

FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL
Tel: 01327 341057 Email: florepc@btinternet.com

9th May 2024

Dear Councillor

This is your summons to the **Annual Meeting of the Parish Council** to be held on **Tuesday 14th May 2024 at 7.00 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett
Clerk & Proper Officer to the Council

AGENDA

1032.0 To consider the election of Chairman for 2024-25.

Signing of Chairman's Declaration of Office

Acceptance of Apologies for absence

1033.0 To consider the election of Vice Chairman for 2024-25

1034.0 To receive declarations of interests under the Council's Code of Conduct regarding business to be discussed at this meeting

1035.0 Allocation of areas of interest for Councillors Finance & Employment Advisory Committee:

Nominated Internal Controller

Pensions Regulator

Newsletter editor

Parish Path Warden

Parish Flood Warden

Parish Highways Warden

Website Administrator

Town & Parish Council meeting rep

Police Liaison Representative

1036.0 Nominations to outside bodies:

2 Trustees for the Brodie Lodge playing field committee

3 Trustees for the Richard Capell Educational Trust (2 residents, 1 Cllr)

1 Trustee & 1 Co-optative Trustee for The Flore Charity (one resident, one Cllr)

1 Trustee for the Millennium Hall

Any other nominations that are decided at meeting

1037.0 To consider Council documents:

Standing Orders

Financial Regulations – just received, June agenda.

Risk Assessments

H&S risk assessment of assets.

GDPR

Asset register: no change

All other policies

1038.0 To confirm bank account/signatories, Direct Debits/Variable Direct Debits and transfer of earmarked funds to reserves

1039.0 End of Year Accounts:

- a To receive the bank account statements, Salix loan statement, Financial Cashbook statement plus regular monthly statement for the year end 23/24.
- b To receive and consider the final account figure submission to audit for 23/24
- c To note the commencement date for the Period of Exercise of Public Rights.
- d To note the CIL return for 23/24
- e To receive the report from the Internal Auditor

1040.0 Public Forum for parishioners and reports by Unitary Councillors

1041.0 To approve the minutes of the Meeting of the Parish Council held on 9th April 2024, the minutes of the Extraordinary meeting held on the 23rd April 2024 and the minutes of the Annual Parish Meeting held on the 23rd April 2024.

1042.0 To receive any updates on outstanding items (not covered elsewhere on the agenda)

- Flood Warden, Climate Group, High Street – if any received
- Transfer of land memorial garden
- To note the response from Highways about matched funding for traffic calming measures
- To note resident's complaint about parked cars.

1043.0 To deal with general correspondence which may require a decision

1043.1 Notice Board: To consider any work to the notice board outside the Post Office which is reported as wobbly.

1043.2 Rail at Ram Bank: To consider any work to extend the rail at Ram Bank.

1043.3 To consider issues in field behind Holiday Inn and in the adjacent layby

1043.4 To consider responding to WNC Consultations:

- West Northamptonshire's new draft Local Plan
- Local Flood Risk Management Strategy Objectives
- What parish is doing in supporting habitats and biodiversity
- Community Governance Review Phase 2
- SEND Funding recommendations

1044.0 FINANCIAL/ADMIN MATTERS

1044.1 Finance update, including income received since last meeting

1044.2 Internal control. Report on procedures since last meeting

1045.0 ACCOUNTS FOR PAYMENT:

Zephyr	Fitting flagpole, repairs to other (retrospective)	725.94
SSE	Electricity supply (retrospective)	202.67
Natures Landscapes	Yellow Rattle (retrospective)	37.99

May payments

Halkett	Office rent	17.00
Halkett	Salary	746.24
HMRC	PAYE	210.73
David Brown	Mowing memorial garden	72.00
Design to Print	Messenger	132.00
NCALC	Subscriptions 670.57, Audit £280	950.57
Thomas Drinkwater	Strimming trees/benches memorial garden	100.00
LC Hedging & Grass	Mowing 18 April, mowing 1sr May	939.84
G Fellows	Ratchets for flagpoles	40.98
Weedon Bec PC	Third share telephone/broadband	61.37
M Freeman	Playing field/church grass cutting/	390.00
IMI	Cenotaph, steam of plaques and re-enamelling	1041.48
		4702.21

1046.0 PLANNING

1046.1 Application: 2024/1954/MAO. Land at Hill Farm Upper Heyford. Outline application (all matters reserved except access) for up to 4,700 sqm of Use Class B2 and B8 with ancillary Use Class E office space

1046.2 Application: 2024/2116/FULL. Leggatts 25 High Street. Two storey rear extension and external alterations to outbuilding/garage

1047.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS

- 1047.1 Brodie Lodge Playing Field
- 1047.2 Millennium Hall
- 1047.3 Commonwealth Flags and Disaster Relief Fund
- 1047.4 Charities

1048.0 CORRESPONDENCE RECEIVED

- a. NCALC Internal audit review. 1039.e
- b. SALIX End of year statement. 1039.a
- c. DFA Law Confirmation that land transaction is going ahead. 1042
- d. WNC Acknowledgement: to go on list re match funding for High Street. 1042
- e. Resident Complaint about parked cars on Nether Lane. 1042
- f. Resident Update/Info about land ownership of field behind Holiday Inn.1043.3
- g. NTU Info about travellers in layby by Holiday Inn. 1043.3
- h. WNC Consultations x 5. 1043.4
- i. WNC Planning applications x 2. 1046.1/2

NCALC Updates

WNC Town & Parish Briefing

NCALC training sessions

ACRE Bulletin

WNC Flyers

1049.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED

Date of next full Council meetings: 11th June, 9th July,