



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 8th January, at 7.30pm.** Press and Public Welcome.

Gill Wells Gill Wells, 3rd January 2017

| Item No. | OPENING PROCEDURES | | | | | | |
|--|---|------------------------|---------------|------|------------|------|------|
| 17/209 | REPORTS FROM NBC & NCC COUNCILLORS / POLICE (VERBAL OR WRITTEN) (15 MINUTES MAXIMUM). | | | | | | |
| 17/210 | PUBLIC SESSION – MEMBERS OF THE PUBLIC ARE INVITED TO ADDRESS THE MEETING ON AGENDA ITEMS (15 MINUTES MAXIMUM). | | | | | | |
| 17/211 | APOLOGIES – Members are asked to formally accept apologies received and the reasons given. | | | | | | |
| 17/212 | 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. | | | | | | |
| 17/213 | REQUESTS FOR DISPENSATIONS to be received in writing by the Clerk. The Council is asked to formally decide whether to grant any such requests. | | | | | | |
| 17/214 | MOTION TO DECLARE THE MINUTES OF THE PARISH COUNCIL MEETING 4 TH DECEMBER 2017. | | | | | | |
| 17/215 | MATTERS ARISING FROM THE MINUTES 4 TH DECEMBER 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. | | | | | | |
| 17/216 | FINANCE & GENERAL PURPOSES COMMITTEE. Draft minutes from meeting Monday 27 th November circulated to all Cllrs 2 nd January 2018. | | | | | | |
| 17/217 | PLANNING & DEVELOPMENT COMMITTEE. Draft minutes from meeting Monday 27 th November circulated to all Cllrs 2 nd January 2018. | | | | | | |
| 17/218 | HUMAN RESOURCES COMMITTEE. No meeting – no report to receive. Next meeting date 22 nd January 2018. | | | | | | |
| 17/219 | MEDIA & COMMUNICATIONS COMMITTEE. No meeting – no report to receive. Next meeting date 22 nd January 2018. | | | | | | |
| Item No. | FINANCE | | | | | | |
| 17/220 | 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 2 nd January 2018). | | | | | | |
| 30/11/17 | | Current | | | Reserve | | |
| Account Balance | | £57,115.87 | | | £21,010.07 | | |
| Still to be Banked | | £0.00 | | | £0.00 | | |
| Unpresented Cheques | | -£2,831.25 | | | £0.00 | | |
| Available Cash at 30/11/17 | | £54,284.62 | | | £21,010.07 | | |
| 17/221 | MOTION:- MEMBERS ARE ASKED TO CONSIDER AND APPROVE THE FOLLOWING INVOICES FOR PAYMENT. | | | | | | |
| Natwest | Banking Fees | General Administration | LGA 1972 s111 | | 27.5 | 27.5 | 0 |
| Duston & District Royal British Legion | Grant Application Approved 4th December 2017 | S137 | S137 | 1000 | 0 | 0 | 0 |
| M Orpin | Virtual Marketing | S142 | S142 | | 120 | 120 | 0 |
| O2 | Clerks Phone | General Admin | LGA 1972 s111 | | 11.08 | 9.23 | 1.85 |
| G Wells | Clerks Expenses - Travel | Clerks Expenses | LGA 1972 s112 | | 86.5 | 86.5 | 0 |

| | | | | | | | | | | | | | | | |
|--------------------------------------|--|------|------|--|--------|--------|------|--------------------------------|------------|----------------------|-----------|--------------------------------------|------------|-----------------------------------|-------------------|
| Real Design Studios | Additional Email Accounts | S142 | S142 | | 52.5 | 52.5 | 0 | | | | | | | | |
| | | | | | 297.58 | 295.73 | 1.85 | | | | | | | | |
| 17/222 | <p>PRECEPT 2018 -2019 – Having resolved to approve the budget (appendix A) at the Full Council meeting 4th December 2017, the Council are asked to approve the precept for the period 2018-2019 based on the requirements for expenditure versus anticipated income and expected bank balances 31st March 2018:-</p> <table> <tr> <td>Expected Expenditure 2018-2019</td> <td>£94,800.00</td> </tr> <tr> <td>Less expected income</td> <td>£5,000.00</td> </tr> <tr> <td>Less anticipated end of year balance</td> <td>£45,737.00</td> </tr> <tr> <td>Suggested Precept Required</td> <td>£44,063.00</td> </tr> </table> | | | | | | | Expected Expenditure 2018-2019 | £94,800.00 | Less expected income | £5,000.00 | Less anticipated end of year balance | £45,737.00 | Suggested Precept Required | £44,063.00 |
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| Less expected income | £5,000.00 | | | | | | | | | | | | | | |
| Less anticipated end of year balance | £45,737.00 | | | | | | | | | | | | | | |
| Suggested Precept Required | £44,063.00 | | | | | | | | | | | | | | |
| 17/223 | FRIENDS OF ST MICHAELS, UPTON – Members are asked to consider a request from the group for financial support. | | | | | | | | | | | | | | |
| 17/224 | NCC BUDGET CONSULTATION. (Emailed to all Cllrs 21 st December 2017). | | | | | | | | | | | | | | |
| Item No. | <u>SPECIFIC AGENDA ITEMS</u> | | | | | | | | | | | | | | |
| 17/225 | GENERAL DATA PROTECTION REGULATIONS – Members are asked to consider requirements and actions for the GDPR – (Report circulated to all Cllrs 2 nd January 2018). | | | | | | | | | | | | | | |
| 17/226 | PINEHAM VILLAGE GOVERNANCE REVIEW – Members are asked to consider requirements and actions associated with verbal reports that NBC is carrying a governance review into Pineham Village. | | | | | | | | | | | | | | |
| 17/227 | OVERVIEW & SCRUTINY WORK PROGRAMME CONSULTATION (Emailed to all Cllrs 2 nd January 2018). | | | | | | | | | | | | | | |
| Item No. | <u>CLOSING PROCEDURES</u> | | | | | | | | | | | | | | |
| 17/228 | 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. | | | | | | | | | | | | | | |
| 17/229 | 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. | | | | | | | | | | | | | | |
| 17/230 | DATE OF NEXT MEETING:- Monday 5th February 2018 | | | | | | | | | | | | | | |

| Upton Parish Council Budget 2018-2019 - Approved 4th December 2017 | Budget 17-18 | Revised Budget approved November 2017 | Expenditure to date (end November 2017) | Approved Budget 2018- 2019 |
|---|---------------------|--|--|---------------------------------------|
| Clerks Salary | 15500 | 15500 | 9768.61 | 17000 |
| Clerks Expenses | 500 | 750 | 457.04 | 750 |
| Training & Subs | 2200 | 2500 | 2129.81 | 2500 |
| Insurance | 450 | 500 | 496.32 | 550 |
| Audit | 550 | 550 | 276 | 550 |
| Election Expenses | 1500 | 1500 | 0 | 2250 |
| General Admin | 5000 | 5000 | 1559.74 | 2500 |
| S142 | 1700 | 1700 | 960 | 1500 |
| S137 | 4000 | 4000 | 2248.33 | 6000 |
| S145 | 1000 | 1000 | 0 | 1000 |
| Chairs Allowance | 300 | 300 | 300 | 300 |
| Speed Reductions / Traffic Calming | 8000 | 10000 | 0 | 5000 |
| Zebra Crossing | 3000 | 3000 | 0 | 0 |
| Neighbourhood Watch | 500 | 500 | 0 | 500 |
| Elgar Ctre Contribution | 1000 | 1000 | 0 | 0 |
| St Crispin Community Centre | 1000 | 1000 | 1000 | 0 |
| Pocket Park | 1000 | 0 | 0 | 0 |
| Planters | 4000 | 0 | 0 | 3000 |
| Hanging Baskets | 3000 | 0 | 0 | 0 |
| Noticeboards | 1500 | 1500 | 0 | 3000 |
| Street Furniture | 5000 | 5000 | 0 | 3000 |
| Outdoor Gym Equipment | 10000 | 16400 | 0 | 16400 |
| Bulbs / Planting | 1000 | 0 | 0 | 500 |
| Xmas Decorations | 4000 | 4000 | 0 | 1500 |
| Defibrillators | 4000 | 4000 | 0 | 2000 |
| Legal Fees | 10000 | 10000 | 0 | 8000 |
| Old Kent Road Development | | | | 10000 |
| PC Office Rental | | | | 6000 |
| Pineham Community Centre Contribution | | | | 1000 |
| | <u>89700</u> | <u>89700</u> | <u>19195.85</u> | <u>94800</u> |