease Agreement was presented to Councillors at the meeting for consideration. It was Agreed that the</p>	Cheque No.	Amount	Payee	Reason for Payment	Statutory Power	100823	£71.92	Mrs Leigh Parkin	Salary (Apr 14)	S111 LGA 1972	100824	£17.80	HM Rev & Customs	PAYE & NI (Apr 14)	S111 LGA 1972	100825	£205.81	Northants CALC	NCALC Membership subscription & Internal Audit Fee year ending 31 st March 2015	S143 LGA 1972 (Membership - £120.81) S111 LGA 1972 (Audit - £85.00)	100826	£305.96	Broker Network Limited	Annual Insurance premium – Came & Company	s.111 LGA 1972	Paid into HSBC	Amount	Received from	Reason for Payment	11/04/14	£3,000.00	Kettering Borough Council	Precept Payment 2014/15	
Cheque No.	Amount	Payee	Reason for Payment	Statutory Power																															
100823	£71.92	Mrs Leigh Parkin	Salary (Apr 14)	S111 LGA 1972																															
100824	£17.80	HM Rev & Customs	PAYE & NI (Apr 14)	S111 LGA 1972																															
100825	£205.81	Northants CALC	NCALC Membership subscription & Internal Audit Fee year ending 31 st March 2015	S143 LGA 1972 (Membership - £120.81) S111 LGA 1972 (Audit - £85.00)																															
100826	£305.96	Broker Network Limited	Annual Insurance premium – Came & Company	s.111 LGA 1972																															
Paid into HSBC	Amount	Received from	Reason for Payment																																
11/04/14	£3,000.00	Kettering Borough Council	Precept Payment 2014/15																																

Chairman

Date

