



Illustration by Rosemary Ingham

Ecton Parish Council

Minutes of the **Ordinary Meeting of Ecton Parish Council** held in the Village Hall, High Street, Ecton on **Tuesday 28th March 2023** at 7.30pm.

Present: Mr I Whittaker (Chair), Mr D Dicks (Vice Chair), Mr J Fernley and Mr S Grisewood

Also Present: Mrs S Wong (Clerk), North Northants Cllr Scott Brown and Mrs Stella Bell

Item No	
929/2023	<p>To Receive Apologies</p> <p>Apologies were received and accepted from Cllr N Bond, Cllr G Littlewood, Cllr A McCarter and Unitary Cllrs L Lawman and C Hallam.</p>
930/2023	<p>To invite declarations of interest in respect of items on the agenda</p> <p>No Declaration of Interest was received.</p>
931/2023	<p>To receive and approve for signature the minutes of the Ordinary Meeting of the Parish Council held on the 24th January 2023</p> <p>It was RESOLVED the Minutes of the Ordinary Meeting of Parish Council held on the 24th January 2023, having been previously circulated, were approved as a true record of the meeting and signed by the Chair Mr I Whittaker.</p>
932/2023	<p>Parish Council Vacancies - Co-option of Mrs Stella Bell on to the Parish Council</p> <p>It was RESOLVED to co-opt Mrs Stella Bell on to the Parish Council. All were in agreement. Acceptance of Office forms were signed and given to the Clerk. That now leaves just one current vacancy for the position of Parish Councillor on the Council. Action: The Clerk will continue to promote the vacancy with new posters on the website, social media and notice boards.</p>
933/2023	<p>To receive a report from North Northants Councillors</p> <p>Cllr S Brown gave an update on current matters within NNC. The Chief Executive has handed in his notice and will be moving elsewhere. The post will be advertised after the holiday seasons. The garden bins are now in operation at a cost of £40 for the years. service. There is a large budget set aside to tackle potholes this year. There was a disappointing Ofsted report for the NNC Fostering Service Team. Planning will be undertaking some changes, there is a current review taking place and talks of reducing the teams down to two, North and South. Unitary Councillors will have the powers to request to call in applications before the Planning Committee.</p>
934/2023	<p>Progress any matters arising from the previous minutes not covered by agenda items</p> <p>It was noted that despite the Planning Department confirming with the Clerk they have the correct email address for the PC, the PC do not appear to be receiving notification of tree applications. Action: Clerk to contact the planning department again to enquire if the PC should be notified of such applications?</p>
935/2023	<p>Financial Matters</p> <p>a Review of financial statement as at 28/03/23 and propose payments for bank transfer and sign cheques</p>

	<p>It was RESOLVED to approve payments to be made in March 23 (Appendix A) via bank transfer. These payments were authorised online during the meeting via NatWest Bankline by Cllr J Fernley.</p> <p>The Clerk reported the Bank Balances to date as reconciled to the bank statement were as follows:</p> <p>Current Account £50.00 Reserves Account £24,292.67</p> <p>Cleared funds of £23,027.58 are broken down into David Cross Funds £3,906.90, Playing Field Funds £0.00 and Parish Council Funds £19,120.68</p> <p>Income received since 22nd November 2022 – Bank Interest £89.81.</p> <p>b Discuss and agree any Kings Coronation events There were no Kings Coronation events matters to discuss that effect the Parish Council. It was noted that a Coronation big lunch will be taking place at the Village Hall on Sunday 7th May.</p> <p>c 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 & Safety, Internal Controls, Reserves Policy and all GDPR Policies Copies of all policies and procedures including the Standing Orders and Financial Regulations were circulated prior to the meeting for their annual review. It was RESOLVED to re-adopt them all for another 12 months.</p> <p>d Agree to review and adopt the Risk Assessment A copy of the Risk Assessment and Risk Assessment Analysis was circulated prior to the meeting for annual review. It was RESOLVED to re-adopt the Annual Risk Assessment.</p> <p>e Agree to move all the annual procedures to May for the 1st meeting of the year It was RESOLVED that the date for reviewing policies and procedures would be moved to May during the Annual Meeting of the Parish Council moving forward. A brief note will appear in the May 2023 Annual meeting minutes to reconfirm this.</p> <p>f Receive any end of year update report reference David Cross Bequest Nothing new to report</p> <p>It was noted the 4th and final quarterly internal financial inspection for the accounting period 2022/2023 will be carried out by Cllr McCarter on the 18th April.</p> <p>It was also noted that NCALC Internal Auditor Tina Charteress will be carrying out the Internal Audit Inspection again this year for the period end 31st March 2023, the date is yet to be arranged and PKF Littlejohn remain the PC's appointed external auditors.</p>
936/2023	<p>To discuss any correspondence received No Mow May. It was RESOLVED the PC would take part in the No Mow May scheme but would be limited to the areas that could remain uncut for the month of May. It was agreed to leave the big grassed verge area along the A4500 uncut for the month of May. Action: Clerk to contact our contractors informing them to not cut this area during the month of May.</p>

937/2023	<p>Village Services</p> <p>a Receive any update reports on the Playing Field – Discuss recent health and safety report and any actions that need carrying out Following on from recent Seagrave Inspections of the play area, parts have been ordered for the spinner as highlighted in the report. The wobbly post has been resecured into the ground by Cllrs D Dicks and A McCarter.</p> <p>b Receive updates and discuss any village maintenance matters inc Lower Ecton Lane including any fly tipping issues Fly tipping continues to be dumped in Lower Ecton Lane, these are reported and promptly cleared away. Enforcement action is applied where perpetrators can be identified. The Chairman Cllr I Whittaker reported that David Samuels from West Northants Council will be arranging a litter pick along Lower Ecton Lane shortly.</p> <p>c Discuss and agree next stage to upgrading remaining lights to LED lighting and next steps, including accepting quotes and whether to secure a loan Following an inventory of the parish streetlights. The Clerk was able to identify how many bulbs are now LED's. This information was passed on to National Grid and a new certificate of unmetered supply has been received. These changes have resulted in a credit from Southern Electric of £1927.83 for the reduction of electricity using these bulbs.</p> <p>Following the inventory the Clerk has confirmed that there are 13 standard street lighting columns and 10 Victorian Street lighting columns that still need upgrading to LED's. It was RESOLVED to place an order with Zeta lighting for these 23 lights at a cost of £10,810 plus vat £2,162 = total cost of £12,972. Bulbs required are to be 3000 kelvins (18W) warm white, with the lights to be set for a reduced brightness during the hours of midnight to 5am. Action: The Clerk is to contact Zeta Lighting to discuss options for placing the order.</p> <p>d Parking near the junction of the Shrine & discuss any pot holes that need reporting It was agreed to monitor the situation for the time being.</p>
938/2023	<p>Councillors Reports and discuss any items to be considered for the next agenda No extra agenda items to add to the Annual meetings at this stage.</p>
939/2023	<p>Discuss any planning related matters including those not yet determined No new applications to report.</p>
940/2023	<p>Date of next meetings – Annual Meeting of the Parish and the Annual Meeting of the Parish Council – Election of the Chair – Tuesday 23rd May 2023 It was RESOLVED to hold the next meetings of the Parish Council - Annual Meeting of the Parish and the Annual Meeting of the Parish Council – Election of the Chair – on Tuesday 23rd May 2023 in Ecton Village Hall at 7.30pm. Close: The meeting ended at 8.50pm.</p>

Signed byDate

Appendix A

935/2023 Financial Matters

Review Financial Statement as at 28/03/2023 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 are accepted. **RESOLVED** the following accounts are paid.

Payment Method	Amount	Inc VAT of	Payee	Details	Power
BT	22.63	1.06	Southern Electric	Electricity Standing Charges to 1.3.23	Highways Act
BT	280.75	13.36	Southern Electric	Electricity Standing Charges to 1.3.23	Highways Act
BT	89.74	14.96	Playdale Playgrounds	Parts for the Spinner	Open Spaces Act
BT	244.81	40.80	Mowerman	Salt for the 4 Grit Bins	Highways Act
BT	35.00	0.00	ICO	Data Protection Licence Renewal fee	LGA 1972
BT	564.22	0.00	Shirley Wong	Clerks Salary 28.3.23 34hours @ LCP 24 £549 Office & Broadband £70.84 Mileage 13.4miles @ .64ppm £8.58 Tax deductions £110	LGA 1972 s 112
BT	110.00	0.00	HMRC	Tax S Wong £110.00	LGA 1972 s 112
BT	13.30	0.00	Shirley Wong	Postage Costs 1.4.22 to 28.3.23	LGA 1972 s 112

Total of payments £1,315.09