

NORTON PARISH COUNCIL

Clerk: Joe Roberts

Tel. 07400 712 063

Email: clerk@norton-pc.gov.uk

Website: www.norton-pc.gov.uk

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 13th May 2025 at 7:30pm for the purpose of transacting the following business. Members of the Public and Press are welcome to attend.

AGENDA

13.05.885	Welcome
13.05.886	Election of Chair Chair to sign Declaration of Acceptance of Office
13.05.887	Election of Deputy Chair Deputy Chair to sign Declaration of Acceptance of Office
13.05.888	Councillors Acceptance of Office Councillors to sign Declaration of Acceptance of Office following local elections.
13.05.889	Declaration of Interests Councillors to sign Declaration of Interests.
13.05.890	To consider requests for dispensation from members of the Council
13.05.891	To receive Councillor declarations of interest for items on the agenda
13.05.892	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.
13.05.893	To approve apologies for absence
13.05.894	To approve the minutes of the meeting held on Tuesday 8 th April 2025
13.05.895	Finance <ul style="list-style-type: none">To review and approve the payments listed in Addendum ATo note the bank balances in each account as at 30/04/2025To note payments, income and financial position as of 30/04/2025
13.05.896	2024-25 Accounts & Audit <ul style="list-style-type: none">To approve 2024-25 Accounts with variancesTo note payments above £100 in 2024-25To approve and sign Certificate of ExemptionTo approve and sign AGAR Section 1: Annual Governance StatementTo approve and sign AGAR Section 2: Accounting Statement
13.05.897	To review and approve the following documents:

	<ul style="list-style-type: none"> 1) Asset Register 2) Standing Orders 3) Financial Regulations 4) Effectiveness of Internal Audit 5) Risk Assessment
13.05.898	To approve the meeting dates for 2025-26 municipal year.
13.05.899	To approve Insurance quote for 2025-26 cover
13.05.900	To approve regular payments for 2025-26
13.05.901	<p>To receive an update on the Village Hall, to include:</p> <p>To receive an update on the Village Hall lease agreement and approve solicitor quote</p>
13.05.902	To receive an update on Jack's Patch
13.05.903	<p>Date Of Next Meeting</p> <p>The next meeting of the Parish Council will be agreed at this meeting.</p>

Signed by: *Joseph Roberts*

Clerk/Responsible Financial Officer

Norton Parish Council

Issued on 07/05/2025

Addendum A (payments for approval)

Payment Date	Name	Description	Amount
17/04/2025	ICO	ICO Subscription	47.00
30/04/2025	Joan Woodward	Village troughs planting	250.00
30/04/2025	S Hartwell	Grass cutting	198.00
30/04/2025	HMRC	April Salary - PAYE	98.00
30/04/2025	Mrs K Russell	Jack's Patch Maintenance	205.75
30/04/2025	Joe Roberts	April Salary	392.56
30/04/2025	Unity Trust Bank	Bank Charges	6.00