

**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 27th October 2015 at 7:30 pm in Norton Village Hall.

Agenda

15.10.298	Acceptance of Apologies					
15.10.299	Declaration and Nature of Interests in matters on the Agenda					
15.10.300	Consideration for any requests for dispensation					
15.10.301	<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 					
15.10.302	Approve Minutes of the meeting held on 15 th September 2015					
15.10.303	Approve Minutes of the meeting held on 22 nd September 2015					
15.10.304	Actions from Previous Minutes (not covered on agenda and for report only)					
	PLANNING					
15.10.305	None					
	FINANCE					
15.10.306	Present Bank Reconciliation as at 30 September 2015					
	Cash in hand as at 1 April 2015				25734.34	
	Less unrepresented cheques as at 1 April 2015				0.00	
	Add receipt during the current year				11447.52	
	Less payments during the current year				-8191.90	
	Cash in hand carried forward 30 September 2015				28989.96	
	Represented by bank account balances as below					
	HSBC Current Account				6601.90	
	HSBC Savings				7313.09	
	HSBC Deposit Bond				15124.97	
	Total				29039.96	
	Less unrepresented cheques				-50.00	
	Revised total				28989.96	
15.10.307	Report on Internal Controls Audit for Quarter 2					
15.10.308	Review of Quarter 2 Payments, Receipts and Summary reports					
15.10.309	Review of Reserve Statement as at 30 September 2015					
15.10.310	Update on application to Unity Trust Bank plc as financial bankers for Norton Parish Council					
15.10.311	Approve payments from ear-marked & non-earmarked reserves. Cheques to be signed at the end of the meeting.					
	Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Description
	100406	25.50	0.00	25.50	RBL – Poppy Appeal	Wooden crosses
	100407	150.00	0.00	150.00	NVCA	NPC room hire
	100408	90.00	0.00	90.00	NVCA	NP Steering Group
	100409	192.00	32.00	160.00	Stephen Hartwell	Grass Cut
	100409	192.00	32.00	160.00	Stephen Hartwell	Grass Cut - final

	100409	60.00	10.00	50.00	Stephen Hartwell	Remove vegetation around BT Phone box
	100410	81.85	13.64	68.21	E.ON Energy Solutions Ltd	Lighting maintenance
	100411	146.82	6.99	139.83	EON UK plc	Electricity supply
	100412	13.20	2.20	11.00	CVS Community Finance Services	2 months payroll
	100413	630.00	0.00	630.00	Angela Feltham	Clerks salary
	100414	114.11	0.00	114.11	Angela Feltham	Clerks expenses
	100415	37.89	5.83	32.06	Kim Russell	NPC mobile phone
	100416	70.00	0.00	70.00	Land Registry	Register title to The Pound
	TOTAL	1803.37				
15.10.312	Income – Precept Q2 - £5250.00 Interest on deposit account 0.43 £20 worth of National Garden Gift Vouchers issued by William Sinclair £75 cash from sale of WW1 Commemorative Booklet (to be banked)					
15.10.313	Return of fees from Land Registry					
15.10.314	Review of village risk assessment and asset register Approval for works to be carried out:- (i) The installation of a 7.5tonne 'Access Only' sign at top of Cunagrie (ii) Removal of dead tree alongside stone wall (iii) Removal of branches of tree alongside stone wall near war memorial (iv) Trimming of branches on trees along Bakers Lane (v) Professional clean of war memorial in preparation for 2018 Commemorative event (vi) Wood treatment to Village Hall Notice Board (vii) Wood treatment of Parish Council Notice Board including legs (viii) Cleaning to all village entrance/exit signs (12 in total) (ix) Disconnect and removal of street light in Jacks Patch, Gouldens View (x) Disconnect and removal of cabling that supplied the bracket fixed street light no 10, Key Cottage, Daventry Road.					
15.10.315	Update on rent review for The Pound for the period commencing 1 st October 2015					
15.10.316	Update on renewal of the lease for a three year terms for The Pound commencing 1 st October 2015					
15.10.317	Update on the application for grant funding to implement The Transparency Code					
15.10.318	Consider inscribing the name of William Bullock to the War Memorial					
15.10.319	Consider precept proposals for 2016-17 financial year					
	HIGHWAYS					
15.10.320	Highways update by Cllr Macanndrais					
15.10.321	Proposal to accept Northamptonshire Highways Urban Highway Grass Mowing 2016					
15.10.322	Receive update on progress to acquire quotations for the following works to Street Lighting (i) Supply and install a column street light in Daventry Road (ii) Disconnect and remove cabling that supplied electricity to bracket light no 10 on Key Cottage, Daventry Road (iii) Disconnect and remove column lamp at Jacks Patch, Gouldens View					
	NEIGHBOURHOOD PLANNING					
15.10.323	Update on letter to Daventry District Council regarding application for designated area					
15.10.324	Councillors to discuss and approve Terms of Reference for Neighbourhood Plan Steering Grop					
15.10.325	Approve an expenditure of £238.50 + VAT, the cost of Lance Wiggins presenting details to Steering Group in Norton.					
15.10.326	Acknowledge Agendas and Minutes for the meetings dates 7 Sept 2015 & 24 Sept 2015					
	DAVENTRY NE SUE (Church Fields)					
15.10.327	Provide an update regarding any progress regarding an interested developer					
	JACKS PATCH					
15.10.328	Update on monthly inspection report by NVCA					
15.10.329	Receive update on authorised works to apply timber treatment and the supply of play bark					
	OTHER BUSINESS					
15.10.330	Proposal to adopt Complaints Procedure 2015.10 policy					
15.10.331	Proposal to adopt Disability Discrimination 2015.10 policy					
15.10.332	Proposal to adopt Equal Opportunities Policy 2015.10					
15.10.333	Proposal to adopt Expense Policy and Rate 15-16 Tax Year					
15.10.334	Proposal to adopt Freedom of Information 2015.10 policy					
15.10.335	Proposal to adopt Grant Applications Policy V1 2015.10					

15.10.336	Proposal to adopt Health & Safety Risk Assessment 2015 V1 15.10												
15.10.337	Review of Standing Orders												
15.10.338	Report on meeting with Neil Gulliver, NRHA and Affordable Housing in Norton												
15.10.339	Update on application to register title of The Pound at the Land Registry												
15.10.340	Agree date of next meeting												
15.10.341	CORRESPONDENCE RECEIVED												
	<table border="1"> <thead> <tr> <th>Detail</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Fees returned by Land Registry – payee name not acceptable</td> <td></td> </tr> <tr> <td>Letter from Land Registry regarding FA8</td> <td></td> </tr> <tr> <td>Email from Estate Office, Longleat, Marquis of Bath Estate</td> <td></td> </tr> <tr> <td>Letter from Trustee of Margaret Eleanor Cowley Trust</td> <td></td> </tr> <tr> <td>NRHA – annual report</td> <td></td> </tr> </tbody> </table>	Detail	Action	Fees returned by Land Registry – payee name not acceptable		Letter from Land Registry regarding FA8		Email from Estate Office, Longleat, Marquis of Bath Estate		Letter from Trustee of Margaret Eleanor Cowley Trust		NRHA – annual report	
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NRHA – annual report													
	FINAL CONCLUSION OF MEETING												
15.10.342	Raise matters for report only												
15.10.343	Close of Meeting												
<p><i>Angela Feltham</i></p> <p>Angela Feltham Clerk/RFO – Norton Parish Council 15 Weedon Lane, Norton</p> <p>Email: admin@nortonvillage.org</p> <p>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/</p>													

20th October 2015