

NORTON PARISH COUNCIL**Date:** Tuesday 19 September 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 Goulden Cllr S Mason Cllr C Thomas Cllr J Paybody</p> <p>Invitees Cllr A Howard (NCC)</p> <p>Public None</p>	
17.09.176	<p>Acceptance of Apologies Cllr C Child, Cllr L Davidson, Cllr J Amos, Cllr A Brown</p>	
17.09.177	<p>Declaration and Nature of Interests in matters on the Agenda None</p>	
17.09.178	<p>Consideration for any requests for dispensation None</p>	
17.09.179	<p>Open Section For a duration of 15 minutes with the chairman's permission members of the public may speak for 3 minutes also NCC & DDC Representatives Cllr Howard advised she had raised the Norton broadband issue with Cllr André González De Savage. She advised there was a new Fostering Campaign. Also the NCC Chief Executive and requested fairer funding from central government for Northamptonshire.</p>	
	<p>Cllr Howard left the meeting at 7.40PM</p>	
17.09.180	<p>Approve minutes of meeting held on 15 August 2017 Councillors approved the minutes. Proposed Cllr Goodman 2nd Cllr Russell. All in favour of those present.</p>	
17.09.181	<p>Actions from Previous Minutes (not covered on agenda and for report only) None</p>	
	<p>PLANNING</p>	
17.09.182	<p>DA/2017/0761 Outline application for residential development of up to 4 dwellings (revised scheme) on Land off Weedon Lane, Norton. NN11 4NW. Cllr Russell proposed a vote on this application. The council voted with one abstention and resolved not to support this outline planning application.</p>	Clerk
	<p>HIGHWAYS</p>	
17.09.183	<p>Update on Highways matters. None</p>	
17.09.184	<p>Installation of bench at bus stop near White Horse. Deferred to October meeting</p>	
	<p>NORTON NEIGHBOURHOOD PLAN</p>	
17.09.185	<p>NNAP Steering Group – Update Cllr Goulden advised that policies were nearing completion and there would be an invoice for printing costs. Cllr Russell asked Cllr Goulden to contact Lance Wiggins to ask for a cost for him to complete the Plan to help speed matters along. Cllr Goulden to report back at the October meeting.</p>	Cllr Goulden
	<p>JACKS PATCH</p>	

17.09.186	NVCA Inspection Report. A report was not available but the Clerk had a short verbal report that the bench was in poor repair. Cllr Goodman would view the site and report back.	Cllr Goodman																																																																														
	BROADBAND																																																																															
17.09.187	Update from meeting with Chris Heaton-Harris MP. Cllr Russell will ask Neighbourhood Watch to ask all on their list to email Chris with their complaints on broadband.	Cllr Russell																																																																														
	POLICING																																																																															
17.09.188	Proposal for parishes to appoint a Police Liaison Representative. Councillors agreed to combine this into the Neighbourhood Watch Scheme. Cllr Russell will contact Norton's Neighbourhood Watch representative	Cllr Russell																																																																														
	FINANCE																																																																															
17.09.189	Bank balances £5,095.74 + £14,047.35 = £19,143.09 as at 31 August 2017. Councillors noted the amounts. Councillors noted the figures.																																																																															
17.09.190	Internal Finance Audit. Nominate councillor to do 6-month audit. Cllr Paybody was nominated and would agree a date with the Clerk.	Cllr Paybody																																																																														
17.09.191	Transparency Fund application Councillors agreed to Office 365 at £79.99 for 2 years and £414 for time spent on website compliance. Clerk to bid for funds on this basis. Proposed Cllr Russell 2 nd Cllr Goodman All in favour.	Clerk																																																																														
17.09.192	BDO Audit Report, Certificate and Annual Return-Councillor noted, agreed and accepted the report.																																																																															
17.09.193	<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 agreed to complete the bank authorisation process. Proposed Cllr Russell 2nd Cllr Goulden All in favour</p> <table border="1"> <thead> <tr> <th>Payment</th> <th>Total</th> <th>VAT</th> <th>NETT</th> <th>Payee</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Internet</td> <td>192.00</td> <td>32.00</td> <td>160.00</td> <td>S Hartwell</td> <td>Mowing services Inv 630</td> </tr> <tr> <td>Internet</td> <td>192.00</td> <td>32.00</td> <td>160.00</td> <td>S Hartwell</td> <td>Mowing services Inv 638</td> </tr> <tr> <td>Internet</td> <td>350.00</td> <td>0.00</td> <td>350.00</td> <td>NVCA</td> <td>Village Hall bookings Jan –Aug</td> </tr> <tr> <td>Internet</td> <td>394.00</td> <td>0.00</td> <td>394.00</td> <td>R Oliver</td> <td>Clerk's salary</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>6.60</td> <td>1.10</td> <td>5.50</td> <td>CVS</td> <td>Payroll services Inv 228</td> </tr> <tr> <td>Internet</td> <td>108.60</td> <td>18.10</td> <td>90.50</td> <td>Aylesbury Mains</td> <td>Repair Light No 2 Inv 17473</td> </tr> <tr> <td>Internet</td> <td>85.00</td> <td>0.00</td> <td>85.00</td> <td>Design to Print</td> <td>Newsletter (March 2017) printing</td> </tr> <tr> <td>Internet</td> <td>26.50</td> <td>0.00</td> <td>26.50</td> <td>Design to Print</td> <td>Broadband leaflets Inv 207</td> </tr> <tr> <td>Internet</td> <td>120.00</td> <td>20.00</td> <td>100.00</td> <td>BDO</td> <td>External audit fee</td> </tr> <tr> <td>Internet</td> <td>20.00</td> <td>0.00</td> <td>20.00</td> <td>RBL</td> <td>2 Wreathes</td> </tr> <tr> <td></td> <td>1482.20</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Payment	Total	VAT	NETT	Payee	Description	Internet	192.00	32.00	160.00	S Hartwell	Mowing services Inv 630	Internet	192.00	32.00	160.00	S Hartwell	Mowing services Inv 638	Internet	350.00	0.00	350.00	NVCA	Village Hall bookings Jan –Aug	Internet	394.00	0.00	394.00	R Oliver	Clerk's salary	Internet	14.00	0.00	14.00	HMRC	PAYE	Internet	6.60	1.10	5.50	CVS	Payroll services Inv 228	Internet	108.60	18.10	90.50	Aylesbury Mains	Repair Light No 2 Inv 17473	Internet	85.00	0.00	85.00	Design to Print	Newsletter (March 2017) printing	Internet	26.50	0.00	26.50	Design to Print	Broadband leaflets Inv 207	Internet	120.00	20.00	100.00	BDO	External audit fee	Internet	20.00	0.00	20.00	RBL	2 Wreathes		1482.20					
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17.09.194	Raise matters for report only Cllr Russell asked that the replacement of lighting brackets be considered at next month's meeting when considering the budget.																																																																															
	Next meeting will be 17 October 2017																																																																															
	MEETING CLOSED 8.35PM																																																																															

Signed.....

Date.....

Chairman: Cllr Kim Russell