

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

Email: 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 17th May 2016 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
11th May 2016

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 20th April 2016
- 1.5 To update on the 2016 Annual Parish Meeting to be held on Thursday 19th May 2016

2. Regulatory Matters

- 2.1 To review Governance documents
Standing Orders, Finance Regulations, Policy documents, Assets Register, Risk Assessment
- 2.2 To report on 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/2016/0151	Variation of Condition 2 of DA/2015/0420	Nether Preston, Stowe Road, Preston Capes NN11 3TZ	Granted

- 5.3 To agree Planning Policy to be added as an Appendix to Countryside and Settlements Plan
- 5.4 Other planning matters (For report only)

6. Highways and Footpath matters

To include:

- 6.1 Highways representative's report
- 6.2 Water leak at Little Preston
- 6.3 Update on appointment of mowing contractor

7. Tree Warden's Report

To include:

- 7.1 Consideration of works to holly trees on The Square

8. Update from Neighbourhood Watch/Police

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9. Finance

- 9.1 To note income received
£ 0.06 Interest
£1,935.50 DDC ½ year precept
- 9.2 To note bank balances as at 31.04.16
Lloyds Bank Treasurer's Account £3,674.36
Lloyds Bank Business Account £1,402.55
£5,076.91
Payments yet to clear £ 197.44
Total funds available £4,879.47

9.3 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Refreshments for Tea for the Queen	89.82	0.00	89.82	Mrs R Hughes	Section 137	404
Clerk's salary – April	136.88	0.00	177.55	S Foster	LGA 1972 s112 LGA 1972 s112	405
Underpayment of Chq 398	19.50	0.00				
Clerk's expenses – April	21.17					
Refreshments for Tea for the Queen event	16.09 19.06	0.00 0.00	35.15	Mr R Hughes	Section 137	406
Village Hall Hire December-March	24.50	0.00	24.50	Village Hall	LGA 1972 s112	407

9.4 To receive end of year audited budget figures for financial year 2015/2016

9.5 To receive internal audit report for financial year 2015/2016

10. Consultations/Surveys

10.1 NCC – 0-19 Services

11. Correspondence Received

11.1	DDH – Notification of change of name to Futures Homeway Limited	
11.2	NCC – Notification of Highway Permit Scheme	
11.3	DDC – Invitation to Parish & Town Councils' meeting on 16.06.16 @ 6.30pm	

12. Matters not covered on the agenda above

- 12.1 To report on Tea for the Queen event
12.2 To consider renewal of first aid training at £370 for up to 12 people
12.3 To update on Clerk attending cemetery training course for Badby Parish Council

13. New matters requested for next agenda

14. Diary dates for 2016

Annual Parish Meeting: 19th May
Parish Council meetings: 21st June, 19th July, 20th September, 18th October, 15th November, 20th December
Village Hall Lunchtime Bar: 1st Sunday of each month
Village Hall Evening Bar: 2nd Friday of each month

Members of the public, press and the Clerk to be excluded from the following confidential matter

15. To review the Clerk's salary