

# NORTON PARISH COUNCIL

Clerk: Emma Fontaine

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Chairman: Cllr. Kim Russell

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## Notice for Council Members:

You are hereby summoned to attend the Annual and Ordinary Meetings of Norton Parish Council in the Village Hall on Tuesday 30 May 2023 at 7:00pm for the purpose of transacting the following business. Members of the Public and Press are welcome to attend.

## AGENDA

ANNUAL MEETING	
30.05.579	Welcome
30.05.580	To elect a Chairman.
30.05.581	To elect a Vice Chairman.
30.05.582	To complete the Declaration of Acceptance of Office (Chairman/Vice Chairman).
ORDINARY MEETING	
30.05.583	To consider requests for dispensation from members of the Council.
30.05.584	To receive Councillor declarations of interest for items on the agenda.
30.05.585	<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.
30.05.586	To approve apologies for absence.
30.05.587	To approve the minutes of the meeting of the Parish Council held on Tuesday 11 <sup>th</sup> April 2023.
30.05.588	<b>Finance:</b> To review and approve the following: 1. April 2023 year end bank reconciliation 2. April 2023 year end receipts and payments 3. Payments, listed in Addendum A
30.05.589	<b>2022/23 Audit</b> To review and approve the following documents: 1. Section 1: Annual Governance Statement 2. Section 2: Accounting Statement 3. Payments that exceeded £100 4. Continuing contract and statutory duty payments 5. Continuation of subscriptions 6. Explanation of variances

30.05.590	To review and approve the following documents: <ol style="list-style-type: none"> <li>1. Asset Register</li> <li>2. Standing Orders</li> <li>3. Financial Regulations</li> <li>4. Effectiveness of Internal Audit</li> <li>5. Risk Assessment</li> </ol>
30.05.591	To consider the insurance renewal and the alternative option from Zurich.
30.05.592	To re-appoint the Police Liaison Representative.
30.05.593	<b>Jack's Patch</b> To consider the maintenance to re-open Jack's Patch.
30.05.594	To receive an update on the Village Hall, including: <ol style="list-style-type: none"> <li>1. Electricity supply/Bionic/British Gas Lite</li> <li>2. Feedback from discussions relating to S106 funding</li> </ol>
30.05.595	To receive an update on Gouldens View.
30.05.596	To consider the options for powering the SID (Speed Indication Device)
30.05.597	To consider remedial works to overhanging branches at the war memorial.
30.05.598	<b>Date Of Next Meeting</b> The <b>next</b> meeting of the Parish Council will be held at 7:00pm on <b>Tuesday 13<sup>th</sup> June 2023</b> in the Village Hall.

Signed by: *Emma Fontaine*

**Clerk/Responsible Financial Officer**  
Norton Parish Council

**Issued on 24.05.2023**

Addendum A

30.05.588 payments for approval

**April**

<b>Gross Payment</b>	<b>Payee</b>	<b>Details</b>	<b>Paid</b>	<b>Power</b>
£35.00	ICO Fee	Annual fee	SO	LGA1972 s112
£153.85	N Power	Electricity – street lights	DD	LGA1972 s133
£91.40	HMRC	PAYE	BACS	LGA1972 s112
£431.96	Payroll/Expenses	April 2023	BACS	LGA1972 s112
£48.00	Northants Acre	Annual subscription	BACS	LGA1972 s112
£550.50	NCALC	Annual subscription	BACS	LGA1972 s112
£396.00	S Hartwell	Mowing contractor	BACS	HA1980 s96(4)