

## NOTICE OF PARISH COUNCIL MEETING

Issued at the latest by Tuesday 29th December 2015

I hereby summons you to attend the Full Council Meeting of the Parish Council of the above named Parish **on Tuesday 5th January 2016 at 7.15pm**  
**in Overstone Village Hall, Sywell Road, Overstone, Northampton**  
Public and Press are welcome to attend

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**Clerk: Jane Austin**

Parish Office, Moulton Village Hall, Moulton, Northampton NN3 7SD

Tel: 01604 492318 Email: [clerk@overstoneparishcouncil.org.uk](mailto:clerk@overstoneparishcouncil.org.uk)

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### AGENDA

- 01/16 Conduct a Public Session (Duration and content at Chairman's discretion)
- 02/16 Record Attendance, Receive Apologies, Record Absence
- 03/16 Record any Declarations of interests on subjects included on this agenda
- 04/16 Approve the Minutes of Council Meeting held on 3rd November 2015
- 05/16 Progress any Matters Arising from previous minutes
- 06/16 Report on Daventry District Council matters by District Councillors
- 07/16 **Finance Related Matters**
1. Propose Payments and Sign Cheques
  2. Approval of Financial Statement Month 8
  3. Budgeting/Precept Request for 2016/2017
  4. Approval of the use of a variable Direct Debit (point 6.7 Financial Regulations)
  5. Approval of the use of a Banker's Standing Order (point 6.8 Financial Regulations)
  6. Approval of the use of BACS or CHAPS (point 6.9 Financial Regulations)
  7. To confirm that the council will remain opted-in to the Sector Led Body arrangements for the procurement of external audit".
- 08/16 **Village Services**
1. Discuss any Tree/Footpath Matters – Cllr A Sharp
  2. Overstone Primary School Expansion Update – Cllr A Sharp
  3. Discuss any Roads/Village Signage/Street Lights/Grass Cutting matters –Cllr K Cork
  4. Discuss any Police related matters
- 09/16 **Planning Related Matters**
1. Agree Responses to any new and late received Planning Applications
  2. Report on recent Planning Decisions
  3. Other Planning Matters
    - a) Progress Report on Neighbourhood Development Plan – Cllr J Cork
- 10/16 Discuss any Sywell Aerodrome Matters – Councillor Townsend
- 11/16 Adopt Internal Service Terms of Reference Document (produced by Northamptonshire County Association of Local Councils)
- 12/16 Review of Effectiveness of Internal Audit
- 13/16 Annual Review of Risk Assessment/Risk Management Policy
- 14/16 Annual Review of Council Policies
- 15/16 Update on OPFA
- 16/16 Review Correspondence
- 17/16 Address any Other Business Items: For information at the discretion of the Chairman
- 18/16 Date of Next Meeting
- Tuesday 1st March 2016**



Jane Austin 29<sup>th</sup> December 2015

