

# MINUTES OF STANWICK PARISH COUNCIL ANNUAL COUNCIL MEETING HELD ON

**Date:** 16<sup>th</sup> May 2019

**Venue:** Committee Room, Village Hall, Stanwick

**Time:** 7.15 p.m.

**Present:** Councillors:- N Peck (in the chair)  
S Glanville-Hughes  
S Kitchener  
D Munday

Clerk to the Council J Hodgson  
Members of the Public 1

## **19.1 ELECTION OF THE CHAIRMAN**

After proposal and voting, it was

### **RESOLVED**

That Councillor Peck be elected as Parish Council Chairman for 2019-20

## **19.2 DECLARATION OF OFFICE BY THE NEWLY ELECTED CHAIRMAN**

Councillor Peck signed the Declaration of Office.

## **19.3 ELECTION OF VICE CHAIRMAN**

After proposal and voting, it was

### **RESOLVED**

That Councillor Kitchener elected as Parish Council Vice Chairman for 2019-20

## **19.4 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Partrick and Councillor Paterson. It was proposed and

### **RESOLVED**

That the reasons for absence be approved.

Apologies were received from ENC Cllr Howell and NCC Cllr Hughes.

## **19.5 DECLARATION OF INTEREST**

Councillors Glanville-Hughes and Kitchener declared an ‘other’ interest in item 19.24 i as dog owners. The Clerk advised that she had taken advice from the Monitoring Officer and consequently in accordance with paragraph 15 of the Council’s Code of Conduct granted a dispensation to both Councillors for this meeting.

Councillor Munday declared a DPI with dispensation in all matters in 19.30.

## **19.6 CO-OPTION TO FILL THE CASUAL VACANCY**

After consideration of the representations made by the candidate, there was a vote by secret ballot. Based on the results of that ballot it was proposed and

### **RESOLVED**

That Mr George Konstantinidis be co-opted to the Parish Council.

Mr Konstantinidis remained at the meeting but did not act as a councillor.

## **19.7 APPROVAL OF MINUTES**

It was proposed and

### **RESOLVED**

That the Minutes of the Council Meeting held 2nd May 2019 be approved as a correct record and signed by the Chairman.

## **19.8 ANNUAL REVIEW OF DELEGATION OF POWERS TO THE CLERK**

The Clerk is the Proper Officer of the Council and the Responsible Financial Officer. The Clerk has delegated authority specified within the Financial Regulations. The Clerk has delegated authority to make adjustments to financial arrangements and to transfer money between the bank accounts but not to sign cheques. The Clerk also has authority to sign grounds maintenance consortium work orders.

With regard to the cemetery, the Clerk has delegated authority under Local Government Act 1972 s101 to determine the application of the seven year residency rule on whether a resident or non-resident fee should be applied will be based on the residency status of the deceased rather than the owner of the Exclusive Right of Burial. (Minute 69 July 2011).

The Clerk has delegated authority to grant dispensations to Councillors with regard to the Code of Conduct and Disclosable Pecuniary Interests in accordance with paragraph 15 of the Council’s Code of Conduct.

Where authority is delegated on specific matters, that authority is detailed in the appropriate Minutes.

The Council has adopted a policy regarding officer decisions in accordance with Openness of Local Government Bodies Regulations 2014, which the Clerk must adhere to.

It was proposed and

**RESOLVED**

That the Council is satisfied with these arrangements.

**19.9 APPOINTMENT OF COMMITTEES**

It was proposed and

**RESOLVED**

That a 'Staffing Committee' be established. The Terms of Reference for the Staffing Committee and appointment of members will be made at the next meeting.

No other committees were established.

**19.10 STANDING ORDERS AND FINANCIAL REGULATIONS**

It was proposed and

**RESOLVED**

That the Standing Orders as amended by the NALC briefing L09-18 and Financial Regulations (without amendment) be readopted with immediate effect.

**19.11 REPRESENTATION ON OUTSIDE BODIES**

It was proposed and

**RESOLVED**

That the Clerk be appointed to represent the Council on the East Northamptonshire Consortium for Grounds Maintenance.

That Councillor Munday be appointed to represent the Council on the Joint Action Group

That Councillor Kitchener be appointed to represent the Council on the Village Hall Trust

That Councillors Kitchener and Munday be appointed to the Ringstead Quarry Liaison Group

**19.12 INVENTORY OF LAND AND ASSETS**

A schedule of assets with the asset value for accounting processes together with the insurance cover was circulated to all councillors prior to the meeting. It was agreed that it was accurate.

### **19.13 INSURANCE COVER FOR ALL INSURED RISKS**

After consideration of cover provided and the Council's needs, it was proposed and

#### **RESOLVED**

That the Council will change insurance providers to BHIB Ltd at an annual premium of £836.90 and that the cheque is to drawn at the meeting.

### **19.14 MEMBERSHIP OF OUTSIDE BODIES**

After consideration of the merits of belonging to the organisations, it was proposed and

#### **RESOLVED**

That membership of Northamptonshire County Association for Local Councils (NCALC), Northamptonshire A.C.R.E, Open Spaces Society, the Society of Local Council Clerks (SLCC) and National Society of Allotments and Leisure Gardeners and CPRE should be continued and that the Clerk is authorised to pay the membership fees as renewal of membership becomes due.

### **19.15 ANNUAL REVIEW THE COUNCIL'S COMPLAINTS PROCEDURE**

The current policy was found to be satisfactory.

### **19.16 ANNUAL REVIEW OF FREEDOM OF INFORMATION ACT & DPA PROCEDURES & FOI/DPA REQUESTS MADE DURING THE YEAR**

It was noted that the current policies for Freedom of Information and Data Protection were satisfactory.

It was noted that there had not been any requests for information under the Freedom of Information Act nor the Data Protection Act during the past twelve months.

### **19.17 ANNUAL REVIEW THE COUNCIL POLICY FOR DEALING WITH THE PRESS/MEDIA**

The current policy was found to be satisfactory.

### **19.18 LGA 1972 S137 FOR 2019-2020**

It was noted that the spending limit under Local Government Act 1972 s137 for the year 2019-20 is £12,155.64.

### **19.19 CALENDAR OF MEETINGS**

It was proposed and

#### **RESOLVED**

That the calendar of meetings that forms Appendix A be approved

## **19.20 COUNCILLOR PORTFOLIOS**

It was proposed and

### **RESOLVED**

Councillor Kitchener would hold the portfolio for Finance and Internal Control and Councillor Munday should hold the portfolio for Community Safety.

## **19.21 BANKING ARRANGEMENTS**

It was noted that it was not necessary to make any changes.

## **19.22 PUBLIC SPEAKING TIME**

None.

## **19.23 REPORTS FROM ENC & NCC COUNCILLORS**

A written report from ENC Cllr Howell was circulated to councillors prior to the meeting. A report had not been received from NCC Cllr Hughes.

## **19.24 FINANCIAL MATTERS**

### **a. Internal Control**

#### **i. Budget variance report and statement of accounts**

The budget variance report and statement of accounts were received and the contents noted.

It was noted that the BT contract will increase by £1.60 per month from 1<sup>st</sup> July 2019.

It was noted that the Allotment receipts reported in the financial list at the 2<sup>nd</sup> May 2019 meeting were incorrect and this had been identified as part of the month end bank reconciliation. The correct figure for allotment receipts in April was £554.50.

#### **ii. Report in relation to VAT**

The claims for February and March, have been received (£108.09 and £315.66 respectively). A claim for April was not submitted as the requisite threshold had not been achieved.

#### **iii. Report in relation to PAYE**

It was noted that proper HMRC processes are in place. In accordance with Minute 18-150 of the salary increase had been implemented.

#### **iv. Grants received or given**

The Pathfinder II grant for £2890.00 has been received from Northamptonshire County Council.

**v. Incident and accident reports on council owned land**

None.

**vi. Reports from volunteer inspectors**

None.

**b. Schedule of payments presented**

It was proposed and

**RESOLVED**

That the schedule of payments that forms Appendix B to this Minute be approved for payment

**c. Report from the Internal Control Councillor**

Cllr Kitchener confirmed that a review of the accounts had taken place on 14<sup>th</sup> May 2019 and everything was satisfactory.

**d. Internal Auditor Report**

The report from the Internal Auditor was received and the contents noted. The report did not raise any financial matters for consideration but did make some other suggestions. It was proposed and

**RESOLVED**

That the Council would not take any action on the points raised.

**e. Approval and adoption of the Accounts and Supporting Statement for 2018-19**

The Accounts shown in Appendix C had been made available to all councillors together with an analysis of significant reasons for budget variance per cost heading. It was proposed and

**RESOLVED**

That the Annual Accounts and Supporting Statement for 2018-19 be approved and adopted.

**f. Section 1 of the Annual Governance & Accountability Return for 2018-19**

The Annual Governance Statement was read out and the Council directed the completion of the responses. It was noted that the Council's responsibilities had been satisfied during the year 2018/19 and duly Minuted. It was proposed and

**RESOLVED**

That the Chairman should complete and sign the Annual Governance Statement.

**g. Section 2 of the Annual Governance & Accountability Return for 2018-19**

It was proposed and

**RESOLVED**

That the Council accepts the Accounting Statements 2018-19 as presented by the Responsible Financial Officer and that the Chairman should sign the Accounting Statements on the Annual Governance & Accountability Return.

**h. Quote for the Priority 2 works identified in the Tree Survey April 2018**

Consideration was given to the Council’s responsibilities and duty of care with regard to trees on land that it is responsible for. Consideration was also given to the practicality of sourcing alternative quotes. It was proposed and

**RESOLVED**

That the quote be accepted from Alchemy Trees for £2490.00.

**i. Principle of acquiring land to create a ‘dog park’**

It was agreed that the issue should be considered in greater detail at later meeting.

**19.25 PLANNING MATTERS**

**a. Planning consultations**

19/00717/FUL Detached Garage at 70 High Street

The Chairman agreed to add this item to the agenda. After consideration of the planning documents it was proposed and

**RESOLVED**

That the following response be sent to East Northamptonshire Council

The Parish Council does not object to the application providing that the materials are sympathetic to the existing structure and the visibility splay for exiting vehicles is satisfactory.

This decision is made on the assumption that there are no objections from adjoining properties.

**b. Planning decisions made by East Northamptonshire Council**

Consent granted:

19/00195/FUL	Single storey rear extension & raised deck area at 12 Grange Road
18/02372/FUL	Proposed porch, garage conversion, first floor extensions, car port at 4 Raunds Road
19/00577/TPO	Holm Oak TPO 0110 - Crown lift to 3m from ground level, on 4 Raunds Road side.

### **c. Revised Draft North Northamptonshire Statement of Community Involvement**

It was noted that details of the consultation had been previously circulated to Councillors. It was agreed that the Council would not comment.

### **19.26 MEETING/TRAINING REPORTS FROM COUNCILLORS**

No reports were given.

### **19.27 COMMUNITY SAFETY**

#### **a. Report from the Joint Action Group**

There was nothing new to report.

#### **b. Current community safety issues**

Concerns were expressed about the manner in which works to replace the infrastructure gas supplies was being undertaken. It was agreed that the Clerk should contact the company, Cadent, to raise the issues and obtain more information.

#### **c. Stanwick Lakes overspill parking issues**

Further to Minute 18.204 it was noted that the Clerk would be joining a meeting with Highways England, Stanwick Lakes management, Northants Police and NCC Highways on 12<sup>th</sup> June.

It was suggested that a representative of ENC be invited to the meeting as owner of the land and it was agreed that the suggestion be forwarded to the meeting convener.

### **19.28 GROUNDS MAINTENANCE**

#### **a. Cemetery flower beds**

Further to Minute 18.101i it was noted that action had not been taken. The encroachment of rabbits on the field opposite the cemetery (north side of Chelveston Road) would not be controlled as the land was no longer farmed and had been divided up into small parcels with numerous owners. On that basis it was not financially prudent to have bedding plants as they would be quickly eaten or dug up. The previous proposal to plant flower carpet roses would require the roses to be surrounded by wire to prevent them being eaten by rabbits in the first few years until the stems harden and become less palatable. The netting would be unsightly. It was noted that trying to improve 'rabbit proof' fencing would be negated when visitors to the cemetery left the gate open. It was therefore proposed and

### **RESOLVED**

That in the autumn, in suitable weather conditions, the flower beds would be put to turf and that consideration would be given at a later date to the addition of a tree or shrubs.

#### **b. Maintenance of the bus shelters**

It was noted that the current contractor could no longer continue with the quarterly cleaning of the bus shelters due to prohibitive insurance costs. It was advisable for the shelters to be regularly cleaned to reduce corrosive effect of spray and pollution.

It was noted that a resident had spoken to a councillor about the graffiti on the bus shelters. The Clerk advised that the current contractor had been asked on several occasions to provide details of what products had been used to try and remove it previously. This information is outstanding. It was suggested that advice be sought from East Northamptonshire Council for either a product or contractor.

## **19.29 ALLOTMENTS & COMMUNITY GARDEN**

### **a. Minutes of the Community Garden Meetings & the Allotment Society Meetings**

The Minutes were noted.

### **b. Maintenance of communal areas of the allotments**

It was noted that the Council has an arrangement with Mr Mission to maintain the central paths and the 'social' area within the allotment site. The Clerk has received comments from some users about the frequency of the cuts and how they are scheduled. The Clerk advised that greater oversight of the arrangement would be beneficial and it was proposed and

#### **RESOLVED**

That a system for time sheets be introduced.

### **c. Request for reimbursement of petrol costs for grass cutting in the communal area**

After consideration of the facts, it was

#### **RESOLVED**

That the Council would not reimburse the petrol costs to a member of the community gardens.

## **19.30 CEMETERY INSPECTIONS AND SAFETY ISSUES**

### **a. Memorial Safety Policy**

It was noted that the 2008 Memorials Safety Policy had been revised. It was proposed and

#### **RESOLVED**

That the revised Memorial Safety Policy be adopted with immediate effect.

### **b. Memorial Inspection Protocol with Health and Safety Guidelines**

It was noted that the Protocol had been drawn up to guide councillors who would be undertaking memorial safety inspections and to mitigate risk. It was proposed and

#### **RESOLVED**

That the Memorial Inspection Protocol with Health and Safety Guidelines be approved and adopted with immediate effect.

**c. Memorial Inspection Risk Assessment**

It was proposed and

**RESOLVED**

That the risk assessment be approved and adopted.

**d. Dates for memorial inspections**

It was agreed that a date towards the end of June would be set outside of the meeting.

**19.31 CORRESPONDENCE FROM LAGAN HOMES**

An unsolicited letter from Lagan Homes was received. After consideration of the policies in the Neighbourhood Plan, the policies in the Joint Core Strategy (2016) and the emerging Local Plan Part 2 and district housing supply targets it was proposed and

**RESOLVED**

The Council would decline the offer from Lagan Homes to work with them at this time as local housing needs were being addressed in nearby developments (Raunds and Higham Ferrers) and that the East Northamptonshire rural housing requirement has been met (Local Plan Part 2, Nov 2018, paragraph 8.19)

**19.32 CLERK'S DIARY**

There were not any exceptional activities to report.

**19.33 LIST OF CORRESPONDENCE**

The list that forms Appendix D was received. A councillor requested sight of one item. No other action is required.

**19.34 NEXT SCHEDULED MEETING**

The next scheduled meeting will be on 18th July 2019.

Meeting closed at 8.50 pm

**Chairman**

**Stanwick Parish Council**

**Calendar of meetings 2019/20**

16 <sup>th</sup> May 2019	Council Meeting
18 <sup>th</sup> July 2019	Council Meeting
19 <sup>th</sup> September 2019	Council Meeting
21 <sup>st</sup> November 2019	Council Meeting
16 <sup>th</sup> January 2020	Council Meeting
19 <sup>th</sup> March 2020	Council Meeting
16 <sup>th</sup> April 2020	Annual Parish Meeting/Stanwick Showcase
21 <sup>st</sup> May 2020	Council Meeting
16 <sup>th</sup> July 2020	Council Meeting
17 <sup>th</sup> September 2020	Council Meeting
19 <sup>th</sup> November 2020	Council Meeting

All meetings will be held in the Committee Room of the Village Hall and will commence at 7.15 p.m.

Additional meetings may be called to consider planning applications or as the Chairman or Council directs.

## Appendix B

### *General Power of Competence adopted 19<sup>th</sup> November 2015*

#### Schedule of payments made outside of the meeting (Financial Regulation 6.8)

<b>Cheque no</b>	<b>Detail</b>	<b>Amount</b>
	None	

#### Schedule of payments presented for payment at the meeting

<b>Cheque no</b>	<b>Detail</b>	<b>Amount</b>
000867	NSALG - annual subs to National Allotment Society	£66.00
000868	Northants CALC – annual subs	£893.71
000869	J Hodgson – computer ink & thumb drives	£59.97

The above payments were approved \_\_\_\_\_ Chairman  
16th May 2019

#### For information (Financial Regulation 6.5 & 6.6)

<b>Date</b>		<b>Detail</b>	<b>Amount</b>
01.05.19	STD	Stanwick Village Hall Trust - office rent	210.00
09.05.19	STD	Local Govt Pension Scheme	491.55
12.05.19	DDM	E-on – street lighting	17.42
14.05.19	DDM	Wave (Anglian Water) water rates	5.00

#### Receipts:

<b>Date</b>	<b>Detail</b>	<b>Amount</b>
02.05.19	M Chapman -cemetery fees	£100.00
	Allotment fees (x 2)	£70.00
15.05.19	S Cox – cemetery fee	£125.00

## Stanwick Parish Council

## Receipts and Payments for the year ended 31 March 2019

2017/18	Income		2018/19
£			£
61545.00	Precept		61545.00
405.38	Agency Services	405.38	
3725.00	Cemetery Fees	2365.00	
40.00	Bowls Club	40.00	
125.00	Stanwick Rovers	125.00	
1173.00	Misc	3113.60	
720.50	Allotment fees	307.50	
19.61	Interest	94.66	
7175.03	VAT	5108.78	
0.00	Grants	135.00	
	Total other receipts	<hr/>	11694.92
<hr/>	<b>Total Income</b>		<hr/>
74928.52			73239.92
	<b>Expenditure</b>		
£			£
23395.77	Staff costs		23896.14
4720.27	Loan payments		4651.51
5569.16	General Admin	6624.29	
995.13	Insurance	989.72	
0.00	Section 137	0.00	
16645.77	Grounds maintenance	24625.93	
7624.08	Repairs & Renewals	9728.68	
4348.51	Misc	3203.21	
970.99	Parish fields	1953.99	
461.60	Neighbourhood/Parish Plan	0.00	
10000.00	Projects	0.00	
6792.39	VAT	4786.49	
	Total other payments	<hr/>	51912.31
<hr/>	<b>Total Expenditure</b>		<hr/>
81523.67			80459.96
	<b>Deficit</b>		-7220.04

Approved by Council 16th May 2019

## YE 31<sup>st</sup> March 2019 Expenditure analysis

<b>Cost heading</b>	<b>Budget</b>	<b>Actual</b>	<b>Key reasons for variance</b>
Staff costs	23500.00	23896.14	Cost of living increase
Loan repayment	4715.00	4651.51	Payments set by Public Works Loan Board
General Admin:			
• Office costs	3500.00	3881.35	
• Training	500.00	946.55	ICCM memorial course £330.00 SLCC conference £365.00
• Subscriptions	1050.00	1264.67	The only new subscription was CPRE £36. Other organisations increased their costs.
• Room Hire	280.00	371.52	
• Election Reserve	0.00	0	
• Street Lighting	150.00	160.20	Electricity charges increased by e-on
Insurance	950.00	989.72	
Section 137	0.00	0	
Grounds maintenance	21500.00	24625.93	Works in addition to Turneys contract: Tree works £990.00 tree survey £1180.00 priority works from survey £520.00 emergency work to Wellingtonia & dead trees £3200.00 Manningham Road tree works £490.00 Wetenhall Road tree works £300.00 Wetenhall Road tree works
Repairs and renewals	1500.00	9728.68	Unbudgeted expenditure: £1640.00 Painting West Street railings £2375.00 Fence repairs at Parish Fields £1870.00 War memorial cleaning & repairs £740.00 Relaying path in Memorial Gardens £464.41 Repairs to church flood lights £340.00 Repairs to path at East St triangle £440.00 Cemetery paths & bollards £1528.20 Repair of church wall
Misc.	2000.00	3203.21	Unbudgeted expenditure: £830.40 Valuation office agency £192.50 Stanwick Remembers costs £200.00 grant to the community garden in exchange for them arranging their own insurance
Parish Fields/allotments	1000.00	1953.99	£1000.00 grant to the community garden group (£493.90 refunded by group)

## Stanwick Parish Council

### Supporting Statement for accounts for the year 2018/19

#### Assets

Movements in the year:

During the year,

At 31<sup>st</sup> March 2019 the following assets were held:

#### Land

Cemetery	1.00
Recreation Ground	1.00
Amenity Area, Spencer Parade	2.00
Mallows Grange	10000.00
Parish Fields	75000.00
	<hr/>
	85004.00

#### Street furniture

10 Seats	325.00
4 Bus shelters	1264.00
6 Litter bins	44.00
3 Dog waste receptacles	3.00
2 Welcome to Stanwick signs	1480.00
Village Sign (Spencer Parade)	1.00
Jubilee Map (Spencer Parade)	999.00
Speed Indication Device (mobile)	3035.00
Planters x 4 (Spencer Parade)	1490.40
Outdoor notice board (on village hall)	955.00
Street lamps x 5	2003.00
Cemetery Notice Board	601.00
	<hr/>
	12200.40

#### Recreation Ground

Play equipment at the recreation ground	50000.00
NeXus play equipment	9950.00
Adult fitness equipment	10000.00
4 Football floodlight stanchions	4023.00
	<hr/>
	73973.00

#### Office Equipment

Furniture and fittings	1036.37
Computer hardware (old laptop)	588.00

Lap top & software (2014 purchase)	615.45
PA System	143.83
Projector & screen	620.83
Display boards x 10	857.60
	<hr/>
	3862.08
	<hr/>

### **General contents/Civic regalia**

Chairman's Chain of Office	1185.00
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### **Community Garden**

Poly tunnel	946.67
Notice boards	2258.00
Tools	1706.00
Storage container	1795.00
Seating	1303.00
	<hr/>
	8008.67
	<hr/>

Total value	<hr/>
	183048.15
	<hr/>

Value of assets stated according to acquisition values recorded in the Asset Register

### **Borrowings**

At the close of business on 31<sup>st</sup> March, the following loan to the Council was outstanding:

Public Works Loan Board (Parish Fields)	£62876.25	Final payment date
		13/07/2059
Public Works Loan Board (Recreation Ground)	£2845.71	Final payment date
		13/07/2027

### **Leases**

At the year end the following lease was in operation

<i>Lessee</i>	<i>Purpose</i>	<i>Annual Rent</i>	<i>Year of expiry</i>
Stanwick Rovers Football Club	Land at the Recreation Ground where the changing rooms stand	£1*	2026
	*Paid as a commuted sum of £25.00 5 <sup>th</sup> June 2002		
Stanwick Bowls Club	Land at the Recreation Ground where the bowling green is	£40	2026

East Midlands Electricity	Land on The Avenue for the substation	£10**	2041
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\*\* paid as a commuted sum in 1999. Lease arranged with Raunds TC

### Debts Outstanding

At the year-end debts of £315.66 were outstanding and due to the council. The age of these debts were

	No.	Value
Less than three months old	1	£315.66

### Capital Reserves

Capital Reserves are used to hold funds for specific capital projects. As the account attracts an interest rate, this account is also used to hold General Reserves that are not required for immediate access.

Reserve balances at 31<sup>st</sup> March 2019:

Traffic calming	2765.00
Cemetery fund	39378.00
Recreation Ground Fund	4066.00
Election Fund	2500.98
Parish Fields	2007.96
Church wall fund	1500.00
General Reserve	<u>24439.09</u>
	<u>£76560.00</u>

### Tenancies

The Council does not hold a tenancy on any property.

The Council issued tenancies on 26 allotments in 2015. As at 31<sup>st</sup> March 2019, 26 allotments were let.

### Agreements

The Parish Council has entered into the following Agreements

Management Agreement for Stanwick Pocket Park. Stanwick Pocket Park Group have a 25 year management agreement for the site until 2037.

Agreement to permit Stanwick Races Group to site a storage container at Parish Fields. Ten year agreement commenced February 2016 for ten years. A commuted sum for rent was paid in February 2016.

A user agreement between the Parish Council and the Community Garden Group was entered into in April 2016 for ten years. A commuted sum for the rent was paid in April 2016.

## **S.137 Payments**

None.

Note: General Power of Competence adopted 19<sup>th</sup> November 2015.

### **Agency work**

During the year the Council undertook the following Agency work on behalf of other authorities

<i>Principal Authority</i>	<i>Nature of work</i>	<i>£</i>
Northamptonshire County Council	Maintenance of grass verges	405.38

This sum was reclaimed on 4<sup>th</sup> January 2019

### **Advertising and Publicity**

The following costs for advertising and publicity were incurred during the year.

	<i>£</i>
Delivery costs of Council Annual Newsletters & flyers	120.00
Printing of Newsletters & flyers	<u>243.00</u>
<i>Total</i>	£363.00

### **Race Relations (Amendment) Act 2000**

In recognition of the Parish Council's responsibility under the Employers Duty of the Race Relations (Amendment) Act 2000 the Parish Council publishes the fact that the Council has one employee of White – British origin.

**Approved by Council 16<sup>th</sup> May 2019**

### List of correspondence received

1. Email: NCALC Friday mini eUpdate (circulated to councillors)
2. Email: Rural Wellbeing Service newsletter (circulated to councillors)
3. Email: ENC Town & Parish Briefing (20190321)(circulated to councillors)
4. Email: NCALC eUpdate Mar/April 2019 (circulated to councillors)
5. Email: In Northamptonshire, NCC e-zine April 19 (circulated to councillors)
6. Email: Open Spaces society e-newsletter (circulated to councillors)
7. Email: Latest news from the ICO (April 19)
8. Email: CPRE newsletter 'Celebrating 70 years of National Parks' (circulated to councillors)
9. Email: Police & Fire CC April newsletter
10. CPRE Countryside Voice & Fieldwork
11. Email: Police & Fire CC 'Joint Independent Audit Committee' advert
12. Email: NCALC Thursday mini eUpdate (circulated to councillors)
13. Email: April's update from Northamptonshire County Council (circulated to Councillors)
14. Email: NCC Consultation on the priorities of Stand Out Northamptonshire 2019 (circulated to councillors)
15. Email: Active places newsletter
16. Email: ENC – details of funding streams
17. Email: CPRE Invitation: Music for a midsummer evening - 21 June 2019
18. Email: NCALC Friday mini eUpdate (3/05/19)
19. Email: Latest news from the ICO
20. Email: NCALC Friday mini eUpdate (10/05/19)
21. Email; CPRE ebulletin (11/05/19)
22. Email: Kierwsp re A45 weekend closure (circulated to councillors)
23. Email: Invitation to Beat the Street Picnic in the Park
24. Email: ENC Agenda and papers for 15/05/19
25. Email: Beat the Streets, what happens next
26. Email: ENC notification re the Secretary of States unitary decision
27. Email: Rural Wellbeing Newsletter May 2019 (Circulated to councillors)
28. Email: Notification of the new mayor at Higham Ferrers TC
29. Email: Notification of new mayor at Rushden TC