



# Upton Parish Council

CLERK: Mrs Gill Wells

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Dear Councillor:- You are summoned to attend an ORDINARY Meeting of the Parish Council which will be held in the **Oak Room, Berrywood Hospital, Northampton, Monday 4<sup>th</sup> December 2017, at 7.00pm.** Press and Public Welcome.

*Gill Wells* Gill Wells, 29<sup>th</sup> November 2017

Item No.	OPENING PROCEDURES						
17/188	REPORTS FROM NBC & NCC COUNCILLORS / POLICE (VERBAL OR WRITTEN) (15 MINUTES MAXIMUM).						
17/189	PUBLIC SESSION – MEMBERS OF THE PUBLIC ARE INVITED TO ADDRESS THE MEETING ON AGENDA ITEMS (15 MINUTES MAXIMUM).						
17/190	APOLOGIES – Members are asked to formally accept apologies received and the reasons given.						
17/191	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.						
17/192	REQUESTS FOR DISPENSATIONS to be received in writing by the Clerk. The Council is asked to formally decide whether to grant any such requests.						
17/193	MOTION TO DECLARE THE MINUTES OF THE PARISH COUNCIL MEETING 6 <sup>TH</sup> NOVEMBER 2017.						
17/194	MATTERS ARISING FROM THE MINUTES 6 <sup>TH</sup> NOVEMBER 2017.						
Item No.	REPORTS FROM COMMITTEES- Members will have received draft copies of minutes of committee meetings (if available) and can ask for points of clarification from the Chairs of those Committees in relation to those minutes.						
17/195	FINANCE & GENERAL PURPOSES COMMITTEE. Minutes from meeting Monday 27 <sup>th</sup> November not available at the time of publication of this agenda.						
17/196	PLANNING & DEVELOPMENT COMMITTEE. Minutes from meeting Monday 27 <sup>th</sup> November not available at the time of publication of this agenda.						
17/197	HUMAN RESOURCES COMMITTEE. No meeting – no report to receive.						
17/198	MEDIA & COMMUNICATIONS COMMITTEE. No meeting – no report to receive.						
Item No.	FINANCE						
17/199	BANK RECONCILIATION – Members are asked to receive and approve the latest bank reconciliation. N.B. an up to date bank reconciliation may be tabled at the meeting if the bank statements have been received prior to the meeting, but after the date of publication. Full details emailed to all Cllrs 29 <sup>th</sup> November 2017).						
	Summary 1/11/17		Current		Reserve		
	Account Balance		£58,538.80		£21,010.07		
	Still to be Banked		£0.00		£0.00		
	Unpresented Cheques		-£11.43		£0.00		
	Available Cash at 01/11/17		£58,527.37		£21,010.07		
17/200	MOTION:- MEMBERS ARE ASKED TO CONSIDER AND APPROVE THE FOLLOWING INVOICES FOR PAYMENT. N.B. As the first Monday of January falls on a bank holiday - contracted payments e.g. Clerks salary / HMRC / pension contributions for December, normally due on the first Monday of the month, will be requested for approval at this meeting and cheques post dated to 1 <sup>st</sup> January 2017.						
Natwest	Banking Fees	General Administration	LGA 1972 s111		27.5	27.5	0
2Commune	Website hosting / licence & 2 email addresses	S142	S142		720	600	120
Badgemaster	Councillor name badges for meetings	General Administration	LGA 1972 s111		142.31	142.31	0

Northamptonshire County Council	Zebra Crossing Contribution - St Crispins Drive	Zebra Crossing	RTRA 1984, s72		3600	3000	600
G Wells	Clerks Expenses - Travel	Clerks Expenses	LGA 1972 s112		80.75	80.75	0
Barbara Osborne	Barbara Osborne Business Services July - September	General Administration	LGA 1972 s111		75	75	0
Barbara Osborne	Barbara Osborne Business Services - September - December	General Administration	LGA 1972 s111		75	75	0
LGPS	Clerks Pension – November 17	Clerks Pension	LGA 1972 s112		331.82	331.82	0
Ms G Wells	Clerks Salary – November 17	Clerks Salary	LGA 1972 s112		919.95	919.95	0
HMRC	Clerks Salary Tax & NI – November 17	Clerks Salary	LGA 1972 s112		108.37	108.37	0
M Orpin	Virtual Marketing	Media	S142		120	120	0
O2	Clerks Phone	General Admin	LGA 1972 s111		11.08	9.23	1.85
Viking direct	Stationery - ink / paper / envelopes / stamps	General Admin	LGA 1972 s111		52.7	43.92	8.78
Viking direct	Stationery - ink / paper / envelopes / stamps	General Admin	LGA 1972 s111		27.34	27.26	0.08
LGPS	Clerks Pension – December 17	Clerks Pension	LGA 1972 s112		331.82	331.82	0
Ms G Wells	Clerks Salary – December 17	Clerks Salary	LGA 1972 s112		919.95	919.95	0
HMRC	Clerks Salary Tax & NI – December 17	Clerks Salary	LGA 1972 s112		108.37	108.37	0
					<b>7651.96</b>	<b>6921.25</b>	<b>730.71</b>

17/201	BUDGET 2018 -2019 – Members are asked to review and consider budget proposals received at the meeting. Members are reminded that they are under a statutory duty to produce a budget.
17/202	GRANT APPLICATION / S137 – Members are asked to consider and approve a grant application from the Local Branch of the Royal British Legion. (Details not received prior to publication of this agenda).
<b>Item No.</b>	<b><u>SPECIFIC AGENDA ITEMS</u></b>
17/203	PLANNING APPLICATIONS AND USE OF 2COMMUNE WEBSITES. Members are asked to consider correspondence received from Hunsbury Meadows Parish Council requesting pressure be applied to NBC for planning applications to be uploaded onto the 2commune websites for ease of use by Councils and parishioners.
17/204	NORTHAMPTON GATEWAY CONSULTATION. Members are asked to consider correspondence from Northamptonshire Gateway Action Group working to oppose the pending planning application for a Strategic Rail Freight Interchange at junction 15, requesting support to their cause.
17/205	MEDIA & COMMUNICATIONS COMMITTEE – Members are invited to nominate and approve a further member to the Committee.
<b>Item No.</b>	<b><u>CLOSING PROCEDURES</u></b>
17/206	CORRESPONDENCE / EVENTS / TRAINING:- (if not emailed, hard copies available from the Clerk). Members are reminded that training details can be located on the NCALC website and to contact the Clerk if they wish to attend.
17/207	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.
17/208	DATE OF NEXT MEETING:- <b>Monday 8<sup>th</sup> January 2018</b>