

WALGRAVE PARISH COUNCIL

Notice of Walgrave Parish Council Meeting

To all members of the Parish Council:

You are hereby summoned to attend a meeting to be held

Monday 13th July 2020 at 7.30pm

In accordance with The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020 this meeting will be held via Zoom.

Members of the public and press are welcome to attend and may address the Council when invited during the public session. Please notify the Clerk of your intention to speak, Walgravepc@gmail.com

To access and attend the meeting, please use the following details:

<https://us02web.zoom.us/j/88149524778?pwd=bkY4dWVMMWdMOTVKcmFCWkFXS255dz09#success>

Meeting ID: 881 4952 4778

Password: 365454

- 20/020 Election of Chairman:** Due to Cllr Mike Graham's resignation as Chairman, the first Order of business, elect a new Chairman.
- 20/021 Conduct a Public Session:** Duration and content at the Chairman's discretion
- 20/022 Record Attendance, Absence and Apologies from Councillors not in attendance. Resolution** to accept apologies
- 20/023 Declarations of interest:** to receive any declarations of interest under the Council's Code of Conduct related to agenda items (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)
- 20/024 Approval and signing of the minutes of Meeting 9th March 2020. Resolution** to approve
- 20/025 Action points/points for tracking:** To receive verbal report (LM)
19/183 & 20/015 closed 20/006: Online Banking see 20/029. **20/013:** Website see 20/030
- 20/026 To appoint Data Protection Officer – Resolution** to appoint Northamptonshire CALC as Data Protection Officer for 2020/21 – outlined under General Data Protection Regulations 2018.
- 20/027 Finance, Administration and Governance Related Matters**
- 1. To receive financial Report:** circulated to Councillors
 - 2. Councillor to verify bank reconciliation and report to Council**
 - 3. To Review performance against budget**
 - 4. Finance – to Approve payments to the sum of £2,498.94**
Clerk salary £420.12 (July)
Clerk Expenses £38 (July)
Total: £458.12
Aylesbury Mains £45.24
Norse Daventry £ 1009.44
Midland Tree Specialists £200.00
NCALC £247.50
E.ON £592.64
Total: £2094.82
 - 5. Results of Annual Internal Audit Report 2019/2020.** The internal audit for the year ending 31st March 2020 took place on the 20th May 2020. A copy of the report has been circulated to the Councillors, **Resolution** to approve.

6. **Public Notice.** The period of notice will be from 14th July to 28th July 2020
7. **Approval of Annual Governance Statement. Resolution** to approve
8. **Review of Policies:** Council to review and make a **Resolution** to re-adopt the following policies

Standing Orders <i>(reviewed June 2020)</i>	Review of effectiveness of internal audit
Code of Conduct	NCALC IAS Terms of Reference
Financial Regulations <i>(reviewed June 2020)</i>	Risk Assessment <i>(reviewed June 2020)</i>
Risk Management Policy <i>(reviewed June 2020)</i>	Cemetery Fees (to be reviewed)
Audit Plan	

20/028 Working Parties: to form a cemetery working Party. The working party will progress the extension of the cemetery. Review the current policies, procedures and tariffs. Examine the need for remedial maintenance and on-going maintenance required for the cemetery.

20/029 Correspondence: to agree response/action to correspondence received
Annual waiting restrictions review, 2020/21 – Daventry. Gold Street/Zion Hill, Walgrave request submitted by the Community Liaison Officer, Ian Boyes on behalf of the Parish Council. Vehicles parking for nearby public house in the narrow section of Gold Street/Zion Hill are restricting access. Incident reported of ambulance being unable to get through due to these parked vehicles. Proposal supported by Walgrave Parish Council. Email and map forwarded to all Councillors. **Resolution** to endorse the changes being put forward
“Kettering Catcher” Demand responsive minibus service for your village: A minibus scheme in Northamptonshire for the benefit of the community especially the elderly and teenagers. The initial trial service is to be in Mawsley. The Scheme is asking for a one-off subscription of £500. Documents circulated to all Councillors. To make a **Resolution** as required.

20/030 Planning: Planning Application **DA/2020/ 0182** has been withdrawn
 Application **DA/2020/0355;** Demolition of detached garage, rear cloaks room and construction of single storey front and rear extension, and two storey and rear extensions, and alterations to vehicular access and parking. To be considered and **Resolution** made as required.

20/031 Proposal to move Online Banking: Details on Unity Trust Bank Internet Banking and NatWest Internet Banking have been circulated to Cllrs. To make a **Resolution** as required

20/032 Website: Following decision made on 9th March 2020 to purchase a 2commune website.

- Approval to purchase a ‘Modern’ template £900 + VAT, £400 Website hosting, support and annual licence £400 + VAT and for 2commune to register and manage walgraveparishcouncil.gov.uk domain name; £150 + VAT, total £1450.00 + VAT.
Resolution to approve purchase and **Resolution** to approve the colour blue for the website
- **Resolution** to approve the image from the Village Design Statement to be used on Website, image circulated to Cllrs.

20/033 Regular Reports: to receive any other reports *for information only*. This may include, but is by no means limited to, Maximow, Aylesbury Mains, Highways, VH&PFA, Cemetery, Pocket Park, Police, WWC, working parties, Website, Footpath Working Party

20/034 To receive Councillor and Sector Reports

20/035 Agenda: requests for items to be included on the Agenda for the next meeting

20/036 Next Meeting: Monday 14th September 2020

Signed: *L McGoldrick* 7th July 2020

Clerk: Lorna McGoldrick, 144 Sywell Road, Overstone, Northampton, NN6 0AG

Email: walgravepc@gmail.com Chairman: Cllr. M Graham