

**Minutes of Staverton Parish Council Meeting held on  
Tuesday 3<sup>rd</sup> December 2013 at 7.30pm in Staverton Village Hall**

Present: Parish Councillors: T Glover (Chair) (TG), I Weaver (Vice Chair) (IW), S Frost (SF), E Kenworthy-Browne (EK-B), M Stott (MS).

Others: 1 member of the public, District Councillor Jo Gilford,

Mrs Sharon Foster (Clerk).

**1. Acceptance of Apologies for Absence**

J Golding (JG) – holiday

S Taylor (STa) - working

S Thomas (STh) – had a fall.

**2.1 Declaration and Nature of Interests**

None.

**2.2 Consideration of any dispensation requests received**

None.

**3. Open forum**

Nothing to report.

**4. To approve and sign the minutes of the ordinary meeting dated 5<sup>th</sup> November 2013**

The minutes had been circulated.

*Proposal: to accept the minutes as a true and accurate record of the meeting.  
Proposed by IW, seconded by EK-B. 4 for. 1 abstained. All in favour. Carried.*

## **5.1 Matters arising from previous meetings**

### **5.1 Modification Order of The Loop, Staverton**

The Clerk read out comments drafted by JG in response to a letter received from NCC.

*Proposal: to respond to NCC as drafted by JG.*

*Proposed by SF, seconded by EK-B. 4 for. 1 abstained. All in favour. Carried.*

### **5.2 Staverton Parish Website**

TG reported that he had attended a Digital by Default course, accompanied by the Clerk attending on behalf of Badby Parish Council. Discussion took place and the Clerk advised that it is good practice to have agendas and minutes (in final form) on websites.

### **5.3 Recovery of debt**

The County Court Judgement has now been served.

### **5.4 Update on proposed kissing gates on footpath FD8/17**

Nothing to report.

### **5.5 Consideration of changing street lighting maintenance contractor and mercury street lighting**

MS confirmed that there are 7 mercury lights – 4 on the A425, 2 on Braunston Lane and 1 by the allotments. He has approximate costs for changing them and will now contact Aylesbury Maintenance Ltd for a comparative quote.

After discussion, it was noted that EK-B would take an initial look at which streetlights may be considered to be switched off.

### **5.6 Consideration of cutting back foliage and trees on the playing field**

The work has not yet been carried out. However, whilst repairing the barn roof, TG had been approached by a number of residents requesting that 15 or so cherry trees be removed/pruned. Some of the trees may be having an adverse effect on a retaining wall. The Clerk will ask the Tree Warden to take a look and report back.

#### 5.7 Consideration of Barn rent

Discussion took place and it was noted that barn rent should remain at £18.75 per week plus insurance. This would allow the Parish Council to accumulate funds for future repairs.

#### 5.8 Consideration of advertising the vacancy at the Barn

Adverts have been placed. Consideration will be made at the January meeting as to whether to put an advert in the Daventry Express.

#### 5.9 Consideration of response from DDC regarding DA/2013/0794 (Construction of agricultural barn at Staverton Hill Farm, Badby Lane, Staverton)

Following investigation by DDC, the size of the barn had been reduced and it had been re-sited. Prior approval has now been granted by DDC, subject to agreement on materials.

*Proposal: to remove from the agenda.*

*Proposed by TG, seconded by S. All in favour. Carried.*

### **6. Representative's Reports**

#### 6.1 Footpath representative

The Clerk was tasked with contacting NCC as signs had been erected on a footpath stating that the land is private.

#### 6.2 Highway representative

SF reported that the 4 salt bins are full and that NCC will be dealing with the flooding issue at Braunston Lane and Home Close.

#### 6.3 Street Lighting representative

Nothing to report.

#### 6.4 Grass Cutting representative

Nothing to report.

#### 6.5 Playing Field representative

TG reported that the Empowerment Grant funding had been received from NCC and so high risk aspects of the last inspection report will be carried out. The Clerk was asked to contact the mole removal contractor.

#### 6.6 District & County Councillors

District Councillor Gilford reported that DDC will be receiving 13.5% less grant from central

Government for the next financial year. DDC has been looking to generate income in various ways. DDC had agreed that it will not be funding the Council Tax Benefit Support Grant in 2014/15. She also updated the meeting on a number of planning aspects within the District. County Councillor Brown sent his apologies.

### 7.1 Planning Applications - Full Plans available 15 minutes prior to meeting

Planning no.	Description	Location	Comment
DA/2013/0877	Work to and removal of trees within a Conservation Area	Avon Cottage, The Woodlands, Staverton NN11 by SF. 6JN	Proposal: to support tree warden report that Tree 2 be pruned, unless insurance company concerns are well founded. Proposed by IW, seconded by SF. All in favour. Carried.

### 7.2 Planning Applications - Decisions

Planning no	Description	Location	Decision
DA/2013/0646	Outline planning permission for residential development including public open space (revised scheme)	Land north of Daventry Road/ Badby Lane, Staverton	Refused

## 8. Clerk's Correspondence

8.1	DDC	Draft Community Strategy consultation	Clerk/TG to complete
8.2	Mr and Mrs Moriarty	Speeding and parking problems in Staverton	Clerk to correspond regarding community speed detection programme.
8.3	DDC	Electoral roll update	File.
8.4	DDC	Invitation to Parish & Town Councils' Mtg on 12.12.13	No-one to attend.
8.5	DDC	Draft Strategic Housing Plan consultation	Clerk/IW to complete.
8.6	DDC	Scrap Metal Dealers (by email)	Noted.
8.7	HSBC	Statement	Noted.
8.8	NCALC	County Flag Competition	Noted.
8.9	DDC	Dog fouling	Cannister to be obtained.
8.10	DDC	Communications with Parishes	Comments to be passed to DDC.
8.11	NCC	River Nene Catchment Plan consultation	No response to be made.

## 9. Subsequent Correspondence

None.

## 10. Financial Report

### 10.1 Accounts for Payment

Cheque	Payee	Details	Amount (GBP)			Authority
			Cost	VAT	Total	
438	S Foster	Salary	203.43	0.00	203.43	LGA 1972 s112
439	S Foster	Expenses	113.23	0.00	113.23	LG(FP)A 1963 s5
440	ICO	Notification	35.00	0.00	35.00	LG(FP)A 1963 s5

*Proposal: to authorise payment of the above cheques.*

*Proposed by TG, seconded by MS. All in favour. Carried.*

### 10.2 Income received

£514.26 NCC Urban Highway Grass Mowing Grant 2013

£700.00 NCC Empowering Councillors Grant

£300.00 NCC Empowering Councillors Grant

### 10.3 Bank account balances as at 27.11.13

HSBC Business £7,237.85

HSBC Deposit £ 0.10

Total £7,237.95

Uncashed cheques £ 0.00

Total available £7,237.95

### 10.4 Consideration of draft budget for financial year 2014/2015

A draft budget had been circulated with a number of options available.

*Proposal: to increase the Parish precept by 3% to £8,569 using £1,397 from reserves to make up the shortfall of predicted expenditure of £9,966 and to make the appropriate demand on Daventry District Council.*

### 10.5 Consideration of possible application for County Council Empowerment Grant funding

The Clerk confirmed successful application of grants of £700 for barn repairs and £300 for repairs to playing field equipment.

### 10.6 Consideration of DDC grants available

The Clerk had circulated a report of grants available from January 2014 as well as previous grants provided by DDC. She was asked to check eligibility and criteria required and report back to January's meeting.

#### 10.7 Consideration of NCALC finance update

The Clerk had circulated an email from NCALC which confirmed the repeal of legislation requiring two signatures on cheques and payment orders by Parish Councils and also reported no decision as to whether DDC would pass on the Council Tax grant. As already reported by District Councillor Gilford, DDC has now made the decision not to pass on the grant.

### **11. New business**

11.1 Setting of dates for all 2014 ordinary meeting dates and Annual Parish Meeting  
A list of dates had been circulated and was agreed. This would now be published and circulated to District and County Councillors.

*Proposal: to confirm all dates as circulated.*

*Proposed by TG, seconded by SF. All in favour. Carried.*

11.2 Consideration of draft policy on Clerk's Appraisal

A draft policy had been circulated.

*Proposal: to adopt policy as circulated.*

*Proposed by MS, seconded by EK-B. All in favour. Carried.*

11.3 New Model Standing Orders

It was suggested that a working party be put together in March in order for new standing orders being adopted in May 2014. Therefore, this matter deferred to March 2014.

11.4 Consideration of NCC Urban Highway Grass Mowing Agreement for 2014

*Proposal: to sign agreement on the basis of receiving £514.26 grant.*

*Proposed by EK-B, seconded by IW. All in favour. Carried.*

11.5 Consideration of safety inspection on play area

Following receipt of notification, the Clerk was tasked with arranging the inspection.

11.6 Consideration of application for funding by Village Hall Committee

The Clerk was requested to pass the application to County Councillor Brown for consideration.

### **12. Date of next Ordinary Meeting of the Parish Council**

Tuesday 7<sup>th</sup> January 2014.

The Chairman closed the Meeting at 9.25pm.