

NORTON PARISH COUNCIL

Minutes of the meeting held at 19:30 on Tuesday 14 January 2020 in Norton's Village Hall

Minute	Minutes	Action
	<p><u>Present:</u> Cllr K Russell (Chairman) (KR) Cllr D Birtles (DB) Cllr S Goulden (SG) J Paybody (JP)</p> <p><u>Public:</u> Two members of the public, attended the meeting as well as three representatives for the Daventry SUE presentation.</p>	
20.01.001	<p>Daventry SUE Presentation</p> <p>Pegasus presented their proposed master plan for 3,400 homes, saying that the only change since the May 2018 was the removal of the canal arm which is no longer going ahead.</p> <p>Planning applications will be submitted to Daventry District Council by the end of January 2020. They are hoping to start building in a couple of years and will need to update some of the surveys and traffic counts again. It is anticipated that completion of the project will take 15-20 years.</p> <p>Provision for a secondary and two primary schools are included in the plans.</p> <p>Council has requested the following for the website to keep residents updated:</p> <ul style="list-style-type: none"> • A brief monthly update once plans have been submitted and validated; • A digital copy of the master plan. 	
20.01.002	<p>Apologies: Cllrs Mason (pressure of work). Cllrs Richardson and Childs (illness). Absent: Cllr. C Thomas</p>	
20.01.003	<p>Declaration and Nature of Interests in matters on the Agenda None</p>	
20.01.004	<p>Requests for dispensation - None</p>	
20.01.005	<p>Open Section: Nothing to report.</p>	
20.01.006	<p>Minutes of the meeting held on 18 December 2019 were approved, without change.</p>	

20.01.007	Actions from Previous Minutes (not covered on agenda and for report only): Annual Jack's Patch inspection report has been received.	
	Governance – the following documents were reviewed and approved:	
20.01.008	Changes to the 2019 Financial Regulations. As staff are no longer allowed to use their own debit/credit cards for council business, it was resolved to apply Unity/Lloyds Bank debit card. Clerk to send a copy of the application form to councillors	EF (done)
20.01.009	Policy for Dealing with Unreasonable Complainant Behaviour.	
	Disposal of assets	
20.01.010	Resolved to dispose of the faulty printer and laptop securely. Clerk to have the laptop professionally cleared.	EF
	Neighbourhood Plan	
20.01.011	As Cllr. Childs was not present, the NNAP Steering Group update was deferred to February/March	
	Village Hall	
20.01.012	It was resolved to appoint a working group consisting of Cllrs. Kim Russel, David Birtles and Jeff Paybody to investigate the viability of purchasing / leasing the village hall. The proposed Terms of Reference was approved.	
20.01.013	It was resolved not to commission a building survey at this stage.	
	Jack's Patch	
20.01.014	NVCA's inspection report dated 19/12/28 was reviewed.	
	Finance	
20.01.015	The appointment of an Internal Control Councillor was deferred to the next meeting when more councillors will be present.	
20.01.016	Resolved to approve the December 2019 Bank Reconciliation, approved by Cllr. Birtles.	
20.01.017	Resolved to approve the 2020-21 Precept requisition on Daventry District Council for £17,252 for the period 1 April 2020 to 31 March 2021.	
20.01.018	Resolved to amend the bank mandate by removing the previous clerk as an administrator.	done

20.01.019	Resolved to approve the Clerk's January 2020 expenses of £23.94.	
20.01.020	Resolved for Cllrs Birtels and Russell to approve December 2019 payments (Addendum A below)	
20.01.021	Matters raised for report only - None	
	Correspondence - noted	
	There being no further business to discuss, the meeting close at 20:45. The next meeting of the Council will be held on 18 February 2020 at 7:30pm.	

Signed.....

Date.....

Chairman: Cllr Kim Russell

Addendum A

Resolved to approve the following payments:

Payee	NVCA	e.on	CVS
Net amount	£420.00	£140.57	£378.80
VAT	0.00	£7.03	£1.60
Description	2019 mtgs.	Q3 electricity	Salary, including PAYE (£80.60) payroll service (£8) and CVS invoice (£8)
Paid by	Internet	Debit order	Standing order