


Lowick & Slipton Parish Council

All Councillors are hereby summoned and required to attend a meeting of Lowick & Slipton Parish Council to be held at The Germain Rooms on Wednesday May 15th 2024 commencing at 7.00pm to transact the business below.

Dated: March 07th 2024 Signed: 

Nicola Phillips – Clerk to Lowick & Slipton Parish Council
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THIS IS A PUBLIC MEETING TO WHICH MEMBERS OF THE PUBLIC AND PRESS ARE INVITED

AGENDA

- 24.05/953 Election of Chair - Declaration of Acceptance of Office to be completed and countersigned.
- 24.05/954 Election of Vice Chairman
- 24.05/955 To note the resignation with effect from April 5th 2024 of Cllr S Barton
- 24.05/956 To receive and approve apologies for absence.
- 24.05/957 Public participation session. (Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting).
- 24.05/958 To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the Disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).
- 24.05/959 To receive and approve for signature the minutes of the meeting held on Wednesday March 20th 2024.
- 24.05/960 To note any matters arising from the minutes not included on this agenda for report only.
- 24.05/961 To note the findings of the internal audit
- 24.05/962 To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 23/24
- 24.05/963 To receive and approve Section 2 – Accounting Statements – Annual Governance & Accountability Return 23/24
- 24.05/964 To confirm the dates for display of the notice of public rights, and for inspection of documents relating to the financial year 2023/24
- 24.05/965 To appoint the Internal Auditor for the year 2024/2025
- 24.05/966 To receive and approve Finance Regulations, Standing Orders, Councillor Code of Conduct, Member's Allowances Policy, and Scheme of Delegation
- 24.05/967 To receive and approve the Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, and Training Plan for Councillors
- 24.05/968 To receive and approve the Document Retention Policy, Data Protection Policy, Subject Access Request Procedures, Data Breach Policy, Data Map, General, and Councillor/Staff /Role Holder Privacy Notice, Information Publication Scheme, Social Media Policy, and Website Accessibility Statement
- 24.05/969 To receive and approve the Health and Safety Policy, Lone Working Policy, Staff Appraisal Policy and Procedure, Expenses Policy, Sickness and Absence Policy, Grievance and Disciplinary Policy, Councillor/Officer protocol, Dignity at Work Policy, Safeguarding Policy
- 24.05/970 To receive and approve the Environment Policy and Biodiversity Policy, Small Grants Policy
- 24.05/971 To receive and approve the Risk Management Policy Statement, Financial Risk Assessments and all other Risk Assessments
- 24.05/972 To receive and approve the Assets Register

- 24.05/974 To note the Insurance Review
- 24.05/975 To allocate Councillors', and others', roles and responsibilities
- 24.05/976 To review the bank mandate
- 24.05/977 To note the direct debits
- 24.05/978 To receive and approve the Balance of Accounts/Bank Reconciliation
- 24.05/979 To examine and approve the Bank Statements
- 24.05/980 To approve and authorise payments of the following invoices

Ref No.	Chq No.	Payee	Item (* includes VAT at 20%)	Amount	Power
001.24/25	DD1	Salix Finance	10th installment loan	£1,000.00	PCA 1957 s3
002.24/25	BAC1	NARCRE	Membership 2024/2025	£48.00	LGA 1972 s143
003.24/25	BAC2	NCALC	Subs and audit etc.	£522.66	LGA 1972 s143
005.24/25	100598	N A Phillips	April salary	£344.79	LGA 1972 s111
006.24/25	DD2	HMRC	Clerks April tax	£2.00	LGA 1972 s 112
008.24/25		Clear Insurance	Insurance 01.06.24 - 31.05.25	£379.67	LGA 1972 s111
009.24/25	100600	N A Phillips	March expenses	£32.68	LGA 1972 s111
011.24/25		Barclays	Charges	£0.19	LGA 1972 s111
012.24/25	100600	N A Phillips	April expenses	£16.92	LGA 1972 s111
013.24/25	BAC 3	Eon Energy Solutions	Slipton lamp shade	£54.00	PCA 1957 s3
014.24/25	DD3	SSE	Unmetered supply March 2024	£TBC	PCA 1957 s3
015.24/25	TBC	Germain Rooms	Room Hire 2023/24	£TBC	LGA 1972 s 111
016.24/25	100601	N A Phillips	May salary	£TBC	LGA 1972 s 112
017.24/25	DD2	HMRC	Clerks May tax	£TBC	LGA 1972 s 112
018.24/25	DD4	SSE	Unmetered supply April 2024	£TBC	PCA 1957 s3
019.24/25	100602	N A Phillips	June salary	£TBC	LGA 1972 s 112
020.24/25	DD2	HMRC	Clerks June tax	£TBC	LGA 1972 s 112
021.24/25	DD5	SSE	Unmetered supply May 2024	£TBC	PCA 1957 s3
022.24/25	TBC	TBC	D-D commemoration	£TBC	LGA 1972 s 137
023.24/25	TBC	TBC	Reimbursement for Pocket Park planting expenses	£TBC	LGA 1972 s 137

- 24.05/981 To note the reimbursement to the Clerk for payment made to HMRC to cover Jan – Mar tax due to the failure of the direct debit.
- 24.05/982 To resolve that it is in this Council's best interest to apply for the Barclay's Business Debit Card service, and that this Council agrees to be bound by the Barclay's Debit Card terms and conditions.
- 24.05/983 To resolve that whilst the existing bank mandate provides for more than one person to instructions to the bank, in the case of the provision of a Business Debit card, to allow Barclays to accept and act on the instructions from any one nominated cardholder.
- 24.05/984 To resolve that authorised persons identified in section 3 of the Appointment of Bankers are authorised to apply for, nominate cardholders, and to accept the Business Debit Card terms, contained in the Business Customer Agreement, on behalf of LWTA PC.
- 24.05/985 To review and confirm the Clerk's salary
- 24.05/986 To review the budget and make any adjustments that are needed.
- 24.05/987 To consider and resolve the council's response to planning applications listed below plus any other planning applications advised by North Northamptonshire Council and available on its website between the circulation of this agenda and the meeting to which it pertains.
- NE/24/00348/TCA: T1 Eucalyptus - crown reduction by 3m. at 15 Main Street Lowick NN14 3BH
- NE/24/00272/FUL: Two storey side extension at Green Cottage 3A Main Street Lowick NN14 3BH
- NE/23/00445/LBC: Internal and external alterations works to allow for change of use of single dwelling comprising the former School House to two self-contained holiday or short-stay units of accommodation at The Old School House Main Street Lowick NN14 3BH
- NE/23/00435/FUL: Development of 2 new semi-detached 3 bed houses with associated access and

parking; alterations to existing curtilage listed wall to create access at Land Adjacent School House
Main Street Lowick NN14 3BH

NE/23/00436/LBC: Alterations to curtilage listed wall to create access for new dwellings at Land
Adjacent School House Main Street Lowick NN14 3BH

- 24.05/988 To note response to applications received and reviewed between meetings
- 24.05/989 To note planning decisions made by NNC
- 24.05/990 To note that the weekly safety checks of the Pocket Park Equipment are carried out.
- 24.05/991 To note that the weekly checks of the defibrillators are carried out.
- 24.05/992 To discuss any highways, or rights of way issues and to resolve what action to be taken
- 24.05/993 To note any issues with the Council's assets, including streetlighting, and to resolve what action, if any, to be taken
- 24.05/994 To receive the results for the survey of assets to record condition and any remedial work needed
- 24.05/995 To discuss possible traffic calming measures at Lowick including funding
- 24.05/996 To receive a report from Adam Hughes Flood Warden including the draft Flood Management Plan
- 24.05/997 To approve the Biodiversity Plan
- 24.05/998 To note this Council's response to the invitation to form part of the response to the NNC Community Governance Review
- 24.05/999 To note the receipt of a portrait photograph of King Charles III to be displayed in the Germain Rooms
- 24.05/1000 Correspondence
- 24.05/1001 To set the dates for the meetings for the year 2024/2025 as 17/07, 18/09, 20/11, 17/01, 20/03, 15/05
- 24.05/1002 To close the meeting