

**Minutes of Staverton Parish Council Ordinary Meeting held on
Tuesday 7th October 2014 at 7.30pm in Staverton Village Hall**

Present: Parish Councillors: T Glover (Chair) (TG), J Golding (Vice Chair) (JFG),
S Frost (SF), J Gilford (JMG), E Kenworthy-Browne (EK-B),

S Thomas (STh), I Weaver (IW),

Others: 4 members of the public, District Councillor J Gilford,
S Foster (Clerk).

1. Acceptance of Apologies for Absence

S Taylor (STa) – on holiday.

2.1 Declaration and Nature of Interests

None.

2.2 Consideration of any dispensation requests received

None.

3.1 To approve and sign the minutes of the Ordinary Meeting dated 2nd September 2014

Draft minutes had been circulated. The following amendments were made:

Item 5.1: Replace “NCC” with “Roger Hayes, Mapping Officer”.

Item 5.2: Replace “NCC” with “Nick Wedgbrow of the Rights of Way Section”.

Item 6.3: Replace “NCC” with “Nick Wedgbrow of the Rights of Way Section”.

Item 6.8: Edit last paragraph to read: “With regards to the lamp post on Home Close which had been hit by a car, EON will prepare a quotation to repair the light for the Parish Council to claim from the insurer involved.”.

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

Proposed by SF, seconded by IW. 6 for. 1 abstained. Carried.

3.2 To approve and sign the minutes of the Extraordinary Meeting dated 16th September 2014

Draft minutes had been circulated.

*Proposal: to accept the minutes as a true and accurate record of the meeting.
Proposed by EK-B, seconded by IW. 4 for. 3 abstained. Carried.*

4. Open forum

Nothing to report.

At this point in the meeting, the order was changed to accommodate members of the public present.

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

Planning no.	Description	Location	Comment
DA/2014/0818	Demolition of existing stables. Construction of 2 dwellings and associated garages	Land at The Beeches, The Green, Staverton NN11 6JB	Members of the public gave views. Discussion took place. Proposal: to object on grounds of the application being in contravention of various DDC planning policies. Proposed by IW, seconded by EK-B. Amendment to proposal: to include request that, if DDC is minded to approve the application, provision be set out not to remove trees and to provide adequate screening.

Amendment proposed by JFG, not seconded. Not carried.

Original proposal: 3 for. 3 abstained. 1 against. Carried.

5.1 Matters arising from previous meetings

5.1 Modification Order of The Loop, Staverton

JFG has been advised by R Hayes, Mapping Officer that the Modification Order and Diversion Order have to be dealt at the same time. This is in progress although has to be fitted in with other work currently being undertaken by R Hayes.

5.2 Consideration of changing street lighting maintenance contractor and mercury street lighting

JFG reported that the public consultation earlier this evening had shown approval from those present to a 15% increase in precept to accommodate replacement lighting. JFG to check cost of LED lighting along the main road.

5.3 Report on mole catching

Nothing to report.

5.4 Confirmation of no objections from allotment holders to bees being kept at the allotments

The Clerk reported that a letter had been sent to G Whitehead following written confirmation of allotment holders of no objections. The Clerk has requested confirmation of the number of hives to be sited on the allotments as well as a copy of insurance renewal.

Proposal: to remove from the agenda.

Proposed by IW, seconded by JFG. All in favour. Carried.

5.5 Revision of Standing Orders in relation to:

- a. number of days' notice required for Motion requiring Written Notice;

Meeting to be held between TG, JMG, JFG and the Clerk. Matter deferred to November.

- b. number of days required for resubmission of Written Notice so that it is understood As a above, deferred to November meeting.

5.6 Application to Vodafone Rural Open Sure Signal programme

TG had been in contact with Vodafone who had advised that as limited output is available from the units, Staverton would not be well served to make an application.

Proposal: to not make an application to the Programme and to remove from the agenda. Proposed by TG, seconded by ST. All in favour.. Carried.

6. Representative's Reports

6.1 District & County Councillors

JMG reported that a number of draft Village Design Statements and Neighbourhood Plans are being received at DDC. There was a recommendation that the Parish Council produce a Neighbourhood Plan and Planning Policy in order to further protect the village from future development. It was noted that a Neighbourhood Plan will involve residents and is not Parish Council-led whereas a Planning Policy document is drawn up and adopted by the Parish Council. The Clerk was tasked with producing a draft Planning Policy for discussion at the November meeting. Further discussion will be required on a Neighbourhood Plan. JFG reported that DDC currently have the draft Village Design Statement.

JMG reported a change to DDC planning policy. A request for a planning application to go to Planning Committee will only be considered if DDC Planning Policy are quoted in Parish Council objections.

6.2 Finance Representative

Nothing to report.

6.3 Footpath Representative

JFG has contacted N Wedgebrow (Rights of Way Section) with regards to the cricket pitch footpath and Badby Lane and been advised that they are in the process of installing new furniture. JFG will report a tree down on Marshalls Lane. TG reported that he had cleared the footpath to Staverton Park Hotel.

6.4 Grass Cutting Representative

It was noted that the grass mowing contractor has been ill and no cut has been done for 6 weeks.

Proposal: to ask current contractor for a full cut and strim on or before 17th October. If not forthcoming, the Clerk to contract a full cut and strim at a maximum cost of £200.

Proposed by TG, seconded by EK-B. 6 for. 1 abstained. Carried.

6.5 Highway Representative

SF reported that NCC have 25kg bags of salt for sale. This has no effect on the filling of roadside salt bins by NCC. It was noted that the Parish Council has no requirement for extra salt.

SF noted that planning application DA/2014/0622 (Highways sign) which had been dealt with by delegated responsibility, had been refused by DDC.

SF reported that she has written to I Smith with regards to the issue of poor road repair by Snellson's house.

It was noted that the mound of soil opposite the lay-by on the way to Daventry is still there. Although outside of Staverton parish, SF noted that she is waiting for the overgrowth to die down to report it.

6.6 Parish Website

Nothing to report.

6.7 Playing Field Representative

TG and JFG have carried out maintenance works to various branches and ivy on the wall by the barn. There are still jobs to be done. It was noted that the skateboard ramp may need filling in although no decision was made. Thanks went to both for their efforts.

New details have been added to the noticeboard.

IW offered to supply decking oil in order to oil the uprights of the noticeboard on Braunston Lane.

6.8 Street Lighting Representative

JFG reported delays in getting a number of streetlights repaired by EON under the current maintenance arrangements. It was noted that Aylesbury Mains have a policy of attending within 5 working days.

A request had been received from a member of the public for a new streetlight outside 1 The Green. The Parish Council considered lighting on The Green is adequate at this time.

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

Planning no.	Description	Location	Comment
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DA/2014/0483	Revised proposal following grant of planning permission DA/2013/0727 for erection of houses and garages at Plots 2, 3 and 4	Land at Former Hospital site, Badby Lane, Staverton NN11 6DE	JMG to attend and re-iterate Parish Council objection.
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7.2 Planning Appeals

Planning no	Description	Location	Decision
None			

7.3 Planning Applications - Decisions

Planning no	Description	Location	Decision
DA/2014/06223	non-illuminated sponsorship signs	Roundabout at junction of Daventry Rd/Staverton Rd/Badby Lane, Staverton	Refused
DA/2014/0641	Construction of dwelling (part retrospective)	Site at Whitmill Hill Farm, Badby Lane, Staverton NN11 6DE	Refused

7.4 Planning – Non-material Amendment and Permitted Development Applications to DDC

Planning no	Description	Location	Decision
None			

8. Clerk's Correspondence

8.1	Clerks & Councils Direct	Sept 2014	Noted
8.2	DDC	Register of Electors alterations	Noted
8.3	LCR	Autumn 2014	Noted
8.4	HSBC	Changes to terms and conditions	Noted
8.5	NCC	Salt bags for Parish Councils (By email)	Dealt with above.
8.6	DDC	Planning System Upgrade (By email)	Noted

8.7	DDC	Daventry District Housing Star Awards (By email)	Noted
8.8	DDC	Local Code of Conduct – 2013/14 issues digest (By email)	Noted
8.9	Came & Co	Autumn Council Matters (By email)	Noted
8.10	NCALC	Recruiting new Parish Councillors (By email)	Noted
8.11	DDC	Polling Station Review Results (By email)	Noted
8.12	HSBC	Statements	Noted
8.13	NCC	Adoption of Minerals and Waste Local Plan (By email)	Noted

9. Subsequent Correspondence

None.

10. Financial Report

10.1 Accounts for Payment

	Cheque	Payee	Details	Amount (GBP)			Authority
				Cost	VAT	Total	
487	S	Foster	Salary	242.23	0.00	242.23	LGA 1972 s112
488	S	Foster	Expenses	30.65	0.00	30.65	LGA 1972 s112
489	Amber	Screen	Playing field noticeboard vinyl	10.00	2.00	12.00	Open Spaces Act 1906
490	BDO		External audit	100.00	20.00	120.00	Accs & Audt Regs 1996
491	ICO		Notification	35.00	0.00	35.00	LG(FP)A 1963 s5

Proposal: to authorise payment of the above cheques.

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

10.2 Income received

£ 0.04 HSBC Interest

£ 40.00 Barn debt repayments (4 x £10 each)

£4,284.50 DDC ½ year precept

10.3 Bank account balances as at 30.09.14

HSBC Business £11,161.45

HSBC Deposit (Barn) £ 700.43

Total £11,861.88

Uncashed cheques	£ <u>0.00</u>
Total available	£11,861.88

10.4 Presentation of audited end of year figures for 2013/2014

The external audit had been received with no matters arising.

Proposal: to accept the external audit report as provided and remove from the agenda.

Proposed by JMG, seconded by TG. All in favour. Carried.

10.5 Update of 4-year forecast covering financial years 2014 to 2018

The 4-year forecast will be used as the basis for preparing a draft 2015/2016 budget for presentation at the November meeting. The Clerk will arrange a working group to meet.

10.6 Presentation of ½ year budget update

½ year budget figures had been circulated. JFG noted some expenditure being under budget and asked whether this had been taken into consideration on the 4-year forecast. It was noted that the 4-year forecast is currently based on the set budget rather than actual spend to date.

11. New business

11.1 Report on Clerk's attendance at SLCC AGM and Clerks' Cuppa events

The Clerk reported that she had attended the SLCC AGM and is a member of the Northants Branch Executive Committee. This has no financial impact on the Parish Council.

She had also attended a Clerk's Cuppa event on the subject of next year's Parish Council elections.

11.2 Request from Michael Venton of DDC to have beech tree on The Green inspected

Following the above request, the Tree Warden had been asked for a report which was read out. It was noted that three quotes for the cost of a written inspection report by a qualified arboroculturalist on the beech tree should be presented to the November meeting for consideration.

12. Date of next Ordinary Meeting of the Parish Council

Tuesday 4th November 2014

Following discussion of the confidential portion of the meeting, the Chairman closed the meeting at 10.20pm.

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