

# TITCHMARSH PARISH COUNCIL

All Councillors are hereby summoned and required to attend an Ordinary Meeting of Titchmarsh Parish Council to be held in The Pavilion Drydens Close, Titchmarsh on Tuesday 20 June 2017 commencing at 7.15 pm to discuss Community Initiatives and then from 7.30 pm to transact the business listed below

Members of the Public and Press are invited to attend and to participate in Public Open Time and may record the Council meetings, but are reminded they may not do so in a way that would disrupt the meeting (e.g. live audio commentary).

## AGENDA

1. Public Open Time *During this time, residents are invited to give their views and to question the Parish Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Parish Council meeting itself. At the close of this item members of the public will no longer be permitted to address the council members unless invited to do so by the Chairman.*
2. To receive apologies for absence
3. To receive Declarations of Disclosable Pecuniary or Other Interests and any Dispensation requests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item (please note declarations must be made verbally at the appropriate time as well as entered in the Interest Book.)
4. To approve and sign the minutes of the Annual General Meeting and the Ordinary Parish Council meeting held on Tuesday 16 May 2017
5. **Matters arising from the minutes:**  
Clarification on documentation required to be completed by councillors following AGM.  
To appoint a Councillor as Parish Highway Warden  
To appoint a Councillor to oversee parish H&S checks

### 6. **Finance:**

Payee & Cheque number	Service Provided	Net Cost	VAT	Total Cost
VincentSykes Solicitors 101206	Registration of Allotment lease	£340.00	£60.00	£400.00
EON 101207	Electricity / Street lighting for May 2017	£198.80	£39.76	£238.56
Aylesbury Mains 101208	Install lantern at High Street Titchmarsh	£310.00	£62.00	£372.00
SW & C Hibbins 101209	Printing of TT for June/July	£184.91		£184.91
Amanda Claxton 101210	Clerks expenses April-June (stamps, mileage, phone contract)	£65.79		£65.79
Standing Order Amanda Claxton	Clerks salary for May paid in June	£200.08		£200.08
<b>Payment received</b>	<b>HMRC VAT refund</b>			<b>£3038.74</b>

7. **Correspondence (items requiring discussion and decision)**  
Clerk's invitation to attend SLCC Regional Training Seminar in September.

### **Correspondence (items for noting only and circulated in the float file)**

- NCALC Update
- Information for Merchant Navy Day
- Internal Auditors Report

- PFA Minutes

8. **Planning**

**To note outcomes of previous planning applications**

**17/00714/FUL** - Two storey rear extension and first floor extension over existing single storey rear element at 49 High Street Titchmarsh Kettering Northamptonshire NN14 3DF (PP-05960722) **Granted with conditions.**

**17/00692/FUL** - Demolition of the existing farm buildings and conversion of the remaining traditional barns to five residential units including landscaping, parking and access at Village Farm North Street Titchmarsh Northamptonshire (PP-05959538) **Granted with conditions**

**To discuss this Councils response to Planning Application number(s)**

None

*Planning applications and plans may be viewed on line at [www.east-northamptonshire.gov.uk](http://www.east-northamptonshire.gov.uk).*

9. **Highways**

To receive and discuss highway Wardens Report.

10. **Allotments**

To receive and discuss Allotment Inspection Report.

To discuss the Allotment lease being registered with Solicitors and to review allotment Terms and Conditions.

11. **Playing Field Association**

Update and receive minutes from meeting

12. **Internal Audit report**

To discuss Internal Auditor's report and recommendations and receive chair's reply to auditor.

Review appointment of RFO.

Clerk's feedback from 'Agenda & Minutes' course with reference to auditor's recommendations and transparency code.

13. **Anti -Social behaviour**

To discuss recent anti-social behaviour in the village.

14. **Community Initiatives**

Discuss how to take the Community Initiatives forward

15. **Emergency Plan**

Update on the progress of the emergency plan.

16. **Titchmarsh times/ Website**

To discuss items for inclusion in next edition of TT or items for the website.

To discuss updating of the Website

17. **Date of the next meeting** - Tuesday 18 July 2017 at 7.30 pm in The Pavilion, Dryden's Close, Titchmarsh (unless an emergency meeting is called for in the meantime).

18. **Items for noting** - An opportunity for Councillors to report items and to request future agenda items - *no decision can be made under this item*

\*Background information provided prior to meeting

The Agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the Agenda (*Longfield Parish April Council v Wright (1918) 88 LJ Ch 119*)



A handwritten signature in black ink, appearing to read "A Claxton". The signature is written in a cursive style and is positioned above a horizontal line.

Amanda Claxton - Clerk to Titchmarsh Parish Council  
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