


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 21st 2025 commencing at 7.00pm to transact the business below.

Dated: May 14th 2025 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

- 25.05/199 Election of Chair - Declaration of Acceptance of Office to be completed and countersigned.
- 25.05/200 To receive councillors' Declarations of Office and, for any not received, determine when they shall be received
- 25.05/201 Election of Vice Chairman
- 25.05/202 To receive and approve apologies for absence.
- 25.05/203 To fill by co-option the vacancies due to insufficient candidates standing for election
- 25.05/204 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).
- 25.05/205 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).
- 25.05/206 To receive and approve for signature the minutes of the meeting held on Wednesday March 19th 2025.
- 25.05/207 To note any matters arising from the minutes not included on this agenda for report only.
- 25.05/208 To note the findings of the internal audit
- 25.05/209 To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 24/25
- 25.05/210 To receive and approve Section 2 – Accounting Statements – Annual Governance & Accountability Return 24/25
- 25.05/211 To confirm the dates for display of the notice of public rights, and for inspection of documents relating to the financial year 2024/25
- 25.05/212 To appoint the Internal Auditor for the year 2025/2026
- 25.05/213 To receive and approve Finance Regulations, Standing Orders, Councillor Code of Conduct, Member's Allowances Policy, and Scheme of Delegation
- 25.05/214 To receive and approve the Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, and Training Plan for Councillors
- 25.05/215 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
- 25.05/216 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
- 25.05/217 To approve the Environment Policy, Biodiversity Policy the Biodiversity Plan, Small Grants Policy
- 25.05/218 To receive and approve the Risk Management Policy Statement, Financial Risk Assessments and all other Risk Assessments

- 25.05/219 To receive and approve the Assets Register
- 25.05/220 To note the Insurance Review
- 25.05/221 To allocate Councillors', and others', roles and responsibilities
- 24.05/222 To review the bank mandate
- 25.05/223 To note the direct debits
- 25.05/224 To receive and approve the Balance of Accounts/Bank Reconciliation
- 25.05/225 To examine and approve the Bank Statements
- 25.05/226 To approve and authorise payments of the following invoices

Ref No.	Chq No.	Payee	Item (* includes VAT at 20%)	Amount	Power
001.25/26	BAC 1	Glasdons	Gates	£3,264.66	LGRA 1997 s 30
002.25/26	BAC 2	NCALC	Subs and audit etc.	£628.30	LGA 1972 s111
003.25/26	100618	N A Phillips	April salary	£315.48	LGA 1972 s112
004.25/26	DD1	HMRC	Clerks April tax	£59.40	LGA 1972 s112
005.25/26	100619	N A Phillips	March expenses	£50.03	LGA 1972 s 111
006.25/26	BAC 3	NARCRE	Membership 2025/2026	£48.00	LGA 1972 s143
008.25/26		Clear Insurance	Insurance 01.06.25 - 31.05.26 -	£365.39	LGA 1972 s111
009.25/26	100619	N A Phillips	April expenses	£27.91	LGA 1972 s111
010.25/26	BAC 4	J C Blowfield	Pocket Park Mowing	£100.00	LGA 1972 s124
011.25/26	BAC 5	Germain Rooms	Room Hire 2025/26	£120.00	LGA 1972 s111
012.25/26	100620	N A Phillips	May salary	£315.48	LGA 1972 s112
013.25/26	DD1	HMRC	Clerks May tax	£59.40	LGA 1972 s 112
014.25/26	DD2	SSE	Unmetered supply April 2024	£TBC	PCA 1957 s3
015.25/26	100621	N A Phillips	June salary	£TBC	LGA 1972 s112
016.25/26	DD1	HMRC	Clerks June tax	£TBC	LGA 1972 s 112
017.25/26	DD3	SSE	Unmetered supply May 2024	£TBC	PCA 1957 s3
018.25/26	BAC 6	E M Pell & Partners	Slipton gates installation	£TBC	LGRA 1997 s 30

- 25.05/227 To review and confirm the Clerk's salary
- 25.05/228 To review the budget and make any adjustments that are needed.
- 25.05/229 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/25/00356/FUL: Ground floor rear extension, partial garage conversion at 22A Main Street Lowick
NE/25/00469/PNA: Prior Notification - Agricultural. Resurfacing and repair of farmyard at Alley Farm Buildings Drayton Road Lowick
- 25.05/230 To note response to applications received and reviewed between meetings
- 25.05/231 To note planning decisions made by NNC
- 25.05/232 To note that the weekly safety checks of the Pocket Park Equipment are carried out.
- 25.05/233 To note that the weekly checks of the defibrillators are carried out.
- 25.05/234 To discuss any highways, or rights of way issues and to resolve what action to be taken
- 25.05/235 To note any issues with the Council's assets, including streetlighting, and to resolve what action, if any, to be taken
- 25.05/236 To receive the results for the survey of assets to record condition and any remedial work needed
- 25.05/237 To receive an update traffic calming measures at Lowick
- 25.05/238 To receive a report from Adam Hughes Flood Warden including the draft Flood Management Plan
- 25.05/239 Correspondence
- 25.05/240 To set the dates for the meetings for the year 2025/2026 as 16/07, 17/09, 19/11, 21/01, 18/03, 20/05
- 25.05/241 To close the meeting