

**EVERDON PARISH COUNCIL**

Minutes of the Annual Meeting of Everdon Parish Council  
held on Monday 13 May 2019 at 6:30pm  
in the Village Hall, Everdon

**Present:** Councillors Kevin Nichols (Chairman), Katy Barwell, Ron Flounders, Shaen Linfoot and David Osborne

**In attendance:** Clerk/RFO Erica Fothergill, County Cllr. Robin Brown, District Cllr. Amos and one resident

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| 1. | Councillor Nichols was re-elected as Chairman, whereafter he signed a Declaration of Acceptance of Office.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                                                             |    |                                                               |    |                                                                                                         |    |                                                                                                                                              |    |                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                                                                                                                       |    |                                                                    |
| 2. | Councillor Flounders was elected as Vice-Chairman, whereafter he signed a Declaration of Acceptance of Office.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                                                             |    |                                                               |    |                                                                                                         |    |                                                                                                                                              |    |                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                                                                                                                       |    |                                                                    |
| 3. | Public participation: A resident discussed the recent problems experienced with nocturnal RAF helicopter noise and District Cllr. Johnnie Amos updated the council on district council news and the local authority reorganisation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |                                                             |    |                                                               |    |                                                                                                         |    |                                                                                                                                              |    |                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                                                                                                                       |    |                                                                    |
| 4. | There were no requests for dispensation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                                                             |    |                                                               |    |                                                                                                         |    |                                                                                                                                              |    |                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                                                                                                                       |    |                                                                    |
| 5. | Apologies received and approved: Cllrs. Peter Cooper and Keith Wilkins (holiday) and Cllr. Diana Evans (work commitments).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                                                             |    |                                                               |    |                                                                                                         |    |                                                                                                                                              |    |                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                                                                                                                       |    |                                                                    |
| 6. | There were no Declarations of Interest for items on the agenda.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |    |                                                             |    |                                                               |    |                                                                                                         |    |                                                                                                                                              |    |                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                                                                                                                       |    |                                                                    |
| 7. | Resolved to sign the minutes of the statutory meeting of the Parish Council held on 15 April 2019 as a true reflection of proceedings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |                                                             |    |                                                               |    |                                                                                                         |    |                                                                                                                                              |    |                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                                                                                                                       |    |                                                                    |
| 8. | Finance <table border="1" style="width: 100%; margin-top: 5px;"> <tr> <td style="width: 5%;">1.</td> <td>Resolved to approve the bank reconciliation for April 2019.</td> </tr> <tr> <td>2.</td> <td>Resolved to approve the receipts and payments for April 2019.</td> </tr> <tr> <td>3.</td> <td>Resolved to continue using Northants CALC's internal auditors to conduct the council's internal audits.</td> </tr> <tr> <td>4.</td> <td>Resolved to approve the Financial Regulations, adopted by the Council on 12 September 2016 and last reviewed on 15 May 2018, without change.</td> </tr> <tr> <td>5.</td> <td>The use of online payments was reviewed and, as it was running smoothly and securely, it was agreed to continue making online payments. It was also agreed to investigate whether we can increase the number of councillors able to authorise Bankline payments on the mandate and, if so, to appoint more councillors as signatories.</td> </tr> <tr> <td>6.</td> <td>Resolved to approve the insurance quotation for £297.35, received from Came &amp; Company which includes the SID, Cyber Liability, Devolved Services and Community Property and GDPR/DPO liability cover.</td> </tr> <tr> <td>7.</td> <td>Resolved to approve payment of the following outstanding accounts:</td> </tr> </table> | 1. | Resolved to approve the bank reconciliation for April 2019. | 2. | Resolved to approve the receipts and payments for April 2019. | 3. | Resolved to continue using Northants CALC's internal auditors to conduct the council's internal audits. | 4. | Resolved to approve the Financial Regulations, adopted by the Council on 12 September 2016 and last reviewed on 15 May 2018, without change. | 5. | The use of online payments was reviewed and, as it was running smoothly and securely, it was agreed to continue making online payments. It was also agreed to investigate whether we can increase the number of councillors able to authorise Bankline payments on the mandate and, if so, to appoint more councillors as signatories. | 6. | Resolved to approve the insurance quotation for £297.35, received from Came & Company which includes the SID, Cyber Liability, Devolved Services and Community Property and GDPR/DPO liability cover. | 7. | Resolved to approve payment of the following outstanding accounts: |
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| 2. | Resolved to approve the receipts and payments for April 2019.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                                                             |    |                                                               |    |                                                                                                         |    |                                                                                                                                              |    |                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                                                                                                                       |    |                                                                    |
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| 7. | Resolved to approve payment of the following outstanding accounts:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                                                             |    |                                                               |    |                                                                                                         |    |                                                                                                                                              |    |                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                                                                                                                       |    |                                                                    |

	<b>Payment</b>	<b>Payee</b>	<b>Description</b>	<b>£ Gross Amount</b>
	Online	E Fothergill	April salary and expenses	379.00
	Online	Came & Co.	2019/20 Insurance premium – fixed until 2020	297.35
	Online	NCALC	2019/20 Membership subs. and internal audit	436.32
	Online	WS Gardens	Mowing – 2 <sup>nd</sup> / 3 <sup>rd</sup> cuts	480.00
	DD	123-Reg	Councillor e-mails x £43.06 x 6	258.34
	Online	St Mary's Church	Churchyard maintenance grant	500.00
9.	The Council's Risk Assessment was reviewed and approved.			
10.	The Council's Standing Orders, adopted in May 2018, were reviewed and approved.			
11.	The Chairman and a resident will meet with the landowner at 6pm on Wednesday 15 May to discuss the nocturnal RAF Helicopter activity in the village.			
12.	The dates of ordinary meetings up to and including the next Annual Parish Council meeting in May 2020 were agreed and will be displayed on the website.			
13.	The following policies and procedures were reviewed and approved:			
	1.	Policy for dealing with the press/media.		
	2.	Policy on recording of council meetings.		
	3.	Procedures for handling requests made under the Freedom of Information (FOI) Act 2000 and the Data Protection Act 1998.		
	4.	Freedom of Information Complaints Procedure.		
14.	Planning			
	<b>Application</b>	<b>Address</b>	<b>Details</b>	<b>Comments</b>
	DA/2019/0337	Triscombe, Stubbs Road, Everdon	Raise roof, addition of two dormer windows and associated works to improve ground floor layout and addition of living accommodation in roof space	Supported. However, consideration should be given to the impact of the three dormer windows
15.	Correspondence – noted.			
16.	The Chairman and adjudicator of the competition will inspect gardens in June. It was agreed to award a £25 garden voucher to the winner of the '2019 Best Front Garden', who will be announced at the Fete.			KN
17.	Residents who live in the vicinity of The Plough were consulted about the inconsiderate parking in that area. They were pleased to hear that Council was being proactive by placing notices on offending cars and preferred this to highway notices. It was agreed to monitor the parking during the summer			All

18.	It was agreed to arrange defibrillator training in the village hall on 11th June 2019 and to pay a grant of £100 to the charity concerned. The clerk was requested to confirm the arrangements and to establish the maximum number of delegates per training session.	EF
19.	It was agreed to write to the Woodland Trust to express Council's dissatisfaction with the number and size of signage at Everdon Stubbs.	
20.	A Highway/Council walkabout has been arranged for Wednesday 12th June. Councillors were asked to send details of Highway issues to the Chairman	All
21.	Date of next meeting – The meeting closed at 8.30pm and the next meeting of the Parish Council will be held on Monday 10 June 2019 at 6.30pm.	