

Roade Parish Council



To Members of the Council:

You are hereby summonsed to attend the Ordinary Meeting of Roade Parish Council to be held on December 11th 2017, Roade Village Hall, Bailey Brooks Lane, Roade, 7.15pm

Members of the Public and Press are invited to attend a meeting of Roade Parish Council and to address the Council during its public participation session.

Dated: December 5th 2017

Clerk to the Council
PO Box 847, Northampton, NN7 9AB
01604 861976
clerk@roadeparishcouncil.gov.uk

ROADE PARISH COUNCIL ORDINARY MEETING:

AGENDA

RPC/629	Apologies																																													
RPC/630	Public Session <ol style="list-style-type: none"> 1) Issues raised by members of the public 2) Reports from outside bodies, to include <ol style="list-style-type: none"> a) Roade Village Hall and Playing Field Committee b) Police 3) Reports from District Councillors – H Davies, S Clarke 4) Report from County Councillor – Adil Sadygov 																																													
RPC/631	Declarations of Interest																																													
RPC/632	Response to items raised in the public session																																													
RPC/633	Resolution to approve the minutes of the Ordinary Meeting of Roade Parish Council on November 13th 2017																																													
RPC/634	Matters arising from the minutes, and Clerks Report for information only. <ul style="list-style-type: none"> • Manor Close trees- the trees are protected by an Area TPO. The TPO prevents any unauthorised works, however, if a tree surgeon requested that works are carried out then SNC would consider this. • Unregistered land at the back of the football club- this will be looked into as soon as possible. • Clerk submitted responses to both the Roxhill Consultation and NCC Budget Consultation. • Lease for the football club is now finalised and will be sent to the Football Club for approval and then signing the lease will be arranged. 																																													
RPC/635	PLANNING																																													
a)	To agree comments on planning applications which cannot be decided by the Planning Committee.																																													
RPC/636	FINANCE																																													
a)	Financial position of the Council to November 30 th 2017 £102533.51 Nationwide £437740.61 Inc £9502.75 Vat refund																																													
b)	Resolution to approve the following payments and agree two councillors to complete the online authorisation. In the event of additional payments arriving after the agenda is published but requiring approval at the meeting, I will provide details on a separate list which will be added to the minutes. <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th>T No</th> <th>Chq No</th> <th>To Whom</th> <th>Details</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>159</td> <td>SO</td> <td>N & P Gardens</td> <td>Mowing contract Oct</td> <td>1684.00</td> </tr> <tr> <td>160</td> <td>300284</td> <td>1st Roade Scouts</td> <td>Donation for summer fun day</td> <td>150.00</td> </tr> <tr> <td>161</td> <td>DD</td> <td>Aviva</td> <td>Monthly fee for Oct</td> <td>45.00</td> </tr> <tr> <td>162</td> <td>DD</td> <td>BDO</td> <td>Error in processing, subsequent refund.</td> <td>1560.00</td> </tr> <tr> <td>163</td> <td>SO</td> <td>G Greaves</td> <td>Salary Nov</td> <td>197.10</td> </tr> <tr> <td>164</td> <td>SO</td> <td>F Young</td> <td>Salary Nov plus backpay Sept+Oct</td> <td>1626.91</td> </tr> <tr> <td>165</td> <td>SO</td> <td>BT</td> <td>Mobile bill</td> <td>9.00</td> </tr> <tr> <td>166</td> <td>DD</td> <td>SSE</td> <td>Electricity</td> <td>1538.57</td> </tr> </tbody> </table>	T No	Chq No	To Whom	Details	£	159	SO	N & P Gardens	Mowing contract Oct	1684.00	160	300284	1 st Roade Scouts	Donation for summer fun day	150.00	161	DD	Aviva	Monthly fee for Oct	45.00	162	DD	BDO	Error in processing, subsequent refund.	1560.00	163	SO	G Greaves	Salary Nov	197.10	164	SO	F Young	Salary Nov plus backpay Sept+Oct	1626.91	165	SO	BT	Mobile bill	9.00	166	DD	SSE	Electricity	1538.57
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	167	BP01/12	Computer DRs	Printer and installation	243.60
	168	BP02/12	F Young	Anti virus reimburse	34.96
	169	BP03/12	G Greaves	Nov Overtime	20.86
	170	BP04/12	Aylesbury Mains	Streetlight maintenance	137.16
	171	BP05/12	HMRC	Tax and NI	938.74
	172	BP06/12	Kirkwells	Neighbourhood Plan	3540.00
	173	DD	Aviva	Monthly contributions Nov	110.88
	174	SO	N & P Garden s	Mowing contract Nov	1684.00
	175	BP07/12	Court couriers	Village technician	610.77
	176	300297	A Johnson	Materials	41.95
c)	Confirmation of checks to payments by the appointed Internal Controls Councillor.				
RPC/637	<p>Resolution to approve the following recommendations from the Finance & General purposes Meeting on November 27th 2017</p> <ul style="list-style-type: none"> • Adopt the reviewed policy on Procedures for Financial Control and Internal Audit. • Adopt the the following policies that have been reviewed and approved by F & GP; Training, Sickness, Expenses, Grievance, Equality & Diversity, Disciplinary and Complaints. • F & GP recommends that the cemetery should continue to be run on a 'not for profit' basis and as such recommend that cemetery fee's are raised from Jan 1st by 5% and that any residual funds for the cemetery are ring fenced at year-end for cemetery maintenance. 				
RPC/638	Budget 2018-2019 – Brief discussion following the F & GP meeting. The final budget and precept will be discussed and approved at the January meeting.				
RPC/639	<p>Discussion to agree response to 'Northamptonshire Libraries and Information Service Review 2017 Consultation' Closing date 13th January 2017 to include the following resolutions –</p> <ul style="list-style-type: none"> • Resolution to agree to complete and register an 'Informal Expression of interest' by RPC to manage Roade Library. • Resolution to consider forming a working party with the Friends of Roade Library and others with a view to responding with a Formal Expression of Interest. 				
RPC/640	Roade medical centre – brief update from Cllr Marshall				
RPC/641	Neighbourhood Plan - Update on NHP, to include details of items and issues raised by respondents during the informal Draft Consultation, that are outside the scope of the NHP				
RPC/642	<p>Cemetery –</p> <ol style="list-style-type: none"> 1. Update from Clerk regarding flooding on driveway 				
RPC/643	<p>Chaplins Yard, Stratford Rd</p> <p>Resolution to accept the transfer of ownership of the LAP(Local Area of Play) and On site Open Space, to include the balancing Pond, at Chaplins Yard from Orbit Homes to Roade Parish Council along with the commuted maintenance sum of approx. £20,651.26</p>				
RPC/644	S.106 Application from Roade Village Hall and Playing Field Charity – Council to consider application and make a Resolution.				
RPC/645	Walkers Way – to receive an update if available.				
RPC/646	To receive a brief report from the meeting with NCC, Persimmon and SNC on 16th Nov.				
RPC/647	Mowing – To resolve to go out to tender in January 2018 and change the contract duration from 2 years to 3 years to allow financial stability for both contractor and parish council.				
RPC/648	<p>Highways</p> <ol style="list-style-type: none"> a) Any Highways issues b) Bridge over the footpath to cover the drainage ditch that is between St Marys Way footpath and the Church car park – Resident request via Councillor, council to agree whether to investigate this option. c) Additional dog waste bins – to consider placing new dog bins on Walkers Way and Chaplins Yard estates, allowance in budget for 2018/2019 of 4 new bins and associated emptying. 				
RPC/649	<p>Correspondence – to agree action where needed.</p> <ul style="list-style-type: none"> • Ashton Parish Council – Declaration of support for the Friends of Roade Library and others to help secure the libraries future. • Feoffee & Chivall Charity- request to confirm appointment of Sarah Ruse in formal letter - Clerk 				
RPC/650	Date and Time of Next Meeting – January 15 th 2018. 1 week later than normal due to holiday season.				
RPC/651	Items for next agenda				
RPC/652	Resolution to Close the meeting to the Press and Members of the public as items to be discussed are of a commercially sensitive nature.				
RPC/653	Report from the Recreation Working Group to include financial information and quotations received.				