

NORTON PARISH COUNCIL

Date: Tuesday 16th May 2017

Time: 19.30

Venue: Norton Village Hall

Clerk: Richard Oliver

Minute	Minutes	Action
	<p>Record Attendance, Apologies, Absence. Council Attendance: Cllr M Goodman <i>Vice-Chairman</i> Cllr S Mason Cllr S Goulden Cllr J Paybody Cllr C Thomas Invitees Cllr J Amos, Cllr Amy Howard Public One</p>	
	<p>ANNUAL MEETING</p>	
17.05.101	<p>Election of Chairman & completion of Chairman’s Declaration of Acceptance of Office Cllr Goodman nominated Cllr Russell. Proposed Cllr Goulden 2nd Cllr Mason. All in favour. The declaration of acceptance to be signed at the June meeting.</p>	
17.05.102	<p>Election of Vice-Chairman Cllr Paybody nominated Cllr Goodman. Proposed Cllr Paybody 2nd Cllr Mason all in favour. In Cllr Russell’s absence Cllr Goodman chaired the rest of the meeting.</p>	
17.05.103	<p>Review of Register of Members’ Interests No changes</p>	
17.05.104	<p>Acceptance of Apologies Cllr C Child, Cllr Davidson, Cllr Russell</p>	
17.05.105	<p>Declaration and Nature of Interests in matters on the Agenda None</p>	
17.05.106	<p>Review of Standing Orders and Financial Regulations. Councillors reviewed and accepted</p>	
17.05.107	<p>Review of Parish Councillors’ Areas of Special Interest. Councillors agreed to review these at a later Parish Council meeting.</p>	
	<p>ORDINARY MEETING</p>	
17.05.108	<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 read out the district councillors’ annual report. Cllr Hayward introduced herself to the councillors. Cllr Goodman welcomed her and wished her well in her new role as a County Councillor</p>	
17.05.109	<p>Approve minutes of meeting held on 18th April 2017 Proposed Cllr Mason 2nd Cllr Paybody All in favour</p>	
17.05.110	<p>Actions from Previous Minutes (not covered on agenda and for report only) The Clerk confirmed that the RoSPA agreement in minutes 17.04.087 and EON</p>	

	Maintenance agreement 17.04.088 had been cancelled. Cllr Goodman confirmed Cllr Davidson had completed the cooption paperwork which was now with the Clerk.	
	PLANNING	
17.05.111	DA/2017/0368 Reserved matters application for 57 dwellings. Monksmoor Farm, Welton Lane Daventry Councillors to discuss and agree response. Councillors had no comment. Proposed Cllr Goodman 2 nd Cllr Goulden All in favour. The Clerk to respond to Daventry DC Planning.	Clerk
	HIGHWAYS	
17.05.112	New streetlight near village hall. Councillors to discuss and agree action Councillors agreed in principle to the installation of a floodlight on the village hall to be used when evening events took place in the village. The Clerk to obtain costs for consideration at a further Parish Council meeting.	Clerk
17.05.113	Edging out of footway between Daventry and Norton. Quote from Daventry DC of £9976+VAT. Councillors to discuss and agree action. At this stage councillors resolved not to pursue this option but the Clerk was asked to request further information on the specification being offered to support the quoted price. Proposed Cllr Goodman 2 nd Cllr Thomas. All in favour.	Clerk
	Cllr Amos left the meeting at 8.00PM	
	NORTON NEIGHBOURHOOD PLAN	
17.05.114	Update from Cllr Child. The Clerk read out Cllr Child's update which noted that the plan was being formatted and photos added. Discussions with businesses were continuing.	
17.05.115	Terms of Reference. Councillors to discuss and agree any changes required Cllr Child had asked for the terms to be simplified. Councillors agreed that the Steering Group should propose a revised Terms of Reference as they would be better placed to know what changes need to be made.	
	JACKS PATCH	
17.05.116	NVCA Report. Councillors to note and agree any actions. Councillors noted the report and agreed up to £50 to be spent on weedkiller. Councillors also noted that the metal protectors on the posts were not in the right position and strimmer damage could still be inflicted. The Clerk to contact Tim Kirby and request rectification of this problem.	Clerk
	GOVERNANCE	
17.05.117	Internal auditors report. Councillors to note and agree any actions The Clerk went through the report. Councillors noted the auditors comments and also her positive remarks about the website meeting the Transparency Code requirements. Cllr Goodman thanked Cllr Mason for his efforts in maintaining the website to the required standard. In particular councillors were made aware that any further cooptions to the council must follow the proper procedure and the budget must be clearly shown in the minutes before setting the precept.	
17.05.118	BDO query on 2016-17 return. Councillors to note and agree any action. The Clerk advised that BDO had queried the overtime reduction and had requested further information. He advised he had replied to the query with the information requested.	
	FINANCE	
17.05.119	Confirmation of receipt of 1 st precept payment of £8000 from Daventry DC. Councillors to	

	note. Councillors noted.																																																										
17.05.120	Bank account status 30 April 2017 Current Acct £11378.63. Reserve account £9046.13. Total £20424.76 Councillors to note. Councillors noted.																																																										
17.05.121	<p>Approve payments below. Cheques to be signed at the end of the meeting or payment by internet banking within 24 hours of meeting All payments were approved, Proposed Cllr Goulden 2nd Cllr Paybody All in favour. Cllrs Goodman and Thomas agreed to authorise the payments.</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>Internet</td> <td>93.00</td> <td>0.00</td> <td>93.00</td> <td>SLCC</td> <td>Membership renewal</td> </tr> <tr> <td>Internet</td> <td>6.60</td> <td>1.10</td> <td>5.50</td> <td>CVS</td> <td>Payroll Services</td> </tr> <tr> <td>Internet</td> <td>192.00</td> <td>32.00</td> <td>160.00</td> <td>S Hartwell Inv 561</td> <td>Mowing</td> </tr> <tr> <td>Internet</td> <td>192.00</td> <td>32.00</td> <td>160.00</td> <td>S Hartwell Inv 542</td> <td>Mowing</td> </tr> <tr> <td>Internet</td> <td>14.00</td> <td>0.00</td> <td>14.00</td> <td>HMRC</td> <td>PAYE</td> </tr> <tr> <td>Internet</td> <td>394.00</td> <td>0.00</td> <td>394.00</td> <td>Richard Oliver</td> <td>Salary</td> </tr> <tr> <td>Internet</td> <td>17.71</td> <td>2.95</td> <td>14.76</td> <td>Nordis Signs</td> <td>Parking sign</td> </tr> <tr> <td></td> <td>909.31</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Description	Internet	93.00	0.00	93.00	SLCC	Membership renewal	Internet	6.60	1.10	5.50	CVS	Payroll Services	Internet	192.00	32.00	160.00	S Hartwell Inv 561	Mowing	Internet	192.00	32.00	160.00	S Hartwell Inv 542	Mowing	Internet	14.00	0.00	14.00	HMRC	PAYE	Internet	394.00	0.00	394.00	Richard Oliver	Salary	Internet	17.71	2.95	14.76	Nordis Signs	Parking sign		909.31				
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17.04.122	Raise matters for report only																																																										
	Cllr Goulden asked that a Norton wish-list from the Daventry NE SUE developers be an agenda item on the next Parish Council meeting																																																										
	Next meeting will be 20 JUNE 2017																																																										
	MEETING CLOSED 8.15PM																																																										

Signed.....

Date.....

Chairman: Cllr Kim Russell