

OVERSTONE PARISH COUNCIL
MINUTES OF ANNUAL COUNCIL MEETING

Tuesday 17th May 2016

Time: 7.15pm

Venue: Overstone Village Hall

35/16 Conduct a Public Session (Duration and Content at Chairman's Discretion)

None required

36/16 Record Attendance, Apologies, Absence

Attendance:

Councillors (Parish): Cllr Clayson, Cllr Delany, Cllr Oliver,
Cllr Owen, Cllr Sharp, Cllr Townsend

Councillors (District): None

Councillors (County): None

Other:

Apologies: Cllr J Cork (holiday), Cllr K Cork (holiday), Cllr Austin (previous engagement)
Cllr Cribbin (unwell), Cllr Warren (work commitments)

Absence: None

37/16 Election of Chairman

Cllr Oliver stood down as Chairman and Cllr Owen took the Chair.

It was **resolved** to elect Cllr Oliver as Chairman. Cllr Oliver and the Clerk signed the Declaration of Acceptance (Chairman) form.

38/16 Election of Vice Chair

It was **resolved** to elect Cllr Sharp as Vice Chair.

39/16 Appoint Councillor Responsibilities

It was **resolved** to appoint the following councillors:

Cllr Sharp – Trees/Footpaths and Overstone Primary School Development Committee

Cllr K Cork – Highways/Street Lighting/Greenworks

Cllr J Austin – Police Matters, Cllr Clayson to assist. Councillors to liaise with PCSO Matt Taylor

Cllr Townsend and Cllr Owen – Planning applications (Cllr Townsend Overstone Leys/A43, Cllr Owen – smaller applications)

Cllr Townsend – Sywell Aerodrome PC Representative

Cllr Delany – Overstone Car Scheme Co-ordinator

40/16 Appoint Working Groups

It was **resolved** to appoint the following working groups:

Neighbourhood Development Plan Working Group – Cllr J Cork, Cllr Delany, Cllr Oliver, Cllr Owen

Planning Workgroup – Cllr Oliver, Cllr Owen, Cllr Townsend

It was **resolved** to delegate powers to the Planning Working Group to submit responses to planning applications to DDC in between full council meetings.

41/16 Confirm Governing Documents to be adhered to

The following documents were referred to as a reminder to Council of the Governing Instruments:

Financial Regulations February 2016

Standing Orders February 2016

Code of Conduct February 2016

All other council policies were updated and approved by council in January 2016

42/16 Record any Declarations of Interest on subjects included on this agenda

Cllr Owen reported that he was now a member of the Overstone Village Hall committee and would declare an interest on any items regarding OVH were discussed. None on this agenda.

43/16 To approve the Minutes of Council Meeting held on Tuesday 1st March 2016

It was **resolved** to accept the minutes of the council meeting held on 1st March 2016

44/16 Progress any Matters Arising from previous Minutes

None

45/16 Report on Daventry District Council Matters by District Councillors

None

46/16 Finance Related Matters

1. Propose Payments and sign cheques

It was **resolved** to make the payments and sign the cheques. Authorised payments were as follows:

406	J Austin (salary - Apr, May & June)	£197.04
407	HMRC	£49.20
408	Pellys Solicitors	£1,126.80
409	CPRE Membership	£36.00
410	EON	£297.73
411	EON (street lighting maintenance)	£136.84
412	Moulton Parish Council (car scheme ins contr)	£90.00
413	AON Insurance	£1,243.91
414	Hayeswood	£540.00
415	Moulton Parish Council (Admin Service)	£1,200.00
416	Overstone Village Hall	£20.00
		£4,937.52

2. Approval of Financial Statement Month 1

The financial statement up to the end April (Month 1) was presented to council and the current financial position was reviewed against the annual budget.

It was **resolved** to approve the current financial statement.

3. Approval to enter the LGSS Pension Scheme

It was **resolved** to join the LGSS Pension Scheme and nominate the Clerk position as the employee category for eligibility.

4. Approve End Of Year Accounts Year Ended 31st March 2016

All Councillors had received copies of the end of year accounts prior to the meeting.

It was **resolved** to approve the Receipts and Payments Accounts for year ended 31st March 2016.

It was **resolved** to approve the Balance Sheet for year ended 31st March 2016.

It was **resolved** to approve the Financial Statement for year ended 31st March 2016.

The Chair and Clerk signed the approved documents. The Clerk confirmed that the end of year payroll had been submitted

5. Approval of Annual Return Year Ended 31st March 2016

It was **resolved** to approve the Annual Return year ended 31st March 2016.

It was **resolved** to approve the Annual Governance Statement year ended 31st March 2016.

6. **Approval of Significant Variances Year Ended 31st March 2016**

It was **resolved** to approve the Statement of Significant Variances year ended 31st March 2015. Chair and Clerk signed the Annual Return and Statement of Significant Variances.

7. **Feedback from Internal Audit**

The Clerk confirmed that an Internal Audit had taken place and no issues were arising.

47/16 Village Services

1. **Discuss any Tree/Footpath and Bridleway Matters – Cllr Sharp**

Nothing to report

2. **Overstone Primary School Expansion Update – Cllr A Sharp**

Cllr Townsend reported that the planning application had been approved earlier today.

3. **Discuss any Roads/Village Signage/Street Lights/Grass Cutting Matters – Cllr K Cork**

Cllr Oliver reported that the Parish Enhancement Gangs were due in the parish shortly.

4. **Discuss any Police Related Matters**

Cllr Oliver spoke of his concern at the lack of visible policing in the parish but added that when called, the police had always arrived promptly. Information from the SCT was lacking on crime numbers. It was **resolved** to write to the SCT and request an update.

48/16 Planning Related Matters

1. **Agree Responses to any new and any late received Planning Applications:**

- a) DA/2016/0434 Construction of detached double garage. Lyndene 29 Sywell Road
It was **resolved** to offer no comment.
- b) DA/2016/0148(amended) Beechwood 23 Sywell Rd. It was **resolved** to recommend Objection. The amended scheme is not in keeping with the surrounding properties and totally different to the original application.
- c) DA/2016/0382 Stoneleigh 42 Sywell Rd. It was **resolved** to recommend No objection.
- d) DA/2016/0413 Tower Ct It was **resolved** to recommend No objection.

2. **Report on Recent Planning Decisions**

DA/2016/0082 Overstone Leys. Surface water attenuation scheme in relation to Phase 1A and B of Overstone Leys development, including re-profiling of existing ditch, construction of connection ditch and balancing pond. **GRANTED**

Cllr Townsend reported that revised drawings containing drawings of the retaining wall and full retention petrol interceptor had not yet been received. Clerk to chase.

Cllr Townsend reported that requested information from NCC had not been received. Clerk to chase.

3. **Other Planning Matters**

a) **Progress Report on Neighbourhood Development Plan**

The document was now with the admin team for typing and will be ready before the next meeting.

b) **Update on Overstone Hall**

Nothing to report

c) **Northampton North Orbital Route Consultation**

Nothing to report. Cllr Oliver stated that the first part of the new A43 would be built from Holcot roundabout down.

d) DA/2013/0850 Clerk to chase DDC for the previously requested information

49/16 Discuss any Sywell Aerodrome Matters – Councillor Townsend

Nothing to report

50/16 Review Correspondence

- a) Invitation received from Revd Beet for parish council members to attend a service at Mears Ashby Church on Sunday 12th June at 10am to celebrate the 90th Birthday of the Queen
- b) The Clerk read out several emails received from a resident repeatedly requesting information. The parish council expressed concern at the volume of requests and the use of council resources. The parish council **resolved** for the Clerk to respond to the resident and inform the resident that they have every opportunity to

attend council meetings and ask questions directly of councillors and that any further information requested from the Clerk be made using a Freedom of Information Request and invoiced accordingly.

- c) An update from the Youth Worker had been received outlining the work of the Youth Worker and Youth Club. Their report was warmly received by council.

51/16 Address any Other Business Items: For information only at the discretion of the Chairman

None

52/16 Date of Next Meeting

Tuesday 5th July 2016

Meeting Closed at 8.40pm

Copies to:

Parish Councillors (9), District Councillors (2), County Councillor

Chairman's Acceptance Signature

.....**Date**.....