

# Scaldwell Parish Council

**Chairman:** Mr Eugene O'Leary

**Parish Clerk:** Mrs Lisa Callan, 2 Walgarth Court, Holcot, Northamptonshire, NN6 9TL

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## **To all members of the Parish Council:**

You are hereby summoned to the Annual Meeting of  
Scaldwell Parish Council on **Wednesday 17 May 2017,**  
**7.30pm** in the Village Hall, School Lane, Scaldwell.

**Members of the public and press are warmly invited to attend**

## **Agenda**

- 17/43** To elect a Chairman and sign 'Acceptance of Office' form
- 17/44** To elect a Vice-Chairman and sign 'Acceptance of Office' form
- 17/45** To receive apologies and to approve reasons for absence
- 17/46** To receive any declarations of interest for items on the agenda (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)
- 17/47** **Approval and signing of the minutes**  
a) To approve and sign the minutes of the meeting on 15 March 2017.  
b) To approve and sign the minutes of the extra planning meeting on 29 March 2017.  
c) To approve and sign the minutes of the extra planning meeting on 21 April 2017.
- 17/48** **Public address: to receive comment and take questions from the public** (Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting)
- 17/49** To report on actions or matters arising from the minutes (*for information only*).
- 17/50** **To appoint Parish Council Representatives**  
a) Foundation of Thomas Roe  
b) Scaldwell Relief in Need Charity  
c) Scaldwell Parish Trust  
d) Friends of the Playing Field  
e) Village Hall Management Committee  
f) Neighbourhood Watch  
g) Tree Warden  
h) Snow Warden  
i) Footpath Warden
- 17/51** **Parish Councillor Sectors and Responsibilities:** To decide on areas of responsibilities for each Councillor.
- 17/52** **Insurance**  
To review and confirm the insurance provision.

- 17/53 Council policies, procedures and regulations**
- To review and approve the Standing Orders
  - To review and approve the Code of Conduct
  - To review and approve the Risk Management Policy and Risk Assessment
  - To review and approve the Finance Regulations
  - To review and approve the Asset Register
- 17/54 Annual Accounts for year ending 31 March 2017**
- To receive annual accounts report
  - To approve the annual governance statement
  - To approve and sign the annual return accounts and accounting statement
- 17/55 Planning applications:** Consider the following planning application:
- DA/2017/0351  
Extension to existing livestock/hay barn  
Land off Old Road, Scaldwell, Northamptonshire
  - DA/2017/0412  
Work to trees within a conservation area  
The Hollies, High Street, Scaldwell NN6 9JS
  - Planning update (to include but not limited to):**  
DA/2017/0247 (Plumb Cottage)  
DA/2017/0283 & DA/2017/0284 (The Grange)  
DA/2017/0231 (Home Farmhouse)  
DA/2017/0233 (The Rectory Farmhouse)  
DA/2017/0150 (Crofton Cottage)
  - Planning Procedure:** Council to decide on a procedure for planning applications on website and newsletter
- 17/56 Neighbourhood Planning** discuss information received since last meeting
- 17/57 Playing field:**
- To receive update report from the 'Friends of Scaldwell Playing Field', and agree any actions
  - To consider the Risk Assessment inspection reports received since the last meeting, and agree any actions
- 17/58 Correspondence:** to consider and agree any actions
- Email 29.04.17 from Jenny Lewis regarding fly tipping and other matters.
- 17/59 Church Clock:** Council to make a decision regarding the future of the clock.
- 17/60 Meeting dates:** Decide on dates for future meetings.
- 17/61 Finance**
- To receive financial report and bank reconciliation
  - Cllr to verify bank reconciliation and to report to council
  - To approve and sign the payments to be made below:

Chq No	Payment to	Description	VAT	Total (inc VAT)
958	ACRE Membership	Membership Renewal		£35.00
959	EON	Maintenance quarter ending 31 March 2017	£11.78	£70.68
960	EON	Electricity Supply	£9.75	£204.67

		01/01/17-28/02/17		
961	SSE	Lighting electricity supply 1 March 2017 - 3 April 2017	£6.14	£129.08
962	R&G	Mowing 17/3/17 - 24/04/17	£99.64	£597.96
963	Lisa Callan	Salary and expenses for April & May (includes 1% increase in salary from April) £252.83 per month		£505.66
964	Northamptonshire ACRE	Neighbourhood Plan Day- Phil Purcell		£60.00

**17/62 Regular reports: to receive reports and agree on any actions (to include but not limited to):**

- a) Working parties (Broadband, Website, Highways)
- b) Grass cutting (R&G)
- c) Tree management
- d) Highways/ROW
- e) NHW/Police
- f) Parish Councillors

**17/63 Newsletter:** to agree any articles for the next edition of the newsletter

**17/64 Next meeting date:**  
5 July (please note that this is the 1st Wednesday of the month)

Signed *LCallan*

Dated 11 May 2017

Lisa Callan

Clerk

Scaldwell Parish Council