

SYRESHAM PARISH COUNCIL

Parish Office
Village Hall Meeting Room
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NN13 5HE



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Issued: 19th September 2024
To: All parish councillors
From: Mrs Nichola Ali, Clerk to Syresham Parish Council

Dear Councillor,

You are hereby summoned to a meeting of Syresham Parish Council in the Village Hall Meeting Room, Main Road, Syresham, NN13 5HE on **Wednesday 25th September 2024** at 7:30pm. When the following business will be transacted.

AGENDA

24/108 To **NOTE APOLOGIES** for absence.

24/109 To receive and approve for signature the **minutes** of the meeting held on Wednesday 31st July 2024. To receive and approve for signature the **minutes** of the **extraordinary** meeting held on Monday 12th August 2024.

24/110 To receive **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.)**

24/111 PUBLIC PARTICIPATION SESSION. An opportunity for the public to address the Parish Council on issues on the agenda or to raise issues for future consideration at the discretion of the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the Chairman of the meeting. Once the public participation session has ended, members of the public may not take part in the meeting.

24/112 To receive the **REPORT from Cllr Dermot Bambridge**, Ward Councillor Silverstone Ward, WNC.

24/113 FINANCE.

I. To **APPROVE** the following payments:

Payee	Amount	VAT	Cheque No	Details	Power
HMRC	£95.86	£0.00	Direct Debit	PAYE-Employer's NI payment Sept 2024	LGA 1972 s112 (2)
KOMPAN Ltd	£37.34	£7.46	BACS	Spare Parts/Shipping - Swingfield	Open Spaces Act 1906 s10
Parish Clerk	£1082.88	£0.00	BACS	Salaries (Month 5) incl. WFH allowance	LGA 1972 s112 (2)
PKF Littlejohn LLP	£210.00	£42.00	BACS	External Audit AGAR fee	LGA 1972 s111 (1)
Unity Trust Bank	£18.00	£0.00	Automatic	Bank Acc Charges 4/6/24 – 3/9/24	LGA 1972 s111 (1)
Nest	£42.51	£0.00	Direct Debit	Pension Contributions Sept	LGA 1972 s112 (2)
Cuttlefish	£186.18	£37.24	BACS	Migration to Microsoft 365 x 9 Licenses	LGA 1972 s111 (1)

II. To **NOTE** the following payments:

Payee	Amount	VAT	Cheque No	Details	Power
Bluebell	£14.95	£2.99	Direct Debit	Telephone Line Rental Aug	LGA 1972 s111 (1)
Bluebell	£14.95	£2.99	Direct Debit	Telephone Line Rental Sep	LGA 1972 s111 (1)
Scribe Accounts	£34.00	£6.80	Direct Debit	Monthly Subscription – accounts software No 6	LGA 1972 s111 (1)
Parish Clerk	£1082.88	£0.00	BACS	Salaries (Month 5) incl. WFH allowance	LGA 1972 s112 (2)
Nest	£42.51	£0.00	Direct Debit	Pension Contributions Aug	LGA 1972 s112 (2)
SLCC	£195.00	£0.00	Equals Prepayment Card	SLCC Membership and joining fee	LGA 1972 s111 (1)
Viking Direct	£129.24	£25.85	Equals Prepayment Card	Office paper shredder – Papersafe PS260	LGA 1972 s111 (1)

III. Bank balances for approval

Unity Current Account:

Unity Savings Account:

Unity Reserve Acc:

Equals Card:

IV. To note total transfer of funds of £5000 from savings acc to current acc.

V. To note bank reconciliation dated 10/09/24 [LINK](#) to Bank reconciliation:

<https://www.syreshamparishcouncil.gov.uk/documents/1906420>

24/114 To **NOTE** an invoice error with duplicate payments to MPL Tree survey. MPL have now refunded the duplicate payment made on 26th April 2024.

24/115 AGAR Conclusion of Audit / External Audit Report – To **NOTE** conclusion of audit from PKF Littlejohn. With inspection period of 1st October to 15th October. [LINK to Audit Report:](#)

<https://www.syreshamparishcouncil.gov.uk/documents/1905867>

[LINK to Conclusion of Audit:](#) <https://www.syreshamparishcouncil.gov.uk/documents/1905878>

24/116 TRAINING – To **APPROVE** booking CM on to the Emergency Planning Meeting 23rd October 12-1:15pm £32.68 + Vat.

24/117 CLIMATE CHANGE – To receive **REPORT** from **climate change committee meeting**. And discuss next steps. – **DD**

24/118 POCKET PARK – To receive **REPORT** from **pocket park committee meeting**. And discuss next steps. – **DD**

24/119 WEBSITE - To **APPROVE** remaining with Cuttlefish website host for another year, which should be reviewed again in September 2025. To **discuss** ways the local community can share up-to-date information regarding local groups and organizations for the website. To **discuss** how details of local events can be shared with the Clerk for adding to the website. To **discuss** inviting residents to send photos for use on the website and agree on how these should be chosen for suitability.

24/120 OTHER INTERNAL REPORTS.

1. To receive **Swingfield Report** from **DG/CM** for most recent inspection

24/121 NATIONAL GRID – To **NOTE** previous report and recent plans received from Martin Frost at National Grid which were discussed during the Parish Council Meeting on the 12th August. A further update on timeline for rectifying issues has been requested: **LINK attached with plans:**

<https://www.syreshamparishcouncil.gov.uk/documents/1906420>

To receive **REPORT** – **RW** summarising the outcome of the meeting **LINK to report:**

<https://www.syreshamparishcouncil.gov.uk/documents/1906420>

24/122 CORRESPONDENCE – To **NOTE** Parish Council email correspondence: **LINK:**

<https://www.syreshamparishcouncil.gov.uk/documents/1906420>

24/123 COUNCILLOR VACANCY – to **NOTE** vacancy has been advertised with no applications received to date. **AGREE** to re advertise and with new deadline of October 21st.

24/124 JUBILEE TREE – To **NOTE** reports of Ivy growing up the tree, decide on next steps.

24/125 CUTTLEFISH APP – Discuss new app introduced by Cuttlefish and **APPROVE** additional costs of £225 per annum **LINK to info:** <https://www.syreshamparishcouncil.gov.uk/documents/1906420>

24/126 ENERGY SUPPLIER - Discuss quotes received and **APPROVE** a new energy supplier in line with end of contract with Npower.

24/127 GRANTS - Discuss advertising the grant application information to residents

24/128 TRAFFIC CALMING MEASURES - To receive update from Helen Howard at WNC regarding process of applying for 20mph speed restrictions and closure of slip road. Decide on next steps. **LINK:**

<https://www.syreshamparishcouncil.gov.uk/documents/1906420>

24/129 PARKING RESTRICTION- HIGH STREET - To receive photographic evidence provided by **RW** and agree next steps as per item number **24/092 (previous meeting)**. **LINK:**

<https://www.syreshamparishcouncil.gov.uk/documents/1906420>

24/130 BROAD STREET PARKING RESTRICTION - To note request received from WNC Highways to decide if the Parish Council support this application. *"I have been contacted by the resident of the property which backs onto Broad Street right on the junction about the continual damage to the property. There are no real engineering solutions to this, and our only option is to restrict parking on both sides of the top end of Broad Street. I have sent the attached request through to our parking team for their consideration in the next review. Please can you advise if the Parish Council would be in support of this request."* **LINK:** <https://www.syreshamparishcouncil.gov.uk/documents/1906420>

24/131 DOG BIN – APPROVE purchase of replacement dog bin on Wappenham Rd as current bin is dented effecting capacity and ability to shut lid flush. £190.00 + vat for a 40ltr bin, including installation and disposal of damaged bin.

24/132 POPPY WREATH - APPROVE purchase from RBL: Medium type B 43cm £19.99 + £4.50 delivery

24/133 HS2 REPRESENTATIVE – Appoint new Cllr for role.

24/134 EMAIL MIGRATION - To note emails have successfully migrated over from Rackspace to Microsoft 365 with all Cllrs being sent information on how to set up new account.

DATE OF NEXT MEETING Wednesday 30th October 2024.

N. Ali

Nichola Ali
Syresham Parish Clerk

email: parishclerk@syreshamparishcouncil.gov.uk

Please note, this is a public meeting and you may be filmed, recorded and published. Copies of all council papers are available to download at www.syreshamparishcouncil.gov.uk