**To All Members of the Council -**You are hereby summoned to attend a meeting of Islip Parish Council on **Tuesday 15th November 2022 at 7.15pm** at the Village Hall, Islip for the purpose of transacting the following business- Claire Tilley- Parish Clerk

**AGENDA**

|  |  |
| --- | --- |
| 22/89 | **APOLOGIES FOR ABSENCE-** To approve any apologies sent to the Clerk |
| 22/90 | **PUBLIC PARTICIPATION-** Members of the public can address the Council for 3 minutes each through the Chair in relation to any item on the agenda, in accordance with the Standing Orders adopted by the Council |
| 22/91 | **DECLARATION OF INTERESTS** |
|  | **To receive all declarations of interest under the Council’s Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).** |
| 22/92 | **MINUTES OF THE LAST MEETING-circulated**  |
|  | To confirm as correct the record of the minutes of the meeting held on Tuesday 18th October 2022 Chairman to sign |
| 22/93 | **GOVERNANCE-**  |
|  |  a) To review and approve the updated CCTV policy for the Sports Field b) Register of Interests- update |
| 22/94 | **PLANNING APPLICATIONS-** to discuss and comment where necessary |
|  | None at production of Agenda |
| 22/95 | **NORTH NORTHANTS COUNCILLORS’ REPORTS-** For Information Only |
| 22/96 | **FINANCE** |
|  | 1. To receive and approve the Financial Reports for November and approve payments
2. To receive and discuss report and first draft of Budget (Appendix 1)
3. To note a NJC annual payrise has been agreed, backdated to April 2022. Clerks’ salary has been increased accordingly.
4. To approve a Grant request of £500 from Headway East Northants to come from Quiz night proceeds (attached)
 |
| 22/97 | **HIGHWAYS AND FOOTPATHS-**  |
|  | 1. To receive any updates and decide on any actions required
2. To discuss Mill Lane with regards to vehicular/pedestrian access
3. To discuss grass/hedge cutting contract quotes received (Appendix 2)
4. To discuss the Speed signs, as it appears they may not be working after the solar upgrade-especially Chapel Hill
 |
| 22/98 | **RECREATION GROUND-** To receive checks from councillors and decide on any actions required-  |
|  | 1. To determine alternative repair for surfacing
2. Receive and discuss quotes for new bins (Cllr Hughes)(attached)
3. To check whether Cableway repairs have been completed
 |
| 22/99 | **SPORTS FIELD-**  |
|  | 1. To receive a general update and decide on any course of action
2. SSE situation update- Complaint closed- £90.73 credit received for late start of contract- awaiting £80 compensation. Broker to provide written contract.
3. To receive Sports Committee draft minutes and note actions
4. To discuss increase in Clerk hours of an extra hour per month to allow for more administration of Sports Field Bookings. This would equate to one hour extra per week in total for Sports Field matters.
 |
| 22/100 | **COMMUNITY MATTERS**-  |
|  | 1. Lowick Road planter- update on sculpture
2. Update on bulb planting along Kettering Road/ discuss idea of bedding plants (Cllr Curbishley)
3. Neighbourhood Watch- update on whether a volunteer has come forward
4. High St Noticeboard- update
5. Bleed Cabinets- update on any appropriate sites
 |
| 22/101 | **CLERK UPDATES AND CORRESPONDENCE-** To action where necessary |
|  | 1. Clerk attended NCALC 75th annual conference. Brief report attached -Appendix 2. Councillors to discuss whether to take up any suggestions in conjunction with budget
 |
| 22/102 | **OPPORTUNITY TO UPDATE COLLEAGUES-** For information only- no decisions to be made |
| 22/103 | **DATE FOR NEXT MEETING- 13th December 2022** Any items for Agenda to be sent to Clerk 7 days before meeting. This will be budget/precept setting meeting. |

**Appendix 1**

**Draft budget proposal and report**

I have drawn up a draft projection showing this financial years’ budget spending, showing a projected spend of only £20,169 of the £23,464 budgeted. This is mainly due to underspends in the following budgets (to November)

Lighting Repairs £1000 no spend

Asset refurbishments £1500 no spend

Community engagement £1000- current projection only spent £300

Contingency £1000 no spend

Please also note that there are some budget headings that year on year do not get spent- Elections/ Training/ so this year we just noted that any spend would come out of reserves for them. The PC is supposed to have a Training Budget, so I still include a line.

Please note the following in relation to the proposition for 2023/2024

**Figures (rounded)**

|  |  |
| --- | --- |
| Account bank balance (as of 31st October 2022) | £40,576 |
| Estimated Budgeted costs still committed to spend to Mar 2023 | £4,150 |
| **Estimated Balance at end of financial year-March 2023** | **£36,426** |
| This balance includes |  |
| Earmarked Reserves- National Lottery (Rec) This will be spent on zipwire | (£1825) |
| Earmarked Reserves Historic grants- Pavilion | £5914 |
| Earmarked reserves- Quiz night donation | £1115 |
| General reserves left over from budget not spent last year  | £4437 |
| **Estimated general balance left over at end of financial year March 2023** | **£24,960**  |

\* From an audit perspective, IPC can hold a year’s precept in reserves- but this is across the IPC and the SFC bank accounts. The SF currently sits at around £11,000.

The PC have also been advised that the SFC income and spending should form part of the overall budgeting process, but I have proposed a sum for both that produces a net sum gain.

On the proposed budget, where I have put ‘?’ this is for the council to decide what projects/expenditure they wish to consider for next year.



**Appendix 2**

**Grass cutting/Hedge cutting tenders**

|  |  |
| --- | --- |
| **Company 1- EG** | **£ 5,175 (&VAT) for 16 cuts grass only** |
| **Company 2- LK** | **£ awaiting response** |
| **Company 3- AA** | **£ no response** |
| **Hedge cutting only** | **£** |

**Appendix 3 NCALC 75th Annual Conference report (Clerk)**

* NCALC subscriptions going up in line with CPIH 8.8%
* Breakout session on ‘What can Parish Councils do about the cost of living crisis’. Discussed cost savings within councils- so reduced precept/ Supporting households to reduce costs- signposting/ working with other agencies. Actual ideas put into place- Warm rooms/Coat banks/Energy saving advice/Health & Wellbeing sessions/Food banks/using council land to grow food.
* North Northants should be publishing an Anti-poverty Strategy and launching a Household Support Fund
* Key note speaker-Edmund Gemmell on Climate Change. Many PC have declared a Climate Emergency. What can PC do towards Climate Change?. One council distributed wild flower seeds for front lawn to create a bee corridor.