



# SIMPSON AND ASHLAND PARISH COUNCIL

To The Chair and Members of Simpson and Ashland Parish Council

Dear Councillor,

You are summoned to attend a meeting of the Full Council to be held on Monday 12<sup>th</sup> May 2025 at 8:00pm at Simpson Village Hall, when the business set out in the following agenda will be transacted. Members of the public are also invited to attend.

Katherine Harmsworth, Clerk to Simpson & Ashland Parish Council

## AGENDA

### Part 1 – Annual Parish Meeting commencing at 8pm

**1) Welcome**

**2) Minutes of Last Meeting**

To approve as a correct record the minutes from the last Annual Parish Meeting held on Monday 13<sup>th</sup> May 2024.

**3) Annual Report from the Chair**

**4) Public Forum**

**5) Refreshments**

### Part 2 – Annual Meeting of the Council commencing at 8:30pm

**7) To Appoint Chair for 2025/26**

**8) To Appoint Vice Chair for 2025/26**

**9) Apologies for Absence**

To receive and record apologies from members.

**10) Declarations of Interest**

**11) Minutes of Last Meeting**

To receive and approve as a correct record the minutes of the last meeting of the council held on 3rd March 2025.

**12) Finance Report and Discussion**

- a) To review and approve payments between 25<sup>th</sup> February 2025 and 30<sup>th</sup> April 2024.
- b) To review and approve financial summary for 2024/25.
- c) To review and approve financial summary from 1<sup>st</sup> April to 30<sup>th</sup> April.

**13) Audit**

- a) To note the Annual Internal Audit Report 2024/25 conducted by Joanna Simonds on 23<sup>rd</sup> April 2025.
- b) To agree actions needed from the Annual Internal Audit Report.
- c) To approve and sign the Section 1 Annual Governance Statement for the year ending 31<sup>st</sup> March 2025.
- d) To approve and sign the Section 2 Accounting Statement for the year ending 31<sup>st</sup> March 2025.
- e) To note the dates Tuesday 3<sup>rd</sup> June 2025 – Monday 14<sup>th</sup> July 2025 for the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return.
- f) To agree the appointment of Joanna Simonds as Internal Auditor for 2025/256.

**14) Planning Applications**

- a) PLN/2025/0077 – George Amey Centre. To note the approval required by conditions 3 and 4 of 23/00318/FUL.
- b) 24/00301/ENF – 38 Penshurst Crescent. To note the enforcement investigation is now closed.
- c) Grand Union Canal Transfer Project

**15) Policy Review**

- a) To review and agree a lone worker policy.

**16) Traffic Management in Simpson**

- a) To receive a report from the traffic management working group.

**17) Citizens Advice Sessions**

- a) To consider and agree whether to hold further CAB sessions in conjunction with Old Woughton Parish Council.

**18) Open Space**

- a) To receive a report on Open Space.

**19) Ashland Lakeside**

- a) To review payments and hire income for Ashland Lakeside.
- b) To receive a report on Ashland Lakeside.

**20) Simpson Village Hall**

- a) To review payments and hire income for Simpson Village Hall.
- b) To receive a report on Simpson Village Hall.
- c) To discuss and agree whether to purchase a video doorbell for Simpson Village Hall.

**20) Young People**

- a) To consider and agree whether to hold summer holiday play sessions.
- b) To consider and agree whether to host the Moorlands Children's Centre at Ashland Lakeside.

**21) HR Matters**

- a) To confirm the appointment of a Facilities Manager.
- b) To confirm the appointment of a cleaner for Ashland Lakeside.

**22) Review of Delegated Decisions**

**23) To note that the next meeting of the Full Council will be held on a date to be agreed at this meeting.**

In accordance with the Public Bodies (Admission of Meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

**24) Legal Matter**

- a) To discuss ongoing legal matter.

**25) HR Matters**

- a) To discuss and agree pay review for Parish Clerk.
- b) To review the working from home allowance paid to the Parish Clerk and the Facilities Manager.

**DELEGATED DECISIONS**

Period Covered: 25<sup>th</sup> February 2025 – 30<sup>th</sup> April 2025

Decisions related to the following matters were made under the Council's Scheme of Delegated Powers.

1. £20 payment to Spear Exterior for Window cleaning at Simpson Village Hall.
2. £240 payment to MK Carpet Cleaning for cleaning the carpet at Simpson Village Hall.
3. £64 payment to NALC for training for the new Facilities Manager.
4. £144 payment to Locked and Secure for the annual service of the CCTV and alarm system at Ashland Lakeside Community Centre.
5. £90 to BMKALC for Councillor training.
6. £100 payment to Dylan Design for the design of the April edition of the Parish Newsletter.
7. £605.40 payment to Prontaprint for the printing of the April edition of the Parish Newsletter.
8. £240 payment to Tactical Fire Protection limited for the remedial work on the emergency lighting at Ashland Lakeside.