

**NORTON PARISH COUNCIL
NOTICE OF MEETING**

Councillors are summoned and members of the public and press are invited to the
MEETING OF NORTON PARISH COUNCIL
to be held on
Tuesday 21th July 2015 at 7:30 pm in Norton Village Hall.

Agenda

| 15.07.220 | Acceptance of Apologies | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|---------------------------------|----------|---|-----------|-------------------------------------|-----------|---------------------------------------|----------|--|-----------------|---|--|----------------------|---------|--------------|---------|-------------------|----------|--------------|-----------------|--------------------------|---------|----------------------|-----------------|
| 15.07.221 | Declaration and Nature of Interests in matters on the Agenda | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.222 | Consideration for any requests for dispensation | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.223 | <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"> · DDC Representative · NCC Representative · Members of the Public | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.224 | Approve Minutes of the meeting held on 16 th June 2015 | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.225 | Approve Minutes of the meeting held on 30 th June 2015 | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.226 | Actions from Previous Minutes (not covered on agenda and for report only) | | | | | | | | | | | | | | | | | | | | | | | | |
| | PLANNING | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.227 | DA/2015/0444 Decision Notice | | | | | | | | | | | | | | | | | | | | | | | | |
| | FINANCE | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.228 | Receive report and Annual Return from BDO for external audit year ending 2015 | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.229 | <p>Present Bank Reconciliation as at 30 June 2015</p> <table border="1"> <tr> <td>Cash in hand as at 1 April 2015</td> <td align="right">25734.34</td> </tr> <tr> <td>Less unpresented cheques as at 1 April 2015</td> <td align="right">0.00</td> </tr> <tr> <td>Add receipt during the current year</td> <td align="right">5713.74</td> </tr> <tr> <td>Less payments during the current year</td> <td align="right">-4153.79</td> </tr> <tr> <td>Cash in hand carried forward 30 June 2015</td> <td align="right">27294.29</td> </tr> <tr> <td colspan="2">Represented by bank account balances as below</td> </tr> <tr> <td>HSBC Current Account</td> <td align="right">5217.51</td> </tr> <tr> <td>HSBC Savings</td> <td align="right">7311.81</td> </tr> <tr> <td>HSBC Deposit Bond</td> <td align="right">15124.97</td> </tr> <tr> <td>Total</td> <td align="right">29654.29</td> </tr> <tr> <td>Less unpresented cheques</td> <td align="right">-360.00</td> </tr> <tr> <td>Revised total</td> <td align="right">27294.29</td> </tr> </table> | Cash in hand as at 1 April 2015 | 25734.34 | Less unpresented cheques as at 1 April 2015 | 0.00 | Add receipt during the current year | 5713.74 | Less payments during the current year | -4153.79 | Cash in hand carried forward 30 June 2015 | 27294.29 | Represented by bank account balances as below | | HSBC Current Account | 5217.51 | HSBC Savings | 7311.81 | HSBC Deposit Bond | 15124.97 | Total | 29654.29 | Less unpresented cheques | -360.00 | Revised total | 27294.29 |
| Cash in hand as at 1 April 2015 | 25734.34 | | | | | | | | | | | | | | | | | | | | | | | | |
| Less unpresented cheques as at 1 April 2015 | 0.00 | | | | | | | | | | | | | | | | | | | | | | | | |
| Add receipt during the current year | 5713.74 | | | | | | | | | | | | | | | | | | | | | | | | |
| Less payments during the current year | -4153.79 | | | | | | | | | | | | | | | | | | | | | | | | |
| Cash in hand carried forward 30 June 2015 | 27294.29 | | | | | | | | | | | | | | | | | | | | | | | | |
| Represented by bank account balances as below | | | | | | | | | | | | | | | | | | | | | | | | | |
| HSBC Current Account | 5217.51 | | | | | | | | | | | | | | | | | | | | | | | | |
| HSBC Savings | 7311.81 | | | | | | | | | | | | | | | | | | | | | | | | |
| HSBC Deposit Bond | 15124.97 | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 29654.29 | | | | | | | | | | | | | | | | | | | | | | | | |
| Less unpresented cheques | -360.00 | | | | | | | | | | | | | | | | | | | | | | | | |
| Revised total | 27294.29 | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.230 | Review of Accounts for first Quarter 2015/16 | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.231 | Receive statement on ear-marked and non-earmarked reserves and re-allocate if appropriate | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.232 | Review of contracted working hours for Clerk | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.233 | Review of payments in line with budget figures and re-allocate if appropriate | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.234 | Approve additional hours worked by Clerk up to 21 July 2015 | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.235 | Update on approval of Bank Mandate signatories | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.07.236 | Approve payments from ear-marked & non-earmarked reserves. Cheques to be signed at the end of the meeting. | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th>Cheque</th> <th>Amount</th> <th>VAT</th> <th>Amount</th> <th>Payee</th> <th>Authority</th> </tr> </thead> </table> | Cheque | Amount | VAT | Amount | Payee | Authority | | | | | | | | | | | | | | | | | | |
| Cheque | Amount | VAT | Amount | Payee | Authority | | | | | | | | | | | | | | | | | | | | |

| No. | Total | | w/o VAT | | |
|--------------|----------------|-------|---------|---|-------------------------------|
| 100384 | 38.00 | 0.00 | 38.00 | Design To Print Ltd Letter to accompany books | LGA 1972 s214 |
| 100385 | 384.00 | 64.00 | 320.00 | Stephen Hartwell Grass Mowing invs 339/350 | Highways Act 1980 |
| 100386 | 120.00 | 20.00 | 100.00 | BDO External Audit | Accounts & Audit Regs 1996 |
| 100387 | 78.00 | 13.00 | 65.00 | Playsafety Ltd RoSPA Inspection | LG(MP)A 1976 s19 |
| 100388 | 57.62 | 6.22 | 51.40 | Mike Goodman Stationery & Postage | |
| 100389 | 569.63 | 0.00 | 569.63 | Angela Feltham Clerks salary (July + June o'time | LGA 1972 s214 |
| 100390 | 85.82 | 2.67 | 83.15 | Angela Feltham Stationery, Postage & office allowance | LGA 1972 S214 |
| 100391 | 456.00 | 76.00 | 380.00 | Stephen Hartwell Maintenance & repairs at Jacks Patch | |
| 100392 | 6.60 | 1.10 | 5.50 | CVS Payroll Service Provider | |
| 100393 | 96.00 | 6.00 | 90.00 | Dennetts Supply of play bark to Jacks Patch | |
| TOTAL | 1891.67 | | | | |

HIGHWAYS

15.07.237 Highways update by Cllr Macanndrais

15.07.238 Consider outcome and any possible actions resulting from a meeting with Eon regarding existing street lighting in the village

NEIGHBOURHOOD PLANNING

15.07.239 Update on letter to Daventry District Council regarding application for designated area

DAVENTRY NE SUE (Church Fields)

15.07.240 Provide an update regarding any progress regarding an interested developer

15.07.241 Report from Cllr Russell & Cllr Goulden regarding attendance at training for CIL & S106

OTHER BUSINESS

15.07.242 Update on condition/maintenance of Jacks Patch and the RoSPA Inspection Report

15.07.243 Update on the agreed changes to the current village website

15.07.244 Actions required for providing editorial for council only website

15.07.245 Agree date of next meeting

15.07.246 **CORRESPONDENCE RECEIVED**

| Detail | Action |
|---------------------------------------|--------|
| BDO letter, invoice and Annual Return | |
| Aon – revised policy documents | |
| Parkers – Wholesale bulb catalogue | |

FINAL CONCLUSION OF MEETING

15.07.247 **Raise matters for report only**

15.07.248 Close of Meeting

Angela Feltham

Angela Feltham
Clerk/RFO – Norton Parish Council
15 Weedon Lane, Norton

15th July 2015

Email: admin@nortonvillage.org

MEMBERS OF THE PUBLIC WISHING TO VIEW A PLANNING APPLICATION PLEASE VISIT
<http://www.daventrydc.gov.uk/living/planning-and-building-control/search-comment-planning/>