



## Ecton Parish Council

Minutes of the **Ordinary Meeting of Ecton Parish Council** held on **Tuesday 22<sup>nd</sup> March 2022** at 7.30pm.

**Present:** Cllr D Dicks (Chair), Cllr A McCarter, Cllr N Bond, Cllr J Fernley, Cllr I Whittaker and Cllr G Littlewood

**Also Present:** Mrs S Wong (Clerk) no parishioners were in attendance

Item No	
<b>848/2022</b>	<p><b>To Receive Apologies</b> Apologies were received from Cllr S Grisewood and Cllr P Godby (both had other commitments) and NNC Cllr S Brown, Cllr L Lawman and Cllr C Hallam (all at a NNC meeting).</p>
<b>849/2022</b>	<p><b>To invite declarations of interest in respect of items on the agenda</b> No Declarations of Interest were received.</p>
<b>850/2022</b>	<p><b>To receive and approve for signature the Minutes of the Ordinary Meeting held on the 25<sup>th</sup> January 2022</b> It was <b>RESOLVED</b> the Minutes of the Ordinary Meeting of Parish Council held on the 25<sup>th</sup> January 2022 having been previously circulated, were approved as a true record of the meeting and signed by the Chair Cllr Dicks.</p>
<b>851/2022</b>	<p><b>Parish Council Vacancies - Discuss any applications and co-option on to the Parish Council</b> The Parish Council has one current vacancy for the position of Parish Councillor. No new applications have been received.</p>
<b>852/2022</b>	<p><b>To receive a report from Unitary Councillors</b> No Unitary Councillors were in attendance, no reports were received.</p>
<b>853/2022</b>	<p><b>To note any Matters Arising from the previous minutes not covered by items on the agenda.</b> The Community Asset Mapping project to log all community assets and services has been completed by Cllr I Whittaker and Cllr A McCarter. It was logged using an Excel template provided by NCALC rather than sign up to Parish Online. Councillors have all had sight of the completed spreadsheet and it was <b>RESOLVED</b> the spreadsheet can now be submitted to NCALC A government grant of £236.90 will be paid by NCALC to CPC for completing the project at the end of March.</p>
<b>854/2022</b>	<p><b>Financial matters</b> <b>a Review Financial Statement as at 22/03/22 and propose payments and sign cheques</b> <b>RESOLVED</b> to approve payments to be made in March 2022 (Appendix A). The Clerk reported the Bank Balances to date as reconciled to the bank statement were as follows: Current Account £50.00 Reserves Account £25,664.23 = Bank totals of £25,714.23. Less payments to be made of £2,597.28 = £23,116.95</p>

	<p>This is broken down into £3,879.73 David Cross funds, -£1209.76 Playing Field Funds and £20,446.98 Parish Council Funds.</p> <p>Income received since 25<sup>th</sup> January 2022 - Bank Interest £0.43. Financial reports were received for information.</p> <p>It was noted the 4<sup>th</sup> and final internal financial inspection will be carried out by Cllr McCarter on the 12<sup>th</sup> April 2022.</p> <p><b>b Discuss and agree to award a grant request for the Ecton Village Magazine</b> The Ecton Village Magazine submitted a grant request for financial assistance towards printing costs. Last year they were more financially viable and didn't require any financial assistance from the Parish Council. It was <b>RESOLVED</b> to support their application and award the Village Magazine with a grant of £500. All were in agreement.</p> <p><b>c Discuss and agree to award a Jubilee Celebrations Grant request</b> Ecton Village Hall Committee are organising Jubilee celebrations for parishioners in June. They have submitted a grant request for financial assistance towards their costs of £1800. It was <b>RESOLVED</b> to support their application and make a donation of £500 towards the events costs. All were in agreement.</p> <p><b>d Discuss and agree to purchase memorial seat and claim back costs from resident</b> It was <b>RESOLVED</b> the PC would pay for the reserved bench at gardens4less as it is now ready for delivery and parishioner Brian Beck will reimburse the PC for the costs. All were in agreement.</p> <p><b>e Annual Review of Policies and Procedures - Agree to review and adopt the Model Standing Orders, Financial Regulations and all other policies comprising of Archive and Retention Policy, Code of Conduct, Complaints Procedure, Equal Opportunities, Freedom of Information, Health &amp; Safety, Internal Controls, Reserves Policy and all GDPR Policies</b> Copies of all policies and procedures including the Standing Orders, Financial Regulations and a new copy of the Code of Conduct were circulated prior to the meeting for their annual review. It was <b>RESOLVED</b> to re-adopt them all for another 12 months.</p> <p><b>f Agree to review and adopt the Risk Assessment</b> A copy of the Risk Assessment and Risk Assessment Analysis was circulated prior to the meeting for annual review. It was <b>RESOLVED</b> to re-adopt the Annual Risk Assessment.</p> <p><b>g Receive any end of year update report reference David Cross Bequest</b> Nothing new to report.</p>
855/2022	<p><b>Discuss any correspondence received</b> Nothing new to report.</p>
856/2022	<p><b>Village Services</b></p> <p><b>a Receive any update reports on the Playing Field</b> Quotes have been received for the repairs to the play area equipment. It was <b>RESOLVED</b> to accept the quote from Lappset for the 10 caps at a cost of £6.60 and the quote from Reids Playgrounds for £360 plus vat to carry our repairs. All were in agreement. It was noted that the tree that was planted in December in recognition of the Queens Jubilee is doing well.</p> <p><b>b Discuss any Highways matters</b> It was noted that the High Street Drains have been flooding again. The Chairman Cllr D Dicks reported</p>

	<p>them again cameras will now been put down them as part of Highways ongoing investigations.</p> <p><b>c Receive any updates on the fly tipping in Lower Ecton Lane</b> It was noted that there have recently been two recent fly tipping incidences reported both were garden waste. Both incidences were dealt with very quickly by the authorities.</p> <p><b>d Receive updates and discuss any village maintenance matters inc Lower Ecton Lane hedges</b> The Hedges along Lower Ecton Lane on both sides (the whole strip) are overgrown and encroaching on to the road. The Clerk previously reported it to Ben Wright at Kier who wrote to all land owners requesting they all take immediate action. It was noted that works still have not taken place. Ben may have to instruct the works are carried out and then re-charge the costs to the land owners.</p> <p><b>e Receive any updates on street lighting matters</b> There are street lights out in Church Way and Church View. The Clerk will report them to Eon for repair as we no longer have a designated contractor since our last contractor ceased trading. <b>Action:</b> The Clerk will also look into upgrading street lights and finance options available with Salix Finance and others.</p>
<b>857/2022</b>	<p><b>Discuss any planning related matters including those not yet determined</b> No new planning applications to discuss.</p>
<b>858/2022</b>	<p><b>Date of next meetings – 24<sup>th</sup> May 2022</b> <b>RESOLVED</b> to hold the next meetings – Annual Meeting of the Parish and the Annual Parish Council Meeting – Election of the Chair on Tuesday 24<sup>th</sup> May 2022 at 7.30pm at Ecton Village Hall. The current Chair Cllr D Dicks announced he would only like to be Chair for this current year and could other Councillors think about stepping forward for the role of Chair in May?</p>
	<b>Close:</b> The meeting ended at 8.35pm.

Signed by .....Date .....

**Appendix A**

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## 854/2022 Financial Matters

### Review Financial Statement as at 22/03/2022 and propose payments and sign cheques

Monies must be paid out only in pursuance of statutory powers (SP) vested in the Parish Council.

**RESOLVED** balances as presented be accepted. **RESOLVED** the following accounts be paid.

Chq Number	Amount	Inc VAT of	Payee	Details	Power
722	22.62	1.06	Southern Electric	Electricity Standing Charges to 01.03.2022	Highways Act
723	276.26	13.14	Southern Electric	Electricity charges to 01.03.22	Highways Act
724	40.00	0.00	Information Commissioner	ICO Data Protection Licence Fee Renewal	LGA 1972 s 112
725	403.55	0.00	Shirley Wong	Clerks Salary 25.01.22 to 22.3.22 30 hours Backpay 176 hours @ 0.26pph Office & Broadband Less tax and NI £167.85	LGA 1972 s 112
726	167.85	0.00	HM Revenue & Customs	S Wong – Tax and NI contributions	LGA 1972 s 112
727	42.00	0.00	North Northants Council	Returning Officer fee – Uncontested Election May 2021	Representation of the People Act 1983
728	399.00	0.00	Garden4less	Garden Bench for the Play Area	Open Spaces Act
729	0.00	0.00	Cancelled Cheque	Cancelled Cheque re-issued on chq no 731 in April 2022 – Ecton Village Magazine	
730	500.00	0.00	Ecton Village Hall Committee	Donation towards Jubilee Events costs	S137

**Total of Cheques Raised £1,851.28**