

SILVERSTONE PARISH COUNCIL**MINUTES OF ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY 8TH MAY 2017 AT 8PM AT THE METHODIST CHURCH ROOM.**

PRESENT: Cllrs A. Thompson, J. Laband, J. Rudland. P. Hart, D. Bambridge and Cllrs Mrs C. Tosh and M J Branch. Also present Linda Paice, Clerk and eleven members of the public.

The meeting commenced at 8.12pm

1	Valid nomination having been received, 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.		
	Update was given on the medical position of Cllr Byng.		
4	APOLOGIES were received and accepted from Cllr Mrs Cann (away) and Cllrs Hinton(away), Byng (hospitalised) and Dunne (personal commitment)		
5	i) No DISPENSATIONS REQUESTS had been received in advance of the meeting. ii) A DECLARATION OF INTEREST was made by Cllr Hart as Trustee of the SRA and Cllr Rudland in relation to a late piece of correspondence submitted by his wife. iii) Members were reminded of the requirement to update REGISTER OF INTEREST DETAILS within 28 days of any change.		
6	MINUTES - It was noted that Minutes of the 2016 Annual Meeting of the Council had been signed at the June 2016 Parish Council meeting. It was RESOLVED that Minutes of the Council meeting held on 10 th April 2017, having been previously circulated be signed as true record. Minutes of the 2017 Annual Village Meeting, circulated as a courtesy, were noted for information.		
7	Having been duly nominated, Cllr J. Laband was appointed VICE CHAIR of the Council for the year		
8	After consideration, it was RESOLVED that the following COMMITTEES OF THE COUNCIL be appointed:		
	Committee	Designation	Membership
	Finance	Advisory reporting back to full Council	Cllrs D. Bambridge, J. Rudland, P. Byng
	Planning	Delegated powers to decide on any application for less than four dwellings and all non-contentious applications	Cllrs Mrs C. Tosh, D. Bambridge, P. Hinton, P. Dunne
	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:		
	Working Group – all groups advisory only	Membership	
	Footpaths	Cllr A.Thompson as Parish Path Warden with remit to give a report to the monthly meeting and Cllr J. Laband	
	Play Areas	Cllrs Rudland (Church Street) and Cllr Mrs C. Tosh (Old Oak) including weekly visual inspections and records.	
	Pocket Park Volunteers Group	Cllr Mrs Branch and Cllr P. Hinton	
	Village litter picker	Mr G. Thomas	
	Community Flood and Resilience Group	Cllr A. Thompson	
	Highways and Street Lighting	All members reporting back directly to the Clerk	
	Representatives to Circuit meeting	Cllrs D. Bambridge and J. Laband	
	Representatives to Neighbourhood Plan Working Party	Cllrs Mrs C. Tosh and M J Branch and Cllrs J. Laband and P. Dunne	
9	It was RESOLVED that all POLICIES OF THE COUNCIL listed on the Agenda be adopted unchanged other than the Pocket Parks Events Policy. On proposition by Cllr Rudland seconded by Cllr Mrs Branch it was unanimously RESOLVED that the wording be amended as follows: <i>Paragraph 2: For meetings of groups of persons over 20 in number, the Council will regard these as organised events and permission from the Parish Council will be required. At least two weeks in advance of the event written notice should be sent to the Clerk who would then gain a decision from the Full Council after electronic contact.</i> <i>Paragraph 4: Once the Parish Council has agreed to allow an event via the communication means as detailed in</i>		

	<i>paragraph two above, the organiser will receive written confirmation that the event may proceed and in such circumstance it will be covered by the Parish Council's Public Liability Insurance.</i> The Policy was adopted by the meeting.					
10	It was RESOLVED that Cllr Mrs Branch be appointed INTERNAL VERIFIER for the Council's accounts for the year.					
11	It was RESOLVED that NCALC be appointed as the INTERNAL AUDITOR for the Councils accounts for the year.					
12	It was RESOLVED that the Clerk be appointed as the Council's RESPONSIBLE FINANCIAL OFFICER .					
13	It was RESOLVED that Cllr P. Hart be appointed as the Council's representative on the SRA COMMITTEE .					
14	DATES OF THE PARISH COUNCIL MEETINGS FOR THE COMING YEAR were set at the second Monday of each month unless otherwise advised by the Clerk. Planning meetings to commence at 7.40pm and Full Council at 8pm.					
15	From the recent ANNUAL VILLAGE MEETING the Resolution below was placed before the meeting: <i>This Parish Meeting urges the Parish Council to implement its earlier vote to set up the Silverstone Working Party in line with the Terms of Reference already agreed by the Parish Council and to provide sufficient finance for its efficient operation'.</i> It was RESOLVED that establishment of this NHP Working Party, which was already in existence, be formalised by this official Minute.					
16	PUBLIC TIME – i) A resident raised issues regarding the Planning Inspectorate decision that the Appeal on the Church Street refusal be by written representations and requested that SNC be contacted to request that his be changed to a Public Hearing due to the size of the planned development. This being more appropriate. It was explained that this was already in hand but that the final decision lay with the Inspectorate Cllr Bambridge as DISTRICT COUNCILLOR advised on a change of District Councillor within SNC following the recent Election.					
17	17.1 It was RESOLVED that the following accounts be paid:					
	Chq No	Amount	Incl VAT of	Payee	Details	Spending Power
	300701	£947.34) £ 47.12) £140.29 £1134.75		Linda Paice ALDI Election Runner	Salary & expenses Council training items NHP Election	LGA 1972 s 112 GPOC GPOC
	300702	£ 103.46		HMRC	Tax and NHI	LGA 1972 s 111
	300703	£50.00		Fields In Trust	Membership	GPOC
	300704	£7227.00		SRA	Annual grant	LGA 1972 s 14
	300705	£73.07	4.05	SSE	Electricity	Highways Act
	300706	£963.04		Northants CALC	Membership, internal audit and Councillors books	LGA 1972 s143 Accs and Audit Regs LGA 1972 s111
	300707	£600.00		SNC	S 106 overpayment	
	300708	£171.50	28.58	A H Contracts	Dog bon maintenance	Open Spaces Act
	300709	£11.40	1.90	Wicksteed Playgrounds	Play equipment parts	LGA 1972 s14
	300710	£68.00	68.00	Edge IT Systems	Underpayment as VAT	LGA 1972 s111
	300711	£36.00		CPRE	Membership renewal	GPOC
	17.2 RECEIPTS - £2632.88VAT reclaim					
	17.3 The Council's bank balances at 30 th April were noted as £142758.63 in the Current account and NIL in the Old Oak account, its £11346.26 balance having been transferred to the Current account. The Old Oak account being now closed. This latter sum would be earmarked in the accounts system solely for its designated purpose. Other earmarked funds at the March 31 st totalled £86008 leaving an available balance in the Current account of £45.404.37					
	17.4 Having been previously circulated it was RESOLVED that the Receipts and Payments account to March 2017 be adopted by the Council.					
	17.5 It was RESOLVED that section 2 of the Annual Audit Return being the Accounting Statements 2016/17 be duly signed					
	17.6 The meeting considered a question from the Village Handyman regarding insurance and the Clerk would send an appropriately worded letter clarifying the Council's position.					
18	REPORTS: a)- i) The report of the PLANNING COMMITTEE was noted. The meeting was advised that consultation on the Parish Plan had now ended and appropriate changes would be					

	<p>made relating to comments received. The Plan and the Village Design statement would then be passed forward to SNC for adoption upon which it would become a Supplementary Planning Document carrying weight in relation to future planning applications. A small number of copies would be printed and the opportunity to buy a copy advertised through News and Views.</p> <p>ii) Cllr Mrs Tosh gave feedback from recent activity in the NHP Working Party thanking all those members who had contributed to the work involved in the recent village ballot the results of which had shown, that of those who voted, 566 in favour of a NHP, 56 against and 2 spoilt papers. A draft budget for the production of an NHP had been circulated and Cllr Bambridge raised a question regarding costs involved in the assessment of call for sites put forward to SNC. The Working Party considers that this can be an inhouse assessment without cost implications. Cllr Bambridge also asked if funding would be required within the next 12 months and this was considered to not be unlikely but payments to Consultants would be on a staged basis.</p> <p>iv) The following motion (proposition) having been tabled by Cllr Mrs Tosh was seconded by Cllr Laband and a disclosed vote was requested: <i>'Based on the results of the village ballot, the Council now proceeds with the production of a Neighbourhood Plan for the designated Neighbourhood Area agreed by SNC'</i> A disclosed vote was taken showing all members present and eligible to vote in favour. The motion was passed.</p> <p>v) Formal notification from The Planning Inspectorate had been received that an Appeal by written representations would be held in relation to application S/2016/2578/MAO relating to development on land off Church Street. It was stressed that the advice of SNC Officers was that any who commented on the original application should again do so in the relation to this Appeal. It was RESOLVED that the Council re- submit its original comments together with a hard copy of the Parish Plan and Village Design statement. The Clerk would clarify whether papers should go directly to the Inspectorate or to SNC Officers.</p> <p>vi) Permission notices had been received for the applications at both the Infants and Junior Schools. Broad detail of conditions attached were given.</p> <p>b) PARISH RIGHTS OF WAY - i) The report of the Parish Path Warden was noted as was the change of Rights of Way Officer to Katie Angel.</p> <p>b) HIGHWAYS – i) Updates were given on previous reports. ii) No further issues were reported. iii) John Bradshaw had submitted his initial report on Speedwatch which was read out to the meeting. Further detail will follow. iv) Works to put forward for the Community Enhancement Gangs were determined. v) A resident's request for a further dog waste bin on RX22 at the bottom of Little London would be investigated.</p> <p>c) LIGHTING – i) The Clerk was speaking with Linnell Brothers regarding repairs to the light on Church Street.</p> <p>d) SRA – i) Cllr Hart updated members following the latest Committee meeting. Electrical works were under way.</p> <p>e) PLAY AREAS – Church Street and Old Oak areas were both in good order. Repairs were still outstanding at Church Street and some works had been completed at Old Oak. Quotations for fencing at Old Oak were being sought. The Village Handyman would be asked to make contact with both Cllr Mrs Tosh and Cllr J. Rudland. The Clerk would check the position on signage requirements.</p> <p>f) POCKET PARKS – Both sites were in good order.</p> <p>g) CIRCUIT - No further meetings since April.</p> <p>h) OTHER REPORTS – i) The full Council training had proved a useful evening. Cllr Mrs Tosh advised that Kirkwells would be organising a NHP training session.</p>
	<p>CORRESPONDENCE – i) Tabled correspondence was noted ii) The Council wished to make no comment on the licensing application being made by Mr. Buller. ii) Mrs Rudland on behalf of the Gardening Club had put forward details of their wish to enhance the centre of the village with planted displays and also to renovate the Stocks Hill bus shelter. As the replacement of the shelter was being followed up with SNC Planning Officers are part of the Catch Yard Farm S106 agreement, the Clerk would follow up with the Case Officer for advice.</p>
	<p>There were no CONSULTATION DOCUMENTS</p>
	<p>ITEMS FOR THE NEXT MEETING - Sand bags and scoop at the request of Cllr Thompson</p>
	<p>DATE OF NEXT MEETING- Monday 12th June 2016 at 8pm</p>

There being no other business, the meeting closed at 9.55pm