

To members of the Parish Council:

You are hereby summoned to attend the Annual Meeting of Badby Parish Council at the village hall, Badby at 7.30pm on Monday 14th May 2018 for the purpose of transacting the following business.

Members of the public and press are invited to attend and address the Parish Council during the Public Participation items. Background papers will be available for inspection 15 minutes before the meeting.



Sharon Foster, Clerk to the Council
7th May 2018

AGENDA

001/05/18 Administration

- a. To elect a Chairman and signature of Acceptance of Office
- b. To elect a Vice-Chairman
- c. To receive and approve apologies for absence
- d. To receive declarations of interest in items on the agenda
- e. To consider any dispensation requests
- f. To update Register of Members' Interests
- g. To review Councillors' Areas of Special Interest and appoint members accordingly
- h. To appoint Responsible Finance Officer and separate Internal Finance Controller
- i. To appoint Data Control Officer
- j. To discuss General Data Protection Regulations and to consider generic email addresses
- k. To appoint working group to review Standing Orders, Financial Regulations, Risk Assessment, Asset Register and Policy documents
- l. To appoint two Parish Councillors to carry out Clerk's appraisal
- m. To approve the minutes of the Ordinary meeting held on 19th April 2018
- n. To approve the minutes of the Extraordinary meeting held on 23rd April 2018
- o. To receive Skills Audit 2018 report
- p. To report on Annual Parish Meeting held on 20th April 2018
- q. To report on two vacancies for Parish Councillors

002/05/18 Matters arising for the minutes (for information only)

To include actions arising from previous meetings

003/05/18 Public Participation (1)

004/05/18 Planning (KA, PC)

- a. To consider applications received:

Application No	Description	Location	Comment by
DA/2017/0977 (Amended)	Demolition of 3 existing temporary classrooms/storage strictures and construction of new permanent classroom block/extension	Badby Primary School, School Lane, Badby NN11 3AJ	ASAP
DA/2018/0337	Work to trees in a Conservation Area	Marriotts House, Stoneway, Badby NN11 3A	14.05.18 Extension agreed

- b. To consider decisions received and related correspondence

Application No	Description	Location	Decision
DA/2017/1247	Reserved matters application for replacement dwelling (access, appearance, landscaping, layout and scale)	Badby Lodge Farm, Staverton Road, Badby NN11 3DD	Approved
DA/2018/0103	Construction of front porch and conservatory to side, extension to garage and utility	Old Forge, Church Hill, Badby NN11 3AR	Approved

- c. To note Non-Material Amendments and Permitted Development applications lodges with DDC
- d. To consider appeals received

005/05/18 Consultations

NCC - Universal children's centre services consultation (Closes 15.06.18)

006/05/18 Ongoing business (To receive reports on the following items and consider any action to be taken)

- a. Burial grounds (RP, MR)
 - To update on meeting re works to churchyard boundary wall
 - To update on presence of soil deposited on graves
 - To consider waiver of cemetery fees for burial or interment of anyone under 18 years old
- b. Emergency Plan (NS)
 - To update on preparation of Emergency Plan
- c. Greens, trees and verges (PC, MW)
 - To update on the creation of a leisure/nature area below the Village Hall
 - To update on meeting with Sgt Sam Dobbs on 20th April

BADBY PARISH COUNCIL
1 London Road
Daventry, NN11 4DA

Tel: 01327 310245

Email: clerk@badby.org.uk

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- To update re village and churchyard tree works
 - To update on damage to Pinfold Green by buses and meeting with Northants Highways
 - To update on need for an annual tree inspection
 - To consider request from Badby Horticultural Society to erect a marquee on The Green on 02.09.18
 - d. Highways, lighting and road safety (PJ, NS)
 - To update on BPC24 and costs for replacement of BPC44
 - To update on works to street lighting identified during Assets review
 - e. NCC and other works (PJ, MW)
 - To update on requests to NCC and DDC for works to be carried out
 - To update on regular Community Clean-up Group
 - To update on ability of DDC to open the new litter bins for emptying
 - f. Neighbourhood Plan
 - g. Newsletter
 - h. Leisure, Sport and Recreation (SC, PJ)
 - To update on request for play area from residents
 - To update on meeting with Badby Cricket Club on 17th April
 - To update on playing field inspection
 - i. Projects & Fundraising (SC)
 - To update on planned events (Golf Day and Boundary Walk)
 - To update on 2019 calendar
 - j. Publicity and Website (SC, NO)
 - To update on inclusion on website of Councillors' photos and details, and a "Who to contact" page
 - k. Training
 - To report on Clerk's attendance at recent GDPR Training
 - l. Village Hall (KA, RP)
 - m. Forthcoming events and reports from events attended
 - To consider agenda item and attendance at Parish & Town Councils' Meeting on 14.06.18

007/05/18 Finance (MR, NS)

- a. To discuss insurance quotes received for 2018/2019
- b. To note income received
 - £ 50.00 Donation towards bird boxes (received on 12.02.18 but not previously reported)
 - £6,038.27 Community Infrastructure Levy payment (DA/2015/0912)
 - £9,300.00 DDC ½ year precept
 - £ 0.29 HSBC - Interest
- c. To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Within Budget	Payee	Authority	Cheque no
Electricity 01.04.18-30.04.18	TBA	TBA	TBA	Yes	SSE	PCA 1957	Direct Debit
Cemetery mowing 07.04.18 and 20.04.18	120.00	0.00	120.00	Yes	F Clark	Open Spaces Act	477
Streetlight maintenance BPC 24 and 44	92.00	18.40	110.40	Yes	Aylesbury Mains Ltd	PCA 1957	478
2018/2019 Subscription	314.90	0.00		Yes	Northants CALC	LGA 1972 s112	479
2018/2019 Audit Service	213.00	0.00	527.90			Acc & Audit Regs	
Salary - 01.04.18-30.04.18	422.93	0.00	472.48	Yes	S Foster	LGA 1972 s 112	480
Expenses – 01.04.18-30.04.18	32.71	0.00					
Expenses – APM on 20.04.18	16.84						
Printing of A1 notices for Annual Parish Meeting	12.60	2.52	15.12	Yes	ImageIT	LGA 1972 s112	481
Refreshments for Annual Parish Meeting	16.60 21.96	0.00 0.00	38.56	Yes	P Cooper	LGA 1972 s112	482
Village tree works	735.00	0.00	735.00	Yes	B Allee	Open Spaces Act 1906 s9 and s10	483
Subscription to LCR	TBA	TA	TBA	TBA	NALC	LGA 1972 s 112	484

- d. To note bank balances

As at 1 st May 2018	HSBC current a/c	£23,204.18	
	HSBC deposit a/c	£ 5,015.66	£28,219.84
	Uncashed cheques		<u>£ 2,963.59</u>
	Available funds		£25,256.25
- e. To respond to queries raised at April meeting on end of year accounts for financial year 2017/2018
- f. To receive the audited end of year accounts for financial year 2017/2018

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- g. To receive internal audit report for financial year 2017/2018
 - h. To complete Parts 1 and 2 of the Annual Return for financial year 2017/2018
 - i. To update on the contract for mowing the playing field
 - j. To review situation with Aylesbury Mains
- 008/05/18 Correspondence**
DDC – Local Lotto (By email)
DDC – OVO Energy Women's Tour 2018 (By email)
- 009/05/18 Public Participation (2)**
- 010/05/18 New matters requested for next month's meeting**
- 011/05/18 Date of future Ordinary meetings**
11th June, 9th July, 13th August (if required), 10th September, 8th October, 12th November,
10th December.