

SILVERSTONE PARISH COUNCIL**MINUTES OF ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY 13TH MAY 2019 AT 8PM AT THE METHODIST CHURCH ROOM.**

PRESENT: Cllrs A. Thompson, J. Laband, J. Rudland, D. Bambridge, P. Woodford and Cllrs Mrs K. Fanning, M. Webb and C. Tosh Also present Linda Paice, Clerk
The meeting started at 8.08pm

1	Valid nomination having been received for one member only, it was RESOLVED that Cllr A. Thompson be appointed Chair for the year.																			
2	A DECLARATION OF ACCEPTANCE OF OFFICE form was duly signed by the Chair.																			
3	CHAIRMAN'S ANNOUNCEMENTS were noted.																			
4	APOLOGIES were received and accepted from Cllr Mrs S. Williams (away), Cllr Mrs M. J. Branch (away) Cllr Mrs Cann (no reason given)																			
5	i) No DISPENSATION REQUESTS had been received in advance of the meeting. ii) DECLARATIONS OF INTEREST were made by Cllr P. Woolford and Cllrs Mrs M. Webb on any items relating to the SRA as Management Committee members. A further declaration was made by Cllr J, Laband as payee for cheque 300927 iii) Members were reminded of the REQUIREMENT TO UPDATE REGISTER OF INTEREST FORMS following any changes, within 28 days of the change																			
6	It was noted that MINUTES OF THE 2018 ANNUAL MEETING had been signed at the June 2018 Council meeting and the MINUTES of the meeting on the 8 th April 2019, having been previously circulated were signed as a true record.																			
7	Valid nomination having been received for one member only, it was RESOLVED that Cllr Mrs C. Tosh be appointed Vice Chair for the year.																			
8	After consideration, it was RESOLVED that the following COMMITTEES OF THE COUNCIL be appointed:																			
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	The Chair and Vice Chair to serve ex-officio on all Committees. It was RESOLVED that the following working groups be established with responsibility for reporting back to the full Council:																			
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9	It was RESOLVED that the following POLICIES OF THE COUNCIL be re-adopted en bloc:																			

	Financial Regulations Complaints procedure Training Statement of Intent FOI Publication Scheme Pocket Parks events Policy Website Policy	Risk Assessment Terms of Reference for Internal Auditor Dignity at Work Policy Play area adoption E mail protocol GDPR																																																																								
10	It was RESOLVED that Cllr Mrs Fanning be appointed INTERNAL VERIFIER for the Council's accounts for the year.																																																																									
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12	It was RESOLVED that the Clerk be appointed as the Council's RESPONSIBLE FINANCIAL OFFICER .																																																																									
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14	DATES OF THE PARISH COUNCIL MEETINGS FOR THE COMING YEAR were set at the second Monday of each month excepting August and Deember when there would be no meeting. These agreed dates unless otherwise advised by the Clerk. Leisure enhancement meetings to be at 7pm, Planning meetings to commence at 7.40pm and Full Council at 8pm. The Annual Meeting was completed at this point in the meeting.																																																																									
15	PUBLIC TIME – There were no members of the public present and Cllr Bambridge as DISTRICT COUNCILLOR had nothing to report.																																																																									
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	Cllr Mrs Tosh gave an explanation regarding cheque 300928 which it had been hoped could be paid from the Locality Grant but application invitations were not yet available online.																																																																									
	16.2 RECEIPTS - £32270.00 – SNC half precept; £10000 – HMRC VAT reclaim; £90.14 shared admin																																																																									

	<p>receipt; £21.00- sale of Parish Plans.</p> <p>16.3 The Council's bank balance at 30th April would be circulated.</p> <p>16.4. The Receipts and Payments Account to March 2019 and the Annual Audit Returns would be presented at the next meeting.</p> <p>16.5 It was RESOLVED to record that the Council was happy with the effectiveness of its internal controls.</p> <p>16.6 Further information was presented on the Unity Trust Charge Card facility and it was RESOLVED that this be applied for in the Council's name. The credit limit to be agreed.</p> <p>16.7 Consideration would be given to the adoption of a CIL Policy at the next meeting.</p>
17	<p>REPORTS: a)- i) The report of the PLANNING COMMITTEE was noted.</p> <p>ii) Cllr Mrs Tosh gave a NEIGHBOURHOOD PLAN WORKING PARTY update following the recent public exhibition. 450 people had attending over the 20plus hours of the exhibition and feedback had been very favourable with positive support being shown for the proposed plan. The Working Party consider this to be a mandate to now move forward to preparing a formal document. There had been many complimentary comments on the standard of the exhibition. Cllr Bambridge expressed concerns about some of the information included following his conversations with the Assistant Director Planning and Policy at SNC. The Chair had been very impressed by the whole exhibition and the way in which it had been put together and displayed and thanked the Working Party for all of their hard work.</p> <p>b) PARISH RIGHTS OF WAY – i) The monthly report of the Parish Path Warden was noted and feedback was given on an e mail received from a resident in advance of the annual WI footpaths walk.</p> <p>ii) Cllr Mrs Tosh raised concerns following a Facebook posting relating to an incident involving a resident and it was RESOLVED that some clarification on rights of way go into the next edition of News and Views. There was concern that details of all rights of way in the parish be clarified and the position on landowner rights needed to be explained.</p> <p>ii) Cllr Laband highlighted an issue with overgrowth along the length of Phygtle footpath which he and the Chair agreed to address.</p> <p>b) HIGHWAYS – i) Various updates were given on previous issues raised relating to blocked drains by the Bovis site, update on the completion of the unfinished cycleway on Towcester Road, reporting of the yellow zig zags on High Street, an explanation as to why the Police ANPR camera could not be permanently left in the village and the signage issues on both sides of Towcester Road by the Bovis site.</p> <p>ii) The following issues would be reported:</p> <ul style="list-style-type: none"> • Blocked drains from No7 to No27A on Brackley Road. Also at 12 High Street. • The footpath on Whittlebury Road to The Leys. • The VAS sign on Towcester Road down from Baines Close was leaning. • The signs on the corner of Brackley Road and High Street had been replaced the wrong way round. • A large square hole in the middle of the road on Church Street up from the SRA which had already been reported on more than one occasion. <p>iii) An update from SNC relating to issues with water in West End was noted.</p> <p>iv) An e mail from a resident regarding un-reinstated verges on Towcester Road by the cycleway and the execrable condition in which the cycle path had been left close to the Whittlebury Road turn was noted. These issues would be reported.</p> <p>v) A letter from David Wilson Homes seeking adoption of the lights on Old Oak Drive had been received and the request made on several previous occasions for up to date certificate had been repeated together with a requirement for the lights to be upgraded to LED in line with the rest of the village.</p> <p>c) LIGHTING – i) No issues were reported.</p> <p>ii) Following further consideration by the meeting, it was RESOLVED that the request for an additional light on Little London be left for the time being as there was no section of footpath in the vicinity of the Western Power pole. Whilst desirable a light was not considered necessary.</p> <p>d) SRA –i) Minutes of the last Committee Meeting and the Agenda for the next meeting on Wednesday 15th May had been circulated.</p> <p>ii) Nothing further had been heard regarding the latest position on the goalposts.</p> <p>iii) The Clerk and Cllr Mrs Tosh expressed disappointment that the meeting earlier in the day to formally openTender documents for the enhancement project had been overlooked by the SRA representatives. The Tenders had now been formally opened and would be acknowledged. Details of names and values had been circulated. Following the formation of the Leisure Enhancement Committee earlier in the meeting the SRA would be advised of the agreed formation and asked to submit names of up to four non - voting representatives to serve on the Committee, this in line with LGA 1972 requirements. Meetings of the Committee as required</p>

	<p>would take place at 7pm on the normal meeting date for the Council, the first meeting being on Monday June 10th. when a Chair would be appointed and Terms of Reference agreed. It was RESOLVED that Ken Nicoll be asked to assess the four Tenders received for compliance with the requirements of the project, being the best person to do so. It was RESOLVED that the Clerk proceed with submission by the 31st May deadline date of a New Home Bonus grant application, within the scope of three of the tenders, as required documentation for the maximum amount allowable under the terms of the Grants Panel, such sum to be clarified with the SNC Grants Officer.</p> <p>e) PLAY AREAS – Church Street – Prices were being sought for the necessary repairs highlighted in the recent Annual Report. Old Oak – The new equipment was now installed and in use. Weed issues under the hedge would be followed up and some clearance arranged.</p> <p>f) POCKET PARKS – In the absence of Cllr Mrs Branch there was no report.</p> <p>g) CIRCUIT - No further meetings had been held.</p> <p>h) OTHER REPORTS – i) Determination on a use for the High Street telephone box would be carried forward to the June meeting. ii) Quotations were still awaited on the bus shelter works. iii) Future Northants updates were noted</p>
18	Annual checks of the COUNCIL'S ASSETS would be instigated.
19	CORRESPONDENCE – i) There was no tabled correspondence. ii) Information from SNC on a licence application for 69 Little London was noted.
20	CONSULTATION DOCUMENTS - None
21	ITEMS FOR THE NEXT MEETING - None reequested
	<i>Pursuant to the public bodies (admission to Meetings) Act 1960 due to the sensitive nature of the matter next to be considered relating to the Clerk members of the public and press are asked to leave</i>
22	The annual review of the Clerk's salary was considered following prior discussions by the Chair with members and the decision was passed on to the Clerk. The Chair would provide written confirmation of the increased backdated to April 2019
23	DATE OF NEXT MEETING - Monday 10 th June 2019 at 8pm

There being no other business, the meeting closed at 10.18pm