

**EVERDON PARISH COUNCIL**  
Website: [www.everdonpc.co.uk](http://www.everdonpc.co.uk)

Chairman: Mr. Kevin Nichols

Clerk: Mrs Erica Fothergill  
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Northamptonshire  
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**To members of the Council:**

**You are hereby summoned to attend the Annual Meeting of Everdon Parish Council.**

**Venue:** Village Hall, High Street, Everdon on Monday 13 May 2019

**Time:** At 6:30pm, for the purpose of transacting the following business.

**Members of the public and press are invited to attend and may address the Council at its Open Forum.**

**AGENDA**

1.	To elect a Chairman and complete the Declaration of Acceptance of Office.								
2.	To elect a Vice-Chairman and complete the Declaration of Acceptance of Office.								
3.	<b>Public Open Forum</b> – Will be conducted in terms of paragraphs 3(e) to 3(k) of our Standing Orders (available on the Council’s website), summarised briefly as follows:  A member of the public is entitled to speak only once on agenda items, for no longer than 3 minutes. The period of time for public participation, which is at the Chairman’s discretion, shall not exceed 10 minutes. In accordance with the above, a question asked by a member of the public during a public participation session, shall not require a response or debate. The Chairman may direct that a response to a question posed by a member of the public be referred to a Councillor for an oral response or to the Clerk for a written or oral response.								
4.	<b>To consider requests for dispensation</b> , if any, as appropriate.								
5.	<b>To approve apologies for absence.</b>								
6.	To receive members’ Declarations of Interest for items on the agenda.								
7.	To approve and sign the minutes of the statutory meeting of the Parish Council held on Monday 15 April 2019.								
8.	<b>Finance</b> <table border="1" style="width: 100%;"><tr><td>1.</td><td>To approve and sign the bank reconciliation for April 2019.</td></tr><tr><td>2.</td><td>To approve and sign the receipts and payments for April 2019.</td></tr><tr><td>3.</td><td>Resolution to continue using Northants CALC’s internal auditors to carry out the council’s internal audits.</td></tr><tr><td>4.</td><td>To review and approve the Financial Regulations adopted by the Council on 12 September 2016, and last reviewed on 14 May 2018.</td></tr></table>	1.	To approve and sign the bank reconciliation for April 2019.	2.	To approve and sign the receipts and payments for April 2019.	3.	Resolution to continue using Northants CALC’s internal auditors to carry out the council’s internal audits.	4.	To review and approve the Financial Regulations adopted by the Council on 12 September 2016, and last reviewed on 14 May 2018.
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**Finance**

5. To review and approve the continued use of online payments, in line with paragraph 6.9 of the Council's Financial Regulations.

6. To approve the insurance quotation for £297.35, received from Came & Company which includes 2 x SID, Cyber Liability, Devolved Services and Community Property and GDPR/DPO liability cover.

7. Resolution to approve payment of outstanding accounts:

Payment	Payee	Description	£ Gross Amount
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. To review and approve the Council's Risk Assessment.

10. To review and approve the Standing Orders.

11. To review late-night helicopter flight activity.

12. To determine the meeting dates for 2019/20.

13. **To review approve the following existing policies and procedures:**

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**

Application	Address	Details	Comments
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	To be considered

15.	<b>Correspondence received</b> - for information only, no action to be taken.
1.	Daventry District Council (DDC) advised that the charge for garden waste collections for 2019/20 will be £36, renewable by Friday 17 May. Residents can renew or sign up for the service using their credit or debit card at <a href="http://www.daventrydc.gov.uk/gardenwaste">www.daventrydc.gov.uk/gardenwaste</a> or by calling 0345 218 5215.
2.	Latest progress towards the preparations for a proposed new unitary authority in West Northamptonshire will be discussed at a meeting in Daventry on Tuesday, 14 May at 6pm in the Council Chamber at Daventry District Council, Lodge Road.  Members of the public are welcome to attend, with the agenda and reports now available to view on the Northampton Borough Council website at <a href="http://www.northamptonboroughcouncil.com/committees">http://www.northamptonboroughcouncil.com/committees</a>
3.	DDC warns residents that failing to take reasonable steps to ensure their waste is disposed of responsibly could result in them facing an unlimited fine or, in serious cases, prison. For more details on what you should do, see 'YOU are responsible for your waste' in the meeting folder on <a href="http://www.everdonpc.co.uk">www.everdonpc.co.uk</a> .
16.	To agree on the parameters of the 2019 Best Front Garden Award.
17.	To consider responses to flyers regarding the inconsiderate parking within the village.
18.	To discuss arrangements, including a donation, for defibrillator training in the village hall on either 4 <sup>th</sup> or 11 <sup>th</sup> June 2019.
19.	To consider actions being taken by the Woodland Trust in respect of signage at Everdon Stubbs.
20.	To discuss details of the forthcoming visit of Highways on Wednesday 12th June.
21.	Date of next meeting – the next Parish Council meeting will be held on Monday 10 June 2019 at 6.30pm.



Erica Fothergill  
Clerk / Responsible Financial Officer  
Everdon Parish

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