

**EYDON PARISH COUNCIL**

Please be advised the Parish Councillors are summoned and the public invited to attend the Annual General Meeting of Eydon Parish Council on Tuesday 9<sup>th</sup> of May 2017 at 7.30pm in the Village Hall, High Street, Eydon.

- 1. Councillors present.**
- 2. The Parish Council is to elect a Chairman for the period to the AGM of 2018.**
- 3. The Parish Council is to receive and consider for approval apologies for absence.**
- 4. Declaration of Interest** on agenda items by Parish Councillors.
- 5. Resolution to sign and approve the Minutes of the Meeting held on the 11<sup>th</sup> April 2017.**
- 6. Officer elections, appointments and procedural adoptions:** The Parish Council is to undertake the following:-
  1. Election of Vice Chairman.
  2. Appointment of Internal Control Officer.
  3. Appointment of internal auditor. – NCALC, to be confirmed.
  4. Confirmation of signatories to bank accounts.
  5. Appointment of newsletter correspondent.
  6. Appointment of Eydon Educational Trust Nominative Trustee.
  7. Appointment of Eydon Community Sportsfield Committee representative.
  8. Appointment of Eydon Village Hall Committee representative.
  9. Appointment of Highways Warden
  10. Appointment of Eydon Tree Warden.
  11. Appointment of Eydon Rights of Way Warden.
  12. Appointment of Litter Pick coordinator.
  13. Confirm routine meetings schedule for the period to the AGM of 2018.
  14. Review and adopt the Financial Regulations, Standing Orders, Finance and General Purposes Sub-committee terms of reference, Planning

Sub-committee terms of reference, Financial Risk Assessment document, Complaints Procedure document, Dealing with Media Requests for Information document, Eydon Jubilee Fund terms of reference, Code of Conduct document, and Burial Ground regulations. All relevant for the period to the AGM 2018.

**7. Open Meeting:** At the discretion of the Chairman, members of public may address the Parish Council.

**8. Matters arising** (for information only).

**9. Highway and byway issues:**

1. The Parish Council is to receive and consider a report from the Highways Warden if available.

**10. Consultations:**

1. The draft Design Guide Supplementary Planning Document for South Northamptonshire Council. (Previously circulated, non-extendable deadline of 8<sup>th</sup> May 2017).

2. Northamptonshire Highways: The Definitive Map and the Rights of Way Improvement Plan.

**11. Village and Community enhancement:**

The Parish Council is to continue its' discussion of the development and promotion of pro-active aims within the village and community.

**12. Dog waste and control issues:** The Parish Council is to consider correspondence received from residents regarding dog related these matters.

**13. Repair of the Burial Ground wall:** The Parish Council is to consider the quotes received for the repair of the wall following recent damage.

**14. Parish Council computer and scanner/printer:** The Parish Council is to discuss and agree the purchase of a computer etc to enable continued compliancy of the relevant transparency legislation.

**15. Reports**

The Parish Council is to receive and consider reports from the following organisations if available:

1. Eydon Village Hall

2. ECSF
3. Eydon Educational Trust

**16. Finance:**

1. Receipts: The Parish Council is to note the following receipts:

1. J and M Humphris: Memorial headstone inscription £25.00
2. SNC: Half year precept: £10088.50

2. Payments: The Parish Council is to consider for approval the following payments:

1. The Ground Care Company: April Village and Burial Ground  
grass cutting: £300.00
2. K.Simmons: Refreshments for Annual Parish Assembly: £8.81
3. Came and Company: Annual insurance premium: £564.27
4. NCALC: Annual subscription and internal audit fee:  
 $£263.68 + £167.00 = £430.68$
5. Texprep: EVN printing and delivery: £67.45 + £2.31 VAT= £69.76

3. Bank balances: The Parish Council is to note the statements for the end of April 2017.

The bank statements are currently awaited.

4. VAT refund: The Parish Council is to note that an application has been submitted to reclaim the sum of £589.67 for VAT paid during the financial year 2016/17.

5. The Parish Council is to note the comments of the Internal Control Officer regarding the procedures and final accounts for the year 2016/17.

**17. External Audit for the year ending 31<sup>st</sup> March 2017**

1. The Parish Council is to approve the Annual Governance Statement for 2016/17.
2. The Parish Council is to approve the Accounting Statements for 2016/17.

3. The Parish Council is to approve the explanation of quantified significant variances on the above Accounting Statements.

4. The Parish Council is to note that the period for the exercise of public rights extends from the 5<sup>th</sup> June to the 14<sup>th</sup> July 2017.

## **18. PLANNING**

1. The Parish Council is to consider and respond to the consultation request for the following planning applications:

1. Application No. S/2017/0913/PA

Determination as to whether prior approval is required (under Class R of Part 3 of the above Order) for the change of use of an agricultural building to a flexible commercial use falling within Class A1 (shops) and B1 (business) in respect of: the transport and highways impacts of the development; noise impacts of the development; contamination risks on the site; flooding risks on the site.

Location Ashbys Farm Preston Road Eydon NN11 3PD

2. S/2017/1065/FUL

Internal alterations to main house to change layout of kitchen, utility and wc area with new structural opening and step and repositioning of external door and window in rear elevation. Alterations to the outbuilding (The Old Bakehouse) including installing an internal staircase to mezzanine level and changing external doors and windows.

Location: 15 High Street Eydon NN11 3PP

3. S/2017/1066/LBC

Internal alterations to main house to change layout of kitchen, utility and wc area with new structural opening and step and repositioning of external door and window in rear elevation. Alterations to the outbuilding (The Old Bakehouse) including installing an internal staircase to mezzanine level and changing external doors and windows.

Location: 15 High Street Eydon NN11 3PP

2. Applications received for information only:

1. None received.

**14. Notable Correspondence** not covered above:

Received via email and previously circulated:-

1. None received.

**15. Councillors' Comments** and items for inclusion on the next meeting agenda.

**16. Confirm time, date and venue of next Parish Council Meeting.**

**17. Close of meeting.**

*Andy Hartley, Clerk to Eydon PC, 4<sup>th</sup> May 2017*