

Norton Parish Council

Minutes of the Annual Meeting of the Parish Council

held on Tuesday 19th May 2026 at 7:30pm in the Village Hall

19.05.000	<p>Introductions</p> <p>Present: Councillors: Kim Russell (Chair), Mark Griffiths, Steph Goulden, Jeff Paybody, Chris Thomas, Jacqui Williams, Clerk /RFO Sue Porter, and 1 member of the public</p>
19.05.001	<p>Election of Chair</p> <p>Chair to sign Declaration of Acceptance of Office – It was approved by all that Kim Russell be elected as Chair and the Acceptance of Office was signed.</p>
19.05.002	<p>Election of Vice Chair</p> <p>Vice Chair to sign Declaration of Acceptance of Office – It was approved by all that David Birtles be elected as Vice Chairman. The acceptance of Office will be signed at the next meeting.</p>
19.05.003	<p>Declaration of Interests</p> <p>Councillors to update and sign Declaration of Interests forms – These have been completed by those in attendance.</p>
19.05.004	<p>To consider requests for dispensation from members of the Council – Nil</p>
19.05.005	<p>To receive Councillor declarations of interest for items on the agenda – Nil</p>
19.05.006	<p>Public Open Forum – Nil</p>
19.05.007	<p>To approve apologies for absence – David Birtles</p>
19.05.008	<p>To approve the minutes of the meeting held on Tuesday 21st April 2026 – It was approved by all that the minutes were an accurate record of the meeting and these will be signed and dated by the Chair.</p>
19.05.009	<p>West Northants Councillor – Monthly Report – No report received.</p>
19.05.010	<p>Finance</p> <p>The following payments and receipts were approved by all.</p> <ul style="list-style-type: none">• To review and approve the payments made:<ul style="list-style-type: none">EDF Energy - £214.25N Power – £390.01Data Protection Fee - £47.00Sam Saeed – Jack’s Patch - £50.00S Hartwell – Grass Mowing - £198.00S Hartwell – Grass Mowing - £258.00HMRC – PAYE - £117.40Sue Porter – April Salary £469.80• Payments Received:<ul style="list-style-type: none">Norton Village Hall – Elec Charges etc. - £1,512.46WNC – ½ Year Precept - £9,500.00Norton Village Hall - Elec Charges - £313.42• To approve the Payments to be paid:<ul style="list-style-type: none">NCALC – Membership 2026/27/Internal Audit - £636.39HCR Law – Solicitors Fees - £420.00J Woodward – Village Troughs Planting - £250.00Sladden & Barton – VH Survey - £400• To note the bank balances in each account as at 14/05/2026<ul style="list-style-type: none">Current Account - £33,591.53Reserves Account - £15,789.43

19.05.011	<p>To review and approve the following documents:</p> <ol style="list-style-type: none"> 1) Asset Register – Approved. 2) Standing Orders – The new Model 2025 were adopted by the PC and added to the website. 3) Financial Regulations – Approved. 4) Risk Assessment – Approved.
19.05.012	To approve the meeting dates for 2026-27 – The third Tuesday in the month has been booked, with August and December off. The meetings will return to bi-monthly once the VH lease has been resolved.
19.05.013	To review and approve Insurance quote for 2026-27 cover - No quote has been received from Zurich Insurance. The Clerk will chase up.
19.05.014	To approve regular payments for 2026-27 – Approved.
19.05.015	<p>To receive an update on the Village Hall, to include:</p> <ul style="list-style-type: none"> • To receive an update on the Village Hall Lease agreement – Meeting date has been arranged for Tuesday 2nd June at 7pm. • To receive an update on the rebuild costs for the Village Hall – Surveyor has been and await a copy of the report. • To receive an update on damp/mould report for the Village Hall – On hold. Clerk to book an EPC survey. • Anglian Water Update – To discuss at the VH meeting and check the meters. <p>To approve the following quote:</p> <ul style="list-style-type: none"> • Electrical work for items highlighted on latest report – Quote received from Excelec (Wayne Soppitt) for the sum of £817. All voted in favour to proceed.
19.05.016	To receive an update on Jack’s Patch – The annual Wicksteed Inspection has been booked. The area is looking fantastic with the maintenance works being regularly undertaken.
19.05.017	<p>Planning Application 2026/1879/TCA - Maple Tree full removal - due to closeness to/and impact on property and vehicles – Top Lock Cottage, Watling Street, Long Buckby Wharf The PC object to this tree being removed, it has a TPO, there is no report to provide evidence that it is diseased, and this is within a Conservation Area.</p>
19.05.018	<p>Meeting Closed: 8pm</p> <p>Date Of Next Meeting Tuesday 16th June 2026 – 7pm</p>