

NORTON PARISH COUNCIL

Clerk: Emma Fontaine
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Chairman: Cllr. Kim Russell

Notice for Council Members:

You are hereby summoned to attend the Ordinary Meeting of Norton Parish Council in the Village Hall on Tuesday 14 September 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
14.09.303	Welcome.
14.09.304	To consider requests for dispensation from members of the Council.
14.09.305	Public Open Forum 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.
14.09.306	To approve apologies for absence.
14.09.307	To receive Members' Declarations of Interest for items on the agenda.
14.09.308	To approve the minutes of the meeting of the Parish Council held on Tuesday 13 th July 2021.
14.09.309	Finance: To review and approve the following documents: <ol style="list-style-type: none">1. July and August 2021 Bank reconciliations2. July and August 2021 Receipts & Payments3. Payments, listed in Addendum A4. To review changes to Unity Bank's Standard Service Tariff and General Terms and Conditions.
14.09.310	Jack's Patch <ol style="list-style-type: none">1. To review July/August inspection reports.2. To receive an update regarding maintenance.
14.09.311	To review a development proposal and types of housing, submitted by a local landowner.
14.09.312	To receive feedback on the queries raised at the previous meeting on the installation of a central Electric Vehicle Charging (EVC) point in Norton.
14.09.313	To review the latest Speed Indication Device (SID) reports.
14.09.314	To consider the External Audit Report, Section 3 of the AGAR Part 3 and any action required.
14.09.315	To review the new Clerk's training needs and approve suitable courses for her to attend.

14.09.316	To approve extending the outgoing clerk's notice period to 30 September 2021 so that she can work alongside the new Clerk for the month.
14.09.317	To consider proposed changes to bus routes D4 and D15 which include Norton.
14.09.318	To consider attendance at Police, Fire and Crime Commissioner meetings.
14.09.319	New Clerk 1. To appoint the new Clerk as banking administrator, without the power to authorise payments. 2. Appointment as the Responsible Financial Officer. 3. Review the Clerk's delegated authority.
14.09.320	To agree a revised date for the November meeting.
Add number	Date Of Next Meeting The next meeting of the Parish Council will be held at 7:00pm on Tuesday 12 th October 2021 in the village hall.

Signed by: *Emma Fontaine*
Clerk / Responsible Financial Officer
Norton Parish Council

Issued on 08.09.2021

Addendum A

14.09.309 (3) September payments for approval

Gross Payment	Payee	Details	Paid	Power
£42.00	SLCC	Training for Cllr Kim Russell		LGA1972 S111

14.09.309 (3) August payments (using the General Powers of Competence)

Gross Payment	Payee	Details	Paid
£28.97	Clerk's Expenses	July 2021	BACS
£26.00	Clerk's Expenses	August 2021	BACS
£437.08	Payroll	August 2021	BACS
£32.80	HMRC	August 2021 PAYE deductions	BACS
£396.00	Steven Hartwell	Mowing: Invoice No 35	BACS
£90.00	West Northants Unitary Council	Uncontested election	BACS
£500.00	NVCA	Grant for community event	BACS
£165.80	Dennetts (2 nd batch)	Bark for Jack's Patch	BACS
£360.00	PKF Littlejohn LLP	External auditors	BACS