

NORTON PARISH COUNCIL – ORDINARY MEETING

Date: Tuesday 16th October 2012**Time:** 19.30**Venue:** Norton Village Hall**Clerk:** Mrs S Foster

Minute	Agenda Item/Outcome	Action
	In attendance: Cllr M Goodman (Chairman) (MG) Cllr L Davidson (LD) Cllr A Feltham (AF) Cllr T Kirby (TK) Cllr K Russell – holiday (KR) Cllr S Yates (SY) 0 members of the public	
12.184	Acceptance of Apologies Cllr D Noha – working (DN) Cllr C Thomas – working (CT)	
12.185	Declaration and Nature of Interests in matters on the Agenda None.	
12.186	Open Section For a duration of 15 minutes with the permission of the chairman members of the public may speak for 3 minutes: 12.1 DDC Representative Not present. 12.2 NCC Representative Not present. 12.3 Members of the Public None present.	
12.187	Approve Minutes of the Ordinary meeting held on 18 th September 2012 The minutes of the meeting had been circulated. Proposal: To sign the minutes as a correct record of the meeting. Proposed by Cllr Yates, seconded by Cllr Feltham. All those attending September meeting in favour. Carried.	
12.188	Actions from Previous Minutes (not covered on agenda and for report only) 12.173 Report from Cllr Kirby on Daventry Villages Together meeting Cllr Yates had not forwarded the Village Design Statement to Cllr Kirby but it is available on the Norton website.	SY/TK
	PLANNING	
12.189	None.	
	FINANCE	
12.190	Present Bank Reconciliation by Financial Officer as at 30.09.12 HSBC Playing Field Account (BMM) £ 1,294.30 HSBC Current (Community) £ 6,518.88 HSBC Savings (Community Savings) £ 3,477.97 HSBC Deposit Bond £ 15,012.10 Total £26,303.25 Less unpresented cheques £ 1,097.64 Add unclaimed VAT £ 228.68 Revised total £25,434.29	

12.191	Approve payments and sign cheques.																																											
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	Proposal: To approve cheques for payment. Proposed by Cllr Yates, seconded by Cllr Russell. All in favour. Carried.	Clerk																																										
12.192	Income received £4,000.00 DDC half year precept payment																																											
12.193	Consideration of BDO external audit for financial year 2011/2012 The external audit had been completed with no matters coming to their attention. Proposal: to approve and accept the external audit from BDO Proposed by Cllr Kirby, seconded by Cllr Yates. All in favour. Carried.																																											
12.194	Presentation of current half year budget figures The figures had been circulated. A number of queries were raised and answered.																																											
12.195	Circulation of draft 1 of budget for financial year 2013/2014 The first draft of the budget had been drawn up and circulated. Discussion took place and a second draft will be presented to the November meeting.																																											
	HIGHWAYS																																											
12.196	Highways update by Cllr Davidson Cllr Yates reported that potholes had been filled on Weedon Lane and Lovers Lane. He has already reported problems on Bakers Lane to Street Doctor.																																											
	OTHER BUSINESS																																											
12.197	Update on Jack's Patch Inspection reports had been received from Roger Saunders. He'd noted that bark will need to be laid down in the Spring and one of the play panels had been damaged. Cllr Davidson will be removing the panel.	LD																																										
12.198	Consider design proposals for flower troughs at village gateways – Deferred to January 2013																																											
12.199	Consider future issues of Parish Newsletter A draft of the next issue of the newsletter was circulated. Any comments should be forwarded to Cllrs Russell or Feltham by Friday this week. Cllr Goodman thanked Cllrs Feltham and Russell for putting the newsletter together.	ALL																																										
12.201	Discussion re possible bridleway changes The Clerk read out a letter which she had sent to Mr Adams.																																											
12.202	Consideration of dog control issue The Clerk had spoken to the Dog Warden who requested that a police report be made.																																											
12.203	Discussion and decision as to whether another cut is needed for grass mowing Ten cuts had been budgeted and carried out. Discussion took place. Proposal: To request one extra cut. Proposed by Cllr Goodman, seconded by Cllr Kirby. All in favour. Carried.	Clerk																																										
12.204	Discussion and decision regarding completion of Clerk's 6 months' probation period The Clerk's official probation period had ended at 13 weeks, but she had requested a 6 month secondary probation period to determine the validity of working for three parish councils. It was agreed that an appraisal would take place on 8 th November and recommendations made at the November meeting. Proposal: to continue the Clerk's contract on a permanent basis. Proposed by Cllr Davidson, seconded by Cllr Kirby. All in favour. Carried.	LD/TK/ Clerk																																										
12.205	Consideration of what action, if any, can be taken over case of alleged animal cruelty The Clerk reported that photographic evidence had been forwarded to the Dog Warden. It was understood that a visit had been made by the RSPCA.																																											
12.206	Consideration of bulbs for planting																																											

	Discussion took place. Proposal: To purchase snowdrops in March/April 2013. Proposed by Cllr Russell, seconded by Cllr Yates. All in favour. Carried.																																																											
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12.208	Raise matters for report only The Clerk noted that the PSMA Licence had been signed and received. A query was raised regarding Affordable Housing surveys and what the future process would be. Cllr Russell commented that, if absent from a meeting, a Cllr is not aware of any actions placed on them until the draft minutes are circulated with the agenda for the next meeting. It was noted that the Clerk would circulate a copy of the minutes once the Chairman had reviewed them.																																																											
12.209	Date of next meeting and Close of Meeting The next Ordinary meeting is due to be 20 th November. The meeting closed at 9.25pm.																																																											
Signed	<p>.....</p> <p>Cllr Mike Goodman Chairman</p> <p style="text-align: right;">Date</p>																																																											