

NORTON PARISH COUNCIL**Date:** Tuesday 18th October 2016**Time:** 19.30**Venue:** Norton Village Hall**Clerk:** Richard Oliver

Minute	Agenda Item/Outcome	Action
	<p>Record Attendance, Apologies, Absence.</p> <p>Council Attendance: Cllr K Russell <i>Chairman</i> Cllr M Goodman <i>Vice-Chairman</i> Cllr S Mason Cllr S Goulden Cllr J Paybody Cllr C Thomas Cllr C Child</p> <p>Invitees Cllr A Hills (NCC), Cllr A Brown (DDC), Cllr Colin Poole (NCC), Cllr J Amos (DDC),</p> <p>Public None</p>	
16.10.274	<p>Acceptance of Apologies Cllr R Macanndrais</p>	
16.10.275	<p>Declaration and Nature of Interests in matters on the Agenda None</p>	
16.10.276	<p>Consideration for any requests for dispensation None</p>	
16.10.277	<p>Open Section 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"> • NCC Representative • DDC Representative • Members of the Public <p>Cllr Amos handed information on grants of up to £500 available to help local groups in Daventry District put on events for the wider community. Further information can accessed at www.daventrydc.gov.uk/communitygrants or by phoning Tim Cantwell 01327 871100. Cllr Amos also handed over information on an energy switching scheme, The Big Switch, jointly run by Daventry District Council and iChooser. More information can be found at www.daventrydc.gov.uk/BigSwitchDaventry or calling the council 01327 871100</p> <p>Cllr Brown advised there was a consultation on helping low income householders to reduce their Council Tax Bills. More details can be found at http://bit.ly/2dO9udt</p> <p>Cllr Hills advised that the Scrutiny Panel looking into Unadopted Roads was extending the consultation period till March 2017 as the complexities around the issue were greater than first thought. Cllr Hills also advised that a further £711k had been allocated by NCC for pothole repairs and new equipment to speed up the actual repair process was now available. Cllr Hills agreed with Cllr Russell that the Street Doctor service was working well with prompt responses to issues raised using the service.</p>	
16.10.278	<p>Presentation on Town Development Plans by Cllr Colin Poole Economic, Regeneration and Employment Portfolio Holder</p> <p>Cllr Poole thanked the council for his invitation and advised on developments in Daventry that are now moving forward:</p>	

	<p>Site 1 is the area behind Argos in the High Street, Daventry. DDC are in discussion with the Errol Flynn cinema in Northampton who are hoping to open a similar venue on the site. Councillors agreed this would be a welcome addition to Daventry Town centre.</p> <p>Site 5 is the where the old swimming pool was located. There are plans to develop several units in this area including a smaller supermarket, new food hall, medium range hotel, family gastro-pub and a retirement village.</p> <p>Cllr Russell asked Cllr Poole about the proposed timescale for these developments Cllr Poole thought a Planning Application for Site 5 which could be end November 2016 with first build March/April 2017. Site 1 was likely to be sometime after these dates but could give nothing firmer at this stage.</p> <p>Volvo has demolished their current site and intends to build a new Centre of Excellence. Phoenix Centre will have a redevelopment costing £1.7M to better fit the needs of the growing community in Daventry.</p> <p>Middlemore The council is in discussion with a current school who are keen to build a new school to be located in Middlemore</p> <p>Traffic Councillors were pleased to hear that Cllr Poole was keen to help Norton residents with the reduction in traffic using Norton as the new Flore bypass develops and the Daventry NE SUE starts to ramp up. Councillors emphasised that there was already a significant increase in the amount of traffic using Norton as a cut-through even at this early stage of development of the bypass. Cllr Child asked if the NE SUE would be designated as a Garden Village which would attract additional funding but on this topic Cllr Poole said he was not supportive at this stage. Cllr Poole had also attended the recent Daventry NE SUE stakeholder event that Norton Parish Councillors had attended and reiterated the points made by Norton Parish councillors at the event. Cllr Goulden also asked that as part of a package to reduce traffic through Norton that suitable signage be installed at the Heart of the Shires turn as well as at the Whilton Locks crossroads. There was discussion about Traffic Chicanes to slow down traffic and because of the high-cost of these both Cllrs Poole and Hills advised early commitment from developers at the earliest possible stage pre-building. Cllr Goodman emphasised that although the cost was high for a chicane, it was small in relation to the total development value of NE SUE. Cllr Russell thanked Cllr Poole for a very informative session</p>	
16.10.279	<p>Approve minutes of meeting held on 20th September 2016 The minutes were approved. Proposed Cllr Goodman 2nd Cllr Paybody All in favour of those who were present.</p>	
16.10.280	<p>Actions from Previous Minutes (not covered on agenda and for report only) The Clerk advised he had contacted 3 independent inspection bodies in readiness for an inspection of Jacks Patch once remedial work was complete. He had also contacted the Police to investigate traffic issues in the village and was awaiting their response. He also advised that BT had responded to the initial 3 parishes’ letter complaining about the very poor broadband speeds in Norton and nearby villages. BT had asked for information and a further response to BT head office is being prepared by Whilton Parish Council which will include speed tests submitted by a number of Norton villagers.</p>	
	<p>PLANNING</p>	
16.10.281	<p>DA/2016/0901 The Old Toll House, Norton Junction, Long Buckby Wharf NN6 7PE Work to trees within a Conservation Area There was no objection to this application. Cllr Goodman suggested that in our response we advise that the work be carried by a qualified tree surgeon with experience in this area</p>	

	of work. Proposed Cllr Goodman 2 nd Cllr Russell. All in favour.	Clerk
16.10.282	DA/2016/0890 Reserved Matters application for Phase 1 Country Park Extension (Part) Land at Monksmoor Farm, Welton Lane, Daventry NN11 2JD The council had no objections to this application. The Clerk to respond accordingly.	Clerk
	HIGHWAYS	
16.10.283	Highways update by Cllr Macanndrais In the absence of Cllr Macanndrais Cllr Russell noted that a number of potholes had been white marked and would hopefully be filled soon.	
16.10.284	Tree between 25-27 Weedon Lane Councillors to consider if action required It was agreed some judicious trimming of this tree should take place. The Clerk to contact Stephen Hartwell for a quotation. Proposed Cllr Russell 2 nd Cllr Goodman All in favour	Clerk
16.10.285	Traffic count in village. Councillors to consider and agree action. It was agreed to have an updated traffic count as the previous one carried out by Barratt may have had the results skewed because of water works in the village and all councillors agreed it was very important to have up-to-date accurate information to support Norton's case when discussing traffic calming measures with developers. A quote from Highways of approx £200 per location was accepted. The Clerk to contact Highways to arrange as soon as possible. Proposed Cllr Russell 2 nd Cllr Paybody. All in favour.	Clerk
	NORTON NEIGHBOURHOOD PLAN	
16.10.286	Update from Cllr Child, Chairman of NNAP Steering Group Cllr Child advised that there had been a village information event on 11 October in Norton Village Hall run by the Neighbourhood Area Plan Steering Group to disseminate the responses to the recent questionnaire. A further event is in the process of being planned and a concerted effort, including a village leaflet drop, to have more people attend and be aware of the Neighbourhood Plan will be made. Cllr Russell asked if the plan would be finished on time. Cllr Child said all the Steering Group team were aware of the financial implications and confirmed the Plan would be completed on schedule	
16.10.287	Daventry NE SUE Update Cllr Russell advised that Pegasus Planning will be sending out leaflets on 24 October for events on 11 and 12 November and 17 November before the closing date of the consultation on 27 November. There will be over 6000 leaflet drops so all households in Norton and surrounding areas should be aware of the events near them. MRHA had also drawn up some draft plans for some additional social housing but these were at a very early stage.	
	JACKS PATCH	
16.10.288	Update on repairs and Daventry DC Grant application NVCA had received a £500 grant from Daventry District Council towards the repairs identified in the RoSPA inspection of Jacks Patch. NVCA have ordered replacement parts and are waiting for delivery. Cllr Hills advised there may still be some money in the Councillors Empowerment Fund. The Clerk to contact Cllr Hills to follow up.	Clerk
	MEETING DATES FOR 2017	
16.10.289	Councillors to confirm dates of Parish Council meetings for 2017 Councillors noted the dates. Councillor Amos asked the Clerk to forward the dates to him.	Clerk
	Cllrs Poole, Hills and Amos left the meeting at 8.50PM	
	FINANCE	

<p>16.10.290</p>	<p>BANK RECONCILIATION AS AT 30 SEPTEMBER 2016</p> <table border="0"> <tr> <td></td> <td style="text-align: right;">£</td> </tr> <tr> <td>Cash in hand brought forward 1 April 2016</td> <td style="text-align: right;">24359.45</td> </tr> <tr> <td>Unpresented cheques as at 1 April 2016</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Add receipts during the year</td> <td style="text-align: right;">12445.54</td> </tr> <tr> <td>Less payments during the year</td> <td style="text-align: right;">-9067.56</td> </tr> <tr> <td></td> <td style="text-align: right;">27737.43</td> </tr> <tr> <td colspan="2">Cash in hand carried forward 30 August 2016</td> </tr> <tr> <td colspan="2">Represented by</td> </tr> <tr> <td>Current account - 20360953</td> <td style="text-align: right;">11202.15</td> </tr> <tr> <td>Deposit account - 20360966</td> <td style="text-align: right;">17041.88</td> </tr> <tr> <td>National Garden Gift Vouchers</td> <td style="text-align: right;">20.00</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">28264.03</td> </tr> <tr> <td colspan="2">Analysis of unpresented cheques as at 30 September 2016</td> </tr> <tr> <td>300054 CVS</td> <td style="text-align: right;">£6.60</td> </tr> <tr> <td>300052 Daventry DC</td> <td style="text-align: right;">£83.00</td> </tr> <tr> <td>300048 Design to Print</td> <td style="text-align: right;">£14.00</td> </tr> <tr> <td>300045 Stephen Hartwell</td> <td style="text-align: right;">£384.00</td> </tr> <tr> <td>300044 Tony Heathcote</td> <td style="text-align: right;">£39.00</td> </tr> <tr> <td>300014 Stephen Hartwell</td> <td style="text-align: right;">£192.00</td> </tr> <tr> <td style="text-align: right;">Total unpresented</td> <td style="text-align: right;">526.60</td> </tr> <tr> <td>Revised Bank Account totals</td> <td style="text-align: right;">27737.43</td> </tr> </table> <p>Councillors noted the figures</p>		£	Cash in hand brought forward 1 April 2016	24359.45	Unpresented cheques as at 1 April 2016	0.00	Add receipts during the year	12445.54	Less payments during the year	-9067.56		27737.43	Cash in hand carried forward 30 August 2016		Represented by		Current account - 20360953	11202.15	Deposit account - 20360966	17041.88	National Garden Gift Vouchers	20.00	Total	28264.03	Analysis of unpresented cheques as at 30 September 2016		300054 CVS	£6.60	300052 Daventry DC	£83.00	300048 Design to Print	£14.00	300045 Stephen Hartwell	£384.00	300044 Tony Heathcote	£39.00	300014 Stephen Hartwell	£192.00	Total unpresented	526.60	Revised Bank Account totals	27737.43	
	£																																											
Cash in hand brought forward 1 April 2016	24359.45																																											
Unpresented cheques as at 1 April 2016	0.00																																											
Add receipts during the year	12445.54																																											
Less payments during the year	-9067.56																																											
	27737.43																																											
Cash in hand carried forward 30 August 2016																																												
Represented by																																												
Current account - 20360953	11202.15																																											
Deposit account - 20360966	17041.88																																											
National Garden Gift Vouchers	20.00																																											
Total	28264.03																																											
Analysis of unpresented cheques as at 30 September 2016																																												
300054 CVS	£6.60																																											
300052 Daventry DC	£83.00																																											
300048 Design to Print	£14.00																																											
300045 Stephen Hartwell	£384.00																																											
300044 Tony Heathcote	£39.00																																											
300014 Stephen Hartwell	£192.00																																											
Total unpresented	526.60																																											
Revised Bank Account totals	27737.43																																											
<p>16.10.291</p>	<p>Parish Clerk 1) Confirmation of post after completion of probationary period 2) Salary review 3) Review of hours. Councillors to consider.</p> <p>The councillors confirmed the Clerk's satisfactory completion of his probationary period. They agreed to increase both his work hours to 34 hours per month and increase his salary to £11.50 per hour with immediate effect. They also agreed to increase his salary on 1 April 2017 to £12.00 per hour.</p> <p>Proposed Cllr Russell 2nd Cllr Goulden All in favour</p>																																											
<p>16.10.292</p>	<p>Street Lighting renewal. Councillors to consider.</p> <p>Councillors agreed they do want to proceed with replacing all street lights, removal of lighting brackets from buildings and would consider using a loan from the Public Works Loan Board to fund the replacement if cost effective. In the first instance the Clerk was directed to contact Flore Parish Council for advice as they have recently been through the same process. Proposed Cllr Russell 2nd Cllr Goodman All in favour</p>	<p style="color: red;">Clerk</p>																																										
<p>16.10.293</p>	<p>Internet Banking. Councillors to confirm registration and access</p> <p>Cllr Goodman expressed much dissatisfaction with Unity Trust Bank. He had experienced a lot of difficulty accessing the system compounded with unacceptable waits on the phone before it was answered and then a low calibre of support from the bank when finally getting through. The Clerk had also had problems at first accessing the internet banking system but the problems for now seem to have been resolved.</p>																																											
<p>16.10.294</p>	<p>Approve payments below. Cheques to be signed at the end of the meeting or payment by internet banking within 24 hours of meeting</p> <p>All payments were authorised. Proposed Cllr Goodman 2nd Cllr Thomas All in favour</p> <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>300055</td> <td>20.00</td> <td>0.00</td> <td>20.00</td> <td>Royal British Legion</td> <td>2 Wreaths (1 FOC)</td> </tr> <tr> <td>300056</td> <td>20.00</td> <td>0.00</td> <td>20.00</td> <td>Royal British Legion</td> <td>1 Wreath (William Bullock) Recharged to J Griffith</td> </tr> <tr> <td></td> <td>25.50</td> <td>0.00</td> <td>25.50</td> <td>RBL Poppy Appeal</td> <td>17 Crosses</td> </tr> <tr> <td></td> <td>25.50</td> <td>0.00</td> <td>25.50</td> <td>RBL Poppy Appeal</td> <td>17 Crosses</td> </tr> </tbody> </table>	Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Description	300055	20.00	0.00	20.00	Royal British Legion	2 Wreaths (1 FOC)	300056	20.00	0.00	20.00	Royal British Legion	1 Wreath (William Bullock) Recharged to J Griffith		25.50	0.00	25.50	RBL Poppy Appeal	17 Crosses		25.50	0.00	25.50	RBL Poppy Appeal	17 Crosses													
Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Description																																							
300055	20.00	0.00	20.00	Royal British Legion	2 Wreaths (1 FOC)																																							
300056	20.00	0.00	20.00	Royal British Legion	1 Wreath (William Bullock) Recharged to J Griffith																																							
	25.50	0.00	25.50	RBL Poppy Appeal	17 Crosses																																							
	25.50	0.00	25.50	RBL Poppy Appeal	17 Crosses																																							

300057	51.00	0.00	51.00	TOTAL	
300058	45.00	0.00	45.00	Church & Town Estate	50% website costs
300059	175.00	0.00	175.00	NVCA	Village Hall rental
	180.00	30.00	150.00	Stephen Hartwell Inv 501	Grass mowing
	12.00	2.00	10.00	Stephen Hartwell Inv 503	Under charge on Inv 501
	192.00	32.00	160.00	Stephen Hartwell Inv 514	Grass mowing
300060	384.00			TOTAL	
300061	300.00	0.00	300.00	Roger Hepton	Village Flower Troughs
300062	1478.40	246.40	1232.00	E.ON Energy Solutions	Column - Daventry Road
300063	18.00	3.00	15.00	E.ON Energy Solutions	Light repair-Weedon Road
300064				CANCELLED	INCORRECT
300065	20.40	0.00	20.40	HMRC	PAYE
300066	309.60	0.00	309.60	Richard Oliver	Salary
Internet	85.00	0.00	85.00	Design to Print	Newsletter
Internet	6.60	1.10	5.50	CVS	Payroll
D / Debit	170.50	8.82	162.38	E.ON UK PLC	Electricity-3 months
	3083.50				

16.10.295	<p>Raise matters for report only</p> <p>The Clerk reported that the rent for the 3rd quarter for The Pound had been paid. Mrs J Griffiths had paid £20 as promised for the additional wreath to be laid at the War memorial for William Bullock on Remembrance Day.</p> <p>Cllr Russell and the Clerk had walked around the village for its annual inspection.</p> <p>Cllr Goodman suggested the council looks into repairing the footpaths in the village as some stretches are in a very poor, unusable state.</p> <p>Cllr Russell asked the Clerk to contact Longleat to follow up the previous contact in June.</p>	Clerk
	Next meeting will be 15 November 2016	
	MEETING CLOSED 9.30PM	

Signed.....

Date.....

Chairman: Kim Russell