

**NORTON PARISH COUNCIL**

**Date:** Tuesday 19 March 2019

**Time:** 19.30

**Venue:** Norton Village Hall

**Clerk:** Richard Oliver

Minute	Minutes	Action
	<p><b>Record Attendance, Apologies, Absence.</b>  <b>Council Attendance:</b>                      Cllr K Russell <i>Chairman</i>                      Cllr S Mason                      Cllr S Goulden                      Cllr C Thomas  <b>Invitees</b>                      Cllr J Amos (DDC)  <b>Public</b>                      1</p>	
19.03.036	<b>Acceptance of Apologies</b> Cllrs Birtles, Child, Paybody, Cllr A Brown (DDC), Cllr A Howard (NCC)	
19.03.037	<b>Declaration and Nature of Interests in matters on the Agenda</b> None	
19.03.038	<b>Consideration for any requests for dispensation</b> None	
19.03.039	<p><b>Open Section</b>                      Cllr Amos advised that the Unitary Authorities negotiations were proceeding. However, the necessary legislation has still not been signed off my government as all attention is on Brexit. He left information relating to Daventry District Council budget setting which can be found at <a href="https://bit.ly/2UL1HTd">https://bit.ly/2UL1HTd</a> The Royal British Legion is providing a drop in service, Live On, for ex-forces personnel in New Street, Daventry details of which are at <a href="https://www.britishlegion.org.uk/">https://www.britishlegion.org.uk/</a> DDC are asking for views on the Daventry Good Neighbour Scheme and there is an online questionnaire at <a href="https://bit.ly/2U2v6Lm">https://bit.ly/2U2v6Lm</a> There are also 2 cycling fundraisers for the Hope Centre in Northampton details of which can be at <a href="https://bit.ly/2Y9qEKg">https://bit.ly/2Y9qEKg</a></p>	
	<b>Cllr Amos left the meeting at 19.40</b>	
19.03.040	<b>Approve Minutes</b> of meetings held on 19 February 2019 Proposed Cllr Mason 2 <sup>nd</sup> Cllr Russell All in favour of those present	
19.03.041	<b>Actions from Previous Minutes</b> (not covered on agenda and for report only) Cllr Russell advised that Mycomms were still planning to install Wi-Fi broadband in Norton with a fibre cable soon after. Cllr Russell will update once work starts.	
	<b>HIGHWAYS</b>	
19.03.042	Litter in Weedon Lane. Councillors to discuss and agree any actions. Cllr Russell read out an email from a resident raising concerns out the litter in Weedon Lane which mostly consisted of alcohol cans. Highways advised that they do not want volunteers picking litter outside the 30mph zone because of safety considerations and that any member of the public can report litter using the form at <a href="https://bit.ly/2Cu0it8">https://bit.ly/2Cu0it8</a> An item will be put in the Newsletter advising residents of the action they can take. Councillors did not consider a litter pick was required within the 30mph zone at this time.	
10.03.042A	Change to NCC mowing specification. Councillors to discuss increase in costs and decide actions The additional cost of £20 per cut from Hartwell Mowing is to cover the additional time required for traffic management which has been added to the NCC specification. Councillors resolved that the Clerk should contact Hartwell Mowing for further clarification and consider whether the grant from NCC was worth still applying for. If the traffic management was necessary and used by other councils then the Clerk should agree to Hartwell Mowing's additional cost. If not, then the Clerk should check if the contractor's own insurance was not compromised in any way.	<b>Clerk</b>
19.03.043	Lighting brackets removal & installation of new columns. Update. Cllr Russell advised the 4 new columns were in place but that the brackets & wiring were still on the walls. The Clerk to contact EON to chase when they would be removed. The Clerk advised that he had a verbal confirmation that the wiring on Key Cottage was dead.	<b>Clerk</b>

<b>NORTON NEIGHBOURHOOD AREA PLAN</b>																																																		
19.03.044	Steering Group – Cllr Goulden advised that the Neighbourhood Area Plan was now ready and there would be an Open Evening in The White Horse at 7.00PM on Wednesday 10 April for residents to make comments. A copy would also be available in the Village Hall for comments. The plan would then be sent to Daventry District Council for the next part of the consultation process prior to a referendum. Councillors agreed that funds from the Neighbourhood Plan budget could be used to support this event.																																																	
	<b>JACKS PATCH</b>																																																	
19.03.045	Inspection report. Councillors to note and agree actions. No report was available																																																	
	<b>GOVERNANCE</b>																																																	
19.03.046	Council policies. <b>A)</b> Code of Conduct <b>B)</b> Complaints Procedure <b>C)</b> Disability Discrimination <b>D)</b> Equal Opportunities <b>E)</b> Financial Management & Risk Assessment <b>F)</b> Financial Control & Internal Audit. Councillors to review for 2019. Councillors agreed the policies. Proposed Cllr Russell 2 <sup>nd</sup> Cllr Goulden All in favour																																																	
19.03.047	Casual Vacancy. Councillors to consider applicants. Councillors co-opted Julia Richardson to the Parish Council Proposed Cllr Goulden 2 <sup>nd</sup> Cllr Mason All in favour																																																	
	<b>FINANCE</b>																																																	
19.03.048	Bank reconciliation 28 February 2019. Councillors noted the figures.																																																	
19.03.049	Internal Audit. Councillors to nominate responsible councillor for March Cllr Thomas agreed to do the audit in early April before the next Parish Council meeting. The Clerk to arrange a date.	<b>Clerk</b>																																																
19.03.050	<p><b>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 bank authorisers.</b></p> <p>The Clerk advised a balance of £15.16 would remain after this month’s payments in the CVS holding account. Proposed Cllr Russell 2<sup>nd</sup> Cllr Goulden All in favour. Cllrs Russell &amp; Thomas to do the bank authorisations</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <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>St/Order</td> <td>445.00</td> <td></td> <td></td> <td>CVS</td> <td>Covers 3 payments below</td> </tr> <tr> <td></td> <td><i>336.24</i></td> <td></td> <td><i>336.24</i></td> <td><i>R Oliver</i></td> <td><i>Salary</i></td> </tr> <tr> <td></td> <td><i>84.00</i></td> <td></td> <td><i>84.00</i></td> <td><i>HMRC</i></td> <td><i>PAYE</i></td> </tr> <tr> <td></td> <td><i>9.60</i></td> <td><i>1.60</i></td> <td><i>8.00</i></td> <td><i>CVS Inv 415 (Paid)</i></td> <td><i>Payroll services</i></td> </tr> <tr> <td>Internet</td> <td>35.00</td> <td>0.00</td> <td>35.00</td> <td>NVCA</td> <td>Hall hire</td> </tr> <tr> <td>Internet</td> <td>36.00</td> <td>0.00</td> <td>6.00</td> <td>CVS Inv 416</td> <td>Payroll year-end charge</td> </tr> <tr> <td><b>Total</b></td> <td><b>516.00</b></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Payment method	Amount Total	VAT	Amount w/o VAT	Payee	Description	St/Order	445.00			CVS	Covers 3 payments below		<i>336.24</i>		<i>336.24</i>	<i>R Oliver</i>	<i>Salary</i>		<i>84.00</i>		<i>84.00</i>	<i>HMRC</i>	<i>PAYE</i>		<i>9.60</i>	<i>1.60</i>	<i>8.00</i>	<i>CVS Inv 415 (Paid)</i>	<i>Payroll services</i>	Internet	35.00	0.00	35.00	NVCA	Hall hire	Internet	36.00	0.00	6.00	CVS Inv 416	Payroll year-end charge	<b>Total</b>	<b>516.00</b>					
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<b>Total</b>	<b>516.00</b>																																																	
19.03.051	<p><b>Raise matters for report only</b></p> <p>Cllr Mason advised that the on-pavement parking in Daventry Road was still a problem. Cllr Russell advised that another item would go into the Newsletter to ask residents to be more thoughtful. Cllr Russell advised that Neil Gilliver of NRHA was proceeding with the extension to Gouldens View. The builder would be Snowdon Homes and the 12 properties would be marketed by Orbit Housing. They are not accepting expressions of interest at this early stage. Current timescales are start March 2020, finish end Spring 2021. NRHA is planning a meeting for late 2020 in the Village Hall to describe the development to residents and take expressions of interest at the same time. Cllr Russell noted there had been a complaint about the mud on the Dodford Road. Cllr Thomas advised he had seen this being cleared and the road should now be in an acceptable state.</p>																																																	
	<b>Next scheduled meeting will be 16 April 2019</b>																																																	
	<b>CLOSE of MEETING 8.20PM</b>																																																	

March 2019

Initialed.....

Signed.....

Date.....

**Chairman: Cllr Kim Russell**