

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 15th May 2018 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
9th May 2018

AGENDA

1. Administration

- 1.1 To elect Chairman and sign Acceptance of Office
- 1.2 To elect Vice Chairman and sign Acceptance of Office
- 1.3 To receive signed Acceptance of Office forms from all Parish Councillors
- 1.4 To receive and approve apologies for absence
- 1.5 To receive declarations of interest in items on the agenda
- 1.6 To consider any dispensation requests
- 1.7 To approve the minutes of the Ordinary meeting of 18th April 2018
- 1.8 To update on the 2018 Annual Parish Meeting to be held on Thursday 17th May 2018

2. Regulatory Matters

- 2.1 To receive report from working party and approve Governance documents including: Standing Orders, Finance Regulations, Policy documents, Assets Register, Risk Assessment
- 2.2 To arrange Clerk's appraisal
- 2.3 To update Register of Members' Interests
- 2.4 To appoint Responsible Finance Officer and separate Finance Controller
- 2.5 To receive update from Clerk following recent General Data Protection Regulations training
- 2.6 To appoint Data Protection Controller
- 2.7 To discuss and agree email distribution on behalf of Parish Council
- 2.8 To appoint Footpath Warden
- 2.9 To appoint Tree Warden
- 2.10 To appoint Highways Representative

3. Public Time

4. Planning

- 4.1 To consider applications received

Application No	Description of Development	Location of Development	Comment by
None			

- 4.2 To report decision

Application No	Description of Development	Location of Development	Decision
DA/2018/0133	Single storey rear extension	The Annexe, Red House Farm, Eydon Lane NN11 3TQ	Approved
DA/2018/0137	Listed Building Consent for replacement of asbestos roof covering with welsh slate	Bank Cottage, Old Forge Lane, Preston Capes NN11 3TD	Refused
DA/2018/0210	Works to five trees within a Conservation Area	The Stone Place, Old Forge Lane, Preston Capes NN11 3TD	Approved

- 4.3 Other planning matters (For report only)

5. Highways and Footpath matters To include:

- 5.1 Highways representative's report
- 5.2 Footpath representative's report
- 5.3 Update on erection of post for speed sign
- 5.4 Update on part of fallen wall opposite village hall
- 5.5 Update on water leak at Little Preston
- 5.6 To discuss and agree possible amendments to mowing contract
- 5.7 To discuss road closures and diversions affecting Little Preston

6. Tree Warden's Report

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7. Update from Neighbourhood Watch/Police

8. Correspondence Received

8.1	Clerks & Councils Direct – May 2018	
	DDC – OVO Energy Women's Tour 2018 (By email)	
	DDC – Invitation to Parish & Town Councils' Meeting on 14 June (By email)	

9. Finance

9.1 To note income received

£ 0.11 Interest

£2,350.00 DDC ½ year precept

9.2 To note bank balances as at 01.05.18

Lloyds Bank Treasurer's Account

£5,210.77

Lloyds Bank Business Account

£1,657.96

£6,868.73

Payments yet to clear

£ 209.27

Total funds available

£6,659.46

9.3 To update on drain clearance matter

9.4 To agree insurance cover effective from 01.06.18

9.5 To receive end of year unaudited figures for financial year 2017/2018

9.6 To agree internal audit for financial year 2017/2018

9.7 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary (April)	139.61	0.00	160.98	S Foster	LGA 1972 s 112	466
Clerk's expenses (April)	21.37	0.00				
Flowers sent to Clerk following bereavement	35.79	0.00	35.79	D Hughes	LGA 1972 s 112	467
Annual honorarium for dealing with VAS sign	50.00	0.00	50.00	M Delacoe	LGA 1972 s 112	468
Insurance premium	TBA	0.00	TBA	Community Lincs	LGA 1972 s 112	469
Data Protection Training (50/50 with BPC)	24.50	0.00	24.50	Northants CALC	LGA 1972 s 112	470

10. Matters not covered on the agenda above

10.1 To update on sun shade for defibrillator

10.2 To update on 33 High Street

10.3 To update on matter of land at Holly House

10.4 To update on grass mowing

10.5 To update on recent litter pick and plan next event

10.6 To discuss cricket club opportunity

11. Consultations/Surveys

None

12. New matters requested for next agenda

13. Diary dates for 2018

Parish Council meetings: 19th June, 17th July, 18th September, 16th October, 20th November, 18th December

Annual Village Meeting 17th May

Village Hall Lunchtime Bar: 1st Sunday of each month

Village Hall Evening Bar: 2nd Friday of each month