



Meetings held at Oak Room Berrywood Hospital

Upton Parish Council

PO Box 1425

Northampton

NN1 9FN

Email: Clerk@upton-pc.gov.uk

Mobile: 07703 755469

Minutes of the Ordinary Meeting of Upton Parish Council held on **4th July 2016** called @ 19.30

Present:

CLlr Anthony Earle (Chairman), CLlr Pinder Chauhan, CLlr Darrin Stevens (Vice Chair), CLlr Wendy Lawrence, CLlr Ron Lawrence, CLlr A Bottwood, CLlr Robert Barrett, CLlr Mike Ingram, CLlr I Chowdhury

Apologies: NONE

Also present: Lorraine Bennett (Clerk), CLlr Jill Hope (County Councillor), Michelle Orpin (Virtualmarketing4u)
Luke Badharee, Christian Martin, Zoe Robinson - NAYC

Members of the Public: Mr Hutcheson, Nicolette Bench

Item no							
16/107	TO RECEIVE AND APPROVE APOLOGIES OF ABSENCE NONE						
16/108	TO RECEIVE DECLARATIONS OF INTEREST Cllr Bottwood informed a Borough Councillor regarding agenda item 16/115						
16/109	TO RECEIVE AND APPROVE FOR SIGNATURE THE MINUTES OF THE MEETING held on 13th June 2016 Item 16/098 regarding Cllr Barrett’s statement on Finance to be attached to minutes Appendix 1. RESOLVED						
16/110	POLICE AND PUBLIC OPEN FORUM Christian Martin and Luke Badahree presented their findings on the proposed Gas Incinerator. Nicolette Bench from Upton Youth Club attended to request funding for printing for community event. Grant application issued.						
16/111	TO CONSIDER THE EFFECT OF THE GAS INCINERATOR IN ST JAMES TO OUR AREA – Christian Martin and Luke Badahree presented their findings on the negative effects to the local area. Members voted on whether council objected. Cllr Bottwood abstained. Proposal: To write to the County and Borough Council with our objections to the planning of the incinerator. Cllr Bottwood abstained. RESOLVED Christian Martin and Luke Badharee left meeting 8.02pm						
16/112	TO CONSIDER LOCAL YOUTH INVOLVEMENT IN THE COMMUNITY ZOE ROBINSON FROM NAYC (Northampton Association Youth Clubs) Overview provided on NAYC, who they are, what they do and its role within Upton. Previously worked with Nicolette Bench at Elgar Centre. RESOLVED						
16/113	PLANNING The following applications considered. <table><tr><th>Proposal Ref</th><th>Proposal</th><th>Observations</th></tr><tr><td>N/2016/0688 Zone E, Nectar Way, Northampton</td><td>Construction of Units</td><td>No Objections. Email reply to Borough Council. RESOLVED</td></tr></table>	Proposal Ref	Proposal	Observations	N/2016/0688 Zone E, Nectar Way, Northampton	Construction of Units	No Objections. Email reply to Borough Council. RESOLVED
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	S/2016/1324	Planning Consultation for application ref: S/2016/1324 EIA at Norwood Farmhouse, Sandy Lane, Harpole, NN7 4DG	Meeting being held 7 th July Cllr W Lawrence to attend. Cllr Ingram provided background on Norwood Farm consultation. Postpone until AUGUST AGENDA			
	N/2016/0716 Local Neighbourhood Centre, Dragonfly Way, Northampton	Variation of condition of 2 planning application N/2015/0716 (3 Retail Units)	No Objections Email reply to Borough Council RESOLVED			
16/114	FINANCE					
	a) To note the balance of accounts and Bank Reconciliation as at 30/06/2016 - RESOLVED					
	b) To approve the amended Accounting Statement figures – Box 2 Explanation amended to “reflect at the time Budget produced the community centre would be managed by Parish Council”. RESOLVED					
	c) To Approve payments:					
	PAY	Voucher NO	RESPECT OF	POWER	GROSS	VAT
	02 Variable DDM	VN - 36	Clerks Mobile	LGA 1972 s111	£10.80	
	Clerk	VN 39	Clerks banked hours	LGA 1972 s112	£182.80 (July – 20hs) £54.56 (August – 6hrs)	-
	Clerk	VN - 37	Clerks Wages	LGA 1972 s112	£438.72	-
Clerk	VN - 38	Clerks JUNES Expenses Sheet	LGA 1972 s111	£24.26	-	
NCALC	VN - 31	Finance for Councillors for Cllr Stevens/Cllr Barratt	LGA 1972 S143	£68.00	-	



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	NCALC	VN - 34	Clerks VAT Training Course	LGA 1972 S143	£45.00	-
	Staples	1LH70001 VN - 35	Filing Cabinet	LGA 1972	£199.99	£33.33
	Virtual Marketing4u	VN - 40	Michelle Orpin	LGA 1972	£120.00	-
	Member queried why no VAT on NCALC training courses NCALC are not VAT registered which is why no VAT chargeable. RESOLVED					
16/115	QUARTERLEY FORECAST OF THE BUDGET – All items to be considered. With specific consideration to the following areas: – Insurance, Cricket Club, St Crispin's Park, Trim Trail, Play Area 2. Budget items discussed. Appendix 1 Earmarked Reserves especially need further clarification. Not resolved moved to AUGUST AGENDA					
16/116	TO CONSIDER AND AGREE THE CREATION OF DOG FREE ZONES IN PLAY PARKS No Dog control orders/zones exist in Northampton at present. Public Spaces Protection Orders are in process of being introduced. A consultation on the proposals will be launched in the next few days. Members of Council need to respond to consultation. MOVED TO AUGUST AGENDA.					
16/117	ADMINISTRATION a) To review and resolve to adopt the Social Media Policy – Moved to AUGUST AGENDA b) To review and resolve to adopt the Travel and Expenses Policy – Moved to AUGUST AGENDA c) To note the Internal Control Checks completed June 2016 - RESOLVED d) To agree to an additional signatory to Upton Parish Bank Account and agree Councillor to be added – Cllr Chowdhury agreed to be signatory AUGUST AGENDA – Natwest specific wording in Agenda					
16/118	CORRESPONDENCE/COUNCILLOR SERVICE REQUESTS (FOR INFO ONLY) - Cricket Club Adoption – Solicitor on holiday until 6th July – Will chase - UPTON LAND CHARGE UPDATE – Info received from HCA and David Kennedy (NBC) to be forwarded to Steven Rowe (member of public who raised matter) and update on website. - WEBSITE/SOCIAL MEDIA UPDATE – Michelle Orpin attended. Going well – Cllr Stevens to review next month. - NOTICEBOARDS – Waiting for another quotation for installation and confirmation boards received.					
16/119	BOROUGH COUNCILLORS REPORT - East Midland in Bloom competition happening – No response from school so will not be judged. - Marina Park – Green Belt – Brought to our attention					



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16/120	STAFF a) Clerks Probation - Further to probation review letter still required from Cllr Chauhan/Cllr Stevens
16/121	TIME, DATE AND PLACE OF NEXT MEETING TO BE AGREED Monday 1 st August 2016 for next meeting, 7.30 pm.

Signed:

Dated:



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Appendix 1

Quarterly Budget Reforecast Notes

301- Cllr Chauhan to work with Nicolette Bench to resurrect Youth Forum. Youth Forum – Parish Council historically agreed to fund £100 per month in return for regular reports to the council on issues in the area. These stopped – so funding ceased.

PROPOSAL REQUIRED FOR AUGUST MEETING

401 – Listed building – covered the cost of a churchyard (grass mowing) £250 normally. We also have Greek Orthodox Church in our parish – last year paid for roses (\$106)

501 – General Reserves - At any time an election can be called.

502 –Cricket Club Maintenance- Setfords solicitors – 6th July – Update required

Taylor Wimpey offered to pay a certain amount towards this.

Parish Council to take on lease? Work with County Council to decide costings - £3,000 p/a

- Cricket and bowls club rejected to pay
- It is a public space
- Cricket Club have made contact with Borough Council to see what happening with land?
- Options – 1. Stay with landowner – TW
- 2. Long-term lease for County Council
- 3. Paul Worth – Forefront Church would maintain land

County Council claimed had Terms of Reference.....

Cllr Stevens and Cllr Bottwood to bring to Full Council - REQUEST PROPOSAL AUGUST AGENDA

503 – St Crispins Park Management – Contingency Legal Fees

504 – Community Centre – to be resurrected? Cllr W Lawrence/Cllr Chowdhury/Cllr Bottwood - AGENDA ITEM

601 /602 – Play Area2 and Trim Trail -To be addressed at further meeting, proposal to be submitted on whether to proceed.

603 –Dog Free Zones/Posts - Cllr Bottwood – consult for quote, exact locations, bye laws – AUGUST AGENDA



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604 – Dog and Litter Bins – Are we to proceed - PROPOSAL

605 - £3,500 – RESERVES

General reserves not enough!

If a project is not going to happen can you defer a project?

Clarification on whether EARMARKED RESERVES can be put back into GENERAL RESERVES?