

**Minutes of Staverton Parish Council Meeting held on  
Tuesday 4<sup>th</sup> February 2014 at 7.30pm in Staverton Village Hall**

Present: Parish Councillors: T Glover (Chair) (TG), I Weaver (Vice Chair) (IW), S Frost (SF), J Golding (JG), S Thomas (STh).

Others: 2 members of the public, County Councillor Robin Brown,

District Councillor Jo Gilford, Mrs Sharon Foster (Clerk).

**1. Acceptance of Apologies for Absence**

E Kenworthy-Browne (EK-B) – husband unwell.

S Taylor (STa) - working.

TG reported that he had received M Stott's resignation due to work commitments. He wished to thank him for his hard work during his time on the Parish Council. The Clerk was asked to write a letter of thanks. The process of advertising the vacancy has begun.

**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 7<sup>th</sup> January 2014**

The minutes had been circulated. The following comments were made:

Item 5.1: Addition of “JG said that this still did not explain why the letter went in his name.” at the end of the item.

Item 5.7: Proposal to be changed to read “*to ring-fence £700 empowerment grant for repairs to the Barn into the HSBC deposit account*”.

Item 6.1: First sentence to be changed to read “The notices on the footpath between the Cricket Pitch and Badby Road discussed at the last meeting have been removed.”.

*Proposal: to make the above amendments and accept the minutes as a true and accurate record of the meeting.*

*Proposed by JG, seconded by STh. All in favour. Carried.*

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

### 5.1 Modification Order of The Loop, Staverton

NCC’s response had been circulated. JG had responded by email regarding points 1 and 6 which have been accepted by NCC. JG would respond on other points raised. JG was asked to circulate his email to all Parish Councillors.

### 5.2 Recovery of debt

The Clerk reported that judgement had been entered with a request for full payment of the outstanding debt by the end of January. No payment had been received. The Clerk was requested to send a letter (by post and email) to the debtor stating that he would be given 14 days from the date of the letter before the Parish Council would move to appoint a bailiff.

### 5.3 Update on proposed kissing gates on footpath FD8/17

Deferred.

### 5.4 Consideration of changing street lighting maintenance contractor and mercury street lighting

Following the resignation of M Stott, the Clerk was tasked with obtaining a quote for orange golden lights.

Discussion took place regarding Street Lighting Representative. TG will approach STa.

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

TG reported that due to the recent inclement weather conditions no work had been undertaken. Matter to be progressed, if possible, by TG and JG.

5.6 Consideration of Barn rent  
TG was still awaiting a response from one prospect. Deferred to next meeting.

5.7 Consideration of advertising the vacancy at the Barn  
Ongoing. A decision will be made at the March meeting of the Parish Council as to whether to advertise in the Daventry Express at an approximate cost of £80.

5.8 Consideration of safety inspection on play area  
An inspection had been requested.

5.9 New Model Standing Orders – Deferred to March 2014  
To be dealt with at the March meeting.

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

6.1 Footpath representative  
Nothing to report.

6.2 Highway representative

SF reported that she had attended the Highways Warden Meeting at Brixworth which she found extremely informative.

SF also reported that she is trying to arrange a site visit with NCC regarding the area at the junction of Home Close and Braunston Lane which is prone to flooding.

A pothole has been reported to NCC.

SF reported that the ditch between the entrance to Skylark Farm and Mr Godber's entrance was prone to flooding. The Clerk was requested to report the matter to NCC. County Councillor Brown asked to be copied into the correspondence.

JG noted that, following clearance of the ditch by the pocket park last year, the excess has still not been removed. TG will progress the matter.

6.3 Street Lighting representative

Nothing to report.

6.4 Grass Cutting representative  
Nothing to report.

6.5 Playing Field representative

The Clerk reported that the mole catcher was unable to attend the Playing Field. She was requested to find other quotes.

JG had researched minutes regarding playing field monies being amalgamated into the Parish Council account. This was mentioned in the minutes of 04.11.09, item 5.9. The Clerk will locate the closing statement of the bank account and report back.

6.6 District & County Councillors  
Nothing to report.

6.7 Parish Website

TG reported that additions had been made. He had uploaded the last 3 months' of minutes and would continue to build up to 6 months' worth with a note that if anyone required any minutes further back, they should contact the Clerk. He would also upload the latest agenda.

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

Planning no.	Description	Location	Comment
DA/2014.0034	Construction of agricultural building	The Hall, Manor Road, Staverton NN11 6JD	<i>Proposal: No objection. Proposed by TG, seconded by SF. All in favour. Carried.</i>

### 7.2 Planning Appeals

Planning no	Description	Location	Decision
None			

### 7.2 Planning Applications - Decisions

Planning no	Description	Location	Decision
DA/2013/0835	Construction of dwelling and garage	Land at The Croft, Croft Lane, Staverton NN11 6JE	Withdrawn
DA/2013/0877	Works to trees within a Conservation Area	Avon Cottage, The Woodlands, Staverton NN11 6JN	Granted

## 8. Clerk's Correspondence

8.1	DDC	Parish & Town Councils' Meeting minutes (by email)	Noted
8.2	Clerks & Councils Direct	Magazine	Noted
8.3	NCALC	Training calendar for January and February 2014	Clerk to book a place on Planning Nuts & Bolts at Litchborough on 28.04.14

8.4	Northants ACRE	Best Village Competition 2014 (by email)	No action
8.5	T Scott	Drains email	Clerk to write to Severn Trent, copy to District Councillor
8.6	DDC	WW1 Commemorations (by email)	Forward to school and church
8.7	MGWSP	Are you ready? Email	Noted
8.8	NCC	Consultation – Validation of Development Planning Apps	No action
8.9	WNDC	Joint Core Strategy – Proposed Modifications Consultation	No action
8.10	HSBC	Statement	File

## 9. Subsequent Correspondence

None.

## 10. Financial Report

### 10.1 Accounts for Payment

Cheque	Payee	Details	Amount (GBP)			Authority
			Cost	VAT	Total	
445	S Foster	Salary	203.43	0.00	203.43	LGA 1972 s112
446	S Foster	Expenses	41.13	0.00	41.13	LG(FP)A 1963 s5
447	Village Hall Committee	Hall hire	121.50	0.00	121.50	LG(FP)A 1963 s5
448	EON	Electricity	276.50	55.30	331.80	PCA 1957

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

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

### 10.2 Income received

None.

### 10.3 Bank account balances as at 29.01.14

HSBC Business	£7,043.15
HSBC Deposit (Barn)	<u>£ 700.10</u>
Total	£7,743.25

Uncashed cheques £ 273.31

Total available £7,469.94

10.4 Presentation of third quarter budget figures  
The figures had been circulated. No queries were raised.

#### 10.5 Confirmation of HSBC Bank Transfer

The Clerk had circulated confirmation of the bank transfer of £700 from the business account to the deposit account, to be ring-fenced for use on repairs to the Barn.

### **11. New business**

11.1 To receive grievance from the Clerk  
TG will arrange an informal meeting between the parties and report back to the next meeting.

11.2 To agree deadline for receipt by Clerk of new items for Parish Council agenda  
Discussion took place to agree that any new item for an agenda should be with the Clerk by the end of Tuesday before an agenda goes out on Wednesday; any request to be supported by background information but no vote was taken at this stage.

*Proposal: it was agreed that the Clerk purchase a self-inking stamp marked DRAFT for noticeboard copies of draft minutes.*

*Proposed by IW, seconded by STh. 3 for. 1 against. 1 abstained. Carried.*

11.3 Consideration of Country Gardens quote for 2015, 2016 seasons  
The quote showing an increase of £9 per cut (from £131 to £140) for the 2104 season had been circulated.

*Proposal: to accept the increase of £9 per cut.*

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

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

Tuesday 4<sup>th</sup> March 2014.

The Chairman closed the Meeting at 8.30pm.