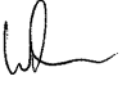


Lowick & Slipton Parish Council

All Councillors are hereby summoned and required to attend an extraordinary meeting of Lowick & Slipton Parish Council to be held at The Germain Rooms on Wednesday May 29th 2024 commencing at 7.00pm to transact the business below.

Dated: May 22nd 2024 Signed: 

Nicola Phillips – Clerk to Lowick & Slipton Parish Council
54 High Street, Ringstead NN14 4DA Tel: 07562372430
Email: clerk.lowickandsliptonpc@gmail.com
Website: www.lowickandsliptonpc.co.uk

THIS IS A PUBLIC MEETING TO WHICH MEMBERS OF THE PUBLIC AND PRESS ARE INVITED

AGENDA

- 24.05/001 Election of Chair - Declaration of Acceptance of Office to be completed and countersigned.
- 24.05/002 Election of Vice Chairman
- 24.05/003 To note the resignation with effect from April 5th 2024 of Cllr S Barton
- 24.05/004 To receive and approve apologies for absence.
- 24.05/005 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).
- 24.05/006 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).
- 24.05/007 To receive and approve for signature the minutes of the meeting held on Wednesday March 20th 2024.
- 24.05/008 To note any matters arising from the minutes not included on this agenda for report only.
- 24.05/009 To note that the meeting scheduled for Wednesday May 15th 2024 was inquorate and therefore no action was transacted
- 24.05/010 To note the findings of the internal audit
- 24.05/011 To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 23/24
- 24.05/012 To receive and approve Section 2 – Accounting Statements – Annual Governance & Accountability Return 23/24
- 24.05/013 To confirm the dates for display of the notice of public rights, and for inspection of documents relating to the financial year 2023/24
- 24.05/014 To appoint the Internal Auditor for the year 2024/2025
- 24.05/015 To receive and approve Finance Regulations, Standing Orders, Councillor Code of Conduct, Member's Allowances Policy, and Scheme of Delegation
- 24.05/016 To receive and approve the Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, and Training Plan for Councillors
- 24.05/017 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
- 24.05/018 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

- 24.05/019 To receive and approve the Environment Policy and Biodiversity Policy, Small Grants Policy
- 24.05/020 To receive and approve the Risk Management Policy Statement, Financial Risk Assessments and all other Risk Assessments
- 24.05/021 To receive and approve the Assets Register
- 24.05/023 To note the Insurance Review
- 24.05/024 To allocate Councillors', and others', roles and responsibilities
- 24.05/025 To review the bank mandate
- 24.05/026 To note the direct debits
- 24.05/027 To receive and approve the Balance of Accounts/Bank Reconciliation
- 24.05/028 To examine and approve the Bank Statements
- 24.05/029 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	BAC 4	Turneys	Pocket Park Mowing	£168.00	
016.24/25	TBC	Germain Rooms	Room Hire 2023/24	£120.00	LGA 1972 s 111
017.24/25	100601	N A Phillips	May salary	£345.91	LGA 1972 s 112
018.24/25	DD2	HMRC	Clerks May tax	£2.40	LGA 1972 s 112
019.24/25	DD4	SSE	Unmetered supply April 2024	£TBC	PCA 1957 s3
020.24/25	100602	N A Phillips	June salary	£TBC	LGA 1972 s 112
021.24/25	DD2	HMRC	Clerks June tax	£TBC	LGA 1972 s 112
022.24/25	DD5	SSE	Unmetered supply May 2024	£TBC	PCA 1957 s3
023.24/25	TBC	TBC	D-D commemoration	£TBC	LGA 1972 s 137
024.24/25	TBC	TBC	Reimbursement for Pocket Park planting expenses	£TBC	LGA 1972 s 137

- 24.05/030 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.
- 24.05/031 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.
- 24.05/032 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.
- 24.05/033 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.
- 24.05/034 To review and confirm the Clerk's salary
- 24.05/035 To review the budget and make any adjustments that are needed.
- 24.05/036 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.
- 24.05/037 To note response to applications received and reviewed between meetings

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

- 24.05/038 To note planning decisions made by NNC
- 24.05/039 To note that the weekly safety checks of the Pocket Park Equipment are carried out.
- 24.05/040 To note that the weekly checks of the defibrillators are carried out.
- 24.05/041 To discuss any highways, or rights of way issues and to resolve what action to be taken
- 24.05/042 To note any issues with the Council's assets, including streetlighting, and to resolve what action, if any, to be taken
- 24.05/043 To receive the results for the survey of assets to record condition and any remedial work needed
- 24.05/044 To discuss possible traffic calming measures at Lowick including funding
- 24.05/045 To receive a report from Adam Hughes Flood Warden including the draft Flood Management Plan
- 24.05/046 To approve the Biodiversity Plan
- 24.05/047 To note this Council's response to the invitation to form part of the response to the NNC Community Governance Review
- 24.05/048 To note the receipt of a portrait photograph of King Charles III to be displayed in the Germain Rooms
- 24.05/049 Correspondence
- 24.05/050 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
- 24.05.051 To confirm the date of the next meeting as 17th July 2024
- 24.05/052 To close the meeting