FULL PARISH COUNCIL MEETING		UPTON PARISH COUNCIL
Date: Monday 10th April 2017	**Time: 7.30pm**	**Venue: The Oak Room, Berrywood Hospital, Northampton**
Attendees: **Cllr S Pape (Chair** **Cllr I Duly (Vice Chair)** **Cllr M Ingram** **Cllr A Holt** **Cllr Kerby**	**Apologies:** **Cllr P Chauhan** **Cllr W Lawrence** **Cllr I Chowdray not present** **Cllr R Barrett not present** **Cllr R Lawrence not present**	**Also Present:-** **Gill Wells – The Clerk** **Cllr Hope – County Councillor** **Cllr B Sargeant – Borough Councillor** **Mr T Earle** **Mr D Huffadine-Smith**

17/291. REPORTS FROM NBC & NCC COUNCILLORS / POLICE.

Cllr Hope (NCC) addressed the meeting and commented that there had been serious issues with the polling card distribution at Northampton Borough Council.
Cllr Sargeant (NBC) confirmed the mix up with the polling cards at NBC and expressed concerns about the impact of such confusion. Moreover, Cllr Sargeant advised Members that Delapre Abbey had been refurbished / restored for future enjoyment, with a tea room, and all agreed it would be an asset for the area.

17/292. PUBLIC SESSION.

Mr Earle addressed the meeting and expressed concern that the Councils website contained information which was either out of date or not relevant to Upton Parish Council & requested that the Council, who pay £120 per month for the provision of a website, ensure management of the site is maintained. Moreover, Mr Earle, reminded the Council that the play equipment required chasing up again.
Cllr Pape brought those present at the meeting up to date, briefly, with the recent events regarding the Management of the Council and staffing matters. Cllr Pape requested that it be minuted that he wished to thank Mr D Moody, Chief Executive of NCALC for his advice and support over the past few months, and for attending the meeting 3rd April 2017.
Cllr Kerby also wished to welcome the Clerk, Mrs G Wells, back to the Council.

17/293. Apologies.

Motion Agreed:- It was resolved that apologies received from Cllr Chauhan, due to family commitments and Cllr W Lawrence, due to work commitments be approved.
Cllrs R Lawrence; R Barrett; & I Chowdray were absent without approval.

17/294. Declarations of Interest.

Cllr A Holt declared an interest in item 17/309, as a Member of the Governing body of St Lukes Primary School.

17/295. Requests for dispensation.

There were no requests for dispensations.

17/296. Motion to declare the minutes of the Parish Council Meeting 6th March and the Extraordinary Parish Council Meeting 3rd April 2017 as accurate records of those proceedings.

Motion Agreed:- It was resolved that an amendment be made to item 17/273, March 2017, to read Cllr Duly rather than Cllr Holt. The amendment was made and initialled by the Chair, Cllr Pape.
Motion Agreed:- It was resolved that, subsequent to the amendment above, the Minutes from the meeting 6th March 2017 be approved and duly signed by the Chair, Cllr Pape.
Motion Agreed:- It was resolved that the Minutes from the meeting Monday 3rd April be approved and duly signed by the Chair, Cllr Pape.

17/297. Matters Arising from the Minutes 6th March 2017 & 3rd April 2017.

There were no matters arising to report that were not already covered on the agenda.

17/298. Councillor Vacancy.

Motion Agreed:- It was resolved that Mr D Huffadine-Smith be co-opted as a Councillor to Upton Parish Council.

17/299. Upton Parish Council Code of Conduct.

Motion Agreed:- It was resolved that the revised Code of Conduct for Upton Parish Council be approved.

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17/300. N/2017/0091 Upton Lodge Farm, Northampton.

Motion Agreed:- It was resolved that the planning application would be referred to the Planning & Development Committee for further discussion and observation.

17/301. N/2017/0321 3 Upton Lane, Northampton.

Motion Agreed:- It was resolved that Upton Parish Council had no observations to forward with regard to this application.

17/302. Northampton Borough Council's Local Validation Requirements List.

Motion Agreed:- It was resolved that Upton Parish Council had no observations to forward.

17/303. Section 38 Agreement Area B/C1 St Crispin's Manor, Northampton.

Members received the information.

17/304. Section 38 Agreement Area F, St Crispin's Manor, Northampton.

Members received the information.

17/305. Speeding Reduction.

Motion Agreed:- It was resolved that the Clerk would write to 'Homes and Communities' and request that, due to a recent serious incident involving a child, the Parish Council would ask them to consider introducing a 20mph zone along the length of the High Street, Upton.
Further, that the introduction of a 20mph zone outside St Lukes Primary School would be discussed at the May meeting of Council.

17/306. Banking Arrangements.

Members were appraised that the previous Clerk had returned all bank statements to the bank, hence why no bank reconciliation had been completed nor was presented to the meeting. The Bank required a letter from the Council, signed by 2 authorised signatories, thereby authorising the bank to forward correspondence to the current Clerk.
Motion Agreed:- It was resolved that 2 signatories on the Councils accounts would be asked to sign the letter of authorisation to the bank requesting that all correspondence regarding the Councils accounts be sent to the Clerk. Moreover, that Cllr Pape would be added to the account as a signatory.

17/307. Invoice & Payments for approval.

Motion Agreed:- It was resolved that the following invoices and payments be approved.

DD	O2	Clerks Phone January	General Admin'	LGA 1972 s111	10.80	9.00	1.80
772	Barbara Osborne	Re-issue of cheque 771	Genera Admin	LGA 1972 s111	120	120	0
773	NCALC	Training	Training & Subs	LGA 1972 s143	14.50	14.50	0
774	NCALC	Training	Training & Subs	LGA 1972 s143	68	68	0
775	Mrs L Bennett	Clerks hours / handover	Clerks Salary	LGA 1972 s112	233.07	233.07	0
776	Mrs G Wells	Clerks Travel Expenses	Clerks Expenses	LGA 1972 s112	50.40	50.40	0
777	Mr R Barrett	Councillors Travel Expenses	Training & Sub	LGA 1972 s143	11.43	11.43	0
778	Mrs M Orpin	Virtual Marketing	Media	S142	120	120	0

17/308. Payment Approval.

Motion Agreed:- It was resolved that the Council approved the payment of cheque number 770, item 17/266 6th March 2017, to Mrs M Orpin.

17/309. Grant Application.

Cllr Holt vacated the meeting room during the following discussion and resolution.

Motion Agreed:- It was resolved that the Council supported the application for a grant received from the Friends of St. Lukes Primary School for the sum of £800, subject to the terms of the grant policy being adhered too.
Cllr Holt re-joined the meeting room following conclusion of the discussion.

17/310. VAT reclaim.

Members were notified that the VAT reclaim for the period 1st September – 31st January, for the sum of £598.83 had been received.

17/311. S106.

Motion Agreed:- It was resolved that the Finance & General Purposes Committee would review the outstanding monies available for the Upton area under S106 agreements, and ensure that they were allocated as per the criteria to enhance the area as intended.

17/312. Northamptonshire County Council Consultations.

Motion Agreed:- It was resolved that Upton Parish Council had no observations to forward with regard to the NCC consultation on the Sensory Impairment Service and Review.
Motion Agreed:- It was resolved that Upton Parish Council wished to support the Northampton Orbital Route & Northampton North West Relief Road.

17/313. Correspondence / Events / Training

The Clerk agreed to forward all details of training courses for new Cllrs to Cllrs Kerby and Holt.

17/314. Items for the Next Full Council Meeting.

Members were reminded to forward items for discussion at the next Full Council meeting to the Clerk.

17/315. Date of Next Meeting.

7.00pm Monday 8th May 2017 – Annual Parish Meeting;
7.30pm Monday 8th May 2017 – Annual Parish Council Meeting;
8.00pm Monday 8th May 2017 – Full Parish Council Meeting.
The Clerk would forward dates for the Committee meetings.

The meeting concluded at 8.57.

Signed:-…… **Date:-**……..

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