**To All Members of the Council -**You are hereby summoned to attend a meeting of Islip Parish Council on **Tuesday 13th December 2022 at 7.15pm** at the Village Hall, Islip for the purpose of transacting the following business- Claire Tilley- Parish Clerk

**AGENDA**

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| 22/104 | **APOLOGIES FOR ABSENCE-** To approve any apologies sent to the Clerk |
| 22/105 | **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 |
| 22/106 | **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).** |
| 22/107 | **MINUTES OF THE LAST MEETING-circulated** |
|  | To confirm as correct the record of the minutes of the meeting held on Tuesday 15th November 2022 Chairman to sign |
| 22/108 | **GOVERNANCE-** |
|  | a) Internal Control to be carried out by Cllr Tarling-Toley and appoint volunteer for March.  b) Review and reapprove the Health, Safety and Welfare Policy (IPC) and the Health & Safety Policy (Sports Field) |
| 22/109 | **PLANNING APPLICATIONS-** to discuss and comment where necessary |
|  | None at production of Agenda |
| 22/110 | **NORTH NORTHANTS COUNCILLORS’ REPORTS-** For Information Only |
| 22/111 | **FINANCE** |
|  | 1. To receive and approve the Financial Reports for December and approve payments 2. To receive, discuss and approve final draft of Budget (Appendix 1) 3. To set the annual precept requirement from North Northants Council 4. To consider request for help with lunch club from Village Hall (circulated) |
| 22/112 | **HIGHWAYS AND FOOTPATHS-** |
|  | 1. To receive any updates and decide on any actions required 2. To approve grass/hedge cutting contract quotes received (Appendix 2) 3. Speed signs, update as to whether now working |
| 22/113 | **RECREATION GROUND-** To receive checks from councillors and decide on any actions required- |
|  | 1. Update on purchase of new bins (Cllr Hughes) |
| 22/114 | **SPORTS FIELD-** |
|  | 1. To receive and discuss proposal for changes to Sports Field Bookings and invoicing from Cllr Maxwell. (circulated) |
| 22/115 | **COMMUNITY MATTERS**- |
|  | 1. Neighbourhood Watch- update on whether a volunteer has come forward 2. High St Noticeboard- update 3. Bleed Cabinets- update from Cllr Taylor |
| 22/116 | **CLERK UPDATES AND CORRESPONDENCE-** To action where necessary |
|  | 1. Clerk on annual leave from 23rd Dec-Jan 3rd 2. NNC have commissioned a survey regarding Gypsy and Traveller accommodation -please follow this link [Gypsy and Traveller accommodation](https://online.ors.org.uk/questionnaire/1457A08?clear_session=true&language=en) 3. STAUNCH latest bulletin (circulated) |
| 22/117 | **OPPORTUNITY TO UPDATE COLLEAGUES-** For information only- no resolutions to be made |
| 22/118 | **DATE FOR NEXT MEETING- 17th January 2023** Any items for Agenda to be sent to Clerk 7 days before meeting. |

**Appendix 1**

Current financial state as of 30th November 2022

|  |  |
| --- | --- |
| Account bank balance (IPC) | £36272.77 |
| Estimated Budgeted costs for IPC still committed to spend to Mar 2023 | £4,150 |
| **Estimated Balance at end of financial year-March 2023** | **£32,122.77** |
| This balance includes |  |
| Earmarked Reserves Historic grants- Pavilion | £5914 |
| Earmarked reserves- Quiz night donation | £1115 |
| Earmarked reserves-Rec grants | £707 |
| General reserves left over from budget not spent last year | £4437 |
| **Estimated general reserves left over at end of financial year March 2023** | **£ 19,949.77** |
| **Budget requirement for 2023/2024** | **£21,089** |
| **Precepted amount- to be determined** | **??** |

**Appendix 2**

**Grass cutting/Hedge cutting tenders**

|  |  |
| --- | --- |
| **Company 1- EG** | **£ 5,175 (&VAT) for 16 cuts grass only** |
| **Company 2- LK** | **£ still awaiting response** |
| **Company 3- AA** | **£ still no response** |
| **Hedge cutting only (twice asked for cost)**  **Rec. Lowick Rd, Sports Field** | **£ 1200 & VAT** |

