

Cranford Parish Council

Clerk Pat Bird 07522 582251

cranfordparish@gmail.com

www.cranfordparishcouncil.com



To all Parish Councillors:

You are hereby summoned to a meeting of Cranford Parish Council to be held at Cranford Memorial Hall on **Thursday 31st March 2022 at 7pm** for the purpose of transacting the following business:

Agenda

- 21/98 To receive and approve apologies for absence
- 21/99 To receive and approve for signature the minutes of the meeting held on Thursday 27th January 2022
- 21/100 To note any matters arising from the minutes not included on this agenda, for report only
- 21/101 To receive declarations of interest under the Council's Code of Conduct related to business on this 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)
- 21/102 To fill a casual vacancy on the Council
- 21/103 Public participation session (Members of the public are invited to address the council. 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)
- 21/104 To receive a verbal report from the Unitary Ward Councillor(s)
- 21/105 To formally agree to implement the national pay award as per document E01-22 | 2021-22 National Salary Award issued by the National Association of Local Councils on 2nd March, advised by Northamptonshire County Association of Local Councils on 4th March
- 21/106 To review the report from the Clerk regarding St Andrews Church Clock and to approve the payments to The Cumbria Clock Company and Clockwise Restorations
- 21/107 To receive a verbal report from Cllr Holford on findings from Internal Control
- 21/108 To note the Finance Report, approve the Schedule of Payments, and review the end of year Budget Monitoring report and approve the recommendations
- 21/109 To comment on any Planning Applications received since the last meeting
- 21/110 To receive project updates and to approve any recommendations.
 - a) Tufty Project (VAS signs) – Cllr I Jones
 - b) Queen's Platinum Jubilee – Clerk
 - c) Website - Clerk
 - d) Asset Mapping Project – Clerk

- e) OLB – Clerk
- f) Connecting Communities one step at a time – Cllr Gorton

- 21/111 To adopt the ICO's model publication scheme [model-publication-scheme.pdf \(ico.org.uk\)](https://ico.org.uk/for-organisations/data-protection-articles-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-927-928-929-930-931-932-933-934-935-936-937-938-939-940-941-942-943-944-945-946-947-948-949-950-951-952-953-954-955-956-957-958-959-960-961-962-963-964-965-966-967-968-969-970-971-972-973-974-975-976-977-978-979-980-981-982-983-984-985-986-987-988-989-990-991-992-993-994-995-996-997-998-999-1000) and to delegate the updating of the [associated guide to information](#) to the Clerk
- 21/112 To review and approve the updated Asset Register
- 21/113 To review and approve the updated Risk Assessment
- 21/114 To approve the adoption of the BT Kiosk in Grafton Road
- 21/115 To approve the payment of the invoice, due April, from NCALC for the Clerk's CiLCA course (£495) and to approve the purchase of the Arnold-Baker on Local Council administration book (£119) required by the Clerk for their CiLCA course
- 21/116 To set the dates for the Parish Council Meetings for 2022/2023 and for the Parish Meeting
- 21/117 To receive and note, Chairman's updates on:
- a) Chairman's Annual Report
 - b) Clerk's appraisal due in May
 - c) Path Warden activities
- 21/118 To receive and note Clerk's report on anything not previously covered in their regular updates
- 21/119 To identify any matters arising from this meeting which need to be carried forward
- 21/120 Close

PMB

Pat Bird, Clerk to Cranford Parish Council
24th March 2022

Cranford Parish Council meeting 31st March 2022

Finance Report

Income received since 20th January 2022

Source	What for	Amount	Date
NCALC	Asset Mapping Project (AMP) Grant	228.35	18 March

Bank Reconciliation

Date	Balance
20th January 2022	12,828.30
31st January 2022	12,828.30
28th February 2022	12,208.83
24th March 2022	12,437.18
Expected 31st March 2022	12,101.14
Expected 1st April 2022	10,086.84

Schedule of Payments for approval

Invoices received

From	What for	ex VAT	VAT	Total	Invoice Number
North Northamptonshire Council	Supply and installation of new litter bin	341.00	68.20	409.20	422000470216
The Cumbria Clock Company	Servicing of Church Clock	145.00	29.00	174.00	15469
Clockwise Restorations	Call out Church Clock	185.00	0.00	185.00	CR1153
Community Heartbeat	Replacement defibrillator pads and tags	46.00	9.20	55.20	11822
Ady Pendred	Supply and fit new notice board on The Green	820.00	164.00	984.00	1303
Michael Middleton	Gardening Services Jubilee Walk	160.00	0.00	160.00	

Payments made to Clerk needing approval

National salary award backdated to 1st June 2021 (paid 30th March)	41.80
--	-------

Payments due to Clerk

Reimbursement for printer cartridge	46.90
April Salary (due 29th April)	280.99