

**NORTON PARISH COUNCIL**

**Date:** Tuesday 21<sup>st</sup> June 2016

**Time:** 19.30

**Venue:** Norton Village Hall

**Clerk:** Richard Oliver

Minute	Agenda Item/Outcome	Action
	<p><b>Record Attendance, Apologies, Absence.</b>  <b>Council Attendance:</b>                      Cllr K Russell <i>Chairman</i>                      Cllr M Goodman <i>Vice-Chairman</i>                      Cllr S Mason                      Cllr S Goulden                      Cllr C Child                      Cllr C Thomas  <b>Invitees</b>                      Cllr A Hills (NCC), Cllr J Amos (DDC), Cllr A Brown (DDC), Mr Alan Best, Mr Roger Ashby  <b>Public</b>                      14 people</p>	
16.06.200	<p><b>Acceptance of Apologies</b>                      Cllr A Brown (DDC), Cllr J Paybody. Cllr E Macanndrais was absent</p>	
16.06.201	<p><b>Declaration and Nature of Interests in matters on the Agenda</b>                      None</p>	
16.06.202	<p><b>Consideration for any requests for dispensation</b>                      None</p>	
16.06.203	<p><b>Open Section</b> For a duration of 15 minutes with the permission of the chairman members of the public may speak for 3 minutes:</p> <ul style="list-style-type: none"> <li>• NCC Representative</li> <li>• DDC Representative</li> <li>• Members of the Public</li> </ul> <p>Cllr Amos had no information for the meeting but was attending to hear the agenda item on Broadband. He highlighted a recent broadband survey by Cllr W Howard and will send information to the Clerk to check if this had already been seen by the Parish Council. The Clerk to inform Cllr Amos once received.</p> <p>Cllr Hills raised 3 points:</p> <ol style="list-style-type: none"> <li>1. <b>Northamptonshire OFSTED Report</b>                      The recent report was critical of Northamptonshire services but Cllr Hills wanted to highlight that subsequent improvements had now been made.</li> <li>2. <b>Womens Cycle Tour</b>                      The organisers of the tour were very pleased with the support they had received from all in the Daventry District. Cllr Hills had raised the issues of potholes with Northamptonshire County Council and some repairs had been done with further patching expected as he had concerns for rider safety.</li> <li>3. Cllr Hills handed over a document titled <b>An Introduction to Customer Services and DDC Website</b> to the meeting for information.</li> </ol> <p>Cllr Russell thanked Cllr Hills for the bunting and personalised posters with the Norton village name supplied to promote the Womens Cycle Tour. Cllr Russell also thanked Cllr Hills for the donation to the forthcoming War Memorial Unveiling Ceremony.</p>	<p style="text-align: center;"><b>Clerk</b></p>

16.06.204	<b>Approve minutes</b> of meeting held on 17 <sup>th</sup> May 2016 Proposed Cllr Goodman 2 <sup>nd</sup> Cllr Child. All in favour.	
16.06.205	<b>Actions from Previous Minutes</b> (not covered on agenda and for report only) None	
<b>PLANNING</b>		
16.06.206	<b>DA/2016/0213</b> <b>Cedar View, The Broadway, Norton NN11 2NG</b> Outline planning has been agreed for a single storey detached dwelling, associated parking and alterations to existing site entrance. Noted by councillors.	
<b>BROADBAND</b>		
16.06.207	<b>Proposal from Alan Best</b> Cllr Russell advised that the presentation by Mr Best was for councillors who were the only people who would be able to ask questions at this time. Mr Best explained how he was now able to achieve speeds of 36Mbps download and 30Mbps upload using a SIM based Dlink system router as he was very dissatisfied with the options available to him with a landline based system because of the poor quality line and the distance to the nearest BT cabinet. Also there was no clear promise as to when or if a landline based broadband system would be installed for Norton. He also uses a VOIP system for phone calls which still enabled him to have a local number. More details are on the attached sheet to these minutes on the website. Cllr Russell asked if this system allowed for extensions around the home and also if filters were needed. Extensions can be used and Mr Best thought that filters would not be necessary. Cllr Goodman asked Mr Best if he would present to a meeting specifically about this subject if there was sufficient interest. A straw poll among parishioners present showed 60% would be interested. Mr Best agreed to present to such a meeting. The councillors thanked Mr Best for his informative presentation. A dedicated meeting in the village hall was proposed by Cllr Russell 2 <sup>nd</sup> Cllr Goodman. All in favour. Cllr Russell asked Cllr Goodman if he would arrange the meeting. The Clerk was asked to inform The Bringtons and Whilton of this as they are also villages who have poor broadband connection.	<b>Cllr Goodman</b>  <b>Clerk</b>
<b>HOUSING DEVELOPMENT</b>		
16.06.208	<b>Receive Proposals for possible Housing and Associated Development on land in Weedon Lane, Norton</b> Cllr Amos left the meeting 19.30 Cllr Russell invited Roger Ashby to talk though his discussion paper on this development. Cllr Russell advised parishioners attending that this presentation was for councillors and only councillors could ask questions. Mr Ashby said the document followed the report of the Housing Needs Survey (HNS) produced in March 2015. His proposals were an initial step in providing Norton village with the type of housing the village actually needed and at this stage he was very keen to have feedback from parishioners. Approximately 15 dwellings were being considered, resizing and relocating the allotments and also providing an appropriate area for older children. Traffic calming would also be included. Mr Ashby also pointed out that the planning consent he had recently gained for conversion of farm buildings on the same site for light industrial would not go ahead if the village felt the housing development was better suited to village needs. Cllr Russell asked about future allotment siting, a grass recreation area and shelter and the possibility of leasing by the	

	<p>village. Mr Ashby said the allotments could be better used and that a leasing arrangement for parts of the recreation area might be possible. Mr Ashby said his proposal was a first draft and that an open meeting with the village to talk it through in greater detail would be welcomed by him perhaps in 6 weeks time.</p> <p>Cllr Hills left the meeting at 20.09</p> <p>Cllr Russell asked if the noise from the grain store could be addressed by using a different means of drying but Mr Ashby did not indicate that there was any other means of drying at this meeting. Cllr Russell then asked the other councillors for any comments.</p> <p>Cllr Child said that the Norton Area Neighbourhood Plan Steering Group was sending out a questionnaire to all parishioners in the next few days and they would be given 3 weeks to reply. It would then take some more time to analyse the returns. Cllr Child urged all parishioners to respond as the Steering Group needed as many people to reply so that the Neighbourhood Plan truly reflected the wishes of the parish. Cllr Child felt that an open meeting with Mr Ashby therefore needed to take place after a report from the returns had been compiled.</p> <p>Cllr Goodman said that Mr Ashby is flexible on his plans and would listen to the village so that the development was tailored to the future housing and leisure need of Norton. Cllr Goodman said that this development should be considered in conjunction with any extension to Gouldens View, the development of the Neighbourhood Plan and not looked at in isolation.</p> <p>Cllr Child said she considered there were fundamental flaws in the previous HNS survey which gave a false impression of the needs of the village because of the way the survey document was framed. Cllr Child suggested that the open meeting be in 8 weeks time.</p> <p>Cllr Goodman asked what the situation is with any extension to Gouldens View. Cllr Russell said there was no planning at the moment and did expect any work would start before 2018. The Clerk was asked to check with Neil Gilliver at NRHA the current position.</p> <p>Cllr Goodman suggested that Neil Gilliver be asked to attend any open meeting once one had been organised.</p> <p>Cllr Russell asked Mr Ashby if the development he was proposing would not become larger? Mr Ashby thought that this would not be the case. Cllr Russell also asked if there would be landscaping and Mr Ashby said there would.</p> <p>Cllr Child said that the village needed more housing and hoped the Neighbourhood Plan questionnaire would help define the number. The open meeting proposal was agreed and the Clerk asked to liaise with Mr Ashby once the results of the questionnaire were available to agree a date.</p> <p>Cllr Russell proposed that an open meeting the meeting be held only after the Neighbourhood Plan questionnaire results were available. 2<sup>nd</sup> Cllr Goodman. All in favour.</p>	<p>Clerk</p> <p>Clerk</p>
	<p><b>HIGHWAYS</b></p>	
<p>16.06.209</p>	<p><b>Highways update</b></p> <p>As Cllr Macandrias was absent there was no report from him. Cllr Goodman expressed concern that the grass cutting at the A5 Norton / Whilton Locks crossroads was still not adequate for such a fast road. He requested that that something more permanent be done as the same problem occurred year after year. The grass is allowed to grow too long and is not cut far enough back to allow proper vision for any driver going over the cross roads. The Clerk advised that this section is the responsibility of Highways England, who use A One+ as their contractor, and not Northamptonshire County Council. Cllr Thomas suggested the Clerk should get in touch with Highways England and not just contact the contractor. The councillors asked the Clerk to contact NCC to find out who the contact is at Highways England so that he could contact them directly and at the same time to contact A One+ again to see what can be done now.</p> <p>Cllr Child to take photographs from her car as evidence of the poor visibility faced by drivers at this cross roads</p> <p>Cllr Goulden asked what could be done about the footpath between Norton and Daventry.</p> <p>Cllr Goodman advised that this is done on an ad hoc basis and there is little likelihood of</p>	<p>Clerk</p> <p>Cllr Child</p>

	any joined up work being carried out on this in the near future.																																																							
	<b>NORTON NEIGHBOURHOOD AREA PLAN</b>																																																							
1606.210	Update from Cllr Child, Chairman of NNAP Steering Group Cllr Child said that her comments made under minute 16.06.208 be taken as her update.																																																							
	<b>JACKS PATCH</b>																																																							
16.06.211	RoSPA Inspection due June 2016. Councillors noted. The Clerk advised that RoSPA were carrying out their annual inspection in June and he would inform the councillors if any work needed to be done once the report was available.																																																							
16.06.212	NVCA update The Clerk advised that 2 reports for May and June had been received that did not give any cause for concern.																																																							
	<b>FINANCE</b>																																																							
16.06.213	<b>Standing Orders</b> Agree update for 2016-17 Proposed Cllr Russell 2 <sup>nd</sup> Cllr Thomas																																																							
16.06.214	<b>Financial Regulations</b> Agree update for 2016-17. Cllr Goulden required clarification on Para 14.1 which referred to Para 5 (k ix) in the Standing Orders. The Clerk was asked to check and then rectify this error, report the change and resend the corrected document. Subject to this revision Cllr Russell proposed the council accept the revised document. 2 <sup>nd</sup> Cllr Thomas. All in favour.	<b>Clerk</b>																																																						
16.06.215	<b>CAB Daventry</b> To consider and agree a donation. After discussion Cllr Russell proposed £100. 2 <sup>nd</sup> Cllr Goodman. All in favour. Clerk to raise cheque for next meeting.	<b>Clerk</b>																																																						
16.06.216	<b>The Pound.</b> Agree amount of insurance to be charged to tenant. The Clerk had been advised by our insurers for 2016-17 that the amount applicable to The Pound is £42.00 The councillors agree that this should be charged to the tenant as per the agreement. Proposed Cllr Goodman 2 <sup>nd</sup> Cllr Child. All in favour.	<b>Clerk</b>																																																						
16.06.218	<b>Approve payments below. Cheques to be signed at the end of the meeting.</b> Councillors agreed the payments below. Proposed Cllr Goodman 2 <sup>nd</sup> Cllr Goulden. All in favour.																																																							
	<table border="1"> <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>300022</td> <td>63.50</td> <td>0.00</td> <td>63.50</td> <td>Design to print</td> <td>Norton newsletter</td> </tr> <tr> <td>300023</td> <td>192.00</td> <td>32.00</td> <td>160.00</td> <td>Stephen Hartwell</td> <td>Grass cutting</td> </tr> <tr> <td>300024</td> <td>309.60</td> <td>0.00</td> <td>309.60</td> <td>Richard Oliver</td> <td>Clerk's salary</td> </tr> <tr> <td>300025</td> <td>133.05</td> <td>0.00</td> <td>133.05</td> <td>Richard Oliver</td> <td>Expenses</td> </tr> <tr> <td>300026</td> <td>6.60</td> <td>1.10</td> <td>5.50</td> <td>CVS – Inv 55</td> <td>Payroll charges</td> </tr> <tr> <td>300027</td> <td>600.00</td> <td>0.00</td> <td>600.00</td> <td>Simon Shand</td> <td>Clean letters on War Memorial</td> </tr> <tr> <td>300028</td> <td>90.00</td> <td>0.00</td> <td>90.00</td> <td>NVCA</td> <td>Hall hire</td> </tr> <tr> <td></td> <td><b>1394.75</b></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Description	300022	63.50	0.00	63.50	Design to print	Norton newsletter	300023	192.00	32.00	160.00	Stephen Hartwell	Grass cutting	300024	309.60	0.00	309.60	Richard Oliver	Clerk's salary	300025	133.05	0.00	133.05	Richard Oliver	Expenses	300026	6.60	1.10	5.50	CVS – Inv 55	Payroll charges	300027	600.00	0.00	600.00	Simon Shand	Clean letters on War Memorial	300028	90.00	0.00	90.00	NVCA	Hall hire		<b>1394.75</b>					
Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Description																																																			
300022	63.50	0.00	63.50	Design to print	Norton newsletter																																																			
300023	192.00	32.00	160.00	Stephen Hartwell	Grass cutting																																																			
300024	309.60	0.00	309.60	Richard Oliver	Clerk's salary																																																			
300025	133.05	0.00	133.05	Richard Oliver	Expenses																																																			
300026	6.60	1.10	5.50	CVS – Inv 55	Payroll charges																																																			
300027	600.00	0.00	600.00	Simon Shand	Clean letters on War Memorial																																																			
300028	90.00	0.00	90.00	NVCA	Hall hire																																																			
	<b>1394.75</b>																																																							
16.06.219	<b>Income received</b> Rent for The Pound £480.00. Noted by councillors																																																							
16.06.220	<b>HMRC</b> NPC are in £25.40 credit. CVS advise there is no payment this month. Noted by councillors.																																																							
16.06.221	<b>Unity Trust Bank:</b> Councillors to agree for Parish Clerk to have access to Telephone Banking. Agreed by councillors. Proposed Cllr Russell 2 <sup>nd</sup> Cllr Goodman. All in favour																																																							
16.06.222	<b>War Memorial Unveiling Ceremony Grant £200.00</b> received from Northamptonshire																																																							

	County Council courtesy of Cllr A Hills. Noted by councillors. Thanks given to Cllr Hills from the whole council	
16.06.223	<p><b>Raise matters for report only</b></p> <p>Cllr Goodman said the War Memorial Unveiling Ceremony was taking place on 16 July at 2.00PM and that several dignitaries had confirmed attendance and all were welcome. Refreshments would be available in the Village Hall.</p> <p>Cllr Child made the council aware of strangers to the village who were paying particular attention to the land where the War memorial is situated. Since this is private land owned by Longleat the Clerk was asked to contact them to ask if the Parish Council may be able to take over the management of this space.</p>	<b>Clerk</b>
	<b>Next meeting will be 19<sup>th</sup> July 2016</b>	
	<b>MEETING CLOSED 9.04PM</b>	

Signed.....

Date.....

**Chairman: Kim Russell**