

**Minutes of the Annual Parish Council Meeting of Hargrave Parish Council  
Held on Monday 13<sup>th</sup> May 2019 in Hargrave Village Hall**

Members present:  
Cllr J Gunthorpe in the Chair

Councillors  
N How H Jones D Thrift  
Clerk- Ms J Hodgson

1 member of the public was present.

The meeting started at 7.30pm

**19-1 Election of chairman for the year 2019-20**

After proposal and seconding, it was **RESOLVED** that Councillor Gunthorpe be elected as Chairman for the coming year. The Declaration of Office was duly signed.

**19-2 Election of vice chairman for the year 2019-20**

After proposal and seconding, it was **RESOLVED** that Councillor How be elected as the Vice Chair for the coming year

**19-3 Apologies for absence**

It was **RESOLVED** that the reason for absence for Councillor Brotherton and Councillor Farrington be approved.

**19-4 Minutes**

**RESOLVED:** that the Minutes for the meeting held 15<sup>th</sup> April 2019 be approved and signed by the Chairman.

**19-5 Standing Orders and Financial Regulations**

It was **RESOLVED** that Standing Orders as amended by the NALC briefing L09-18 and the Financial Regulations (unaltered) be re-adopted.

**19-6 Annual review of the inventory of land and assets**

**RESOLVED:** That the inventory of land and assets presented represents an up to date schedule.

**19-7 Insurance**

**RESOLVED:** that the insurance schedule as offered by BHIB Ltd offers appropriate cover for the Council and the premium of £224.22 be authorised for payment.

**19-8 Membership of outside bodies**

**RESOLVED:** That membership of NCALC be renewed at an annual subscription of £203.65 as membership offers the Council useful services. Membership of other organisations would be considered in the year if deemed appropriate to do so.

#### **19-9 Annual review of the Councils complaints procedure**

**RESOLVED:** That the Council's policy should be readopted without amendment.

#### **19-10 Annual review of the Council's procedures for handling requests under the Freedom of Information Act & Data Protection Act 2018**

**RESOLVED:** That the Council's policies should be readopted without amendment.

It was noted that the Council had not received any requests under the above legislation in the previous municipal year.

#### **19-11 S137 (Local Government Act 1972) spending limit**

It was noted that the maximum permissible spending under s137 during the year was £1477.84 for any expenditure without an appropriate power for authorisation.

#### **19-12 Date and time of ordinary meetings for the year ahead**

It was agreed that meetings would be held on 1<sup>st</sup> July, 2<sup>nd</sup> September, 4<sup>th</sup> November, 6<sup>th</sup> January 2020, 2<sup>nd</sup> March & 11<sup>th</sup> May

#### **19-13 Members specific areas of interest:**

- a. Footpaths – Cllr Clarke
- b. Village maintenance including highways – Cllr Thrift
- c. Community & road safety – Cllr Gunthorpe and Cllr Jones
- d. Financial internal control – Cllr Brotherton
- e. Village Hall Management Committee – Cllr How

#### **19-14 Trustee for the Wind farm Trust**

**RESOLVED** That Cllr D Farrington be appointed as the Parish Councillor trustee (four-year term)

#### **19-15 Declaration of interests**

No declarations were made.

#### **19-16 Public Speaking Time**

There were no speakers.

#### **19-17 Report from Northants County Councillor and East Northants Councillor**

ENC Cllr Howell provided a written report and spoke about anticipated impact of the transition to unitary status.

NCC Cllr Hughes had not provided a report.

## 19-18 Centenary of the war memorial

This item was deferred to a later meeting.

## 19-19 Financial Matters

a. Cheques for payment

**RESOLVED** That the following payments be authorised

100862	Northants CALC – annual subscription LGA 1972 s 143	£203.65
100863	BHIB Ltd – annual insurance premium LGA 1972 s111	£224.22
100864	Aylesbury Mains Ltd – repair of street lamps Parish Councils Act 1957	£171.84
100865	J Gunthorpe – reimbursement for purchase of litter pickers LGA 1972 s 137 (Min ref 18-94 f)	£81.08
100866	J Hodgson – 2x salary and expenses LGA 1972 s111 & s112	£451.66
100867	Hargrave Parish Council - transfer to HPC deposit account per Minute 18-94 c	£5000.00

b. Financial report from the Clerk - As at 14<sup>th</sup> April 2019 (the latest bank statement) the Council had cash holdings of £11834.28. Since that date half of the precept has been received from East Northamptonshire Council.

The quarterly electricity supply to e-on had been paid by direct debit on 12<sup>th</sup> April at £76.84 net. (Parish Council Act 1957 pt1 s3). The annual payment to the Information Commissioners Office of £35.00 has been paid by direct debit (Data Protection (Changes and Information) Regulations 2018 r3)

c. Internal Audit Report – **RESOLVED** that the report be received and accepted

d. Accounts for the year ending 31<sup>st</sup> March 2019 - **RESOLVED** that the Accounts that form Appendix A be approved and adopted.

e. Annual Governance & Accountability Annual Return section 1- the Council considered each statement of the Return and directed the completion of the form **RESOLVED** that the Chairman sign the Annual Governance Statement.

f. Annual Governance & Accountability Return section 2 - **RESOLVED** that the Council accepts the Accounting Statements as presented by the Responsible Financial Officer and that the Chairman sign the Accounting Statement as it accurately represented Council's financial position.

g. Exemption from External Audit - **RESOLVED** that the Exemption Certificate be signed for submission to PKF Littlejohn as the Council met the qualifying criteria.

h. Rights of way/local walks map – **RESOLVED** that an ex-gratia payment for the work undertaken be made in the form of vouchers to the value of £50.00. (LGA 1972 s111)

i. 200 rights of way/local walks A3 maps (LGA 1972 s144) - **RESOLVED** a maximum budget of £100.00 be approved for the production of the final copy of the map referenced above.

## 19-20 Planning Matters

### a. Planning applications:

**19/00527/FUL** Erection of two storey annex with wheelchair access for family/guest accommodation and seasonal workers at Brook House Bottom Farm Brook Street

**RESOLVED:** The Parish Council objects to the application as it has concerns that the proposed annex is not adjoined to the existing building. The proposed scale of the unit appears excessive and it represents a development in open countryside. The Council is not aware of a need for seasonal workers in local agricultural practices.

**19/00753 PDU** Change of use of agricultural barns to residential (C3) 2 dwellings at Hargrave Lodge Farm

**RESOLVED:** The Parish Council notes that this is the fourth application made in the past year for redevelopment of this property. The Council is conscious that this development is in open countryside and unnecessary development should be avoided.

However, notwithstanding the above, the Council recognises that the barns proposed for redevelopment are no longer required for agricultural purposes and are otherwise derelict. Providing the redevelopment does not increase the existing footprint of the buildings in any way and appropriate diligence is applied when considering the highways access and the impact on other road users, the Parish Council does not object to the proposal.

- b. Planning decisions by ENC – It was noted that planning consent had been granted in the case of 18/02396/FUL 7 Nags Head Lane
- c. New dwellings on land adjacent to Rectory View - It was noted that the new dwellings on land adjacent to Rectory View have been named Primrose House and Rose House.
- d. ENC Planning Enforcement re 18/01293/FUL – correspondence from ENC Enforcement was received and noted.
- e. Appearance of the Nags Head - It was noted that the appearance of the Nags Head had been reported to East Northamptonshire Council enforcement. A response is outstanding.

## 19-21 Village Infrastructure

- a. Hedge at the junction to Church Road & the B645 - it was agreed that Cllr How and Jones would put together a project proposal for works for future consideration.
- b. Meeting with the NCC Highways manager (26/03/19) – it was reported that Cllr Thrift and the Clerk had met with the maintenance manager to discuss works to the junction of Nags Head Lane and Church Road
- c. Maintenance of the grass area at the junction of Church Road and the B654 **RESOLVED** that under LGA 1972 s 101 that the Clerk has delegated authority to enter into a contract after consultation with the Chairman.
- d. Correspondence received re the ditch adjacent to the Hoggin Ditch – email correspondence from the adjacent landowner regarding his proposed works were received and noted.

e. Trees on council land – the Clerk advised the Council as to its responsibilities.

#### **19-22 Herdsman Charity**

Further to Minute 18.94g the accounts that form Appendix B were received. It was noted that the Minutes record Councillor Brotherton as being a Trustee in 2014 and Councillor Jones appointed in 2015. It was **RESOLVED** that Councillor Jones be appointed as a Trustee to the charity for a further four-year term.

#### **19-23 Village Hall Committee**

There was nothing to report from the Committee. The Parish Council was asked whether it supported the principle of an internet dongle for the village hall to make the hall viable for potential users. It was agreed that the Council would be interested in hearing more about the proposal.

#### **19-24 Community and road safety**

a. Correspondence from 3 Shires Security Partnership - the correspondence was received and it was agreed not to take any further action.

#### **19-25 Wind Farm Trust**

There was nothing to report.

#### **19-26 Consultation re rights of way in Keyston**

**RESOLVED** – that the consultation response issued outside of the meeting be approved.

#### **19-27 Next scheduled meeting (1<sup>st</sup> July)**

The next scheduled meeting will be on 1st July 2019.

Meeting closed at 9.30 p.m.

**Chairman**

**Hargrave Parish Council****Annual Accounts for year ending 31st March 2019**

<b>2017-2018</b>		<b>2018- 2019</b>
	<b>Receipts</b>	
5800.00	Precept	5800.00
	Other receipts	
90.00	Field rent	180.00
0.00	Grants	3163.00
0.10	Interest	1.08
<u>412.59</u>	VAT reclaim	<u>1234.34</u>
		<u>4578.42</u>
<u>6302.69</u>	Total receipts	<u>10378.42</u>
	<b>Payments</b>	
2858.68	Staff costs	2925.04
	Other payments	
0.00	Grants	100.00
1722.60	Public lighting	415.82
40.00	Section 137	60.00
66.88	Office costs	128.80
373.39	Audit & Insurance	341.58
579.3	Misc.	3821.92
0.00	Training	36.00
0.00	Hall Hire	0.00
<u>335.11</u>	VAT	<u>686.23</u>
		<u>5590.35</u>
<u>5975.96</u>	Total Payments	<u>8515.39</u>

Prepared by J Hodgson, Clerk to the Council & RFO  
02/04/2019

Approved at Council meeting held 13th May 2019

**Herdsmen Non-ecclesiastical Charity****Annual Statement for year ending 31<sup>st</sup> March 2018**

Investment details: The funds are invested with CCLA (Church, Charities and Local Authorities) in the COIF Charities Ethical Investment Fund Income Units

01/04/2017 The number of units held: 2058.61.

31/03/2018 The number of units held: 2058.61

Dividends are not reinvested therefore the number of units held has not changed.

The value of the units will go up and down in line with market fluctuations affecting the value of the dividends paid.

Dividends from the Investment are paid into dedicated Barclays Account \*\*\*324

		CR	DR	
Opening balance	01/04/2017			1519.35
Dividend	31/05/2017	39.32		
Dividend	31/08/2017	43.64		
Dividend	30/11/2017	38.70		
Interest	04/12/2017	0.28		
Dividend	28/02/2018	38.70		
Interest	05/03/2018	0.82		
		<u>161.46</u>	<u>0</u>	
Closing balance	31/03/2018			<u>1680.81</u>

I certify that funds have not been drawn from the Barclays Account during the year.

I certify that administration costs have not been levied against the Barclays Account nor against the Investment for the purposes of administering the Charity.

This statement has been prepared in accordance with the Charities Act 2011.

Trustee

This statement should be retained for six years from 31<sup>st</sup> March 2018

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		CR	DR	
Opening balance	01/04/2018			1680.81
Dividend	31/05/2018	41.58		
Interest	04/06/2018	0.84		
Dividend	31/08/2018	41.58		
Interest	03/09/2018	0.86		
Dividend	30/11/2018	40.35		
Interest	03/12/2018	0.88		
Dividend	28/02/2019	40.35		
Interest	05/03/2019	0.9		
		<u>167.34</u>	<u>0</u>	
Closing balance	31/03/2018			<u>1848.15</u>

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