

Minutes of Abthorpe Parish Council Meeting held on Monday, 1 July 2019  
following the AGM in the Old School, Abthorpe

Present: Councillors K Fenwick, A Hammon, F Noble, Parish Clerk T Emerton

**1. To receive and approve apologies for absence**

Apologies received and accepted from Councillor D Cambray and Vice Chairman Greenhalgh.

Councillor Fenwick was elected to Chair the meeting in the absence of the Chairman and the Vice Chairman

**2. Members declaration of interest for items on the agenda**

No declarations of interest were raised

**3. To receive and approve for signature the minutes of the meeting held on Monday 13 May 2019**

These were accepted and signed.

**4. To note any matters arising from the minutes**

Action No.	Description	Action
March 2017 – 001	Arrange to download of data from the Speed sign onto the Parish Laptop	Councillor Fenwick will take the sign down to enable the software to be updated via a laptop. - It was agreed to purchase a new cable
April 2019 - 006 004	Online banking - additional councillors required	Clerk has sent off mandated for Councillor Noble, as she was at the meeting and Greenhalgh - Awaiting set up
April 2019 - 006 007	Village Green Project	Council agreed to 2 days work on the paths discussed and to review again once this has been completed. The paths in priority order to do the work are - Wappenham Road and then the path running along the bottom of the green along the bottom of Councillor Hammons garden - Clerk to follow this up and speak to Clive about the Church Wall repair
May 2019 - 008 001	Hedge in Brackley Land	Clerk to contact owner to cut back the hedge - Awaiting a response
July 2019 - 005 001	Solar Farm Money	At the next meeting the Clerk to agenda the Old School Funding request
July 2019 - 006 001	Election of Chairman and Vice Chairman	Councillor Greenhalgh was proposed by Councillor Fenwick and seconded by Councillor Noble and was elected the Chairman. Councillor Fenwick was proposed by Councillor Hammon and seconded by Councillor Noble and was elected the Vice Chairman.
July 2019 - 006 002	Councillor vacancy	Clerk to write to the new Councillors

**5. Finance** - The balances were agreed

**1. Cash in bank as of 21/06/19**

- Treasurer's Account - £4016.87
- 30 Day Business Account - £5881.31
- Petty Cash - £31.00

It was discussed that the Solar Farm Money of £3323 had been received after the balances were published

## 2. Invoices for payment

Item no.	Payment to	Description	Net	V/T	Total
5.2.1	SWARCO Traffic Limited	New battery for speed sign	200.00	40.00	240.00
5.2.2	NCALC	Data Protection Officer	35.00		35.00
5.2.3	Tina Emerton	Ink Cartridge and A4 paper	11.15	1.83	12.98
5.2.4	Tina Emerton	Clerks pay	290.10		290.10
5.2.5	HMRC	Tax for Clerks pay		72.40	
5.2.6	Keith Fenwick	Abtalk	50.00		50.00
5.2.7	S. Marshall	Telephone Box - Paint	109.54		109.54

The invoices were agreed to be paid - It was also agreed to pay the following invoices that were received after the agenda was published:

- £28.38 Petrol for Mower
- £36.00 NCALC training for Code of Conduct

## 6. Specific items for discussion

### 1. Election of the Chairman and Vice Chairman

Councillor Greenhalgh was proposed by Councillor Fenwick and seconded by Councillor Noble and was elected

the Chairman. Councillor Fenwick was proposed by Councillor Hammon and seconded by Councillor Noble and was elected the Vice Chairman.

### 2. Recruitment of Parish Councillors

Chris Zachar and Rachel Stevens were co-opted as Abthorpe Parish Councillors

### 3. Adoption of GDPR documents

The following documents were adopted - Data Breach Policy, Data Protection Policy, Councillor Resignation Policy, Security Compliance Checklist, Records Retention Policy, Subject Access Request Policy, Breach Reporting Flowchart

### 4. Code of Conduct

Councillor Noble took us through the Code of Conduct Training as discussed the following points:

**Declaration of Interests** - A Councillor can declare an interest and can take part in discussions and even vote if

the interest is non-pecuniary. It is only if the councillor has a direct pecuniary interest that the issue arises.

Then

it is good practice for the councillor to excuse themselves. They can use their discretion as to whether they should remain whilst discussions take place but they should not vote in this instance.

**Public Forum** - Other council have a 10 minute session at the beginning of the meeting for a Public Forum.

This is where anyone can come along and bring up an item to discuss, if part of the agenda, the agenda point should be brought forward and discussed then. If not part of the agenda and a decision needs to be made, should be part of the next meeting and put as an agenda point. This was agreed to be adopted and added to our meetings going forward

**Public attend the meeting** - If a member of the public attends a meeting, their questions should be addressed to the chairman who will agree or not if the question or comment should be raised. The public should not address a person who has been asked to come along to the meeting to discuss a point. This was agreed as good practice going forward.

### 5. Planning consultation/Information for application reference S/2019/1053/LBC at Foscode House Towcester Road Foscode NN12 8PB

There were no objections to this planning application and the Councillors thought the changes would enhance the building and bring symmetry to it

## 7. Correspondence

There were two correspondence about footpaths and the condition of them. These have been passed onto the Path Warden for review.

## 8. Any other business - There was no any other business

## 9. Close - meeting closed at 20.50

Signed  
(Chairman)

Date