

**Minutes of Stoke Albany Parish Council Meeting Held on Tuesday 2nd April 2013
at 8.00 pm in the Village Hall**

Present:

Councillors: B Squires, J Wallace, J Tugwell, D Benson

In attendance: Cllr A Matthews – Chairman of Desborough Town Council / County Councillor election candidate, Mr D Howes – Borough Councillor Welland Ward by-election candidate

Clerk: Leigh Parkin

Minute No.		ACTION
1	Apologies: Cllr D Small.	
2	Approve and sign the minutes of the meetings of 5th March 2013 It was RESOLVED that the minutes be signed as a correct record.	
3	Matters Arising: <ul style="list-style-type: none"> • Minute 12/March 13 – Queen’s Diamond Jubilee Tree & Plaque – The planting of the tree and positioning of the plaque will now take place on Saturday 13th April. • Minute 14/March 13 – the annual village litter pick will take place on Monday 8th April. The Clerk will bring the equipment and forms needed for the evening. Cllr Tugwell has put up posters in the village and organised a free drink for participants after the event at the White Horse pub. 	BS
4	Declarations of Interest: Cllr Squires declared a personal interest in agenda item 6.1.	
5	Representations from Members of the Public: Cllr Matthews and Mr Howes addressed the Council about the forthcoming County Councillor election and Welland Ward Borough Councillor by-election.	
6	Planning	
6.1	KET/2013/0098 – Mr Houghton – 4a Green Lane, Stoke Albany – Full Application: First floor side extension and roof lights to side elevation. The Parish Council supported this planning application.	
6.2	NCC 12/00043/WASFUL – Land off Eagle Avenue, Magnetic Park, Desborough – Erection and installation of an Energy Centre with the capacity to produce Combined Heat and Power through Energy from Waste Technology and including associated buildings, plant and machinery, formation of access and associated works – Planning permission for this development has now been issued following the completion of the legal agreement. Noted.	
6.3	North Northants Joint Core Strategy Update – Noted.	
7	Surveys/Questionnaires/Meetings	
7.1	CPRE Planning Road Show – 1st May 2013, 6.30pm to 9.00pm –No Cllrs are available to attend this event.	

Chairman

Date

<p>8</p>	<p>Bus Shelters, Seats & BMX Track Cllr Squires is to undertake the monthly check and report back to the next Parish Council meeting.</p>																
<p>8.1</p>	<p>Ashley Road bench – Mr R Arnold, Specialist Joiner, has provided a quote for materials to repair the bench and has confirmed that he will not charge labour costs for repairing the bench. The Parish Council Agreed to the purchase of the materials and repairing of the bench by Mr Arnold.</p>																
<p>9</p>	<p>Finance</p>																
<p>9.1</p>	<p>Accounts for Payment: It was RESOLVED that the following accounts be paid:</p> <table border="1" data-bbox="360 567 1412 772"> <thead> <tr> <th data-bbox="360 567 511 636">Cheque No.</th> <th data-bbox="511 567 657 636">Amount</th> <th data-bbox="657 567 893 636">Payee</th> <th data-bbox="893 567 1185 636">Reason for Payment</th> <th data-bbox="1185 567 1412 636">Statutory Power</th> </tr> </thead> <tbody> <tr> <td data-bbox="360 636 511 705">100783</td> <td data-bbox="511 636 657 705">£71.92</td> <td data-bbox="657 636 893 705">Mrs Leigh Parkin</td> <td data-bbox="893 636 1185 705">Salary (March13)</td> <td data-bbox="1185 636 1412 705">s.111 LGA 1972</td> </tr> <tr> <td data-bbox="360 705 511 772">100784</td> <td data-bbox="511 705 657 772">£17.80</td> <td data-bbox="657 705 893 772">HM Rev & Customs</td> <td data-bbox="893 705 1185 772">PAYE (March 13)</td> <td data-bbox="1185 705 1412 772">s.111 LGA 1972</td> </tr> </tbody> </table> <p>LGA = Local Government Act</p>	Cheque No.	Amount	Payee	Reason for Payment	Statutory Power	100783	£71.92	Mrs Leigh Parkin	Salary (March13)	s.111 LGA 1972	100784	£17.80	HM Rev & Customs	PAYE (March 13)	s.111 LGA 1972	
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<p>9.2</p>	<p>Receipts: None received.</p>																
<p>9.3</p>	<p>Bank Statement & Accounts: HSBC Bank Balance at 28th February 2013: £1,650.30. Uncleared cheques: £129.80. Ledger Balance: £1,520.50. The HSBC Bank Statement at 31st March 2013 had not been received and will be reported at the next meeting along with the End of Year 12/13 accounts and Q4 Financial Analysis.</p>																
<p>9.4</p>	<p>VAT Return: A claim for a refund of VAT for £121.63 has been completed and submitted to HM Revenue and Customs for Stoke Albany Parish Council for the period 1st April 2012 to 28th February 2013.</p>																
<p>9.5</p>	<p>KBC Grounds Maintenance quotation April 2013 – March 2014: The Parish Council Agreed to sign to accept the quote for the year.</p>																
<p>9.6</p>	<p>S.137 Limit: Noted.</p>																
<p>9.7</p>	<p>Letter from Mr I Arnott, Parish Council Internal Audit 2013/14: A letter has been received from the Council’s previous Northants CALC Auditor offering his services for future audits. Information is to be requested from Mr Arnott as to how he keeps up-to-date with Internal Audit requirements as he is no longer a Northants CALC Auditor. This information is to be presented to the next Parish Council meeting.</p>																
<p>9.8</p>	<p>BDO Notice of Annual Audit for year ending 31 March 2013: Details of the annual audit for Stoke Albany Parish Council for the year ending 31st March 2013 have been received from BDO Stoy Hayward LLP, External Auditor. The Audit timetable presented to the Council was Approved.</p> <p>External Auditors are required to select a 5% sample of local councils to receive an intermediate audit questionnaire, where both income and expenditure is less than £200,000 for the year ending 31 March 2013. Stoke Albany Parish Council has been randomly selected as part of this year’s 5%</p>																

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	<p>sample.</p> <p>The Clerk is to report to the Council any additional hours worked to complete the intermediate audit paperwork.</p>	
10	<p>Pocket Park</p> <p>The review of the Pocket Park risk assessment and annual inspection scheduled to take place on 8th March has been re-scheduled for 19th April as Ms R Little, Northamptonshire County Council (NCC) Pocket Parks Officer was unwell on the original planned date.</p>	Clerk/BS
11	<p>Correspondence</p>	
11.1	KBC Work Programme March 13 – Noted.	
11.2	BDO Audit Briefing 2013 – Noted.	
11.3	Came & Company Parish Matters Spring 2013 – Noted.	
11.4	Northants CALC eUpdate March April 2013 – Noted.	
11.5	KBC Standards Advisory Committee papers held on 25 th March 2013 – Noted.	
14	<p>Exchange of Information</p>	
14.1	<p>Concern was raised about the subsidence on the slip road off the A427 into Stoke Albany which was first reported to MGWSP on 21st February 2013. The road has deteriorated further and is considered dangerous to vehicles. This situation is to again be reported to MGWSP, copied to Cllr J Harker, Northamptonshire County Councillor, to request that they take urgent action and place temporary warning signs along the slip road.</p>	
14.2	<p>The Village Hall is considering holding a music festival on the field behind the Church which is privately owned land. It is anticipated 200/300 people would attend and that a curtain sided lorry would be used for a stage. A generator would be used to supply electricity. The Village Hall Committee has asked whether the Parish Council's insurance policy would cover an event of this nature within the Village.</p>	Clerk
14.3	<p>Concern was raised about the directional sign on the corner of Lower Road and Ashley Road as the concrete post is crumbling. MGWSP is to be contacted to ask whether the concrete post can be replaced/repared keeping the same style of sign and the original directions. The Parish Council emphasised that they are not looking to replace the sign with a modern one.</p>	Clerk
15	<p>Date of Next Meeting and Agenda Items</p> <p>Annual Parish Meeting – Tuesday 7th May 8.00pm</p> <p>Annual Parish Council Meeting – Tuesday 7th May 8.15pm</p>	
	The meeting closed at 8:55 pm	

Chairman

Date