

# NORTON PARISH COUNCIL

Clerk: Mrs Erica Fothergill  
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Chairman: Cllr. Kim Russell

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## Notice for Council Members:

You are hereby summoned to attend the Annual Meeting of Norton Parish Council in the Village Hall on Tuesday 13 July 2021 at 7:00pm for the purpose of transacting the following business. Members of the Public and Press are welcome to attend.

## Agenda

Item	Agenda Item
21.07.288	Welcome.
21.07.289	To consider requests for dispensation from members of the Council.
21.07.290	<b>Public Open Forum</b> In terms of paragraphs 3d to 3k of our Standing Orders (available on the Council's website), a member of the public is entitled to speak only once on agenda items, for no longer than 3 minutes. The total period of time for public participation, which is at the Chairman's discretion, shall not exceed 10 minutes.
21.07.291	To approve apologies for absence.
21.07.292	To receive Members' Declarations of Interest for items on the agenda.
21.07.293	To approve the minutes of the meeting of the Parish Council held on Tuesday 18 May 2021.
21.07.294	<b>Finance:</b> To review and approve the following documents: 1. May and June 2021 Bank reconciliations 2. May and June 2021 Receipts & Payments 3. Payments, listed in Addendum A
21.07.295	To review and approve the following GDPR policies: 1. Data Protection 2. Data Breach 3. Records Retention 4. Subject Access Request Procedure
21.07.206	Speed Indicator Device (SID) update and review of the June SID report.
21.07.297	Jack's Patch 1. To review NVCA's May and June 2021 inspection reports. 2. Maintenance update.
21.07.298	To consider the need for central electric vehicle charging points in Norton.

21.07.200	To consider the clerk's resignation, any applications received and to approve the appointment of an interview panel with decision-making powers.
21.07.300	To appoint a Path Warden for Norton.
21.07.301	To consider NVCA's request for a grant towards a community event to celebrate the end of the Covid-19 lockdown.
21.07.302	Date of next virtual meeting – The Meeting of the Parish Council will be held at 7:00pm on Tuesday 14 September 2021 in the village hall.

Signed by: *Erica Fothergill*

Clerk / Responsible Financial Officer  
Norton Parish Council

Issued on 07/07/2021

### Addendum A (Payments were made using the Power of Competence)

21.07.294 (3) June Payments for approval:

Gross Payment	Payee	Details	Paid
35.00	NVCA	Use of meeting room - May	BACS
£43.78	Clerk	Refund Expenses	BACS
£437.08	Payroll	June 2021	BACS
£198.00	Steven Hartwell	Mowing Invoice No 29	BACS
£2,210.94	ElanCity	2 <sup>nd</sup> Speed Indicator Device	BACS

21.07.294 (3) July Payments for approval

Gross Payment	Payee	Details	Paid
£437.08	Payroll	July 2021	BACS
£65.60	HMRC	June & July PAYE 2021 deductions	BACS
£198.00	Steven Hartwell	Mowing: Invoice No 35	BACS
£72.84	Seton	2 x Litter picking kits for volunteers	BACS
£35.00	NVCA	Use of meeting room - July	BACS
£165.80	Dennetts	Bark for Jack's Patch	BACS
£180	Nick Dilks	Hedge trim in June	BACS
£850	Nick Dilks	Work to Jack's Patch as per attached quotation (£850). Excludes additional cost for 3m pole approved - invoice to follow	BACS