

Minutes for the Parish Council Meeting
25th June 2024 at 7.30pm at The Welcome Centre, Little Stanion.

Present:

Councillor Charlie Anson (Chair)
Councillor Roger Jones
Councillor Karen Wade
Councillor Andrei Marcu

Dionne Busby (Clerk/RFO)
2 Members of the public

542/24-25

Election of Offices.

A. To elect the chairman of Little Stanion Parish Council for 2024/25

RESOLVED that it be proposed, seconded and with all members present **CARRIED**
That Cllr C Anson be elected at Chairman for 2024/25

B. To elect the Vice-Chairman of Little Stanion Parish Council for 2024/25

RESOLVED that it be proposed, seconded and with all members present **CARRIED**
That Cllr R Jones be elected at Vice- Chairman for 2024/25

543/24-25

Apologies for Absence

Apologies received from Cllr Darling and Cllr Nash. Cllr Stuart Masterson as resigned as Councillor for the Parish Council. The Council accepts the apologies and received and accepted Cllr Mastersons resignation. The Council wishes to thank Cllr Masterson for the time he has given to the Parish Council.

544/24-25

Declarations of disclosable pecuniary/other interests by Councillors and dispensation Requests.

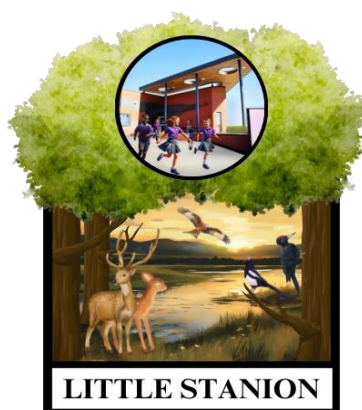
There were no disclosures of interest by members in items on the agenda.

545/24-25

Receive letter from the Clerk.

From the 6th June 2024 the Clerk has given notice to terminate their employment with Little Little Stanion Parish Council. As per the 3 months' notice period her final working day will be Friday 6th September. The Clerk. Has the Job Application and Job description to send to The Council to confirm rate of pay etc to then advertise the position. The Clerk will also contact NCALC to place the advert on their website. Full council will then help with the interviewing process, as soon as a replacement is in place the clerk can then begin the handover process.

THE FIRST TIER OF LOCAL GOVERNMENT



545/24-25 **Minutes of previous meeting**

It was **RESOLVED** to approve the minutes of the Little Stanion Parish Council meeting held on 30th April 2024 Tuesday the 28th May 2024.

555/23-24 **Public Participation Session**

A resident asked the Council to contact LSFM in reference to the maintenance of the overgrown paths. The resident also asked if the Council could contact NNC about the weeds in the streets and guttering

556/23-24 **Reports – for information only.**

1. Safer Communities Team and Highways were not in attendance but sent their apologies
2. PC Brad Wilson Policing. Pc Wilson sent his apologies. Pc Wilson sent through his crim report which was read out during the meeting
3. North Northants Councillors update – None received.
4. Little Stanion Active – was incorreccted put on the agenda
5. Any other reports -None received

532/23-24 **Finance**

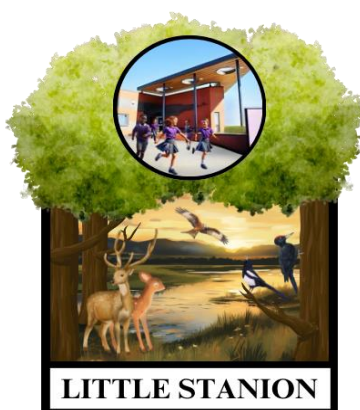
1. Report all bank balances, monies received and any invoices raised – **RESOLVED**
2. To Consider & approve the payments made between 30th April 2024 and 28th May 2024 (report sent to Councillors ahead of the meeting). It was **RESOLVED** to approve these payments.

Schedule of Payments June 2024

Payee	Details	Powers	Net £	VAT £	Total £
Dionne Busby (S/O)	Clerks June Salary via Charity Payroll Service s/o	LGHA 1972, s112	666.39	-	666.39
Dionne Busby	Clerks June Expenses	LGA 1963 s112	45.99	-	45.99
The Payroll Company (S/O)	Charity Payroll Service s/o	LGA 1972, s111	32.50	-	32.50
Dionne Busby	WC Toilet paper	LGA 1972 s143	6.49	-	6.49
Roger Jones	Petrol for the generator for the D-day event	LGA 1972 s143	6.00	-	6.00
Natasha Douglas	WC frontage Maintenance soil	LGA 1972 s111	20.99	-	20.99
Nastasha Douglas	WC frontage maintenance flowers	LGA 1972 s1111	22.00	-	22.00
NAYC	Youth club crafting invoice	LGA 1972 s111	2.25	-	2.25
NNC	Waste collection for D-day event 3 bins dropped off and picked up	LGA 1972 s111	71.45	-	71.45



THE FIRST TIER OF LOCAL GOVERNMENT



Lloyds Credit card (paid)

Payee	Details	Power	Net £	Vat £	Total £
Tesco	Drinks for D-Day event	LGA 1972 s111	47.40	-	47.40

*The clerk noted an amendment to one of the payments on Mays Schedule of payment. The Payment for the Defib Store, it was on the Schedule of payment of £127.20 but was paid at £136.80 which included the carrier cost. The additional payment was made as the purchase of the Defib pads were time sensitive.

The Clerk's reported on the bank balance and monies received and spent since the last Total combined bank balances £63,185.22 LSPC Current £40,900.45 LSPC Savings Account £17,657.58. LSVC Current £998.30 and LSVC Savings Account £3,628.89

533/24-25 Governance and accountability (including business transacted annually)

a) To Review governing documents.

- I. Standing orders
RESOLVED that the current version of NCALC Model Standing Orders be proposed, seconded and with all members here present in favour; APPROVED by this Council with no amendments.
- II. Financial regulations
It was acknowledged that a new version of NCALC Model of Financial regulations has recently become available.
RESOLVED to defer this business item to a subsequent meeting.
- III. Risk assessment It was RESOLVED to approved this Risk Assessment with amendments to of changing out website host to Cuttlefish, and the Council to NNC. This will then go on the website.
- IV. Complaints procedure Standing orders
RESOLVED that the current version of NCALC Model Complaints procedure be proposed, seconded and with all members here present in favour; APPROVED by this Council with no amendments.

b) To approve financial appointment

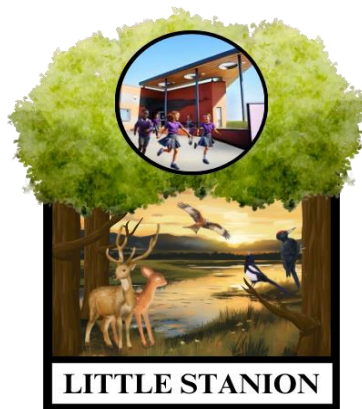
- I. Internal Controllers It was RESOLVED that this would be the Chair
- II. Internal auditor It was RESOLVED that Northants CALC Ltd internal Audit service be reappointed as internal auditor for 2024/25

c) To review policies and procedures

Obligations under freedom of information and data protection legislation
RESOLVED to defer this business item to a subsequent meeting.



THE FIRST TIER OF LOCAL GOVERNMENT



- I. Dealing with press/media – Clerk to send out information.

To review the Councils employment policies and procedures - RESOLVED to defer this business item to a subsequent meeting. Full council to look over these when interviewing for a new clerk.

519/23-24

Committee Reports

- **Co-ordination and Liaison working group** – They have not met yet. No update
- **LSVC**
 1. D-day big picnic update, Clerk gave update on spend to date. Budget set out was £3500, spend to date 2,085.64, remaining budget £1414.36 It was agreed previously that LSVC would contribute £1000 and LSPC £3500, as the full total was not spent, it was **RESOLVED** that the LSPC would contribute 30% of the final cost and LSPC would contribute 70%.
- **Resources** – No update
- **Planning Committee.**
- **Communication**

520/23-24

Grants- Cllr Jones is looking at a few grants, will update when he has more information.

521/23-24

Representative Matters – No update

522/23-24

Planning Matters

1. **Further update to be brought to the council attention by the Planning Committee**
- **NNC meeting update** No further update as Cllr Nash was not in attendance at this meeting.
- **Any other planning applications** – Planning application NC/24/000180/DPA Full Council were sent the details for the planning application, Cllr Wade visited the road which this applied to. Paper work for this application was looked at. It was **RESOLVED** that the Council had no comment to make for this Planning application,

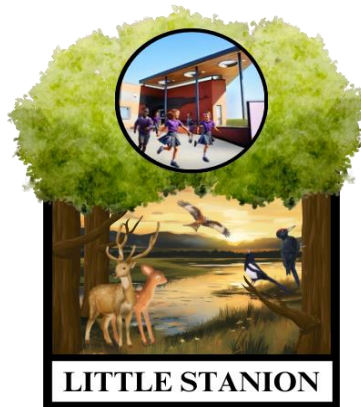
523/23-24

Village Matters

1. **JME Development Ltd** – They are currently going through administration, until this has been settled no update can be given.
2. **Councillors gov.uk email addresses** – Clerk to get Cllr Jones and Cllr Marcu gov.uk emails.



THE FIRST TIER OF LOCAL GOVERNMENT



3. **Councillors photo for the website** – it was RESOLVED to move this business to a subsequent agenda
4. **Clerks purchase of a laptop** – It was RESOLVED that the clerk can go a buy a new laptop with the £500 budgeted for this purchase.

524/23-23

Clerk Update

- None

525/23-24

To confirm any additional business to be included on the agenda of the next meeting.
Councillor Charlie Anson announced that following this meeting he will be retiring his seat as Councillor and chair. He will officially send an email which will then be read at the next meeting

526/23-24

Correspondence received and circulated

Close of Meeting 9.24pm

All emails that are relevant to the Council have been shared.

Date of next meeting 25th June 2024 at 8.34pm at the Welcome Centre.

Chairman.....

