

NORTON PARISH COUNCIL**Date:** Tuesday 18th April 2017**Time:** 19.30**Venue:** Norton Village Hall**Clerk:** Richard Oliver

Minute	Minutes	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 C Child</p> <p>Invitees Cllr A Hills, Cllr J Amos, Neil Gilliver-NRHA</p> <p>Public None</p>	
17.04.072	<p>Acceptance of Apologies Cllr C Thomas, Cllr J Paybody</p>	
17.04.073	<p>Declaration and Nature of Interests in matters on the Agenda None</p>	
17.04.074	<p>Consideration for any requests for dispensation None</p>	
17.04.075	<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 advised of delays on the A5/A45 development due to badgers. Also traffic lights would be needed again in Flore as part of the A5 improvement works. Costain's work on the M1 would also necessitate some disruption north of Flore towards Brockhall. He also thanked Cllr Hills for his work over many years at Northamptonshire County Council.</p> <p>Cllr Hills advised that the new county council office development in Angel Street, Northampton was slightly behind schedule and there were concerns over traffic problems due to the greater number of county council staff who would now be working in Northampton Town Centre.</p>	
	<p>Cllr Amos left the meeting at 7.40PM</p>	
17.04.076	<p>Approve minutes of meeting held on 21st March 2017 Councillors approved the minutes. Proposed Cllr Goodman 2nd Cllr Goulden. All in favour of those present.</p>	
17.04.077	<p>Actions from Previous Minutes (not covered on agenda and for report only) Cllr Russell reminded councillors that once a decision had been made in council then it could not be altered at the next meeting highlighting the discussions on dog waste bins under minute nos 17.02.028 & 17.03.058. The Clerk advised he had responded to Daventry Planning on agenda item 17.03.057. He had also contacted Daventry CAB advising their request for a donation would be discussed at the June Parish Council meeting.</p>	

	PLANNING	
17.04.078	<p>MRHA – Neil Gilliver to present Gouldens View updated proposals. Councillors to discuss and agree action.</p> <p>Neil Gilliver advised that their plans for the extension of Gouldens View were progressing and that they were proposing 12 dwellings in 11 buildings. Some would self-build; also dormer bungalows and others single bed to help young people to have local, affordable accommodation. Concerns were raised by councillors on the number of dwelling and also the proximity of the much larger Play Area next to the bungalows. Overall councillors felt that this was a proposal that could work for the village and complement other developments that might happen over the next 12 years. Mr Gilliver advised that NRHA were now in a position to move forward but needed the support of the council before they could commit to further expenditure in particular on land purchase. Cllr Russell asked councillors if they would be supportive of an extension to Gouldens View based on the discussion and information provided by Mr Gilliver. The extension was proposed by Cllr Goulden 2nd Cllr Mason All in favour.</p>	
	HIGHWAYS	
17.04.079	<p>Definitive Map & Rights of Way Improvement Plan. Councillors to discuss and agree actions.</p> <p>Councillors considered the information and map provided by Northamptonshire Highways. Cllr Russell will complete form for submission before 1 July 2017</p>	Cllr Russell
17.04.080	<p>Streetlights – update on installation of new lanterns.</p> <p>The Clerk advised that all lamps had been fitted and test certification received. The pinkish light on one lantern had been reported and Aylesbury Mains were investigating.</p>	
17.04.081	<p>Hedge on Weedon Lane - update from Cllr Goodman. Councillors to discuss and agree action.</p> <p>Concerns had been raised by some parishioners that the hedge stopped them walking safely down Weedon Lane where traffic has increased considerably. Cllr Goodman advised he had spoken to Mr T Eales who owns the properties which the hedge abutts to in Weedon Lane. Mr Eales advised that he had asked Daventry District Council for permission to remove the hedge but this had been refused. To enable pedestrians to walk safely on that side of the road would mean cutting the hedge back to such an extent that it would all but remove the entire hedge. Councillors agree that no action would be taken at this time but they would revisit the issue later in the year.</p>	
17.04.082	<p>Norton road resurfacing and white lining. Councillors to discuss and note. Councillors noted the recent work undertaken by Highways.</p>	
17.04.083	<p>Longleat – Councillors to review proposed leasing and any potential risks</p> <p>The Clerk advised he had met with Cllr Paybody to talk through the implications of leasing the small pockets of land owned by Longleat in Norton village. He advised that he and Cllr Paybody felt that it was not in the interests of the Parish Council to enter into a leasing agreement at this time because of the potential of increased risks which having the responsibility of these small pieces of land might incur. The Clerk's advice was to not pursue the matter with Longleat. Councillors agreed they would not pursue an agreement at this point in time but would revisit if necessary in the future.</p>	
	Cllr Hills left the meeting at 8.30PM	
	NORTON NEIGHBOURHOOD PLAN	
17.04.084	<p>NNAP Steering Group – Update by Cllr Child</p> <p>Cllr Child presented a draft of the Village Envelope which the Steering Group had developed for ratification at the meeting. The village envelope was agreed by councillors. Proposed Cllr Russell 2nd Cllr Goodman All in favour. Cllr Child stated that they would be able to draw down up to £9k in government grants to support the Neighbourhood Plan</p>	

	development. In addition Cllr Child advised that a Draft Plan was expected to be finalised at the next meeting of the Neighbourhood Plan steering group on Thursday this week.	
	DAVENTRY NE SUE	
17.04.085	Pegasus Planning - Traffic calming. Councillors to discuss / approve amended document. The amended document was agreed by councillors. Proposed Cllr Russell 2 nd Cllr Goodman All in favour.	
	GOVERNANCE	
17.04.086	Co-option of councillor. Councillors to consider names proposed and elect new councillor. Cllr Goodman advised that Mr Lea Davidson had asked to be considered for co-option. No other names had received for consideration. It was agreed unanimously to accept Mr Davidson. Proposed Cllr Goodman. 2 nd Cllr Child All in favour. Cllr Goodman to hand forms to Mr Davidson for completion.	Cllr Goodman
	JACKS PATCH	
17.04.087	NVCA Inspection Report and repairs update. The Clerk advised the NVCA report showed all repairs works had now been completed and that all risks were considered low. Councillors noted the report. It was also agreed to cancel the inspections from RoSPA.	Clerk
	FINANCE	
17.04.088	EON Maintenance Agreement. Councillors to review and agree action. Councillors resolved to cancel this contract. The Clerk was asked to obtain a list of repair / maintenance charges from Aylesbury Mains.	Clerk
17.04.089	EON Electricity charges increase. Councillors to note and agree any actions The revised charges were noted by councillors	
17.04.090	Section 137 LGA 1972 – revised to £7.57 per elector for 2017-18 Councillors to note. Councillors noted this change.	
17.04.091	Bank reconciliation as at 31 March 2017. Councillors to note. Councillors noted the Bank Reconciliation as at 31 March 2017	
17.04.092	Unity Trust Bank charges £54.00 Bank interest £12.96 Y/E 31 March 2017. Councillors to note. Councillors noted these figures.	
17.04.093	Earmarked reserves and contingency. Councillors to review / reallocate funds if appropriate. Councillors agreed to accept the revision to earmarked and general reserves in the light of the actual year-end balance of £21,997. The Clerk advised that the advice note for holding general reserves was between 3 months and 12 months of precept. The £7.5k equated to 4.7 months of precept which councillors considered adequate for the time being. £10k was earmarked for streetlights and £4997 was earmarked for the Neighbourhood Plan. Proposed Cllr Russell 2 nd Cllr Goodman All in favour.	
17.04.094	Significant variances for Y/E 31 March 2017. Councillors to note and approve. Councillors noted and approved. Proposed Cllr Goodman 2 nd Cllr Child All in favour.	
17.04.095	Parish Asset Register. Councillors to note and approve. Councillors noted and approved. Proposed Cllr Russell 2 nd Cllr Goodman All in favour	
17.04.096	Annual Return Y/E 31 March 2017 Councillors to approve Section 1 Councillors approved this section. The section was signed by the Chairman and Parish Clerk. Proposed Cllr Mason 2 nd Cllr Goodman All in favour	
17.04.097	Annual Return Y/E 31 March 2017 Councillors to approve Section 2 Councillors approved this section. The section was signed by the Chairman and Parish Clerk. Proposed Cllr Goodman 2 nd Cllr Mason. All in favour.	

17.04.098	Pensions Regulator. Councillors to write to the Parish Clerk (sole employee) advising he does not qualify for a pension. Councillors to agree and sign letter. Councillors agreed and the Chairman and Vice-Chairman signed the letter. Proposed Cllr Russell 2 nd Cllr Child All in favour.																																																																
17.04.099	<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. Cllrs Russell and Goodman to complete the bank authorisation process. Proposed Cllr Goulden 2nd Cllr Goodman All in favour</p>																																																																
<table border="1"> <thead> <tr> <th data-bbox="240 508 368 591">Cheque No.</th> <th data-bbox="373 508 512 591">Amount Total</th> <th data-bbox="517 508 644 591">VAT</th> <th data-bbox="649 508 777 591">Amount w/o VAT</th> <th data-bbox="782 508 1043 591">Payee</th> <th data-bbox="1048 508 1321 591">Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 598 368 672">Internet</td> <td data-bbox="373 598 512 672">471.00</td> <td data-bbox="517 598 644 672">0.00</td> <td data-bbox="649 598 777 672">471.00</td> <td data-bbox="782 598 1043 672">Richard Oliver</td> <td data-bbox="1048 598 1321 672">Salary Inc 8 additional hours agreed by minute 17.03.068</td> </tr> <tr> <td data-bbox="240 678 368 725">Internet</td> <td data-bbox="373 678 512 725">192.00</td> <td data-bbox="517 678 644 725">32.00</td> <td data-bbox="649 678 777 725">160.00</td> <td data-bbox="782 678 1043 725">Stephen Hartwell - Inv 534</td> <td data-bbox="1048 678 1321 725">Grass cutting</td> </tr> <tr> <td data-bbox="240 732 368 757">Internet</td> <td data-bbox="373 732 512 757">33.00</td> <td data-bbox="517 732 644 757">0.00</td> <td data-bbox="649 732 777 757">33.00</td> <td data-bbox="782 732 1043 757">HMRC</td> <td data-bbox="1048 732 1321 757">PAYE</td> </tr> <tr> <td data-bbox="240 763 368 788">Internet</td> <td data-bbox="373 763 512 788">6.60</td> <td data-bbox="517 763 644 788">1.10</td> <td data-bbox="649 763 777 788">5.50</td> <td data-bbox="782 763 1043 788">CVS Inv 1</td> <td data-bbox="1048 763 1321 788">Payroll</td> </tr> <tr> <td data-bbox="240 795 368 842">Internet</td> <td data-bbox="373 795 512 842">8173.80</td> <td data-bbox="517 795 644 842">1362.30</td> <td data-bbox="649 795 777 842">6811.50</td> <td data-bbox="782 795 1043 842">Aylesbury Mains Inv17128</td> <td data-bbox="1048 795 1321 842">New lanterns</td> </tr> <tr> <td data-bbox="240 848 368 873">Internet</td> <td data-bbox="373 848 512 873">81.85</td> <td data-bbox="517 848 644 873">13.64</td> <td data-bbox="649 848 777 873">68.21</td> <td data-bbox="782 848 1043 873">EON</td> <td data-bbox="1048 848 1321 873">Maintenance</td> </tr> <tr> <td data-bbox="240 880 368 927">Internet</td> <td data-bbox="373 880 512 927">411.30</td> <td data-bbox="517 880 644 927">0.00</td> <td data-bbox="649 880 777 927">411.30</td> <td data-bbox="782 880 1043 927">NCALC</td> <td data-bbox="1048 880 1321 927">Membership & -Audit costs</td> </tr> <tr> <td data-bbox="240 934 368 958">D/Debit</td> <td data-bbox="373 934 512 958">166.79</td> <td data-bbox="517 934 644 958">7.94</td> <td data-bbox="649 934 777 958">158.85</td> <td data-bbox="782 934 1043 958">EON</td> <td data-bbox="1048 934 1321 958">Electricity charge</td> </tr> <tr> <td data-bbox="240 965 368 1003">Total</td> <td data-bbox="373 965 512 1003">9536.34</td> <td data-bbox="517 965 644 1003"></td> <td data-bbox="649 965 777 1003"></td> <td data-bbox="782 965 1043 1003"></td> <td data-bbox="1048 965 1321 1003"></td> </tr> </tbody> </table>						Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Description	Internet	471.00	0.00	471.00	Richard Oliver	Salary Inc 8 additional hours agreed by minute 17.03.068	Internet	192.00	32.00	160.00	Stephen Hartwell - Inv 534	Grass cutting	Internet	33.00	0.00	33.00	HMRC	PAYE	Internet	6.60	1.10	5.50	CVS Inv 1	Payroll	Internet	8173.80	1362.30	6811.50	Aylesbury Mains Inv17128	New lanterns	Internet	81.85	13.64	68.21	EON	Maintenance	Internet	411.30	0.00	411.30	NCALC	Membership & -Audit costs	D/Debit	166.79	7.94	158.85	EON	Electricity charge	Total	9536.34				
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17.04.100	Raise matters for report only																																																																
	Cllr Goodman asked the Clerk to contact Highways England to ensure the grass at the Norton /Whilton Locks junction on the A5 is cut to prevent a repetition of last year's problems with excessive grass height.					Clerk																																																											
	Next meeting will be 16 MAY 2017																																																																
	MEETING CLOSED 9.20PM																																																																

Signed.....

Date.....

Chairman: Cllr Kim Russell