

# Shutlanger Parish Council



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**Minutes of the meeting of the council held on 13 May 2021 at 8.00 pm when the following business was transacted. The meeting took place at the Village Hall, Shutlanger.**

**Present:** Cllrs. Olsson, Evans, Clements, Newson, 1 member of the public.

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## AGENDA

- 13-05-1** Nominations were received, and Councillor Evans was voted **CHAIRMAN** of the Parish Council for the year.
- 13-05-2** The **ACCEPTANCE OF OFFICE** form was signed by the Chairman.
- 13-05-3** The **ACCEPTANCE OF OFFICE** form was signed by those councillors present.
- 13-05-4** The **CHAIRMANS ANNOUNCEMENTS** were made.
- 13-05-5** **APOLOGIES** for absence were received and accepted for Cllrs Chambers and Lindsey.
- 13-05-6** There were no **DISPENSATION** requests nor any **DECLARATION OF INTEREST** on items on the agenda.
- 13-05-7** Nominations were received, and Councillor Newson was elected **VICE CHAIRMAN** of the Parish Council for the year.
- 13-05-8** It was **RESOLVED** that **INTERNAL AUDITOR** for the council's accounts would be Northants CALC Ltd.
- 13-05-9** Councillor Olsson was appointed **INTERNAL VERIFIER** for the council's accounts.

Copies of all council papers are available to download at  
[www.shutlangerparishcouncil.org.uk](http://www.shutlangerparishcouncil.org.uk)  
Council members can be contacted via the Clerk.

- 13-05-10** It was **RESOLVED** to accept 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.
- 8 July 2021, 9 September 2021, 11 November 2021, 13 January 2022, 10 March 2022.*
- 13-05-11** It was **RESOLVED** to approve the **INTERNAL AUDIT REPORT** and agree to submit **the ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN** to the external auditors.
- 13-05-12** The **MINUTES** of the meeting held on 11 March 2021 were signed.
- 13-05-13** The council considered the co-opting of a new councillor and it was **RESOLVED** that Barbara Stanbridge join the council with immediate effect.
- 13-05-16** It was **RESOLVED** there would be no objection to the below **PLANNING APPLICATION**  
**WNS/2021/0084/FUL: Sycamore Cottage, Main Road Shutlanger**
- 13-05-17** It was **RESOLVED** to accept the **FINANCE REPORT**.
- 1) To note any receipts £460.72
  - 2) To note bank balance as of 30 April 2021 **21,232**
  - 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**.
- 13-05-18** It was **RESOLVED** to make the necessary changes to the **BANK MANDATE**.
- 13-05-29** No **ITEMS FOR THE NEXT MEETING** on 8 July 2021 were received.
- 13-05-20** It was **RESOLVED** to **APPROVE** the attached payments and **SIGN** cheques.
- 13-05-21** Meeting **CLOSED**.



**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.*

### **Payments To Be Made**

01-Mar-21	Mar-21	Community Heartbeat		72.00	12.00	60.00	Defib Phone Line
09-Mar-21	Mar-21	Acorn Nurseries		684.60	114.10	570.50	Trees For Playing Field
31-Mar-21	Mar-21	J R Scott Salary		338.00	-	338.00	Salary
31-Mar-21	Mar-21	N J Blackwell		653.10	108.83	544.27	Tree Plantinmg Grass cutting

01-Apr-21	Apr-21	Amazon (JR Scott)		7.50	-	7.50	Norton Subscripotion
01-Apr-21	Apr-21	Ncalc		238.04		238.04	Subscription
01-Apr-21	Apr-21	Ncalc		185.00		185.00	Internal Audit
01-Apr-21	Apr-21	Ncalc		10.00		10.00	GDPR Fee
01-Apr-21	Apr-21	N J Blackwell		7.00		7.00	Under payment 2020/21
30-Apr-21	Apr-21	J R Scott Salary		338.00		338.00	Staff Costs
27-Apr-21	Apr-21	2 Commune		594.00	99.00	495.00	Web Site costs
30-Apr-21	Apr-21	N J Blackwell		120.90	20.15	100.75	Grass Maintenance
30-Apr-21	Apr-21	Clerks Expenses		26.44		26.44	Staff Costs