

**Minutes of Dingley Parish Council Annual Meeting held on Wednesday 2nd
May 2018
at 7.30 pm in the Village Hall, Church Lane, Dingley**

Members Present	Cllr Jones (Chair) Cllr Garratt (Vice Chair) Cllr Linsell Cllr Hinxman Mrs Justina Medwell (Clerk)
Others in Attendance	Borough Cllr Howes

Minute		Action
773	<p>Election of Chair: The position of Chair was open to all Councillors. Cllr Hinxman nominated Cllr Jones and was seconded by Cllr Garratt. Cllr Jones agreed to become Chair.</p> <p>The Chair then duly completed and signed the Declaration of Office, witnessed by the Responsible Financial Officer.</p>	
774	<p>Election of Vice Chair: The position of Vice Chair was opened to all Councillors. Cllr Linsell nominated Cllr Garratt and was seconded by Cllr Hinxman. Cllr Garratt agreed to become Vice-Chair.</p> <p>The Vice Chair then duly completed and signed the Declaration of Office, witnessed by the Responsible Financial Officer.</p>	
775	<p>To receive and approve apologies: Cllr Anderson (Work Commitment) and County Cllr Matthews.</p>	
776	<p>Member's declaration of interest in items on the Agenda and any changes to the members Register of Interests: None declared. There were no changes to the members Register of Interests.</p>	
777	<p>To approve and sign the minutes of the last Parish Council meeting: The minutes of the meeting held on 7th March 2018 were agreed as a true record of that meeting and were duly signed by the Chair. Proposed Cllr Jones Seconded Cllr Hinxman</p>	
778	<p>Matters Arising from the last Parish Council meeting: There were no matters arising.</p>	
779	<p>Open Forum – Members of the public and press are invited to address the Council: Borough Cllr Howes updated the Council on the current position regarding Northamptonshire County Council. He advised on the uncertainty of further cuts to spending and the likelihood of the formation of two unitary authorities in the north and east of the County. Borough Cllr Howes also advised that he had a small 'Ward Initiative Fund' which could be used to support projects in the parish. The Chair thanked Borough Cllr Howes. (Meeting closed to the public.)</p>	

Chairman Date

Minute		Action
780	<p>Planning:</p> <p>KET/2018/0266 Mrs Bland 1 Braybrooke Road Variation of access condition The Council considered and made no objection to this application. It did, however, comment that the online application provided poor clarity, with no drawings and therefore the Council found it difficult to make an informed decision.</p> <p>KET/2018/0127 Mr Kirkman Dingley Lodge Hotel Change of use from hotel to dwelling The Council had previously considered this application and made no objection.</p>	
781	<p>Ongoing Matters:</p> <p>(i) Neighbourhood Watch (NW): The Council noted the theft of lead from the Church roof. Cllr Hinxman informed the Council that he had prepared a report for the Annual Village Meeting. He added that he was seeking a replacement for his role as NW Co-ordinator and for 'patch co-ordinators' in the community.</p> <p>(ii) Parish Defibrillator Project: The Council was very pleased to note that the defibrillator had been installed on the outside of the Village Hall. The Clerk will register the equipment with East Midland Ambulance Service and will liaise with Tony Lucas with regards to arranging a training session. It had been suggested that some sensor lighting be installed in order to illuminate the equipment. Options for this will be discussed with the Village Hall Committee. PLEASE NOTE THE CODE FOR THE DEFIBRILLATOR CABINET IS C2347Z</p> <p>(iii) Recruitment of New Councillors: At this point Cllr Linsell tendered her resignation from her position of Councillor. The Council commended Cllr Linsell for all her hard work and commitment to the role over the years. The Clerk will inform the returning officer at Kettering Borough Council of the vacancy.</p> <p>(iv) Action on Village Survey: This item was deferred until after the Annual Village Meeting.</p> <p>(v) Annual Village Meeting: The Council was reminded of the Annual Village Meeting on 4th May. The Chair will present an annual report and the clerk will provide a financial statement.</p> <p>(vi) KBC Community Grant: The Council discussed various projects including external solar lighting for the village hall and a possible electric supply to the bus shelter on Church Lane. Cllr Garratt agreed to cost out these options.</p> <p>(vii) General Data Protection Regulations (GDPR): The Council noted that is a requirement under the General Data Protection Regulations (GDPR) for every council to appoint a Data Protection Officer (DPO) by 25th May 2018 and referred to the correspondence from NCALC which included a Service Level Agreement to appoint Northants CALC as the Council's DPO. This would be a free service for the first year after which a fee of approximately £40 an hour would be charged. The Council considered the options and agreed at this stage to appoint NCALC as its DPO. Proposed Cllr Garratt Seconded Cllr Hinxman</p>	<p></p> <p>JM</p> <p>JM</p> <p></p> <p></p> <p></p> <p></p>

Minute		Action																												
782	<p>Financial Matters:</p> <p>Internal Audit Report: The Clerk informed the Council that the accounts had been successfully presented to the Internal Auditor with no issues raised.</p> <p>(i) Approval of Certificate of Exemption 2017/18 The Council noted that its gross income or expenditure did not exceed £25,000 in the year ending 31st March 2018 and therefore agreed to certify itself as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015. Proposed Cllr Garratt Seconded Cllr Jones</p> <p>The Certificate of Exemption was then duly signed by the Chair and Responsible Financial Officer and will be returned to the External Auditor.</p> <p>(ii) Approval of Approval of Annual Governance Statement 2017/18 The Council considered and approved the Annual Governance Statement 2017/18. Proposed Cllr Jones Seconded Cllr Hinxman</p> <p>This was duly signed by the Chair and Responsible Financial Officer</p> <p>Approval of Annual Accounting Statement 2017/18 The Clerk had prepared the 2017/2018 Financial Accounts in accordance with the Accounts and Audit Regulations 2015 and circulated prior to the meeting.</p> <p>The Council considered and approved the Annual Accounting Statement 2017/18. Proposed Cllr Jones Seconded Cllr Garratt</p> <p>This was duly signed by the Chair and Responsible Financial Officer.</p> <p>(iii) Payments The following cheques were presented for signature and unanimously agreed:</p> <table border="0"> <tr> <td>100550</td> <td>ICO – Data Protection Registration</td> <td style="text-align: right;">£35.00</td> </tr> <tr> <td>100551</td> <td>J Medwell – Clerk wages and expenses March</td> <td style="text-align: right;">£280.48</td> </tr> <tr> <td>100552</td> <td>NCALC - Subscription</td> <td style="text-align: right;">£159.22</td> </tr> <tr> <td>100553</td> <td>Welland Valley Electrical - Defib</td> <td style="text-align: right;">£145.00</td> </tr> <tr> <td>100554</td> <td>J Medwell – Clerk wages and expenses April</td> <td style="text-align: right;">£280.48</td> </tr> <tr> <td>100555</td> <td>Ian Arnott – Internal Auditor</td> <td style="text-align: right;">£60.00</td> </tr> </table> <p>Receipts KBC – Precept HMRC – VAT Refund Village Hall Committee – Refund of Donation</p> <p>(iv) Financial Statement and Bank Reconciliation</p> <table border="0"> <tr> <td>Current Account</td> <td style="text-align: right;">£3,200.78</td> </tr> <tr> <td>Less Ring fenced - Defibrillator Monies</td> <td style="text-align: right;">£415.00</td> </tr> <tr> <td style="padding-left: 20px;">- Section 50 Monies</td> <td style="text-align: right;">£260.00</td> </tr> <tr> <td style="padding-left: 20px;">- Transparency Fund</td> <td style="text-align: right;">£336.37</td> </tr> <tr> <td>Total Balance of Reserves</td> <td style="text-align: right;"><u>£2,189.41</u></td> </tr> </table> <p>(v) Change of Signatory The Council agreed to add Cllr Allan Garratt as bank signatory to replace the retiring Cllr Linsell. All matters pertaining to finance are displayed on the website on dingley-pc.gov.uk</p>	100550	ICO – Data Protection Registration	£35.00	100551	J Medwell – Clerk wages and expenses March	£280.48	100552	NCALC - Subscription	£159.22	100553	Welland Valley Electrical - Defib	£145.00	100554	J Medwell – Clerk wages and expenses April	£280.48	100555	Ian Arnott – Internal Auditor	£60.00	Current Account	£3,200.78	Less Ring fenced - Defibrillator Monies	£415.00	- Section 50 Monies	£260.00	- Transparency Fund	£336.37	Total Balance of Reserves	<u>£2,189.41</u>	JM
100550	ICO – Data Protection Registration	£35.00																												
100551	J Medwell – Clerk wages and expenses March	£280.48																												
100552	NCALC - Subscription	£159.22																												
100553	Welland Valley Electrical - Defib	£145.00																												
100554	J Medwell – Clerk wages and expenses April	£280.48																												
100555	Ian Arnott – Internal Auditor	£60.00																												
Current Account	£3,200.78																													
Less Ring fenced - Defibrillator Monies	£415.00																													
- Section 50 Monies	£260.00																													
- Transparency Fund	£336.37																													
Total Balance of Reserves	<u>£2,189.41</u>																													

Minute		Action
783	<p>Parish Highways:</p> <p>Community Vehicle Activated Speed Sign – The Council discussed this scheme, noting that no sites for the equipment had been identified by NCC Highways as yet and so was not able participate at this stage. The Clerk will pursue with NCC Steve Barber.</p>	JM
784	<p>Correspondence:</p> <p>Amongst other correspondence were the following items, all e-mailed:</p> <ul style="list-style-type: none"> i. NCC Highways – Termination of Bus Service 67 ii. Wilbarston PC – Community Bus Service iii. HDC – Local Plan The Council observed the implications of major developments in Market Harborough on Dingley in terms of traffic iv. Village Hall Committee – Refund of donation The Council expressed its thanks to the Village Hall Committee for refunding the donation in respect of the extra audit cost incurred. v. Iain Dilley – Revenue resulting from Friends of Dingley Park Scheme The Council supported the proposals to spend a part of the accrued monies on tree labelling and mowing paths through the wooded area. vi. Garry Ritchie – Follow up on maintenance work The Clerk will respond explaining the current position regarding NCC and that any works scheduled at the appropriate time will be subject to finances. 	JM
785	<p>New items for inclusion on the agenda for the next Parish Council meeting:</p> <p>Welcome Pack</p>	
786	<p>Date of next meeting:</p> <p>Wednesday 6th June 2018 at 7.30 pm</p>	

The Meeting Closed at 9.41 pm

This document was created with Win2PDF available at <http://www.win2pdf.com>.
The unregistered version of Win2PDF is for evaluation or non-commercial use only.
This page will not be added after purchasing Win2PDF.