

# Quinton Parish Council

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Minutes of the meeting held in the Village Hall on the **16 May 2023** which started at 7:50pm and the following business was transacted.

**Present:** Cllrs. Collyer (Chair) Javes, Shellard, Holt, Bromfield, Rooks, Core.

The Clerk and 1 member of the public.

Date posted.

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- 16-05-1** Nominations were received, and Councillor Collyer was **ELECTED THE CHAIRMAN** of the Parish Council for the year.
- 16-05-2** The **ACCEPTANCE OF OFFICE** form was signed by the Chairman.
- 16-05-3** **CHAIRMANS ANNOUNCEMENTS** were made.
- 16-05-4** There were no **APOLOGIES** for absence from Councillors however, Ward Cllr. Clarke sent his apologies.
- 16-05-5** There were no **DISPENSATION** requests and Cllr. Javes declared an interest on item 20 on the agenda.
- 16-05-6** Nominations were received and Cllr. Javes was **ELECTED VICE CHAIR** of the Parish Council for the year.
- 16-05-7** Cllr. Shellard agreed to continue to be the **INTERNAL VERIFIER** for the Council's Accounts.
- 16-05-8** It was **RESOLVED** to appoint Northants CALC as the **INTERNAL AUDITOR** for the Council's Accounts.
- 16-05-9** To confirm the **DATES OF THE PARISH COUNCIL MEETINGS** for the year, being the third Tuesday of each alternate month starting January of each year or as otherwise designated by the Clerk as it be necessary.

18 July 2023, 19 September 2023, 21 November 2023, 16 January 2024

19 March 2024.

- 16-05-10** There are no changes to **MEMBERS REGISTER of INTEREST**.
- 16-05-11** It was **RESOLVED** to confirm the council will continue to use the **GENERAL POWER of COMPETENCE**.
- 16-05-12** It was **RESOLVED** to approve **MINUTES** of the meeting held on 21 March 2023.
- 16-05-13** The following **POLICIES** of the Council were reviewed. and it was **RESOLVED** to adopt the changes.

#### **Risk Assessment , Standing Orders, Financial Regulations.**

- 16-05-14** After review, it was **RESOLVED** to change the council's **INSURANCE POLICY** to BHIB who offered a better long term pricing policy. £470.10 per year for 3 years.
- 16-05-15** **ITEMS MEMBERS OF THE PUBLIC WISH TO RAISE.**

#### **Wootton Road Traffic**

Wootton Road traffic is still a big concern for residents throughout the village and it was agreed that a "Working" party would be set up by the Parish Council to formulate a plan and a way forward to try and resolve the problems of speeding and dangerous driving. The item will be on the agenda for the Council's meeting in July.

#### **Grass Cutting**

The small green opposite the Village Green at the junction of Wootton Road and Preston deanery Road is currently mowed by a resident. This will come to an end soon. The responsibility for the cutting is WNC. The council will monitor to ensure that this is done.

A member of the public thanked the council for their continued efforts.

- 16-05-16** The **WARD COUNCILLOR** sent in a report.
- 16-05-17** There were no new **PLANNING APPLICATIONS** to discuss.
- 16-05-18** It was **RESOLVED** to approve the **FINANCE REPORT** for the 1 Month to 30 April 2023, and to approve **PAYMENTS** of the attached accounts and approve adjustments to the Asset Register.
- 16-05-19** It was **RESOLVED** to approve the **INTERNAL AUDIT REPORT** and agree to submit a **CERTIFICATE of EXEMPTION** in place of submitting the **ANNUAL**

Copies of all council papers are available to download at

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**GOVERNANCE AND ACCOUNTABILITY RETURN** to the external auditors and to approve Section 1 of the Annual Return.

**16-05-20** The **CHURCH FUNDING** request was discussed. and it was agreed that £300 would be given to assist with the upkeep of the grassed areas in the church yard.

**16-05-21** **MAY DAY** funding request was discussed and was agreed that the Clerk would seek further information regarding the amount of the request and what the funds would be used for.

**16-05-22** The **CLERK** advised the council that they should have a bespoke email address for all council work.

The Internal Audit report highlighted that the Clerk's £30 per month home usage payment was not sufficiently transparent for the council accounts. In future this will be represented as part allowance and part salary (£4 per month increase) to ensure that the council has visibility on the tax paid for the £4.

**16-05-23** The **COMMUNITY FUND** was reviewed; the new fund payment will be in the region of £5,400 this year so ideas for expenditure are welcome.

**16-05-24** There were no other **MEETINGS ATTENDED**.

**16-05-25** To review any **CORRESPONDENCE / CONSULTATION DOCUMENTS**.

The working party reports were reviewed in this section.

**16-05-26** It was **RESOLVED** to approve the EDF **DEED of NOVATION**.

**16-05-27** To receive **ITEMS FOR THE NEXT MEETING** on 18 July 2023.

Working Party for "Traffic"

Grants Policy

**16-05-28** Meeting **CLOSED** at 9:00



**John Scott**  
**Clerk to Quinton Parish Council**

*Members of the public are welcome 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*

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*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.*

### **Accounts to be approved and paid.**

		Sub Total		992.85	77.37	1,070.22	
Date	Month	From	Invoice Number	Amount	VAT	Total	Description
01/04/2023	Apr-23	Npower		139.47	6.97	146.44	Lighting
17/05/2023	May-23	ICO		35.00		35.00	Subscription
03/04/2023	Apr-23	Ncalc		387.18	43.40	430.58	Subscription
30/04/2023	Apr-23	Clerks Salary		229.02		229.02	Staff Costs
30/04/2023	Apr-23	HMRC		57.20		57.20	Staff Costs
05/04/2023	Apr-23	NJ Blackwell		135.00	27.00	162.00	Grass Cutting
01/05/2023	May-23	Norton 360 (JRS)		9.98	-	9.98	Software