



Upton Parish Council

CLERK: Mrs Gill Wells

Telephone:- 07703 755 469

Email: clerk@upton-pc.gov.uk

You are summoned to attend an ORDINARY Meeting of the Parish Council which will be held in the **Oak Room, Berrywood Hospital, Northampton, Monday 6th February 2017, at 7.30pm.** Press and Public Welcome.

Gill Wells Gill Wells, 31st January 2017

Item No.	OPENING PROCEDURES
17/214	REPORTS FROM NBC & NCC COUNCILLORS / POLICE (VERBAL OR WRITTEN) (15 MINUTES MAXIMUM).
17/215	PUBLIC SESSION – MEMBERS OF THE PUBLIC ARE INVITED TO ADDRESS THE MEETING ON AGENDA ITEMS (15 MINUTES MAXIMUM).
17/216	APOLOGIES – Members are asked to formally accept apologies received and the reasons given.
17/217	DECLARATIONS OF INTERESTS under the localism act 2011 and the relevant authorities (DPI) regulations 2012 – Members are asked to declare any pecuniary or prejudicial interests pertaining to items on the agenda.
17/218	REQUESTS FOR DISPENSATIONS to be received in writing by the Clerk. The Council are asked to formally decide whether to grant any such requests.
17/219	MOTION TO DECLARE THE MINUTES OF THE FULL PARISH COUNCIL MEETING 13 th JANUARY 2017 AS ACCURATE.
17/220	MATTERS ARISING FROM THE MINUTES 13 th JANUARY 2017 & CLERKS REPORT.
17/221	CODE OF CONDUCT – Members are asked to approve the personalised Code of Conduct – emailed to all Cllrs Monday 23 rd January 2017.
17/222	ELECTION OF VICE CHAIR – Members are requested to nominate, second and elect a Vice Chair to the Council.
17/223	COUNCILLOR VACANCY – Members are asked to nominate, second and agree to co-opt a candidate to fill the vacant position.
17/224	COUNCILLOR VACANCY – Members are asked to nominate, second and agree to co-opt a candidate to fill the vacant position.
Item No.	PLANNING & HIGHWAYS – Plans can be viewed on the website – northampton.gov.uk (follow the planning links)
17/225	N/2016/1659 SITES F & G UPTON, HIGH STREET – Variation of condition no.20 of planning permission N/2014/0137 (erection of a mixed use development comprising of convenience store, retail units, nursery, café restaurant, 77 no. apartment extra care facility, and 32 no. general needs apartments with access and parking spaces). To extend the hours of delivery 6.00am to 23.00hrs Monday to Sundays, including Bank Holidays. Members are asked to consider and make observations on the planning application.
17/226	N/2016/1568 REDRUTH NURSING HOME, WEEDON ROAD, UPTON – Development of assisted living apartment building containing 78 units, associated landscaping and parking provision. Members are asked to consider and make observations on the planning application.
17/227	COUNTRY CENTRE, ST.CRISPINS – Members are to receive an update following a meeting with representatives from the Parish Council and Taylor Wimpey Developments regarding the development of land to the south of Berrywood Drive and the Country Centre.
17/228	BERRYWOOD ROAD – Proposed no waiting at any time restrictions (double yellow lines) – Members are asked to consider and make observations on the Traffic Regulation Order Delegated Decision Report.
17/229	N/2016/1622 109 BRUNEL DRIVE, UPTON – Change of use of land to residential and construction of new detached garage and erection of boundary fencing. Members are asked to consider and make observations on the planning application.

Item No.	FINANCE						
17/230	BANK RECONCILIATION – Members are to receive the detailed bank reconciliation. Members of the Public are invited to email the Clerk at clerk@upton-pc.gov.uk if they have any queries.						
Summary 30/12/16		Current			Reserve		
Account Balance		£43,901.76			£21,008.32		
Still to be banked		£0.00			£0.00		
Unpresented Cheques		-£120.00			£0.00		
Available Cash 30/12/16		£43,781.76			£21,008.32		
17/231	MOTION:- TO PAY THE FOLLOWING INVOICES AND APPROVE THE METHODS OF PAYMENT:-						
DD	O2	Clerks Phone	General Admin'	LGA 1972 s111	15.98	13.32	2.66
760	2Commune	Email Accounts	General Admin'	LGA 1972 s111	540.00	450.00	90
761	Virtual Marketing	Website / Facebook	Media Communication	S142	120.00	120.00	
762	Royal Mail	PO Box registration - 12 months	General Admin'	LGA 1972 s111	312.00	312.00	
763	G H Wells	Clerks Salary	Clerks Salary	LGA 1972 s112	790.29	790.29	
764	HMRC	Clerks Salary Tax & NI	Clerks Salary	LGA 1972 s112	303.89	303.89	
765	Virtual Marketing	Website / Facebook	Media Communication	S142	120	120	
17/232	BUDGET – Members are to consider and approve the budget for expenditure and income for the period 2017 – 2018.						
17/233	PRECEPT – Members are to consider and approve the precept figure, based on the budget, for the period 2017-2018.						
17/234	PENSION CONTRIBUTIONS – Members are to consider & approve the provision of a pension for the Clerk, as per legal requirements.						
17/235	CLERKS EMPLOYMENT – CONTRACT TERMS & CONDITIONS – Members are asked to consider and approve the Terms and Conditions of employment for the Clerk & RFO.						
17/236	UKLC USER CONFERENCE – Members are asked whether they wish to support Michelle Orpin (Virtual Marketing) attending the UKLC User Conference at which 2Commune, the website host, will be presenting. Cost £75.00.						
17/237	NEUVOO – Members are asked to consider a request from the jobsite, neuvo, to advertise vacancies on the Parish Council website.						
17/238	HANDOVER AGREEMENT – Members are asked to confirm whether they approve payment to the previous Clerk for any handover time given to the new incumbent, and at what hourly rate.						
Item No.	REPORTS FROM COMMITTEES / WORKING PARTIES:-						
17/239	UPTON PARISH COUNCIL FINANCE WORKING PARTY – Members are to approve the appointment of an Internal Controller; agree Terms of Reference for the Finance Working Party; Approve Membership of the working party itself; and set a date for the next meeting.						
Item No.	SPECIFIC AGENDA ITEMS						
17/240	2017 COMMUNITY ENHANCEMENT GANGS – Members are asked to consider whether they wish to apply to the Community Enhancement Gangs for works around the parish.						
17/241	GREAT BRITISH SPRING CLEAN – Members are asked whether they wish the Parish Council to be involved, support, and / or encourage the CPRE Great British Spring Clean event 2017 in the Parish.						
Item No.	CLOSING PROCEDURES						
17/242	CORRESPONDENCE / EVENTS / TRAINING:- (if not emailed, hard copies available from the Clerk). <ul style="list-style-type: none"> • NCalc Update • Please advise the Clerk of any training requirements. 						
17/243	ITEMS FOR THE NEXT FULL COUNCIL MEETING – Members are asked to notify the Clerk of items they wish to be included on the next agenda.						
17/244	DATE OF NEXT MEETINGS:- Full Council Monday 6th March 2017						