

NORTON PARISH COUNCIL**Date:** Tuesday 17 October 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 Cllr C Child Cllr L Davidson</p> <p>Invitees Cllr J Amos (DDC), Cllr A Brown (DDC)</p> <p>Public One</p>	
17.10.195	Acceptance of Apologies Cllr Howard	
17.10.196	Declaration and Nature of Interests in matters on the Agenda None	
17.10.197	Consideration for any requests for dispensation None	
17.10.198	<p>Open Section For a duration of 15 minutes with the permission of the chairman members of the public may speak for 3 minutes and a NCC Representative and a DDC Representative</p> <p>Cllr Amos advised 1) Norse Commercial Services would take over the contract for environmental services in a 10-year agreement commencing on 4 June 2018. More details can be found at http://bit.ly/2y8Gms8 . 2) A Consultation till 5 November on Council Tax Reduction is being run by Daventry District Council details of which are at http://bit.ly/2qFVc9h</p> <p>Cllr Brown reported for himself and also Cllr Howard. He advised he would sit on the Norse Liaison Sub-committee monitoring then new environmental contract. The Boundary Commission's new proposals just received would put Weedon into South Northamptonshire. The Highways budget is being reduced. There is a consultation on Library reductions but Daventry should remain open. Further reductions in rural bus services and also County Connect can be expected. NCC will forward a link to the formal consultation on all these matters to Parish Clerks.</p>	
17.10.199	Approve Minutes of the meetings held on 19 September 2017 Proposed Cllr Goulden 2 nd Cllr Goodman. All in favour of those present.	
17.10.200	Actions from Previous Minutes (not covered on agenda and for report only) Cllr Russell confirmed that Andree Rodriguez-Veglio had agreed to take on the Norton Police Liaison role. The Clerk advised that an additional £349 had been applied for under the 2017 Transparency Fund.	
	BROADBAND	
17.10.201	Councillors to discuss options. Councillors resolved that Cllr Mason would look at current options and present a comparison report to the Parish Council for discussion. The Clerk was asked to contact the Clerk at Swalcliffe, Oxon to ask for their experience with their Sugarnet broadband installation.	Cllr Mason Clerk
	HIGHWAYS	
17.10.202	Update on any Highways matters. Councillors noted a number of properties in the village had allowed trees and shrubs to overhang footways and be too close to streetlights and cables. Councillors to advise the Clerk of the addresses concerned and the Clerk would write to each property owner.	Clerk
17.10.203	Lighting brackets relocation and new lanterns. Councillors to discuss and agree actions. Councillors resolved to send quotations received so far to Cllr Paybody for review by him.	Cllr Paybody

	Cllrs Amos and Brown left the meeting	
17.10.204	Installation of bench at bus stop near White Horse. Councillors to discuss and agree actions. The Clerk was asked to contact Highways to ascertain how a license for installation of a 6 foot bench near 12-13 Daventry Road might be obtained.	Clerk
17.10.205	Village waste bins. Councillors to discuss and agree actions. Councillors resolved to install a waste bin at Weedon Lane / Footpath FA9. Clerk to obtain cost for post-attachable bin. Proposed Cllr Russell 2 nd Cllr Goulden All in favour	Clerk
	NORTON NEIGHBOURHOOD AREA PLAN	
17.10.206	NNAP Steering Group – Cllr Child advised there was a meeting scheduled for 18 October with Landmark Planning and Pegasus Planning to review the current draft Neighbourhood Plan and obtain costs of professional services to complete the plan as soon as possible. Cllr Child to inform the Clerk as soon as costs were advised so that they could be discussed in the 2018-19 Budget.	Cllr Child
17.10.207	Professional costs to assist completion of plan. Councillors considered it a priority to support the completion of the plan quickly and would be prepared to consider allocating funds over and above any grants that might be available to make this happen as it would make a considerable difference to the amount of CIL payments the Parish Council would receive from future developments. Proposed Cllr Russell 2 nd Cllr Goulden All in favour	
17.10.208	Village Housing needs. Councillors to discuss and agree list of needs. A long and detailed discussion took place. Councillors noted there is already a wish list in place and would amend this as required.	
	JACKS PATCH	
17.10.209	NVCA inspection report and bench repair. Councillors to note and agree any actions. A number of repairs need to be undertaken. Councillors noted that the independent annual inspection was due in December and would wait for that inspection to ensure all necessary repairs are undertaken.	
17.10.210	Confirm annual independent inspection authority. Councillors to discuss and agree. Councillors agreed that Wicksteed would undertake this inspection in 2017. Proposed Cllr Russell 2 nd Cllr Paybody All in favour. Clerk to arrange.	Clerk
	GOVERNANCE	
17.10.211	Meeting dates for 2018. Councillors noted and agreed the dates.	
17.10.212	Correction to Clerk's contract. An annual leave section had been omitted and would be added to the contract. Councillors noted.	
17.10.213	Clerk's annual appraisal. Cllr Russell advised the appraisal had been satisfactory and met the needs of the council. If any individual councillors had comments they should contact her directly.	
	FINANCE	
17.10.214	Bank Rec £11,569.04 + £14,049.12 = £25,618.16 at 30 Sept 2017. Councillors noted.	
17.10.215	EON – Current balance £91.61 in credit. Councillors noted.	
17.10.216	Internal Finance Control Audit conducted by Cllr Paybody. Cllr Paybody advised the audit was satisfactory and all systems were in order. Councillors noted.	
17.10.217	Precept - receipt of £8000.00 (final payment) from DDC. Councillors noted.	
17.10.218	Budget 2018-19 Councillors to discuss and agree next steps. Councillors agreed that Jacks Patch, Neighbourhood Plan, Lighting brackets upgrade and Parish Council website need to be considered as priorities when preparing the next budget. The Clerk asked Cllr Child to advise the professional costs of the Neighbourhood Plan completion as soon as possible and before the next meeting so that they could be included in the budget.	
17.10.219	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 agreed. Proposed Cllr Russell 2 nd Cllr Goodman. Cllrs Russell and Thomas would authorise the payments on the bank.	

Payment	Total	VAT	NETT	Payee	Description
Internet	192.00	32.00	160.00	S Hartwell	Mowing services Inv 649
Internet	192.00	32.00	160.00	S Hartwell	Mowing services Inv 659
Internet	394.00	0.00	394.00	R Oliver	Clerk's salary
Internet	62.99	0.00	62.99	R Oliver	Clerk's expenses
Internet	14.00	0.00	14.00	HMRC	PAYE
Internet	6.60	1.10	5.50	CVS	Payroll services Inv 266
Internet	201.80	0.00	201.80	Orchard Print	Neighbourhood Plan printing
	1063.39				

17.10.220	<p>Raise matters for report only Cllr Russell noted Daventry DC held a breakdown by band of all housing. The Clerk was asked to contact DDC for that information. The Clerk advised and invoice from Balfour Beatty for £364.50 +VAT had been received on 16 October. This was for work to repair a lighting column in The Broadway on 1 August. This work had not been authorised by the Parish Council and in addition the cost was deemed to be unacceptably high. The Clerk was instructed to challenge this invoice as the work had not been commissioned by the Parish Council.</p>	<p>Clerk</p> <p>Clerk</p>
	<p>Next scheduled meeting will be 21 November 2017</p>	
	<p>CLOSE of MEETING 9.35PM</p>	

Signed.....

Date.....

Chairman: Cllr Kim Russell