

Chair: Marysia Wells

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Minutes of the Meeting of the Parish of East Haddon and the Annual Meeting of East Haddon Parish Council

held on Thursday 19th May 2022, at East Haddon Village Hall, East Haddon at 7.00 pm.

Present: Cllrs Marysia Wells (Chair), Cllr Jif Cooper, Cllr Barry Hennessey, Cllr Margaret Marsh, Cllr Iain Stewart, and Cllr Peter Wells.

In attendance: Mrs Emma Gibson Clerk and RFO, a representative of the Playing Fields Association Becky Whorton and one member of the public.

Apologies: Cllr Jonathan Lambert, Cllr Malcolm Longley, and Cllr Gilly Wrathall.

ANNUAL MEETING OF THE PARISH OF EAST HADDON

2022.124 Chairman's Report – a summary of the activities of the Parish Council: Report received and will be added to the PC website.

2022.125 Statement of Parish Council Accounts 2021-22: Accounts received and will be added to the PC website.

2022.126 Report from WNC Cllrs: Report received, and a copy will be added to the PC website.

2021.127 Reports from village organisations: Report received from the playing field association. PFA aim to receive full funding this year now COVID restrictions are no longer in place. There are repairs to be made to some of the equipment and the PFA are seeking funding for this. Repairs will be made to the train and the equipment will be cleaned and painted. A cost going forward is likely to be repairs to the showers.

2021.128 Public forum: None.

2021.129 Meeting closed.

ANNUAL MEETING OF EAST HADDON PARISH COUNCIL

Members of the public and press are invited to address the Council at its Open Forum from 7.30 pm to 7.45 pm.

2022.01 ELECTIONS OF CHAIRMAN: Council **RESOLVED** to elect Cllr M Wells as Chair and declaration of office was received. Council **RESOLVED** to elect Cllr Iain Stewart as Vice Chair.

2022.02 PUBLIC FORUM: No members of the public wished to speak.

2022.03 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE: Council **RESOLVED** to approve apologies from Cllr Lambert, Longley and Wrathall.

2022.04 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 17TH MARCH 2022. Council **RESOLVED** to approve.

2022.05 MEMBERS' DECLARATIONS OF INTEREST/DISPENSATION REQUESTS FOR RELEVANT ITEMS ON THE AGENDA: To receive

1. Non-pecuniary: None.
2. Disclosable Pecuniary Interest: None.

2022.06 Council to re-appoint representatives to the Playing Field Association, Village Hall Committee and Police Liaison Representative. Council **RESOLVED** to appoint the following:

- **Playing Field Association:** Cllr Cooper.
- **Village Hall:** Cllr M Wells.
- **Police Liaison Representative:** Cllr Stewart.

2022.07 Council reviewed Standing Orders, Financial Regulations and Risk Assessment: Council **RESOLVED** to approve and re-adopt.

2022.08 INVENTORY OF LAND AND ASSETS (including buildings and office equipment): Parish Council reviewed and **RESOLVED** to re-adopt.

2022.09 MEMBERSHIP OF OTHER BODIES (by Council and/or employees): Parish Council reviewed and **RESOLVED** to continue membership of the following:

- a) Northamptonshire County Association of Local Councils – NCALC.
- b) Society of Local Council and Clerks – SLCC.

2022.10 DATES, TIMES AND PLACE OF ORDINARY MEETINGS OF FULL COUNCIL FOR THE YEAR 2022/23 AND THE ANNUAL PARISH MEETING (HELD IN EAST HADDON VILLAGE HALL UNLESS OTHERWISE STATED): Parish Council reviewed and **RESOLVED** to adopt.

Thursday 19th May 2022

Thursday 14th July 2022

Thursday 22nd September 2022

Thursday 24th November 2022

Thursday 26th January 2023

Thursday 23rd March 2023

Annual Meeting of the PC Thursday 11th May 2023

Council **RESOLVED** to allow flexibility in meeting dates. Council may review the above dates and re-arrange if necessary. Public notice of any changes of meeting dates will be communicated via the noticeboard or website at least one week in advance of meeting date.

2022.11 RESOURCES (STAFFING AND STRATEGY) COMMITTEE

a) Update (if any); None.

b) Annual Return 2021/22

1. Council **RESOLVED** to approve the Annual Governance Statement (Section 1).
2. Council **RESOLVED** to approve the Annual Return Accounting Statement (Section 2).
3. Council **RESOLVED** to approve the End of Year accounts and explanation of variances.
4. Council **RESOLVED** to agree the dates for the exercise of public rights as 13th June 2022 until 22nd July 2022.

c) **Internal Audit** – The Council’s internal audit for year ending 31st March 2022 has taken place. A copy of the report has been circulated to Councillors and will be made available on the Council’s website. Council considered and **RESOLVED** to accept the Internal Auditor’s report.

2022.12 RESOURCES

a) **Income received:**

WNC 1st Precept: £11,438.00

Field rent: £101.00

b) **Payment of outstanding invoices:** Parish Council resolution to approve those listed plus additional received between 13th May 2022 and 19th May 2022.

DATE	PAYEE	DETAIL	PAYMENT METHOD	AMOUNT EX vat	VAT	TOTAL AMOUNT
19/04/2022	Npower	Streetlight electricity	DD	£189.78	£9.49	£199.27
12/04/2022	Elm Tree	Mowing	BT			£130.00
	Maintenance: 1139					
12/04/2022	Connolly	Payroll 21-22	BT	£51.00	£10.20	£61.20
	Accountants					
14/04/2022	East Haddon PFA	Grant 2022	BT			£2000.00
14/04/2022	East Haddon Village Society	Grant 2022	BT			£200.00
14/04/2022	Friends of East Haddon School	Grant 2022	BT			£1200.00
19/04/2022	Elm Tree	Mowing	BT			£130.00
	Maintenance: 1159					
25/04/2022	E Gibson	April Salary	BT			£279.80
19/04/2022	HMRC	PAYE April 22	BT			£63.40
29/04/2022	Spratton PC	Office Phone Share April 22	BT			£4.76
28/04/2022	Defib store	Defibrillator batteries	BT	£65.00	£13.00	£78.00
29/04/2022	Spratton PC	New financial yr stationery	BT			£4.48
03/05/2022	Connolly	Payroll April 22	BT	£15.00	£3.00	£18.00
	Accountants					
20/05/2022	Elm Tree	Mowing	BT			£130.00
	Maintenance: 1178					
20/05/2022	E Gibson	Mileage	BT			£5.85
20/05/2022	Elm Tree: 1201	Mowing May 22	BT			£130.00
	Maintenance					
07/05/2022	Npower	Streetlight electricity	DD	£177.83	£8.89	£186.72
		April invoice				
25/05/2022	E Gibson	May salary	BT			£279.80
25/05/2022	HMRC	PAYE May	BT			£63.40
20/05/2022	Spratton PC	Printer paper and cartridges share	BT			£7.44
20/05/2022	ICO	Data Protection Officer fee	DD			£35.00

- c) **Bank balances, Bank Reconciliations and Receipts and Payments report to 1st April and 1st May 2022.**
Council **RESOLVED** to approve.

2022.13 PLANNING EXECUTIVE COMMITTEE

- a) **Planning Applications to consider and make resolution:** None.
b) **Planning application decisions to report (if any):** None.
c) **Planning appeals for information:** None.
d) **Planning Committee for information:** None.

2022.14 CHURCHYARD CEMETERIES, OPEN SPACES AND PARISH PROPERTY

- a) **Cemetery Issues:**
Complaint: Complaint received regarding disruption to the cemetery during grave digging. Council discussed the complaint. Cllr M Wells visited the family to discuss. The Clerk to ensure funeral directors instruct grave diggers to be aware of other graves and disturbance in the cemetery when working there.
Cemetery Fees: Fees reviewed. Annual 2% increase to be added as per earlier PC decision due to cost of living rises increase kept low. Increases to be reviewed at annual meetings going forward.
- b) **Mowing/Maintenance Issues (if any):** None.
- c) **Village Committee updates:** Cllrs reported on Committees at which they have been in attendance. Village Hall Committee up-date received, and East Haddon Village Society meeting up-date received.
- d) **Jubilee Planting and events:** Up-date discussed regarding a tree for the Queen's Jubilee. A Cedar tree will be purchased as per earlier resolution to the value of £150. Cllr M Wells to continue making enquiries. Village events for the Jubilee are being planned, request for funding of £50 to contribute to set up costs such as prizes and games. Council **RESOLVED** to donate £50.
- e) **Village Christmas lights:** Up-date received on the purchase of Christmas lights for the village. Council to re-consider at the next meeting once confirmation that the Church are happy with the proposal.
- f) **Bus shelter refurbishment:** Up-date discussed, work to be completed before the autumn. Clerk to seek a further up-date in mid-June if work not commenced.
- g) **Thermal imaging camera:** Council discussed the use of thermal imaging cameras that can check the thermal efficiency of people's houses. Cllr P Wells reported on such initiatives. Clerk and Cllr Wells to continue to gather further information on this to progress the project. Possible use for remaining CIL monies. To be re-considered at next meeting.

2022.15 HIGHWAYS

- a) **Speeding and parking issues:** Up-date received after Cllrs meeting with WNC Highways liaison officer. Council awaiting information from WNC Highways regarding costs for speeding solutions such as chicanes and more signage. Clerk to chase.
- b) **Monitoring and recording speeding in the village:** Proposal to hire a radar speed gun to enable Council to conduct its own survey and gather data. Such data could then be used to help inform what speed reduction schemes could be most effective and cost effective. Cllr Hennessey to provide further detailed information to allow PC to decide at the next meeting.

2022.16 CONSULTATIONS REQUIRING A RESPONSE: Council to consider any additional consultations received between the 13th and 19th May 2022. None.

2022.17 CORRESPONDENCE RECEIVED FOR DISCUSSION AND TO AGREE ACTION (IF ANY) (previously circulated).

- a) **PCSO Village visit:** PCSO visited the village on the 5th May 2022.

2022.18 DATE OF NEXT MEETING: Date of next meeting Thursday 14th July at 7pm T.B.C.

2022.19 CONFIDENTIAL ITEM: Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Council may resolve to exclude members of the public for the following agenda items on the grounds that publicity may be prejudicial to the public interest or because of the confidential nature of the business to be transacted.

- a) **Cemetery burial request:** Request from former resident to be buried in the village. Council **RESOLVED** to agree to this burial due to the family ties to the village.
- b) **Staffing issues:** National Pay review implementation. Council **RESOLVED** to approve.

Signed.....
Chair East Haddon Parish Council

Date:

Meeting dates:

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Thursday 14th July 2022

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