PARISH COUNCIL MEETING		UPTON PARISH COUNCIL
Date: Monday 6th November 2017	**Time: 7.30pm**	**Venue: The Oak Room, Berrywood Hospital, Northampton**
Attendees: Cllr D Huffadine-Smith Cllr M Ingram Cllr A Earle Cllr D Thomas	Apologies: Cllr E Kerby Cllr I Chowdhury Cllr I Duly Cllr S Pape Cllr A Holt Cllr P Chauhan Cllr R Barrett – absent	Also Present:- Gill Wells – The Clerk Mr B Haylock – Princess Marina Residents Association

Cllr Ingram was appointed as Chair in the absence of Cllrs Pape (Chair) & Cllr I Chowdhury (Vice Chair).

Cllrs Earle and Thomas were welcomed to the Council.

17/164. REPORTS FROM NBC & NCC COUNCILLORS / POLICE (VERBAL OR WRITTEN).

The Police Report had been circulated to all Cllrs prior to the meeting.
There were no other reports to receive.

17/165. PUBLIC SESSION.

Mr B Haylock addressed the meeting and updated those present on the recent activities of the Marina Park Residents Association. A meeting had taken place with the MP Andrea Leadsom who was active with the issues regarding the concerns relating to Management Companies and residents. The Clerk advised that she had received no update from Persimmon regarding attending a meeting with all parties and it was suggested that their Head Office be approached. Mr Haylock advised that he had received a detailed response from Greenbelt regarding their position and the residents were very active and keen to rectify concerns. Cllr Earle commented that the residents were Greenbelts customers. There appeared to be a lot of confusion regarding who was paying for the services provided and this required clarification. Cllr Ingram commented that the PC would aim to support getting the relevant parties together to resolve their issues and Mr Haylock thanked the Council for its support and advised that the residents association would maintain its momentum and continue to notify the Council of its actions.

17/166. APOLOGIES.

Motion Agreed:- It was resolved that the following apologies and reasons be received and approved:- Cllr E Kerby due to ill health; Cllr I Chowdhury due to attendance at another meeting; Cllr I Duly due to a family bereavement; Cllr S Pape due to attendance at a royal engagement; Cllr A Holt due to family commitments; Cllr Chauhan due to attendance at another meeting . Cllr R Barrett was absent without approval.

17/167. DECLARATIONS OF INTEREST.

There were no declarations of interest.

17/168. REQUESTS FOR DISPENSATION.

There were no requests for dispensations.

17/169. MOTION TO DECLARE THE MINUTES OF THE PARISH COUNCIL MEETING 2nd OCTOBER 2017 AS AN ACCURATE RECORD OF THOSE PROCEEDINGS.

Motion Agreed:- It was resolved that the Minutes from the meeting Monday 2nd October 2017 be approved as an accurate reflection of that meeting.

17/170. MATTERS ARISING FROM THE MINUTES 2ND OCTOBER 2017.

There were no matters arising to report.

17/171. FINANCE & GENERAL PURPOSES COMMITTEE.

There were no comments with regard to the draft minutes circulated to all Councillors.

17/172. PLANNING & DEVELOPMENT COMMITTEE.

There were no comments with regard to the draft minutes circulated to all Councillors.

17/173. HUMAN RESOURCES COMMITTEE.

No meeting had taken place.

17/174. MEDIA & COMMUNICATIONS COMMITTEE.

No meeting had taken place.

17/175. BANK RECONCILIATION.

Motion Agreed:- It was resolved that the bank reconciliation, as at 29th September 2017, be approved (full details Appendix A).

29/9/17		Current	Reserve
Account Balance		£44,028.34	£21,009.89
Still to be Banked		£0.00	£0.00
Unpresented Cheques		-£11.43	£0.00
Available Cash at 29/09/17		£44,016.91	£21,009.89

17/176. INVOICES & PAYMENTS FOR APPROVAL.

Motion Agreed:- It was resolved that the following invoices be approved for payment, including the S137 payment to Park Run Northampton as confirmation of permission and alternative funding had been received. However, given the uncertainty regarding the transfer of the lease between NBC and Community Spaces Northampton with regard to te new community centre, the Clerk was instructed to hold onto the cheque until written confirmation had been received that the lease had been approved.

Natwest	Banking Fees	General Admin	LGA 1972 s111		27.5	27.5	0
NCALC	Budgeting & Financial Mgmt Training	Training & Subs	LGA 1972 s143		18	18	0
G Wells	Clerks Expenses – Travel	Clerks Expenses	LGA 1972 s112		68.4	68.4	0
Viking direct	Stationery - ink / paper / envelopes / stamps	General Admin	LGA 1972 s111		6.2	5.17	1.03
Northampton Borough Council	Cllr Ingram - Social Media Training	Training & Sub	LGA 1972 s143		50	50	0
LGPS	Clerks Pension	Clerks Pension	LGA 1972 s112		331.82	331.82	0
Ms G Wells	Clerks Salary	Clerks Salary	LGA 1972 s112		919.95	919.95	0
HMRC	Clerks Salary Tax & NI	Clerks Salary	LGA 1972 s112		108.37	108.37	0
BDO	External Audit	Audit	LAAA 2014		276	230	46
Mr S Pape	Chairs Allowance	Chairs Allowance	LGA 1972 ss15		300	300	0
M Orpin	Virtual Marketing	Media	S142		120	120	0
Community Spaces Northampton	Community Centre Grant to purchase new chairs	S137	S137	1000	0	0	0
Park Run Northampton	S137 Grant application	S137	S137	1000	0	0	0
O2	Clerks Phone	General Admin	LGA 1972 s111		16.51	13.76	2.75
				2000	2242.75	2192.97	49.78

17/177. 2nd QUARTER REVIEW & BUDGET REVISIONS - .

Motion Agreed:- It was resolved that the Council approved the 2nd quarter review & proposed budget revisions as commended by the F & GP Committee (as detailed in the F & GP Minutes 16th October 2017)

17/178. NOTICE OF CONCLUSION OF AUDIT.

Motion Agreed:- It was resolved that the Council received the Conclusion of Audit and ran through the report. Cllrs present thanked the Clerk.

17/179. PETITION – REVIEW OF THE SHARE OF GOVERNMENT MONEY SPENT ON NORTHAMPTONSHIRE SERVICES.

Motion Agreed:- It was resolved that Councillors could respond as individuals to the petition rather than collectively as a Council.

17/180. BODY WORN VIDE0 CAMERAS FOR PARKING ENFORCEMENT OFFICERS CONSULTATION.

Motion Agreed:- It was resolved that the Council would respond that, whilst supporting the wearing of body worn video cameras, it did not support the cameras being procured with public funds as the enforcement officers were privately operated.

17/181. CHARITIES.

Action Agreed:- It was agreed that the Clerk would put together a draft letter which, prior to circulating to charities, Councillors present would evaluate. The letter would outline the assistance the Council could offer the charities in the parish either by offering funding assistance and / or representation (subject to statutory regulations).

17/182. MEDIA & COMMUNICATIONS COMMITTEE

Motion Agreed:- It was resolved that Cllr D Thomas be appointed to the Media & Communications Committee.

17/183. NORTHAMPTONSHIRE ADULT SOCIAL CARE CHARGING POLICY CONSULTATION 2017.

Motion Agreed:- It was resolved that Councillors could respond as individuals to the petition rather than collectively as a Council.

17/184. LOCAL TAX REDUCTION SCHEME CONSULTATION.

Motion Agreed:- It was resolved that Councillors could respond as individuals to the petition rather than collectively as a Council.

17/185. CORRESPONDENCE / EVENTS / TRAINING.

Training information available from the Clerk.

17/186. ITEMS FOR THE NEXT COUNCIL MEETING.

Members were reminded to forward items for consideration for input onto the next Full Council Agenda to the Clerk.

17/187. Date of Next Meeting.

7.30pm Monday 4th December 2017 – Full Council Meeting;

The meeting concluded at 8.54pm.

Signed:-……………………………………………………………… **Date:-**……………………………………………..

Appendix A:- Bank Reconciliation 1st April 2017 – 29th September 2017.

		1st April 2017 - 29th September 2017			
				Current A/C	Reserve A/C
			Opening Balances	£41,292.15	£21,008.84
Date	Cheque No.	Description			
5/4/17	DD	O2 - Clerks Phone		-£10.80	
18/4/17	Bankline	Banking Fee		-£27.50	
19/4/17	775	Mrs Bennett - Handover fee		-£233.07	
26/4/17	Auto	NBC 50% 2017-2018 Precept rec'd		£16,200.00	
26/4/17	770	Mrs M Orpin - Vurtual Marketing		-£120.00	

26/4/17	778	Mrs M Orpin - Vurtual Marketing		-£120.00	
28/4/17	772	Mrs M Orpin - Vurtual Marketing		-£120.00	
28/4/17	Auto	Natwest Bank Interest			£0.16
3/5/17	773	NCALC Training		-£14.50	
3/5/17	774	NCALC Training		-£68.00	
4/5/17	DD	02 Clerks Telephone		-£20.95	
5/5/17	776	Mrs Wells - Clerks Exp		-£50.40	
11/5/17	762	Royal Mail		-£312.00	
12/5/17	779	Mrs Wells - Clerks Salary		-£920.15	
12/5/17	786	Mrs Wells - Clerks Exp		-£40.95	
15/5/17	Auto	Natwest Banking Fees		-£27.50	
16/5/17	785	Viking Direct		-£77.10	
23/5/17	783	SLCC Training & Subs		-£139.00	
2/5/17	784	ALCC Membership		-£10.00	
23/5/17	787	Mrs M Orpin - Vurtual Marketing		-£120.00	
25/5/17	782	NCALC Membership & internal audit		-£1,740.88	
31/5/17	Auto	Natwest Bank Interest			£0.19
5/6/17	DD	O2 - Clerks Phone		-£12.06	
9/6/17	793	Mrs Wells - Clerks Exp		-£13.88	
9/6/17	795	Mrs Wells - Clerks Salary		-£919.95	
13/6/17	788	Viking Direct		-£50.81	
13/6/17	789	Viking Direct		-£9.80	
13/6/17	790	Viking Direct		-£22.62	
13/6/17	791	Viking Direct		-£9.80	
13/6/17	792	Real Design - Email domain / server		-£80.00	
13/6/17	794	M Orpin - Virtual Marketing		-£120.00	
14/6/17	780	HMRC		-£108.21	
14/6/17	796	HMRC		-£108.37	
15/6/17	Auto	Natwest Banking Fees		-£27.50	
15/6/17	798	Came & Company - insurance		-£496.32	
30/6/17	Auto	Natwest Bank Interest			£0.17
5/7/17	DD	O2 - Clerks Phone		-£11.08	
13/7/17	799	Mrs Wells - Clerks Exp		-£67.33	
13/7/17	805	Mrs Wells - Clerks Salary		-£919.95	
14/7/17	800	Mrs Wells - Clerks Exp		-£22.63	
14/7/17	804	Viking Direct		-£27.92	
17/7/17	Chq	Community enhancement grant - Cllr Golby - towards Marina Park grant application - Duston Bakery		£250.00	
17/7/17	Auto	Natwest Banking Fees		-£27.50	
17/7/17	806	HMRC		-£108.37	
18/7/17	807	M Orpin - Virtual Marketing		-£120.00	

19/7/17	808	Duston Village Bakery - see grant above Cllr Golby		-£250.00	
20/7/17	803	LGSS Pension Start Up Fee		-£420.00	
24/7/17	801	Childs Play - Grant Application - Marina Park Event		-£115.00	
25/7/17	802	Mrs H Hamer - Grant Applicatoin - Marina Park Event		-£52.58	
25/7/17	809	M B Curley - Grant Application - Marina Park Event		-£80.00	
31/7/17	Auto	Natwest Banking Fees			£0.18
3/8/17	DD	O2 - Clerks Phone		-£11.08	
14/8/17	781	LGPS		-£306.87	
14/8/17	797	LGPS		-£321.39	
14/8/17	810	LGPS		-£321.39	
14/8/17	815	Mrs Wells - Clerks Salary		-£919.95	
14/8/17	817	LGPS		-£331.82	
15/8/17	Auto	Natwest Banking Fees		-£27.50	
15/8/17	812	Mrs Wells - Clerks Expenses		-£73.80	
16/8/17	811	Barbara Osborne Business Services		-£75.00	
16/8/17	816	HMRC		-£108.37	
16/8/17	818	M Orpin - Virtual Marketing		-£120.00	
24/8/17	814	NCALC - Cllrs Training		-£18.00	
31/8/17	Auto	Natwest Bank Interest			£0.18
5/9/17	DD	O2 - Clerks Phone		-£12.04	
12/9/17	822	LGPS		-£377.63	
13/9/17	819	Viking Direct		-£81.04	
13/9/17	820	Mrs Wells - Clerks Expenses		-£59.99	
13/9/17	821	Mrs Wells - Clerks Expenses		-£13.89	
13/9/17	823	Mrs Wells - Clerks Salary		-£919.95	
14/9/17	824	HMRC		-£108.37	
15/9/17	Auto	Natwest - Banking Fees		-£27.50	
19/9/17	813	S137 - Friends of St Lukes School		-£983.75	
20/9/17	825	Michelle Orpin - Virtual Marketing		-£120.00	
29/9/17	Auto	Natwest Bank Interest			£0.17
				£44,028.34	**£21,009.89**
29/9/17		Current	Reserve		
Account Balance		£44,028.34	£21,009.89		
Still to be Banked		£0.00	£0.00		
Unpresented Cheques		-£11.43	£0.00		
Available Cash at 29/09/17		£44,016.91	£21,009.89		