

# Norton Parish Council

## Minutes of the full Parish Council meeting

held remotely on Tuesday 27 April 2021 at 6:00pm

(Zoom video conferencing, in terms of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel meetings) (England and Wales) Regulations 2020)

### **Present:**

Councillors: Kim Russell (Chairman), David Birtles, Steph Goulden, Steve Mason, Julia Richardson and Chris Thomas.

In attendance: Erica Fothergill (Clerk/RFO) and District Councillor Johnnie Amos

### **Minutes**

21.04.253	The Chairman welcomed councillors to the meeting and thanked them for attending.
21.04.254	There were no requests for dispensation from members of the Council.
21.04.255	Public Open Forum - None
21.04.256	Apologies for absence - All present. Cllr Childs joined the meeting at 6:20pm due to technical difficulties.
21.04.257	Declarations of Interest - None.
21.04.258	RESOLVED to approve the minutes of the virtual meeting of the Parish Council held on Tuesday 9 February 2021.
21.04.259	RESOLVED to approve the following: <ol style="list-style-type: none"><li>1. March 2021 Bank Reconciliation.</li><li>2. March 2021 Receipts &amp; Payments.</li><li>3. 2020/21 Annual Accounts.</li><li>4. Continued use of online payments, in terms of paragraph 6.9 of the Council's Financial Regulations.</li><li>5. Northants CALC as the Council's Data Protection Officer and internal audit service.</li><li>6. Clerk's March expenses of £62.59</li><li>7. Payments, listed in Addendum A.</li></ol>
21.04.260	The following 2020/21 Audit documents were reviewed and approved: <ol style="list-style-type: none"><li>1. Section 1, Annual Governance Statement;</li><li>2. Section 2, Accounting Statement;</li><li>3. Payments that exceeded £100;</li><li>4. Continuing Contract and Statutory Duty Payments;</li><li>5. Continuation of subscriptions;</li><li>6. Explanation of variances.</li><li>7. Explanation for high reserves</li></ol>

21.04.261	The Council's Asset Register values were checked against current market value to ensure that current insurance cover is adequate. It was agreed to remove all items with a value below the excess of £250 from insured assets and to add the Speed Indicator Device (SID) with immediate effect.
21.04.262	<b>Speed Indicator Device (SID)</b> Councillors and volunteers responsible for the SID reported that the SID was proving effective in controlling speeding and that motorists were slowing down even if they were just one mile over the speed limit. It was RESOLVED to purchase a 2 <sup>nd</sup> SID, as well as two additional brackets at a cost of £1,842,45 plus VAT £368,49 and the Clerk was requested to place the order.
21.04.263	<b>Jack's Patch</b> The Chairman reported that they had met with a contractor at Jack's Patch the previous day to consider required maintenance, as outlined in the March inspection report of Norton Village Community Association (NVCA). It was RESOLVED to accept the contractor's quotation of £850 to supply materials and replace rotten timbers which support the bank, adjust the gate to the specified 12mm distance and fix down the matting on the children's swing area during May. The contractor will trim the hedges in June. NVCA to replace the bark.
21.04.264	Council is awaiting a response from a local landowner, subsequent to a site visit to discuss a potential development on his farm.
21.04.265	The status of potholes in and around the village was discussed. The roads in the village are mostly free of potholes, but outlying farming areas are experiencing problems with potholes. Highways have confirmed that there are plans to repair the potholes on Weedon Lane as well as 10 deep potholes along Newnham Road during May. With regard to the general condition of the rest of the roads; they are likely to send their 'Jetpatcher' to the location in the summer months to provide extra maintenance. The purpose of the Jetpatcher is to clean, prepare, seal, fill and cure problem areas on the road in a swift manner so it's ready to be driven on as soon as possible
21.04.266	Council considered a request for equipment from volunteers wanting to do litter picking in the village. Council approved the purchase of litter picking kits, including thick gloves and hi-viz vests, subject to confirmation from our Insurers' that volunteers will be covered for work outside the confines of the village. <b>Action:</b> Clerk to contact our insurers, Came & Company.
21.04.267	The meeting closed at 7:07pm. The meeting of the Council will take place in the village hall on Tuesday 18 May at 7pm. Due to Covid restrictions, any residents wishing to attend the meeting will be able to do so via Zoom.

## Addendum A

21.04.259 (7) Payments for approval:

Gross Payment	Payee	Details	Paid	Power
£62.59	Clerk	Refund Expenses	BACS	LGA1972 s111
£437.08	Payroll	April 2021	BACS	LGA1972 s112
£32.80	HMRC	April 2021 deductions	BACS	LGA1972 s112
£30.00	NCALC	Training - Parish Online (KR)	BACS	LGA1972 s111
£456.67	NCALC	Annual subscription & int. audit	BACS	LGA1972 s143/111
£198.00	Hartwells	Mowing Invoice 9	BACS	HA1980 s96(4)
£144.00	E.On	Electricity Q1 2021/22	S/O	Parish Councils Act 1957 s3
£35.00	ICO	2021/22 Data Protection subs	S/O	Data Protection (Charges & Information) Regulations 2018 s3.1(a)