

NORTON PARISH COUNCIL**Date:** Tuesday 21 November 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 C Thomas Cllr C Child</p> <p>Invitees Cllr J Amos (DDC)</p> <p>Public One</p>	
17.11.221	Acceptance of Apologies Cllr J Paybody. Cllr Goulden, Cllr Davidson, Cllr Brown, Cllr Howard	
17.11.222	Declaration and Nature of Interests in matters on the Agenda None	
17.11.223	Consideration for any requests for dispensation None	
17.11.224	<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. A parishioner highlighted a possible problem with wireless broadband in the village that could affect some houses. Cllr Russell advised that any wireless broadband would be sent to a receiver on the outside of properties so how a property was constructed would have no effect. The same parishioner highlighted a potential distraction burglary incident in Norton involving a family member which he was able to prevent. He has reported the incident to PCSO Kev Thompson.</p>	
17.11.225	Approve Minutes of the meetings held on 17 October 2017 Proposed Cllr Goodman 2 nd Cllr Russell . All in favour of those present.	
17.11.226	<p>Actions from Previous Minutes (not covered on agenda and for report only) The license to install a bench at the bus stop can be obtained but it requires the permission of the residents outside whose house it would be located. The waste bin has been installed in Weedon Lane. The Tax band breakdown of properties in the parish has been received from DDC. The Clerk to send to all councillors</p>	Clerk
	PLANNING	
17.11.227	DA/2017/0995 Construction of brickwork stable block, steel framed indoor riding school and a horse walker. Dry Fields Farm, Newnham Road, Norton, NN11 4FR. Councillors had no objection to this application. Proposed Cllr Goodman 2 nd Cllr Russell. All in favour.	Clerk
	BROADBAND	
17.11.228	Councillors to discuss options. Cllrs Russell and Mason had met with Sugarnet, suppliers of WIMAX broadband to rural communities. Both councillors were impressed by what might be achieved but a full technical assessment needs to be undertaken by Sugarnet before any firm commitments can be made. The Clerk had spoken Swalcliffe Parish council who reported they had a good experience with Sugarnet when WIMAX was installed in their parish. It was agreed to request Sugarnet carry out a full survey so that accurate information could then be sent to parishioners. Information about WIMAX and Sugarnet can be found at this link www.sugarnet.co.uk/	
	Cllr Amos arrived 8.05PM	
	HIGHWAYS	
17.11.229	Streetlights. A) Lighting brackets inspection report. Councillors agreed to remove bracket B12 which the report identified as loose. Clerk to instruct Aylesbury Mains to remove. Retightening was not seen as an option. The Clerk was also instructed to obtain costs of	Clerk Clerk

	installing lighting columns instead of brackets B12 & B13, B) Lighting backplates. Councillors instructed the Clerk to email the resident affected and ask if this might be an option for her once she had trimmed back the tree in her garden which she had advised she would do once quotes had been received. C) Balfour Beatty invoice £441.00 for emergency work. Councillors did not want to pay this bill as the work had not been authorised by the Parish Council and they were also very surprised by the high cost of £367.50+VAT. Cllr Amos felt that Balfour Beatty had not made enough effort to contact the Parish Council before sending out a team to look at the problem which in this instance only required the tightening of a loose bolt. If the part-time Clerk was not available a full list of councillors contact details was available on the Parish Council website. The Clerk advised that Bugbrooke Parish Council had also had similar issues with Balfour Beatty and they were contesting 2 invoices. Councillors asked the Clerk to send details to our County Councillor, Amy Howard, to follow up. D) Emergency Call-out Policy. Councillors asked the Clerk to obtain the cost from Aylesbury Mains to attach a sign to all lights giving information about who to contact if a member of the public believed there was a problem with any lights in the village.	Clerk Clerk Clerk
	NORTON NEIGHBOURHOOD AREA PLAN	
17.11.230	NNAP Steering Group – Cllr Child advised they had met with Lance Wiggins of Landmark Planning and Gary Lees of Pegasus Planning. Lance Wiggins would continue to provide consultancy expertise, when requested, to support the plan through to completion	
17.11.231	Professional costs to assist completion of plan. Cllr Child advised that a figure of £5k might be needed in addition to any grants to support the work to help complete the Neighbourhood Plan.	
17.11.232	Pegasus Planning road improvement proposals. Cllr Child presented a road calming proposal from Pegasus which confirmed their ideas from an earlier meeting with the Parish Council. The calming and road changes between Norton and Daventry would likely be done before the first residents moved into the NE SUE development.	
	JACKS PATCH	
17.11.233	A) NVCA inspection report. B) Wicksteed inspection booked for 20 December 2017. Councillors noted the report and inspection date. Councillors agreed to wait for the Wicksteed inspection before commissioning any remedial work required.	
	Cllr Amos left the meeting 8.45PM	
	FINANCE	
17.11.234	Bank £10,985.65 + £14,049.12 = £25,034.77 at 31 October 2017. Councillors noted.	
17.11.235	NCC S136 Verge cutting. 2018 grant £194.83. Councillors noted.	
17.11.236	Transparency Fund - £962.97 received. IT expenditure to be agreed by councillors. Councillors instructed the Clerk to use £962.97 for the purchase of a new laptop and software. Proposed Cllr Russell 2 nd Cllr Child All in favour.	Clerk
17.11.237	Councillors to agree bill payment process if there is no December meeting. Councillors agreed there would be no meeting in December unless any planning application arrived which required a meeting. Any necessary payments could be made and ratified at the January 2018 meeting. Proposed Cllr Russell 2 nd Cllr Thomas All in favour.	
17.11.238	Budget 2018-19. Councillors to discuss and agree. Councillors agreed the budget of £19375 for 2018-19. Councillors decided to wait till March 2018 before making a decision on reserve funds. Proposed Cllr Goodman 2 nd Cllr Child All in favour.	
17.11.239	Precept 2018-19 Councillors to discuss and set precept. Councillors agreed to a precept of £16545 for the financial year 2018-19. It was also agreed that the Chairman and Clerk could complete the paperwork in December if received from DDC. Proposed Cllr Russell	

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17.11.240	<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 agreed. Proposed Cllr Goodman 2nd Cllr Thomas. Cllrs Russell and Thomas would authorise the payments on the bank within 24 hours of the meeting. Cllr Russell would hand deliver the cheque to Mr Hepton.</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>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>20.00</td> <td>0.00</td> <td>20.00</td> <td>RBL</td> <td>Additional wreath (J Griffith) (<i>Paid & reimbursed</i>)</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 317</td> </tr> <tr> <td>Internet</td> <td>42.00</td> <td>0.00</td> <td>42.00</td> <td>NCALC</td> <td>CIL Training</td> </tr> <tr> <td>Internet</td> <td>359.67</td> <td>59.94</td> <td>299.73</td> <td>Orchard Print</td> <td>Neighbourhood Plan printing</td> </tr> <tr> <td>Internet</td> <td>646.20</td> <td>107.70</td> <td>538.50</td> <td>Landmark Planning</td> <td>Neighbourhood Plan -professional services</td> </tr> <tr> <td>Internet</td> <td>159.60</td> <td>26.60</td> <td>133.00</td> <td>Aylesbury Mains</td> <td>Bracket inspection</td> </tr> <tr> <td>Internet</td> <td>105.48</td> <td>17.58</td> <td>87.90</td> <td>Glasdon UK Ltd</td> <td>Waste bin Inv 739448</td> </tr> <tr> <td>300069</td> <td>300.00</td> <td>0.00</td> <td>300.00</td> <td>Roger Hepton</td> <td>Village flower troughs planting</td> </tr> <tr> <td></td> <td>2047.55</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Payment	Total	VAT	NETT	Payee	Description	Internet	394.00	0.00	394.00	R Oliver	Clerk's salary	Internet	20.00	0.00	20.00	RBL	Additional wreath (J Griffith) (<i>Paid & reimbursed</i>)	Internet	14.00	0.00	14.00	HMRC	PAYE	Internet	6.60	1.10	5.50	CVS	Payroll services Inv 317	Internet	42.00	0.00	42.00	NCALC	CIL Training	Internet	359.67	59.94	299.73	Orchard Print	Neighbourhood Plan printing	Internet	646.20	107.70	538.50	Landmark Planning	Neighbourhood Plan -professional services	Internet	159.60	26.60	133.00	Aylesbury Mains	Bracket inspection	Internet	105.48	17.58	87.90	Glasdon UK Ltd	Waste bin Inv 739448	300069	300.00	0.00	300.00	Roger Hepton	Village flower troughs planting		2047.55				
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17.11.241	<p>Raise matters for report only</p> <p>Cllr Russell had a meeting with Neil Gilliver of NRHA. He advised a pre-application had been approved by DDC and he will now be submitting a full planning application for an extension to Gouldens View which should be ready in the next 6-8 months with a plan to have first build in 2019. There would be no CIL payments due on this development. Properties would be offered to Norton residents or those with a close link to Norton for 3 months. If there was no uptake they would be offered to all. The deeds would also include a similar clause applicable on resale of the property.</p>																																																																												
	Next scheduled meeting will be 16 January 2018																																																																												
	CLOSE of MEETING 9.10PM																																																																												

Signed.....

Date.....

Chairman: Cllr Kim Russell