



## OLD PARISH COUNCIL

Chairman: Colin Smart Clerk: To be appointed

### Minutes of the Meeting held on Wednesday 10<sup>th</sup> April, commencing at 7:30pm in the Community Centre, Townson Close, Old, Northamptonshire

#### Councillors Present:

R Bury, S Gohil  
C Smart,

**Members of the Public: none**

**Minutes taken by: S Gohil/Typed by C Smart.**

- 1/4/19 To accept apologies and approve reasons for absence  
Councillors Beckett, Moore, Robson and Haughney, offered their apologies.  
It was noted that attendance levels lately have been low, and councillors requested to give the council meeting due priority in their time planning.
- 2/4/19 Declarations of Interest: To receive any declarations of interest under the Councils Code of Conduct related to agenda items : **None**
- 3/4/19 Representations from members of the public - **None**
- 4/4/19 Minutes: **approved** the minutes of the meeting held March 13<sup>th</sup> 2019
- 5/4/19 Matters Outstanding

Agenda item	Who	Action Point
18/2/19	NM	Playground Inspection for Feb to Clerk . <b>Still Outstanding</b>
7/3/19	NM	Playground Inspection for Mar to Clerk . <b>Received</b>
9/3/19	CS/SG	Install Speed Monitor when Posts Avail - <b>Not Installed -see 9/4/19</b>
10/3/19	SG	Inform Daventry of new Bins & confirm if additional cost to empty - <b>carry forward - Dog Bin Needs Emptying as priority.</b>
11/3/19	CS/CB	CS to Liase with CB and start search for new Clerk <b>Ongoing - Advert to go out this month.</b>
11/3/19	CS	Continue Clerk Role and "Sorting" paperwork <b>Ongoing</b>
14/3/19	All	Volunteers for Policy Review Committee - <b>CS to create schedule - Policies to be allocated at next meeting.</b>
14/3/19	CS	Make changes as agreed and circulate <b>Done - See 11/4/19</b>
18/3/19	SG	Charities to be informed of Memorial Work Requirements <b>Done</b>

6/4/19 Planning: To receive updates and agree any actions - **None**

7/4/19 Playground: To receive latest inspection **Councillor Moore Not in attendance ..  
Notified Clerk that inspection will be done on 13/4/19**

Signed by Chairman:

Date:

- 8/4/19 Community Defibrillator – To receive inspection report **Unit is Ok, however someone has been cutting shrubbery and piled waste in front of cabinet. Steve Bury has volunteered to clear. Council asked Councillor Bury to Convey our thanks.**
- 9/4/19 Mobile Speed Cameras – **Poles still not in place. Councillor Gohil has chased, and awaiting response.**
- 10/4/19 Recruitment of new Parish Clerk – **Ongoing, Advert to go out this month.**
- 11/4/19 Risk assessment Review – **Agreed to adopt Policy as presented.**
- 12/4/19 Street Lighting Replacement – **Still awaiting Quotes ... Clerk to chase**
- 13/4/19 Village Tidy - **Poor Turnout in village (One Person), reasonable turnout in Cherry Hill. Thanks to be extended to the Deardon and Chilton Families from Cherry Hill for their enthusiasm and help, and to Steve Bocking for Mill Lane. Village signs and Play equipment still need cleaning.. CS to contact Paul Dicks for aid. Need to rethink planning for next time.**
- 14/4/19 Village APM . **Councillors to confirm attendance to Clerk. CRS to email report for comments and additional items to include.**
- 15/4/19 Playground Inspection (ROSPA) – **Agreed to inspection by ROSPA .. Clerk to arrange.**
- 16/4/19 Correspondence
- a. Dedicated PCSO Scheme **Noted**
  - b. Daventry district Grant promotions for 2019/20 **Noted**
  - c. Practitioners' Guide 2019 **Noted**
  - d. Training Courses **Noted ( No Takers from Councillors) – Councillors are encouraged to have at least attended “Flying Start” Course.**
- 17/4/19 Finance
- 1) Receive financial report and bank reconciliation and to review performance against budget and to agree any actions Clerk explained that the SSE DD for last month that was approved at £186.28 was actually taken as £174.24 as per Reconciliation. Due to inability to see the online statement.
  - 2) To review financial year 2018/2019 Actual versus budget –**Budget And Actuals Reviewed, main “overspends” VAS Sign (Poles & licence) and Cherry Hill Bins.**
  - 3) To approve Documents for Audit – **Agreed SG to perform oversight**
  - 4) To approve list of payments **-Done**
  - 5) Insurance Renewal quote – **Agreed to continue with Came & Co**
  - 6) Asset Register Review – **Agreed that CRS would perform with another Councillor (tbd)**

Signed by Chairman:

Date:

**New Expense**

**Approved New Expenses Totalling**

<u>Invoice Date</u>	<u>Purpose</u>	<u>Payee</u>	<u>Inv/ Ref</u>	<u>Meeting Date</u>	<u>Account</u>	<u>Cheque No</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
14-03-19	Lawn Mowing First Cut	Maximow	1949	10-04-19	Grass cutting/ground maint	956	255.93	0	<b>255.93</b>
14-03-19	Lighting Bill	SSE		10-04-19	Street light electricity supply	DD	155.96	30.3	<b>186.26</b>
14-02-19									
06-03-19									
10-01-19									
01-03-19									
17-01-19									

- 18/4/19 Reports - to receive reports and make resolutions (if required)
- Trustee Representative – **N/A**
  - Police and Neighbourhood Watch Co-ordinator – **No Report**
  - Highways Representative – **Nothing additional to Report**
  - Parish Councillors - **None**

19/4/19 Forthcoming Meeting 2019 – 8<sup>th</sup> May,  
Meeting dates for 2019 -12<sup>th</sup> June, 10<sup>th</sup> July, 11<sup>th</sup> September, 9<sup>th</sup> October, 13<sup>th</sup> November, 11<sup>th</sup> December

**ACTION POINTS**  
**FOLLOWING MEETING**

<b>Agenda item</b>	<b>Who</b>	<b>Action Point</b>
18/2/19	NM	Playground Inspection for Feb to Clerk .
7/4/19	NM	Playground Inspection for Apr to Clerk .
9/3/19	CS/SG	Install Speed Monitor when Posts Avail
10/3/19	SG	Inform Daventry of new Bins & confirm if additional cost to empty – Dog Poo Bin to be emptied ASAP.
10/4/19	CS/CB	CS Ensure Advert gets published for new Clerk and on Notice Boards
10/4/19	CS	Continue Clerk Role and “Sorting” paperwork
14/3/19	CS	Policy Review Timetable to be issued
13/4/19	CS	To request P Dicks aid in cleaning signs and play equip.
12/4/19	CS	Chase Lighting Quotes
14/4/19	All	AGM attendance confirmed and Report comments
15/4/19	CS	Arrange ROSPA inspection
17/4/19/3	SG	Oversight of Financials
17/4/19/5	CS	Confirm to Came and Co to proceed to get quotes
17/4/19/6	CS/	Carry Out Audit of Fixed Assets

Signed by Chairman:

Date: