

**PRESTON CAPES PARISH COUNCIL**  
**1 London Road**  
**Daventry**  
**Northamptonshire NN11 4DA**

**Email:** [clerk.prestoncapesperishcouncil@yahoo.co.uk](mailto:clerk.prestoncapesperishcouncil@yahoo.co.uk)

**Tel:** 01327 310245

**To members of the Parish Council:**

You are hereby summoned to attend the Annual Meeting of Preston Capes Parish Council at the village hall, Preston Capes at 7.45pm on Tuesday 16<sup>th</sup> May 2017 for the purpose of transacting the following business.

**Members of the public and press are invited to attend and address the Parish Council during the Public Participation items. Background papers will be available for inspection 15 minutes before the meeting.**



**Sharon Foster, Clerk to the Council**  
10<sup>th</sup> May 2017

**AGENDA**

**1. Administration**

- 1.1 Election of Chairman and signature of Acceptance of Office
- 1.2 Election of Vice Chairman and signature of Acceptance of Office
- 1.3 To receive and approve apologies for absence
- 1.2 To receive declarations of interest in items on the agenda
- 1.3 To consider any dispensation requests
- 1.4 To approve the minutes of the Ordinary Meeting held on 16<sup>th</sup> April 2017
- 1.5 To update on the 2017 Annual Parish Meeting to be held on Thursday 18<sup>th</sup> May 2017

**2. Regulatory Matters**

- 2.1 To review Governance documents  
Standing Orders, Finance Regulations, Policy documents, Assets Register, Risk Assessment
- 2.2 To arrange the Clerk's appraisal
- 2.3 To update Register of Members' Interests
- 2.4 To appoint Responsible Finance Officer and separate Finance Controller

**3. Matters arising from previous minutes (for information only)**

**4. Public Time**

**5. Planning**

- 5.1 To consider applications received

Application No	Description of Development	Location of Development	Date
None.			

- 5.2 To report decisions received

Application No	Description of Development	Location of Development	Decision
DA/2016/0943	Alterations and extensions to The Old Rectory house. Alterations to hard standing and repairs, alteration and partial demolition to the existing barn to create ancillary residential accommodation and construction of new single storey garage	The Old Rectory, Church Way, Preston Capes NN11 3TE	Approved
DA/2017/0211	Single storey rear extension	Pine Trees, Little Preston NN11 3TF	Approved

- 5.3 Other planning matters (For report only)

**6. Highways and Footpath matters**

To include:

- 6.1 Highways representative's report
- 6.2 Footpaths representative's report

**7. Tree Warden's Report**

**8. Update from Neighbourhood Watch/Police**

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**9. Finance**

9.1 To note income received  
 £ 0.07 Interest  
 £2,308.50 DDC – ½ year precept

9.2 To note bank balances as at 01.05.17  
 Lloyds Bank Treasurer's Account £4,436.69  
 Lloyds Bank Business Account £1,527.63  
 £5,964.32  
 Payments yet to clear £ 218.34  
 Total funds available £5,745.98

9.3 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary (April)	164.72	0.00	190.04	S Foster	LGA 1972 s 112	435
Clerk's expenses (April)	25.68	0.00				

9.4 To receive end of year audited budget figures for financial year 2016/2017

9.5 To receive internal audit report for financial year 2016/2017

**10. Consultations/Surveys**

None

**11. Correspondence Received**

11.1	DDC - Dementia cafe	
11.2	DDC – Clean Green Co-ordinator	
11.3	DDC – Invitation to Parish & Town Councils' Mtg - 15 <sup>th</sup> June 2017 (By email)	
11.4	NCALC – Transparency Funding applications (By email)	

**12. Matters not covered on the agenda above**

- 12.1 To update on adopt a kiosk  
 12.2 To update with regards to defibrillator for Little Preston

**13. New matters requested for next agenda**

**14. Diary dates for 2017**

Parish Council meetings: 13<sup>th</sup> June, 18<sup>th</sup> July, 19<sup>th</sup> September, 17<sup>th</sup> October, 21<sup>st</sup> November, 19<sup>th</sup> December  
 Annual Village Meeting: 18<sup>th</sup> May  
 Village Hall Lunchtime Bar: 1<sup>st</sup> Sunday of each month  
 Village Hall Evening Bar: 2<sup>nd</sup> Friday of each month