

NORTON PARISH COUNCIL – ORDINARY MEETING

Date: Tuesday 15th January 2013**Time:** 19.30**Venue:** Norton Village Hall**Clerk:** Mrs S Foster

Minute	Agenda Item/Outcome	Action
	In attendance: Cllr M Goodman (MG) – Chairman Cllr L Davidson (LD) Cllr A Feltham (AF) Cllr T Kirby (TK) Cllr D Noha (DN) Cllr K Russell (KR) Cllr C Thomas (CT) 0 members of the public County Councillor S Osborne	
13.001	Acceptance of Apologies Cllr S Yates – Working (SY)	
13.002	Declaration and Nature of Interests in matters on the Agenda None.	
13.003	Open Section For a duration of 15 minutes with the permission of the chairman members of the public may speak for 3 minutes: County Councillor Osborne reported that the NCC budget consultation is currently taking place. He also reported that as from May, he will no longer be representing Norton as, due to a change of Ward boundaries, Norton will become part of the Southbrook Ward. Councillor Osborne was asked about the Local Plan. He reported that not all the information received has yet been sorted through and so there may be a delay in further information being available. Councillor Osborne was thanked for his attendance.	
13.004	Approve Minutes of the Ordinary meeting held on 20 th November 2012 The minutes of the meeting had been circulated. Proposal: To sign the minutes as a correct record of the meeting. Proposed by TK, seconded by KR. 5 for. MG and DN abstained. Carried.	
13.005	Approve Minutes of the Extraordinary meeting held on 11 th December 2012 The minutes of the meeting had been circulated. Proposal: To sign the minutes as a correct record of the meeting. Proposed by AF, seconded by DN. 3 for. LD, MG, TK and KR abstained. Carried.	
13.006	Actions from Previous Minutes (not covered on agenda and for report only) Nothing to cover.	
	PLANNING	
13.007	DA/2012/0760 Installation of standby generator and 2.2m high palisade fencing Electricity sub-station, Norton Junction, Long Buckby Wharf Approved DA/2010/0953 Outline application for one house The Old Vicarage, Daventry Road, Norton NN11 2ND Granted on appeal	

FINANCE																																											
13.008	<p>Present Bank Reconciliation by Financial Officer as at 31.12.12</p> <table border="0"> <tr> <td>HSBC Playing Field Account (BMM)</td> <td style="text-align: right;">£ 1,294.75</td> </tr> <tr> <td>HSBC Current (Community)</td> <td style="text-align: right;">£ 3,656.07</td> </tr> <tr> <td>HSBC Savings (Community Savings)</td> <td style="text-align: right;">£ 3,478.56</td> </tr> <tr> <td>HSBC Deposit Bond</td> <td style="text-align: right;">£ 15,012.10</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£23,441.48</td> </tr> <tr> <td>Less unrepresented cheques</td> <td style="text-align: right;">£ 0.00</td> </tr> <tr> <td>Add unclaimed VAT</td> <td style="text-align: right;">£ 379.12</td> </tr> <tr> <td>Revised total</td> <td style="text-align: right;">£23,820.60</td> </tr> </table>	HSBC Playing Field Account (BMM)	£ 1,294.75	HSBC Current (Community)	£ 3,656.07	HSBC Savings (Community Savings)	£ 3,478.56	HSBC Deposit Bond	£ 15,012.10	Total	£23,441.48	Less unrepresented cheques	£ 0.00	Add unclaimed VAT	£ 379.12	Revised total	£23,820.60																										
HSBC Playing Field Account (BMM)	£ 1,294.75																																										
HSBC Current (Community)	£ 3,656.07																																										
HSBC Savings (Community Savings)	£ 3,478.56																																										
HSBC Deposit Bond	£ 15,012.10																																										
Total	£23,441.48																																										
Less unrepresented cheques	£ 0.00																																										
Add unclaimed VAT	£ 379.12																																										
Revised total	£23,820.60																																										
13.009	<p>Approve payments and sign cheques.</p> <table border="1"> <thead> <tr> <th>Cheque No.</th> <th>Amount Total</th> <th>VAT</th> <th>Amount w/o VAT</th> <th>Payee</th> <th>Authority</th> </tr> </thead> <tbody> <tr> <td>100204</td> <td>£229.98</td> <td>£0.00</td> <td>£229.98</td> <td>Kitchen Appliance Centre – Oven for village hall</td> <td>Section 137</td> </tr> <tr> <td>100205</td> <td>£174.94</td> <td>£0.00</td> <td>£174.94</td> <td>S Foster – Salary (Nov)</td> <td>LGA 1972 s214</td> </tr> <tr> <td>100206</td> <td>£34.85</td> <td>£0.00</td> <td>£34.85</td> <td>S Foster – Expenses (Nov)</td> <td>LGA 1972 s214</td> </tr> <tr> <td>100207</td> <td>£174.94</td> <td>£0.00</td> <td>£174.94</td> <td>S Foster – Salary (Dec)</td> <td>LGA 1972 s214</td> </tr> <tr> <td>100208</td> <td>£14.60</td> <td>£0.00</td> <td>£14.60</td> <td>S Foster – Expenses (Dec)</td> <td>LGA 1972 s214</td> </tr> <tr> <td>100209</td> <td>£52.08</td> <td>£10.42</td> <td>£62.50</td> <td>EON - Maintenance</td> <td>PCA 1957</td> </tr> </tbody> </table> <p>Proposal: To approve cheques 100205 to 100209 for payment. Cheque 100204 was approved at the last meeting. Proposed by MG, seconded by DN. All in favour. Carried.</p>	Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Authority	100204	£229.98	£0.00	£229.98	Kitchen Appliance Centre – Oven for village hall	Section 137	100205	£174.94	£0.00	£174.94	S Foster – Salary (Nov)	LGA 1972 s214	100206	£34.85	£0.00	£34.85	S Foster – Expenses (Nov)	LGA 1972 s214	100207	£174.94	£0.00	£174.94	S Foster – Salary (Dec)	LGA 1972 s214	100208	£14.60	£0.00	£14.60	S Foster – Expenses (Dec)	LGA 1972 s214	100209	£52.08	£10.42	£62.50	EON - Maintenance	PCA 1957
Cheque No.	Amount Total	VAT	Amount w/o VAT	Payee	Authority																																						
100204	£229.98	£0.00	£229.98	Kitchen Appliance Centre – Oven for village hall	Section 137																																						
100205	£174.94	£0.00	£174.94	S Foster – Salary (Nov)	LGA 1972 s214																																						
100206	£34.85	£0.00	£34.85	S Foster – Expenses (Nov)	LGA 1972 s214																																						
100207	£174.94	£0.00	£174.94	S Foster – Salary (Dec)	LGA 1972 s214																																						
100208	£14.60	£0.00	£14.60	S Foster – Expenses (Dec)	LGA 1972 s214																																						
100209	£52.08	£10.42	£62.50	EON - Maintenance	PCA 1957																																						
13.010	<p>Income received</p> <p>£ 0.20 – Interest</p> <p>£ 0.07 – Interest</p> <p>£194.83 – Highways Grass cutting grant</p>																																										
13.011	<p>Rent review of The Pound</p> <p>It was noted that the three year rental period had been due for renewal in September 2012. Discussion took place.</p> <p>Proposal: To raise the rent from £1,800 to £1,850 per year for a period of 3 years.</p> <p>Proposed by DN, seconded by KR. All in favour. Carried.</p>																																										
13.012	<p>Approval of rental agreement for The Pound</p> <p>The Clerk was tasked with arranging for the rental agreement to be signed.</p>																																										
13.013	<p>Third quarter financial update</p> <p>It was noted that the update had not been circulated. Paper copies were available. No queries were raised. The Clerk was asked to circulate the figures after the meeting</p>																																										
13.014	<p>Notification of Internal Auditor from NCALC</p> <p>The Clerk reported that John Marshall had been appointed Internal Auditor.</p>																																										
HIGHWAYS																																											
13.015	<p>Highways update by Cllr Davidson</p> <p>LD reported that an Action Group had been set up to look at speeding vehicles through the village. Jonathon Bench was leading the group and LD would act as the Parish Council representative. A meeting is due to take place with NCC's Accident Prevention Team on 22nd January.</p> <p>The issue of parking was discussed. It was agreed that LD would contact PCSO Thompson to monitor parking, particularly on Daventry Road and The Broadway. The Clerk was asked to put the matter on the agenda for the February meeting</p>																																										
OTHER BUSINESS																																											
13.016	<p>Update on Jack's Patch</p> <p>Nothing to report.</p>																																										

Clerk

Clerk

Clerk

LD
Clerk

13.017	Consider design proposals for flower troughs at village gateways Discussion took place regarding having one visible entry point to the village, particularly on the main road from Daventry. Consideration would be given at the next meeting as to what kind of trough could be used, dependant on the meeting with NCC and the Action Group. Discussion took place regarding maintenance of the troughs. KR will approach Roger Hepton.	KR
13.018	Discussion and recommendation of Clerk's pay review Discussion took place following the Clerk's appraisal. Proposal: to increase the Clerk's pay by one incremental step, effective April 2013. Proposed by TK, seconded by LD. All in favour. Carried.	
13.019	Report and consideration of Clerk's appraisal Deferred to February meeting.	
13.020	Consideration of removal of salt bin from the village Discussion took place which led directly to item 12.021 below.	
13.021	Consideration of purchase of salt bin KR had researched figures. Proposal: to allow KR to purchase a salt bin at a maximum spend of £200 along with salt to fill the bin at a maximum spend of £100. Proposed by DN, seconded by CT. All in favour. Carried. It was noted that KR would speak to NCC with regards to the appropriate permissions and the insurance company should be advised once the bin is in situ. The bin needs to be marked as the property of Norton Parish Council and also show that the salt is not for use on private driveways or pathways.	KR
13.022	Consideration of road traffic collisions within the village Covered at item 13.015 above.	
13.023	Consider procedure for dealing with Dispensation Requests The Clerk reported that dispensation requests for any matter had now been handed to Parish Councils to decide rather than DDC as before. Proposal: to continue, as a democratically elected government body, to set the precept/budget and no Councillor is required to apply for any form of dispensation as this Council considers there is absolutely no disclosable pecuniary interest. Proposed by DN, seconded by MG. All in favour. Carried. Proposal: to resolve that every disclosable pecuniary interest request from any Councillor will be discussed and determined in a democratic manner by the quorate council as they arise; in exactly the same manner as any other Council business. Proposed by DN, seconded by TK. All in favour. Carried.	
13.024	Consideration of NCC Budget Consultation It was agreed that no comment would be made.	
13.025	Consideration of Northants Police Police and Crime Plan consultation It was agreed that no comment would be made.	
13.026	Consideration of Northants ACRE Best Village Competition 2013 Proposal: to enter the Best Village Competition 2013. Proposed by LD, seconded by KR. 2 for. 5 against. Not carried.	
13.027	Consideration of Northants Police invitation to join community Speed Watch programme It was agreed that the Parish Council would not take part. However, the paperwork was passed to LD as a possible action for the Action Group.	LD
13.028	Consideration of 2013 grass mowing contract The Clerk was tasked with obtaining 3 quotes for consideration at the February meeting.	Clerk
CORRESPONDENCE RECEIVED		
	Detail	Action
	PCSO Update 23.11.12 – by email	No action
	MGWSP Newsletter – by email	No action
	NCALC No Capping – by email	No action
	NCALC Training Calendar – by email	No action

	NCALC Update – by email	No action	
	NCC Parish Satisfaction Questionnaire	SY to complete	
	NCC Annual Waiting Restriction Review – Daventry District	No action	
	HSBC Statement	File	
13.030	FINAL CONCLUSION OF MEETING		
13.031	Raise matters for report only AF noted that the dog fouling sign is still on the grass verge alongside the lamp post on Weedon Lane. SY will be asked to action repair. Streetlight number 11 on Daventry Road is still out.		SY Clerk
13.032	Date of next meeting and Close of Meeting The next Ordinary meeting is due to be 19 th February 2013. The meeting closed at 9.05pm.		
Signed	<p>.....</p> <p>Cllr Mike Goodman Chairman</p> <p style="text-align: right;">Date</p>		