

NORTON PARISH COUNCIL**Date:** Tuesday 9th December 2014**Time:** 19.30**Venue:** Norton Village Hall**Clerk:** Angela Feltham

Minute	Agenda Item/Outcome	Action																																				
	EXTRAORDINARY MEETING																																					
	<p>Record Attendance, Apologies, Absence. Council Attendance: Cllr M Goodman (Chairman) Cllr K Russell Cllr C Thomas Cllr E Macanndrais – arrived 20.00. Apology for anticipated late attendance received. Cllr S Goulden</p> <p>Invitees None</p> <p>Public One in attendance</p>																																					
14.12.351	<p>Acceptance of Apologies Apology received and accepted from Cllr Woods and Cllr Davidson. Cllr A Hills also sent his Seasons Greetings to all Councillors.</p>																																					
14.12.352	<p>Declaration of Interest on the Agenda None to declare</p>																																					
14.12.353	<p>Consideration of any requests for dispensation None to declare</p>																																					
14.12.354	<p>Open Section Nothing to report</p>																																					
	PLANNING																																					
14.12.355	None																																					
	FINANCE																																					
14.12.356	<p>Approve adjustment to nominate Precept figures for 2015/16 Please see appendix 1 for amended figures. Proposal to accept alterations and retain a precept figure of £10,500. Clerk and Chairman completed and signed the DDC Precept Form PR1. Clerk to return to DDC Proposed Cllr Thomas, 2nd Cllr Russell. All in favour</p>	CLERK																																				
14.12.357	<p>Approve payments from ear-marked reserves and sign cheques Clerk/RFO presented the following invoices for approval and cheques for signature.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Cheque No.</th> <th>Amount Total</th> <th>VAT</th> <th>Amount w/o VAT</th> <th>Payee</th> <th>Authority</th> </tr> </thead> <tbody> <tr> <td>100344</td> <td>74.20</td> <td>1.20</td> <td>73.00</td> <td>Design To Print Ltd</td> <td>Newsletter</td> </tr> <tr> <td>100345</td> <td>286.20</td> <td>47.70</td> <td>238.50</td> <td>Landmark Planning Ltd</td> <td>Consultancy</td> </tr> <tr> <td>100346</td> <td>132.00</td> <td>22.00</td> <td>110.00</td> <td>Stephen Hartwell</td> <td>Tree Pruning</td> </tr> <tr> <td>100347</td> <td>475.00</td> <td>0.00</td> <td>475.00</td> <td>Angela Feltham</td> <td>Clerk's Salary</td> </tr> <tr> <td>TOTAL</td> <td>967.40</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Cllr Thomas inspected the invoices Proposed to accept invoices for payment Cllr Goodman, Seconded Cllr Russell. All in</p>	Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Authority	100344	74.20	1.20	73.00	Design To Print Ltd	Newsletter	100345	286.20	47.70	238.50	Landmark Planning Ltd	Consultancy	100346	132.00	22.00	110.00	Stephen Hartwell	Tree Pruning	100347	475.00	0.00	475.00	Angela Feltham	Clerk's Salary	TOTAL	967.40					
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	favour. Cllr Thomas and Cllr Russell signed all cheques and initialled cheque stubs.	
	OTHER BUSINESS	
14.12.358	<p>Approve Housing Needs Survey to send to Daventry District Council NPC had created their own HNS to send to DDC who had supplied a revised version of their own on the day of the meeting stating that amendments could now not be made. This information had been circulated to Cllrs in advance of the meeting. All Cllrs agreed the following points</p> <ol style="list-style-type: none"> 1) The questions are weighted toward anyone looking for Affordable Housing and insufficient focus is on market housing 2) The need to include the same two questions in Section 1 and Section 2 was not understood. i.e. Q.2 and Q12 are the same and Q3 and Q13 are the same. 3) Section 2 – the question of size or type of property is not being asked. e.g. 2 bed bungalow. This is particularly important for those wishing to downsize and relevant for owner occupied properties. 4) Norton Parish Council unanimously agreed that the questionnaire as it stands is not fit for purpose as it will not elicit the sort of information from Norton residents that will be useful to establish the Housing Needs of the residents in the village. 5) DDC's reasons for including the need for the resident to supply personal information if they wished to complete for a future housing need was explained at the meeting, it was considered the questions relating to income and reasons for requiring alternative accommodation would prevent the completion of the survey form. These questions would undoubtedly be included on a form when the resident wishes to register for DDC's Housing List or the NRHA housing register. It was therefore considered unnecessary at this stage. 6) It was considered any questions offered under Section 3 – Bespoke questions, would be ignored due to the intrusive nature of the questions in Section 2 and the likelihood that the resident would not finish reading the survey and dispose of it. 7) If it is considered by DDC that the survey form has to be distributed unchanged would there be a possibility of Norton Parish Council writing a covering letter to be included in the mailing? <p>Clerk to relay this to V Bassan, DDC. Cllr Goodman asked for Councillor Hills to be copied into the communications. Proposed Cllr Goodman, 2nd Cllr Russell. All in favour.</p>	CLERK
14.12.359	<p>Consider response to DDH letter dated 20 November 2014 Proposal to write to DDH stating land was not knowingly available. Proposed Cllr Russell. 2nd Cllr Thomas. All in favour.</p>	CLERK
	DAVENTRY NE SUE	
14.12.360	<p>Approve contact with Portchester Planning Consultancy and agree course of action Clerk had received a confirmation email from PPC confirming their representation of Croudace Strategic Ltd and inviting our communication. Proposal to open discussions with PPC to include the following;-</p> <ol style="list-style-type: none"> 1) The stage Croudace are with this project 2) To express NPC's early involvement in negotiations 3) Invite PPC/Croudace to a meeting with NPC 	

	<p>4) To include early in any discussions the woodland/open space between development and village and its planting timetable</p> <p>5) To establish the style of housing and agree with developer</p> <p>6) Obtain more information about the development Croudace have either completed or are developing, their sites and the current saleability of houses on these sites.</p> <p>Proposed by Cllr Macanndrais, 2nd Cllr Russell. All in favour.</p>	CLERK
	NEIGHBOURHOOD PLAN	
14.12.361	<p>Consider the benefits of a Neighbourhood Plan (NP) and approve</p> <p>The following points were considered</p> <ol style="list-style-type: none"> 1) The hours involved in developing the NP 2) Would a NP be adopted in time to influence any aspect of the Daventry NE SUE? 3) Although an adopted NP would potentially increase CIL payments from 15% to 25%, DDC were looking to cap CIL payment which would negate any benefit from this increase in percentage. 4) Further investigation and research is required. The following were discussed <ol style="list-style-type: none"> a) Contacting another parish council that had either completed or is in the process of completing a NP. b) Asking either a Clerk or Chairman from a parish council that had or is undergoing this process of a NP to attend a meeting with NPC to discuss their experience. c) View existing NP's from local parish councils that were now published on-line and being hosted by DDC's website. 5) Research the costs of external consultants and in which areas consultants would be required to contribute to the NP. It was noted by Cllr Goodman that Roman archaeology had recently been discovered on part of the land where the Daventry NE SUE could possibly be positioned. 6) All actions should be undertaken without incurring costs until discussed at a future meeting. 7) Clerk to include item on February agenda. <p>All Councillors agreed.</p>	CLERK
14.12.362	<p>Action to create a map identifying the area for a Neighbourhood Plan (NP) within Norton Parish</p> <p>The meeting with Lance Wiggins, Planning Consultant on 25th November 2014 had been reported to all Councillors prior to the meeting.</p> <p>LW had suggested it was unusual practice to exclude a development such as the Daventry NE SUE from a NP.</p> <p>Proposal for Clerk to contact DDC to ask for the legal reasons they had excluded the land and future development known as Daventry NE SUE from the map of Norton Parish when developing a NP.</p> <p>Proposed by Cllr Goodman, 2nd Cllr Macanndrais. All in favour.</p>	CLERK
14.12.363	<p>Approve contact with Daventry Town Council with a view to discussing/developing a joint Neighbourhood Plan</p> <p>All Councillors agreed to obtain further information as per items 14.12.361 and 14.12.362 before deciding on this item.</p> <p>Clerk asked to carry forward onto February agenda.</p>	CLERK
14.12.364	<p>Approve the instruction of Lance Wiggins of Landmark Planning Ltd for further work and agree a maximum spend.</p> <p>Proposal to maintain contact with LW and report the actions of the Council until it reached a stage that both parties felt it necessary to incur more expenditure.</p> <p>Clerk to report actions taken to LW.</p> <p>It was noted that a figure of £1000 has been included in the precept for 2015/16 to</p>	

	<p>budget for further consultations. All Councillors in favour. It was suggested by Cllr Russell to visit DDC's website for lists of consultants relating to Neighbourhood Plans. Cllr Macanndrais suggested Daventry Town Council had instructed a firm by the name of Kerbys. Clerk to investigate.</p>	<p>CLERK CLERK</p>
	<p>Close of Meeting Meeting closed at 21.20</p>	
<p>Signed</p>	<p>..... Cllr Mike Goodman Chairman</p> <p style="text-align: right;">Date</p>	