

NASSINGTON PARISH COUNCIL



MINUTES - NASSINGTON PARISH COUNCIL MEETING

Wednesday 8th May 2024 at 7.30 pm in Nassington Village Hall

23.2412. Election Of Chairperson of the parish council

It was *RESOLVED* that Robert Peterson be elected as chairperson of the parish council. The chairman signed his declaration of office.

23.2413. Attendance and apologies for absence

Present: Cllr Sam Attenborough, Cllr Alan Burns, Cllr Rebecca Downey, Cllr Charlotte Lemmon, Cllr Derrick Mortimer, Cllr Robert Peterson (chairman), and Cllr Andy Russell. Apologies received from Elliott Clark and Alain Kingsley, due to personal commitments. It was *RESOLVED* to accept these apologies Officer present: The clerk.

23.2414. Declarations of Interest

Dispensations are in place for all members of the council who are also members of the cricket club, for members with allotments, for members with association with the preschool, and for members with association with the church. The council has previously acknowledged that associations with and membership of other organisations might on occasion be pecuniary in nature but felt those to be incidental to the member's council role rather than of pecuniary advantage or disadvantage to the member, that the roles would not conflict, and that members would put their statutory duty as duly appointed members of the council as priority in any decision-making process.

23.2415. Election of members holding positions of responsibility or representation.

It was *RESOLVED* to make the following appointments:

- Vice Chairman: Cllr Derrick Mortimer.
- Committees/working groups:
 - Burial Board: Cllr Rebecca Downey, Cllr Robert Peterson and Cllr Andy Russell.
- Representatives on Village Organisation with own Constitution:
 - Newsletter: Cllr Robert Peterson.
 - Village Hall: Cllr Alan Burns.
- Lead member:
 - Allotments lead member: Cllr Sam Attenborough.
 - Neighbourhood Planning: Status quo maintained: Cllr Alan Burns as chairman, all council members as ex officio members of the Neighbourhood Plan Advisory Committee.
 - Governance: Status quo maintained: Internal control, checking accounts and support in governance matters: Cllr Derrick Mortimer
 - Neighbourhood Watch / PLR: None was deemed required at the present time.
 - Footpaths & rights of way: None was deemed required at the present time All members will remain vigilant to highways related rights of way matters and report as necessary.
 - Playground / playing field safety checks: All members would have access to the online RoSPA checklist and carry out checks as they are able. Cllrs Attenborough, Mortimer, and Russell undertook to inspect regularly on a rota.
 - Environment/nature recovery lead: Cllr Charlotte Lemmon

23.2416. Protocol and policies:

- a) A draft recommended internal control document, to demonstrate that the council has made proper arrangements and accepted responsibility for safeguarding public money, as required by section 2 of the Annual Governance and Accountability Return (AGAR) had been circulated to

members in advance of the meeting. It was **RESOLVED** to adopt the draft as presented, which is unaltered from the previous year.

- b) A draft recommended financial risk assessment, to demonstrate that the council has considered and documented the financial and other risks and dealt with them, as required by section 2 of the Annual Governance and Accountability Return (AGAR) of the council had been circulated to members in advance of the meeting. It was **RESOLVED** to adopt the draft as presented, which is unaltered from the previous year.
- c) A draft recommended new co-option policy had been circulated in advance of the meeting, along with the latest version of NALC LTNⁱ 08 'Elections and Co-option' dated July 2022. It was **RESOLVED** to adopt the draft as presented
- d) A draft recommended Equal Opportunities policy had been circulated in advance of the meeting. This was rejected as being unsuitable for Nassington Parish Council because it is too wide ranging, whilst missing some important identities by being too specific – it does not allow for the mercurial and dynamic societal potentials of modern Britain. The council will prepare a pared down version of the policy that will be more inclusive in its approach.
- e) Draft standing orders and financial regulations, based on NALC model policies, plus a scheme of delegation policy had been circulated in advance of the meeting. It was **RESOLVED** to adopt the drafts as presented, which were unaltered from the previous year.
- f) It was **RESOLVED** to re-affirm the council's adopted code of conduct, based on the North Northamptonshire Council model.

24.2412. It was **RESOLVED** that the meeting schedule remains 2nd Wednesday of each month at 7.30pm, excepting August, in the village hall, subject to change if necessary if a clash of public or school holidays would cause too many absentees.

24.2413. Approval of Minutes

It was **RESOLVED** to approve the minutes, circulated in advance of the meeting, of the meeting held in April 2024. The chairman of the meeting signed the minutes.

24.2414. Questions or address from members of the public:

There were none.

24.2415. Planning and Development:

Neighbourhood plan update. No responses had been received following the decision in April that members would submit any proposed amendments to the clerk regarding the latest version of the plan. It was taken that the council approved of the plan and concurred with the consultant's suggestion to reduce the Open Space where one of the allocations would otherwise cut into it. The aim is still to host space at the August bank holiday garden show to publicise the plan, as part of the Regulation 14 process. The SEA process is in progress.

24.2416. Governance:

- a) Insurance: Insurance renewal documents had been circulated in advance of the meeting. insurable risks considered – it was confirmed that cover to be provided on the 3 year long term agreement is adequate. The matter of insurance cover would be reviewed as part of the autumn budget preparation process in readiness for insurance procurement arrangements in spring 2025.
- b) .gov.uk website: It was **RESOLVED** that the clerk should proceed with securing a .gov.uk domain name on best value principles, with the intention of using with existing website, and to include .gov.uk email addresses for all councillors. The cost should not exceed £400 without recourse to the council.
- c) Burial Board update: Minutes of last meeting of the previous board meeting had been circulated in advance of the meeting. It was agreed that the delegation members representing Nassington should meet with their Yarwell counterparts informally to have an opportunity to familiarise

themselves with one another, prior to the inaugural meeting of the new board (as well as Nassington having new delegates, two of the previous Yarwell members have resigned).

- d) Details of the community governance review had been circulated in advance of the meeting. It was **RESOLVED** to decline the Northants CALC recommendation to engage with the forthcoming Community Governance Review.

24.2417. Playing field

- a) No update on replacement play equipment had been received.
 b) A request had been received from a member of the public that the parish council grant permission to the cricket club to allow the hedge cutters to be lent. The council declined this request.

24.2418. Community / Projects

Following a meeting of the allotment committee, the following point were noted:

- Permission will be granted for small items of children’s play equipment on individual plots on the understanding that this is at plot holders’ own risk and that the equipment must be put away while the plot is not in use.
- It transpires that an allotment holder who the council issued with an eviction notice to quit in 2022 had not actually done so, although the parish council was not aware of this state of affairs. The allotment holders on the allotment committee advocated for this person and requested that the council reconsider its position. It was agreed that the person in question would be permitted to keep the two half allotments that he failed to vacate, on the proviso that it is cleared of all detritus and used in accordance with the contract. He would also be issued with an invoice for the intervening two years.
- There was a discussion regarding bees in the vicinity – a conversation with the relevant parties would follow.

24.2419. Financial matters:

- a) The accounts to the year end, as at 31st March 2024 had been circulated in advance of the meeting with the draft AGAR papers. It was **RESOLVED** to approve the final year end accounts and year end balances for the previous financial year as:

ledger balance current account	3,111.96
Tailored reserve	95,041.00
Nationwide 95 day saver	89,8763.24
Total cash:	188,026.20
Per cash book	
Balance b/f	141,210.77
Add receipts for year	51,062.85
less payments for the year	4,247.42
Balance c/f:	188,026.20

- b) It was **RESOLVED** to note the following receipts and approve the following payments, details of which had been circulated in advance of the meeting:

Receipt	Goods/service	Supplier	Nett	Gross	Power
50,750.00	Precept	NNC			
Goods/service	Supplier		Nett	Gross	Power
History group expenses	K Palenski			45.12	LGA ⁱⁱ 1972, s.144
History group fee	S Orme			75.00	LGA ⁱⁱ 1972, s.144
Membership fees	SLCC			183.00	LGA ⁱⁱ 1972 s111
Insurance	Clear Insurance			794.87	LGA ⁱⁱⁱ 1972 s111
Bin emptying	NNC		52.42	62.90	PHA ^{iv} S164HA

Grasscutting	Plough environmental		470.00	PHA ^v S164HA ^{vi} GA215
Direct debits/SOs:				
streetlighting	SSE	110.07	118.15	PCA ^{vii} 1957 s3/ HA ^{viii} 1980 s301
AED in phonebox	SSE	8.91	10.69	PHA ^{ix} s234
First Aid Kit	Amazon	113.35	113.35	PHA ^x s234
Games for biscuit tin	Amazon		35.00	LGA ⁱⁱ 1972, s.144
Salary and pension			1012.65	LGA ^{xi} S112 & pensions act

24.2420. Newsletter / Social Media / community communications would include

Outcome of annual meeting appointments, public rights re the audit, and NDP upcoming regulation 14 consultation.

24.2421. Matters for future consideration

The matter of the churchyard report would be considered at the next meeting, in the meantime the clerk will respond to brief response received by email.

DATE OF NEXT MEETING: 12TH JUNE 2024

Approved by Nassington Parish Council:

Signature of Chairman		Date:
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ⁱ LTN – Legal Topic Notice

ⁱⁱ LGA - Local Government Act 1972

ⁱⁱⁱ LGA - Local Government Act 1972

^{iv} Public Health Act 1875

^v Public Health Act 1875

^{vi} Public Health Act 1875

^{vii} PCAct -Parish Councils Act 1957

^{viii} HA- Highways Act 1980

^{ix} PHA – Public Health Act 1936

^x PHA – Public Health Act 1936

^{xi} LGA - Local Government Act 1972