

# ECTON PARISH COUNCIL

C/O 33 Friars Avenue, Delapre, Northampton. NN4 8PY  
Tel: 01604 700691 email: ectonparishcouncil@yahoo.co.uk

Clerk: Mrs Shirley Wong

Website: www.ectonvillage.co.uk/parish-council

---

Minutes of the **Annual Meeting of Ecton Parish Council** held in the Village Hall, High Street, Ecton on **Tuesday 18<sup>th</sup> May 2021** at 7.45pm.

**Present:** Cllr D Dicks (Chair), Cllr N Bond, Cllr J Fernley and Cllr A McCarter

**Also Present:** Mrs S Wong (Clerk), Sally Jones, Gillian Littlewood, Simon Grisewood and North Northants Cllr Lora Lawman

Item No	
773/2021	<b>Election of Chairperson</b> Cllr N Bond <b>PROPOSED</b> Cllr Dicks as Chair <b>SECONDED</b> by Cllr A McCarter No further nominations were received. All in favour. It was <b>RESOLVED</b> that Cllr D Dicks be appointed Chair for the year 2021/2022.
774/2021	<b>Signing of the Acceptance of Office Form by the Chair</b> The Chair Cllr D Dicks signed the Declaration of Acceptance of Office form and took over chairing of the meeting from the Clerk.
775/2021	<b>Election of Vice Chair</b> No nominations were made for the position. It was <b>RESOLVED</b> there would be no Vice Chair for the current year. This will be reviewed later in the year if anyone expresses a wish to become the Vice Chair.
776/2021	<b>To Receive Apologies</b> Apologies were received and accepted from Mr P Godby (away) and North Northants Councillors Mr C Hallam and Mr S Brown (attending other meetings).
777/2021	<b>Receive any Declarations of Interest</b> No declarations of interest received.
778/2021	<b>Parish Council Vacancies – Discuss any applications and Co-option on to the PC</b> There are currently 5 vacancies on the Parish Council. Paul Godby has reapplied to join the PC and residents Gillian Littlewood and Simon Grisewood have applied to join the Parish Council. It was <b>RESOLVED</b> to re co-opt Paul Godby and to co-opt both Gillian and Simon on to the PC. All were in favor. Their signed and completed Acceptance of Office and Register of Interest forms were given to the Clerk, Paul's forms were received by email. There are still 2 vacancies on the Parish Council.
779/2021	<b>Appointment of Lighting Representative</b> It was <b>RESOLVED</b> that Mr P Godby would continue as the Lighting Representative. All in favour.
780/2021	<b>Agree dates of meetings 2021/2022</b> It was <b>RESOLVED</b> to agree the following meeting dates for <b>2021/22</b> are as follows: <b>2021</b> - 27 <sup>th</sup> July, 21st September, 23 <sup>rd</sup> November. <b>2022</b> – 25th January, 22nd March and 24th May. (Annual Meeting of the Parish and Annual Meeting of the Parish Council).
781/2021	<b>To receive and approve for signature the minutes of the Ordinary Meeting of the Parish Council held on the 23rd March 2021</b> It was <b>RESOLVED</b> the Minutes of the Ordinary Meeting of Parish Council held on the 23rd March 2021, having been previously circulated, were approved as a true record of the meeting and signed by the Chair Cllr Dicks.
782/2021	<b>Progress any matters arising from the previous minutes not covered by agenda items</b> No matters arising.

783/2021	<p><b>To receive a report from North Northants Councillors</b></p> <p>Following the May Elections the new Unitary Councillors from North Northants Councils are Cllr Clive Hallam, Cllr Scott Brown and Cllr Lora Lawman. All representing the ward of Earls Barton.</p> <p>Cllr L Lawman attended the meeting and gave a brief update report. She served at the BCW since May 2003, she was previously the Chairman of the Standards Committee, member of the Resources and Audit Committees and was elected as first Chairman of the Wellingborough Town Shadow Council last year.</p> <p>The new Cllrs don't know what committees they have been allocated as yet but they will take it in turns to attend our bi-monthly meetings.</p>
784/2021	<p><b>Financial Matters</b></p> <p><b>a Agree Clerks Annual Pay increase from SCP Scale 23 to SCP Scale 24</b> It was <b>RESOLVED</b> to agree the Clerks annual pay increase from scale LCP 23 to LCP 24 as of 1st April 2021.</p> <p><b>b Agree whether to make an annual pension contribution to the Clerks pension of £120</b> It was discussed and <b>RESOLVED</b> to make a one off yearly contribution to the Clerks personal pension scheme of £120.00.</p> <p><b>c Discuss and Agree renewal of Insurance Premium at a cost of £589.73</b> It was <b>RESOLVED</b> to accept the Zurich Insurance annual insurance policy renewal at a cost of £580.12 which has a small increase of £9.61 for the year, compared to last year's policy renewal at £580.12</p> <p><b>d Discuss and agree whether to make a yearly donation to the Ecton Newsletter</b> This agenda item has been carried forward to the July Parish Council meeting, copies of the Newsletter's Financial Accounts are required first.</p> <p><b>e Review of financial statement as at 18/05/21 and propose payments and sign cheques</b> It was <b>RESOLVED</b> to approve payments to be made in May 2021 (Appendix A). The Clerk reported the Bank Balances to date as reconciled to the bank statement were as follows: <b>Current Account £50.00</b> <b>Reserves Account £32,275.55</b> This is broken down into £3,879.22 David Cross funds, -£588.76 Playing Field Funds and £28,985.09 Parish Council Funds.</p> <p><b>Income received since 23rd March 2021</b> Precept £12,335 Vat refund £1521.09</p> <p>Financial reports were received for information.</p> <p><b>f Chair and Clerk to sign off the Accounting Statements and Annual Governance Statement for the year end 31st March 2021</b> It was <b>RESOLVED</b> to agree the completed Annual Governance Statement and Accounting Statements for the year end 31st March 2021. It was noted that for the third year the Council will submit a notification of exempt status due to Parish Councils Income and Expenditure for 2020/2021 being under £25,000. All Councillors received copies of the documentation prior to the meeting.</p> <p>It was also noted that NCALC Internal auditor Tina Charteress has been appointed to carry out the Internal Audit Inspection again this year for Ecton for the period end 31st March 2021 and our appointed External Auditors will be PKF Littlejohn again.</p> <p>It was agreed Councillor Alistair McCarter will continue to carry out the quarterly Internal Financial Controls. It was noted that Councillor McCarter completed the final Internal Financial</p>

	<p>Inspection for the period end 31st March 2021 on the 16th April 2021 and found all receipts and payments have been recorded accurately. It was also noted that the first internal audit inspection for the current financial year will take place on the 14th July 2021.</p> <p><b>g Agree dates for the Notice of period for the Exercise of Public Rights (1.7.21 to 14.7.21)</b> It was <b>RESOLVED</b> to agree the dates to display the Public of Rights Notice. The period for the exercise of public rights to view the Parish Council accounts for the year ended 31st March 2021 is between the <b>1st July to the 14th July 2021.</b></p> <p><b>h Receive update report reference David Cross Bequest</b> Nothing new to report</p>
<b>785/2021</b>	<p><b>To discuss any correspondence received</b> Nothing new to report.</p>
<b>786/2021</b>	<p><b>Discuss any Neighbourhood Plan matters</b> The Ecton Neighbourhood Plan has been accepted following the May referendum (201 yes votes were received) and will be consulted by North Northants Council Planning Department against new planning applications.</p>
<b>787/2021</b>	<p><b>Village Services</b></p> <p><b>a Receive any update reports on the Playing Field</b> The new safety chain on the Pod Swing has now been fitted by the Chair Cllr D Dicks and Cllr A McCarter.</p> <p><b>b Discuss any updates on Highways matters</b> It was noted the new ANPR camera has now been installed in the village. The manhole cover in the high street which was badly repaired previously is letting water in and the tarmac is crumbling around it. <b>ACTION:</b> Clerk to report the manhole for repair.</p> <p><b>c Receive updates and discuss any village maintenance matters</b> Nothing new to report.</p> <p><b>d Receive updates on street lighting matters</b> Nothing new to report</p>
<b>788/2021</b>	<p><b>Discuss any planning related matters including those not yet determined</b> NW/21/000388/LBC – 12 High Street, Ecton – Listed Building consent to replace 5 windows to property – Brick up single door to form a new opening and install a new window (front elevation). No comments or observations were made at this time.</p>
<b>789/2021</b>	<p><b>Date of next meetings –Tuesday 27th July2021</b> It was <b>RESOLVED</b> to hold the next ordinary meeting of the Parish Council on Tuesday 27th July 2021 in Ecton Village Hall at 7.30pm.</p> <p>The Chair Cllr D Dicks gave Special thanks to Mrs Sally Jones (Chair for the last 8 years) who has stood down from the Parish Council after serving 9 years on the Council. Sally has achieved so much and has been a great inspiration to all members of the PC, she will be greatly missed.</p>
	<p><b>Close: The meeting ended at 8.45pm.</b></p>

Signed by .....Date .....

Ecton Parish Council – Meeting Minutes of the Annual Parish Council Meeting – 18<sup>th</sup> May 2021

## 784/2021 Financial Matters

**Review Financial Statement as at 18/05/2021 and propose payments and sign cheques**

Monies must be paid out only in pursuance of statutory powers (SP) vested in the Parish Council.  
**RESOLVED** balances as presented be accepted. **RESOLVED** the following accounts be paid.

Chq Number	Amount	Inc VAT of	Payee	Details	Power
682	22.72	1.08	Southern Electric	Electricity Standing Charges to 04.05.2021	Highways Act
683	312.34	14.86	Southern Electric	Electricity Standing Charges to 04.05.2021	Highways Act
684	770.40	128.40	Aylesbury Mains	Light repairs – Light 36 and replace lantern light 30	Highways Act
685	558.00	93.00	Hayeswood Landscapes	Apply Weed Killer 26.4.21 Grass Cutting 1.4.21, 15.4.21 & 28.4.21	Open Spaces Act
686	489.24	0.00	NCALC	Membership Subscription 2021/2022 £294.24 Internal Audit £185 DPO £10	LGA 1972 s 112
687	589.73	0.00	Zurich Insurance	Insurance renewal	Accs & Audit Regs 1996
688	27.88	4.66	David Dicks	New chain for Pod Swing	Open Spaces Act
689	2,000.00	0.00	Ecton PCC	Donation to closed Churchyard	LGA 1972 s215
690	800.82	0.00	Shirley Wong	Clerks Salary 23.3.21 to 18.5.21 10 hours @ LCP 23 £144.20 26 hours @ LCP 24 £387.40 Holiday pay £217.60 Office & Broadband £50.84 Mileage 13.4miles @ .64ppm £8.58 NI deductions –£27.80	LGA 1972 s 112
691	77.48	0.00	Shirley Wong	Expenses – Toner & Paper	LGA 1972 s 112
692	27.80	0.00	HMRC	NI Contribution	LGA 1972 s 112
693	120.00	0.00	Royal London	Yearly Pension Contribution	LGA 1972 s 112

**Total of Cheques Raised £5,796.41**