

**NORTON PARISH COUNCIL
NOTICE OF MEETING**

Councillors are summoned and members of the public and press are invited to the
ANNUAL MEETING OF NORTON PARISH COUNCIL
to be held on
Tuesday 15 May 2018 at 7:30 pm in Norton Village Hall.

AGENDA

ANNUAL MEETING

18.05.076	Election of Chairman & completion of Chairman's Declaration of Acceptance of Office																																										
18.05.077	Election of Vice-Chairman																																										
18.05.078	Review of Register of Members' Interests																																										
18.05.079	Acceptance of Apologies																																										
18.05.080	Declaration and Nature of Interests in matters on the Agenda																																										
18.05.081	Review of A) Standing Orders and B) Financial Regulations																																										
18.05.082	Review of Parish Councillors' Areas of Special Interest																																										
	ORDINARY MEETING																																										
18.05.083	Acceptance of Apologies																																										
18.05.084	Declaration and Nature of Interests in matters on the Agenda																																										
18.05.085	Consideration for any requests for dispensation																																										
18.05.086	Open Section For a duration of 15 minutes with the permission of the chairman members of the public may speak for 3 minutes: NCC Representative, DDC Representative, Members of the Public																																										
18.05.087	Approve Minutes of meetings held on 17 April 2018																																										
18.05.088	Actions from Previous Minutes (not covered on agenda and for report only)																																										
	PLANNING																																										
18.05.089	DA/2018/0320 Work to tree subject to Tree preservation Order DA15 Clarendon House, Bakers Lane, Norton NN11 2EL																																										
	HIGHWAYS																																										
18.05.090	Grass height at A5 Norton/Whilton Locks crossroads – Update from contact with Highways England.																																										
18.05.091	Ownership of streetlight in Gouldens View. Councillors to discuss and agree action.																																										
	NORTON NEIGHBOURHOOD AREA PLAN																																										
18.05.092	NNAP Steering Group - Update																																										
	JACKS PATCH																																										
18.05.093	Inspection reports A) April B) May C) Site Notice. D) Playbark for Jacks Patch £159.00 + delivery Councillors to review and agree actions.																																										
	GOVERNANCE																																										
18.05.094	Website redesign & email - update																																										
18.05.095	Implementation of General Data Protection Regulations Policies. Councillors to review and agree.																																										
	FINANCE																																										
18.05.096	Bank Reconciliations at year end A) 31 March 2018 & B) 30 April 2018 Councillors to note																																										
18.05.097	The Pound-Councillors to discuss and review lease arrangements																																										
18.05.098	Reserves & contingency. Councillors to review / reallocate funds if appropriate																																										
18.05.099	A) Significant variances for Y/E 31 March 2018 & B) payments £100+. Councillors to note and approve.																																										
18.05.100	Parish Asset Register. Councillors to note and approve.																																										
18.05.101	Annual Return Y/E 31 March 2018 Councillors to agree and approve Section 1																																										
18.05.102	Annual Return Y/E 31 March 2018 Councillors to agree and approve Section 2																																										
18.05.103	Approve Certificate of Exemption Page 3. Councillors to agree and approve.																																										
18.05.104	NCALC Internal Auditors Report Year end 31 March 2018. Councillors to note.																																										
18.05.105	Clerk's overtime. Councillors to approve																																										
18.05.106	Approve payments below. Cheques to be signed at the end of the meeting or payment by internet banking within 24 hours of meeting. Councillors to agree authorisers.																																										
	<table border="1"> <thead> <tr> <th>Payment method</th> <th>Amount Total</th> <th>VAT</th> <th>Amount w/o VAT</th> <th>Payee</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Internet</td> <td>225.00</td> <td>0.00</td> <td>225.00</td> <td>Andy Forrest</td> <td>Repairs to Jacks Patch</td> </tr> <tr> <td>Internet</td> <td>1996.00</td> <td>332.80</td> <td>1664.00</td> <td>EON</td> <td>Column resiting</td> </tr> <tr> <td>Internet</td> <td>192.00</td> <td>32.00</td> <td>160.00</td> <td>Hartwell Mowing- Inv 683</td> <td>Mowing services</td> </tr> <tr> <td>Internet</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> <td>SLCC</td> <td>Membership</td> </tr> <tr> <td>Internet</td> <td>86.40</td> <td>0.00</td> <td>86.40</td> <td>HMRC</td> <td>PAYE</td> </tr> <tr> <td>Internet</td> <td>346.08</td> <td>0.00</td> <td>346.08</td> <td>R Oliver</td> <td>Salary</td> </tr> </tbody> </table>	Payment method	Amount Total	VAT	Amount w/o VAT	Payee	Description	Internet	225.00	0.00	225.00	Andy Forrest	Repairs to Jacks Patch	Internet	1996.00	332.80	1664.00	EON	Column resiting	Internet	192.00	32.00	160.00	Hartwell Mowing- Inv 683	Mowing services	Internet	100.00	0.00	100.00	SLCC	Membership	Internet	86.40	0.00	86.40	HMRC	PAYE	Internet	346.08	0.00	346.08	R Oliver	Salary
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	Internet	7.20	1.20	6.00	CVS	Payroll service Inv 22
	Internet	357.51	38.30	319.21	Came & Co	Insurance
	Internet	89.00	0.00	89.00	Design to Print	Newsletter
	D/Debit	35.00	0.00	35.00	ICO	Registration fee
	Total	3434.11				
18.05.107	Raise matters for report only					
	Next scheduled meeting will be 19 June 2018					
	CLOSE of MEETING					
<p><i>Richard Oliver</i></p> <p>Richard Oliver Clerk/RFO – Norton Parish Council admin@nortonvillage.org</p> <p style="text-align: right;">9 May 2018</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>						