

Shutlanger Parish Council

Parish Clerk
Parish Office
Telephone
E-mail
Website

John Scott
2 Broadwater Lane, Towcester, NN12 6YF
07738-760618
clerk@shutlangerparishcouncil.org.uk
www.shutlangerparishcouncil.org.uk

Minutes of the meeting of the council held on 14 May 2020 at 8.05pm when the following business was transacted. This meeting was a virtual meeting and held on ZOOM. Members of the public were invited to join.

**Present: Cllrs. Olsson, Young (Chair), Lindsey, Clements (Part), Newson, Roberts, Chambers,
1 member of the Public (Part)**

Minutes (Draft)

- 20-05-1** Nominations were received, and it was **RESOLVED** that Cllr. Young would preside as **CHAIR** for the year.
- 20-05-2** Cllr. Young accepted the **OFFICE OF CHAIR**.
- 20-05-3** **CHAIRMANS ANNOUNCEMENTS** were made.
- 20-05-4** There were no **APOLOGIES** for absence received.
- 20-05-5** There were no **DISPENSATION** requests and no **DECLARATION OF INTEREST** on items on the agenda received.
- 20-05-6** Nominations were received, and it was **RESOLVED** that Cllr. Newson would preside as **VICE CHAIR** of the council for the year.
- 20-05-7** It was **RESOLVED** that NCAALC would appoint the **INTERNAL AUDITOR** for the council's accounts.
- 20-05-8** It was **RESOLVED** that Cllr. Olsson would preside as **INTERNAL VERIFIER** for the council's accounts.
- 20-05-9** The **DATES OF THE PARISH COUNCIL MEETINGS** for the year, being the second Thursday of each alternate month starting January of each year or as otherwise designated by the Clerk as it be necessary were accepted by the council.

Shutlanger Parish Council

Parish Clerk
Parish Office
Telephone
E-mail
Website

John Scott
2 Broadwater Lane, Towcester, NN12 6YF
07738-760618
clerk@shutlangerparishcouncil.org.uk
www.shutlangerparishcouncil.org.uk

9 July 2020, 10 September 2020, 12 November 2020, 14 January 2021, 11 March 2021.

- 20-05-10** It was **RESOLVED** to accept the **INTERNAL AUDIT REPORT** and the council agreed to submit **the ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN** to the external auditors.
- 20-05-11** It was **RESOLVED** to accept **MINUTES** of the meeting held on 12 March 2020 and will be signed by the Chairman.
- 20-05-12** It was **RESOLVED** to accept the Council meets the **ELIGIBILITY CRITERIA** to use the **GENERAL POWER OF COMPETENCE** as set out in Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
- 20-05-13** It was **RESOLVED** to co-opt Rebecca Clements as a **NEW COUNCILLOR**.
- 20-05-14** The following policy was reviewed, and it was **RESOLVED** to accept the policy without any modifications at this stage.

Risk Assessment

- 20-05-15** **ITEMS MEMBERS OF THE PUBLIC WISH TO RAISE** were discussed and the following actions will be undertaken.

Improvements to the playing field would be investigated and conclusions made at the September meeting of the council.

The Clerk will further investigate the issue regarding the public right of way on Lane / Road to the Stoke Pavilions.

The Clerk will discuss the Playing Field usage with a concerned resident.

- 20-05-16** The following **PLANNING APPLICATION** was approved by the council.

**S2/2020/0568/FUL: Grafton Cottage 26 High Street
2 Storey Extension**

- 20-05-17** The **CLERKS REPORT** was discussed with no further actions.

Copies of all council papers are available to download at
www.shutlangerparishcouncil.org.uk

Council members can be contacted via the Clerk

Shutlanger Parish Council

Parish Clerk
Parish Office
Telephone
E-mail
Website

John Scott
2 Broadwater Lane, Towcester, NN12 6YF
07738-760618
clerk@shutlangerparishcouncil.org.uk
www.shutlangerparishcouncil.org.uk

20-05-18 It was **RESOLVED** to accept the **FINANCE** report as presented.

- 1) To note any receipts £10,269.94
- 2) To note bank balance as at 30 April 2020 **£53,577.27**
- 3) To note attached payments made since the last meeting.
- 4) To determine payment of the attached accounts.
- 5) To consider and agree any new items and any removals from the Councils updated **ASSET REGISTER**.

20-05-19 **CORRESPONDENCE / CONSULTATION DOCUMENTS** were reviewed, and it was agreed that:

the Clerk will further review the Council's COVID-10 Contingency Plans and incorporate an update which will be delivered to the residents.

the council would create a page on the website for Births, Marriages and Obituaries.

It was noted that the Village Hall made a loss this year of £2,130.

20-05-20 Updates to the **PARISH PLAN REVIEW** was given and the council accepted the timetable and action plan proposed by the Clerk.

20-05-21 The **GRASS MAGAZINE** contribution increase to £150.00 was further discussed and it was agreed that this would be reviewed after the Parish Plan Questionnaire results had been received and processed.

20-05-22 The **TABLE TENNIS** club support would be postponed until after the Covid-19 crisis, a possible review in September.

20-05-23 It was **RESOLVED** that the **ONLINE INTERNET PAYMENT SERVICE** with Unity Bank would be adopted by the council.

20-05-24 **ITEMS FOR THE NEXT MEETING on 9 July 2020 were received.**

20-05-25 It **RESOLVED** to **SIGN** approved cheques.

Shutlanger Parish Council

Parish Clerk
Parish Office
Telephone
E-mail
Website

John Scott
2 Broadwater Lane, Towcester, NN12 6YF
07738-760618
clerk@shutlangerparishcouncil.org.uk
www.shutlangerparishcouncil.org.uk

20-05-26 Meeting CLOSED at 21:10



John Scott
Clerk to Shutlanger Parish Council

Documents attached

Clerks Report, Asset Register, Payments Made, Accounts to be paid.

Members of the public are welcomed at all meetings of the Council and opportunity to speak will be given at the appropriate time within the meeting. Members of the public may also address the Council upon individual items listed on the agenda for a period not longer than 3 minutes provided that three clear days' notice is given to the Parish Clerk of the intention. Parish Council meetings are held in a public place and attendees need to be aware that under new legislation the meeting may be recorded and/or photographs taken. If any member of the public intends to record or take photographs, as a courtesy will you please declare this at the beginning of the meeting.

Shutlanger Parish Council

Parish Clerk
Parish Office
Telephone
E-mail
Website

John Scott
2 Broadwater Lane, Towcester, NN12 6YF
07738-760618
clerk@shutlangerparishcouncil.org.uk
www.shutlangerparishcouncil.org.uk

i) Payments made since the last meeting

Cheque No	Amount	VAT Inc	Payee	Description	Authority
DD	39.23	1.86	SSE	Electricity Supply	Highways Act
DD	5.09	0.24	SSE	Electricity Supply	Highways Act
300493	248.00	41.00	Marcus Young	Dog Bin Emptying	Open Spaces Act
300493	684.00	114.00	Marcus Young	Dog Bin Installation	Open Spaces Act
300494	338.00	-	JR Scott Jan	Salary	LGA 1972 112
300492	9,287.09	1,547.85	Sovereign Design & P	Play Equipment Deposit	LGA 1972 112
DD	5.23	0.24	SSE	Electricity Supply	Highways Act
DD	40.44	1.92	SSE	Electricity Supply	Highways Act
300494	338.00	-	JRScott Feb	Salary	LGA 1972 112
300495	3,782.40	630.40	N J Blackwell	Playing Field Re-development	Open Spaces Act
300494	129.15	-	JR Scott Expenses	Clerk Expenses	LGA 1972 112

ii) Accounts to be paid

Cheque No	Amount	VAT Inc	Payee	Description
300499	72.00	12.00	Community Heartbeat	Defib Emergency Phone Renta
300500	42.00	7.00	2 Commune	Emergency Email Address
300551	338.00	-	J R Scott Mar	Salary
300552	67.20	11.20	N J Blackwell	Grass Cutting
300556	44.00	-	Ncalc	Training
DD	38.03	1.81	SSE	Electricity Supply
DD	5.09	0.24	SSE	Electricity Supply

Shutlanger Parish Council

Parish Clerk
Parish Office
Telephone
E-mail
Website

John Scott
2 Broadwater Lane, Towcester, NN12 6YF
07738-760618
clerk@shutlangerparishcouncil.org.uk
www.shutlangerparishcouncil.org.uk

Cheque No	Amount	VAT Inc	Payee	Description
DD	35.00	-	ICO	Subscription
300551	338.00	-	J R Scott Salary	Salary
300498	37,148.35	6,191.31	Sovereign Design	Playing Field Equipment
300553	134.40	22.40	N J Blackwell	Grass Cutting
300553	3,134.00	522.00	N J Blackwell	Playing Field Fencing
300555	28.42	-	G Roberts	Lock for Notice Board
300551	88.96	-	J R Scott Expenses	Expenses

Shutlanger Parish Council

Parish Clerk
Parish Office
Telephone
E-mail
Website

John Scott
2 Broadwater Lane, Towcester, NN12 6YF
07738-760618
clerk@shutlangerparishcouncil.org.uk
www.shutlangerparishcouncil.org.uk

ASSETT Register

Reg No	Category	Description	Supplier	Location	Purchase Price
3	Fixtures	Bus shelter		Main Road	1,522.93
4	Fixtures	Bus stop flag + post		Main Road	200.00
5	Fixtures	Public seat		Main Road	304.55
6	Fixtures	2 Notice boards		High Street, Bakers Lane,	1,200.00
7	Fixtures	3 Village planters		Showsley Rd, Main Road (2)	500.00
8	Signage	VAS 1 sign Battery	Sierzeaga GR32FC	Main Road (Towcester side)	3,000.00
9	Signage	VAS 2 sign Solar	Swarco	Main Road (Stoke side)	3,433.00
10	Signage	VAS battery charger	For VAS 1	CLr Roberts	44.00
11	Fixtures	Defibrillator and cabinet	Community Heartbeat	Bakers Lane	2,426.00
12	Equipment	Laptop computer	HP	Parish Office	390.00
13	Equipment	2 single swings		Playing field, Showsley Rd	1,599.08
14	Equipment	1 balance beam		Playing field, Showsley Rd	79.93
15	Equipment	Leap frog poles		Playing field, Showsley Rd	159.88
16	Equipment	Goal post/nets		Playing field, Showsley Rd	937.13
17	Equipment	Sutcliffe Leisure slide		Playing field, Showsley Rd	2,706.01
18	Equipment	Gate and posts		Playing field, Showsley Rd	760.00
20	Land	Playing Field		Showsley Road	30,000.00
21	Lights	Quantity 19 Phillips 35w Libra Lights	Aylesbury Mains	Entire Village	6,830.61
22	Signage	RCD for VAS 1		Main Rd Showsley Rd Junction	358.20
23	Equipment	Software for VAS 1 Unit		Parish Office	-
24	Equipment	Dog Bins x 3		Various	684.00
25	Equipment	Planning Equipment		Parish Office	859.69
26	Equipment	Playing Field Equipment		Playing field, Showsley Rd	9,287.09
27	Equipment	Playing Field Equipment		Playing field, Showsley Rd	37,148.35
				Total	104,430.45