

NORTON PARISH COUNCIL

Date: Tuesday 17th November 2015

Time: 19.30

Venue: Norton Village Hall

Clerk: Angela Feltham

Minute	Agenda Item/Outcome	Action
	<p>Record Attendance, Apologies, Absence. Council Attendance: Cllr M Goodman (Chairman) Cllr K Russell (Vice-Chairman) Cllr S Goulden Cllr J Paybody Cllr C Thomas Invitees Cllr A Hills (NCC) Public One</p>	
15.11.344	<p>Acceptance of Apologies Cllr S Mason and Cllr J Amos (DDC) Cllr E Macandrias absent without offering an apology</p>	
15.11.345	<p>Declaration and Nature of Interests in matters on the Agenda None</p>	
15.11.346	<p>Consideration for any requests for dispensation None</p>	
	<p>Cllr Goodman, Chairman, voiced his appreciation to Cllr Russell for her work as Chairman during the past two months in Cllr Goodman’s absence.</p>	
15.11.347	<p>Open Section Cllr Alan Hills apologised for the delay people may have experienced in receiving a reply from him via email. Northamptonshire County Council had changed servers and as a result Cllr Hills’ email address was not accessible but has now been rectified.</p> <p>A decision was taken at the Cabinet Meeting in October to integrate Health & Well-Being with Social Care for more ‘joined up’ public services. This could result in a few changes at county level.</p> <p>The Community Interest Company (CIC) for Health & Well-Being in Northamptonshire is still moving forward and may integrate Ensport.</p> <p>Cllr Hills had received some questions regarding car parking charges at Long Buckby railway station. The new car park is under construction and is a private/commercial venture. Possible charge rates have not been released, however, due to the nature of the business charges are expected. Cllr Paybody offered to contact the owner of the site to make enquiries regarding this.</p> <p>Cllr Hills had attended the Sports Awards which have grown over the years with categories now being awarded by a panel of judges instead of public vote.</p> <p>Mr Dewar, Norton Close reported BT have been unable to provide an operational telephone line for over 2 months and is being informed there is lack of spare capacity for telephone lines in the village. This is likely to be due to the condition of the underground cables.</p>	
15.11.348	<p>Approve Minutes of the meeting held on 27th October 2015</p>	

	<p>Cllr Russell identified two errors relating to minute 15.10.324.</p> <ol style="list-style-type: none"> 1) Steering Group for Neighbourhood Plan. The minute should read "The agenda should be published on the notice board. Agendas and minutes must be uploaded onto the appropriate website." 2) The following should also be included. "It was agreed NPC would cover the cost of members of the Steering Group attending training courses up to a maximum spend of £140." <p>The minutes dated 27th October were not signed. Clerk to amend and present at the next available meeting.</p>	CLERK
15.11.349	<p>Actions from Previous Minutes (not covered on agenda and for report only)</p> <p>15.10.304 15.07.232, Cllr Goodman had not received notification of the dedicated mobile telephone number. Clerk to circulate.</p> <p>15.10.304 15.09.287, Clerk had included a brief explanation on some website pages where the page includes a link to uploaded documents. Clerk to write editorial content for main 'Home' page and circulate to Councillors.</p> <p>Cllr Russell reported having noted the agendas and minutes on the website were now correct.</p> <p>Clerk reported having also uploaded the final version of the Housing Needs Survey</p>	CLERK CLERK
	Cllr Goodman asked to bring forward item 15.11.370 which was agreed.	
	Cllr A Hills left the meeting at 20.13	
	PLANNING	
15.11.350	None	
	HIGHWAYS	
15.11.351	<p>Highways update by Cllr Macanndrais</p> <p>Cllr Macanndrais was absent from the meeting.</p> <p>Cllr Goodman commented on the condition of the Ash Tree along the Daventry Road travelling into Daventry. NCC had confirmed they had written to the landowners regarding the bough that overhangs the highway.</p>	
15.11.352	<p>Receive update on progress for the following works to Street Lighting</p> <p>Supply and install a column street light in Daventry Road</p> <p>Disconnect and remove cabling that supplied electricity to bracket light no 10 on Key Cottage, Daventry Road</p> <p>Disconnect and remove column lamp at Jacks Patch, Gouldens View</p> <p>Eon has been instructed to carry out the above works. Their estimated date for commencing work is end of November/beginning of December.</p> <p>Clerk had written to residents in Daventry Road and Gouldens View who may be affected by the works</p>	
15.11.353	<p>Review of the maintenance agreement arrangement with MRHA and the private street light in Gouldens View</p> <p>Proposal to remove the remaining street light in Gouldens View from the maintenance agreement held with Eon. This light is owned by MRHA. Clerk to inform MRHA and Eon when the light in Jacks Patch has been removed.</p> <p>Proposed by Cllr Goodman, seconded Cllr Russell. All in favour.</p>	CLERK
15.11.354	<p>Report changes to signage at the junction of Daventry Road and The Cunagrie</p> <p>Mr Ian Boyes, Assistant Community Liason Officer, Northamptonshire Highways has visited the site and has confirmed by email the road sign and post is no longer required and will be removed.</p>	
	NORTON NEIGHBOURHOOD AREA PLAN	

15.11.355	<p>Councillors to discuss and approve Terms of Reference for Neighbourhood Plan Steering Group as presented by Councillor Goulden Cllr Goulden reported the Steering Group next meet on 19th November when the Terms of Reference will be discussed. It was agreed this item would be included on the agenda at the next council meeting.</p>	CLERK																										
15.11.356	<p>Approval to publish documents relating to Norton Neighbourhood Area on Norton Parish Council website with Cllr Mason responsible for their upload. Cllr Russell proposed the documents relating to Norton Neighbourhood Area Plan be uploaded onto a separate page on the parish council website. Seconded by Cllr Goulden. All in favour. Clerk to contact Cllr Mason who is also a Steering Group member for him to make the changes to the council website and upload the documents. Cllr Russell suggested Cllr Mason may also develop a Facebook page for the Neighbourhood Plan.</p>	CLERK/ Cllr Mason																										
DAVENTRY NE SUE (Church Fields)																												
15.11.357	<p>Provide an update regarding any progress regarding an interested developer The details of the interested developer are yet to be released by the land agent.</p>																											
JACKS PATCH																												
15.11.358	<p>Update on monthly inspection report by NVCA Clerk had received the report for November. The additional play bark had been delivered and spread across the site. NVCA suggest leaving the timber treatment until the start of 2016.</p>																											
15.11.359	<p>Receive update on authorised works to apply timber treatment and the supply of play bark Stephen Hartwell has not provided a date to start the work. Clerk to contact him to delay the work until early 2016. The play bark arrived 10th November when NVCA distributed it across the site.</p>	CLERK																										
FINANCE																												
15.11.360	<table border="1"> <tr> <td colspan="2">Present Bank Reconciliation as at 30 October 2015</td> </tr> <tr> <td>Cash in hand as at 1 April 2015</td> <td>25734.34</td> </tr> <tr> <td>Less unrepresented cheques as at 1 April 2015</td> <td>0.00</td> </tr> <tr> <td>Add receipt during the current year</td> <td>12032.94</td> </tr> <tr> <td>Less payments during the current year</td> <td>-9995.36</td> </tr> <tr> <td>Cash in hand carried forward 30 October 2015</td> <td>27771.92</td> </tr> <tr> <td colspan="2">Represented by bank account balances as below</td> </tr> <tr> <td>HSBC Current Account</td> <td>7136.90</td> </tr> <tr> <td>HSBC Savings</td> <td>7313.51</td> </tr> <tr> <td>HSBC Deposit Bond</td> <td>15124.97</td> </tr> <tr> <td>Total</td> <td>29575.38</td> </tr> <tr> <td>Less unrepresented cheques</td> <td>-1803.46</td> </tr> <tr> <td>Revised total</td> <td>27771.92</td> </tr> </table>	Present Bank Reconciliation as at 30 October 2015		Cash in hand as at 1 April 2015	25734.34	Less unrepresented cheques as at 1 April 2015	0.00	Add receipt during the current year	12032.94	Less payments during the current year	-9995.36	Cash in hand carried forward 30 October 2015	27771.92	Represented by bank account balances as below		HSBC Current Account	7136.90	HSBC Savings	7313.51	HSBC Deposit Bond	15124.97	Total	29575.38	Less unrepresented cheques	-1803.46	Revised total	27771.92	
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15.11.361	<p>Approve payments from ear-marked & non-earmarked reserves. Cheques to be signed at the end of the meeting.</p> <table border="1" data-bbox="279 293 1350 607"> <thead> <tr> <th>Cheque No.</th> <th>Amount Total</th> <th>VAT</th> <th>Amount w/o VAT</th> <th>Payee</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>100417</td> <td>140.00</td> <td>0.00</td> <td>140.00</td> <td>Tom Iliff</td> <td>Repairs</td> </tr> <tr> <td>100418</td> <td>180.00</td> <td>30.00</td> <td>150.00</td> <td>Angela Feltham</td> <td>Play bark from Covey Garden Centre</td> </tr> <tr> <td>100419</td> <td>11.08</td> <td>0.77</td> <td>10.31</td> <td>Angela Feltham</td> <td>Stationery & postage</td> </tr> <tr> <td>100420</td> <td>630.00</td> <td>0.00</td> <td>630.00</td> <td>Angela Feltham</td> <td>Clerks salary</td> </tr> <tr> <td>100421</td> <td>300.00</td> <td>0.00</td> <td>300.00</td> <td>Roger Hepton</td> <td>Gardening</td> </tr> <tr> <td>TOTAL</td> <td>1261.08</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Proposal to approve invoices and sign cheque numbers 100417-100421 inclusive. Proposed by Cllr Russell, seconded by Cllr Goulden. All in favour. Invoice presented for approval by Cllr Goodman. Cheques signed and stubbs initialled by Cllr Goodman and Cllr Thomas after the meeting.</p> <p>Cllr Goodman asked Clerk to enclose a letter to Mr Hepdon to express the Council's appreciation for the excellent flower display, planting and maintenance through the summer months.</p>	Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Description	100417	140.00	0.00	140.00	Tom Iliff	Repairs	100418	180.00	30.00	150.00	Angela Feltham	Play bark from Covey Garden Centre	100419	11.08	0.77	10.31	Angela Feltham	Stationery & postage	100420	630.00	0.00	630.00	Angela Feltham	Clerks salary	100421	300.00	0.00	300.00	Roger Hepton	Gardening	TOTAL	1261.08					CLERK
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15.11.362	<p>Income Rent received from The Pound - £480.00 Interest on deposit account 0.42</p>																																											
15.11.363	<p>Update on application to Unity Trust Bank plc as financial bankers for Norton Parish Council Clerk posted the application on 11th November 2015.</p>																																											
15.11.364	<p>Approve quotation from Adrian Dollar to prune trees in Bakers Lane and Daventry Road at a cost of £350 + VAT Cllr Russell proposed the above quotation for this work is accepted. Seconded by Cllr Thomas, All in favour. Clerk to contact Adrian Dollar.</p>	CLERK																																										
15.11.365	<p>Update on Application to Land Registry to register The Pound An application for Adverse Possession was posted 11th November 2015. It is possible the site will be visited by a representative of Land Registry. It may take quite a while before NPC are notified of the progress.</p>																																											
15.11.366	<p>Update on rent review for The Pound for the period commencing 1st October 2015 Clerk reported although the tenant had paid the new rate for this quarter, the invoice relating to reimbursement for insurance remains outstanding. Clerk to write.</p>	CLERK																																										
15.11.367	<p>Update on renewal of the lease for a three year term for The Pound commencing 1st October 2015 Clerk reported the lease had not been signed. Clerk to write.</p>	CLERK																																										
15.11.368	<p>Consider proposal from tenant to purchase The Pound Proposal to retain ownership of The Pound due to the ratio of income to investment. Proposed by Cllr Russell, seconded by Cllr Goulden. All in favour. Clerk to write.</p>	CLERK																																										
15.11.369	<p>Update on the application for grant funding to implement The Transparency Code Clerk presented an application for £138.50 for approval by Council.</p>																																											

	Cllr Russell proposed the application be submitted to NCALC for £138.50. Seconded by Cllr Paybody.	CLERK				
15.11.370	Approve precept proposals for 2016-17 financial year Please see appendix 1 & appendix 2 for details. Cllr Russell proposed applying to Daventry District Council for a precept of £11,000.00 for the 2016-17 financial year. Seconded by Cllr Paybody. All in favour.	CLERK				
	OTHER BUSINESS					
15.11.371	Report on figures provided to Daventry District Council regarding Rough Sleepers Clerk had reported a nil return for the evening of 12 th November 2015.					
15.11.372	Agree date of next meeting Extraordinary meeting 1st December 2015 Ordinary meeting 19th January 2016 It was agreed to publish meeting dates for twelve months of 2016.	CLERK				
15.11.373	CORRESPONDENCE RECEIVED					
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Letter from Adam Simmonds, Police & Crime Commissioner	Handed to Cllr Goulden to pass to Secretary of Steering Group					
	FINAL CONCLUSION OF MEETING					
15.11.374	Raise matters for report only Cllr Russell reported the Contractor working on the new build next to The Old Vicarage had left mud on the tarmac around the village green and parked their vehicles which caused residents issues with vehicle access. Cllr Paybody reported Mr Coleman had sold the plot of land. Cllr Paybody has the contact details of the Contractor and would forward them to Clerk. Clerk was also asked to contact the owner of Greystones to ask them to remind their Contractors for the need to maintain access when building work starts on their property.	CLERK				
15.11.375	Close of Meeting 21.25					
Signed	<p>.....</p> <p>Cllr Mike Goodman Chairman</p> <p>Date</p>					