

**Minutes of Staverton Parish Council Ordinary Meeting held on
Tuesday 3rd February 2015 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), I Weaver (IW),

Others: 1 member of the public, S Foster (Clerk).

1. Acceptance of Apologies for Absence

S Taylor (ST) – working.

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 6th January 2015

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

Item 5.4: Replace “JG” with “JFG”.

Item 10.1: The number of those voting in favour of the proposal be amended to 4.

Item 11.2: Replace “ write Mr Thompson confirming” with “ write a letter to Mr Thompson, drafted by JFG, confirming”.

Further amendment to the draft minutes will be discussed during the confidential part of the meeting.

4. Open forum

A member of the public raised the matter of sewage as raised recently by the Parish Council with Severn Trent Water. It was noted that there is no issue at the moment although the parishioner expects that the bad smell will return in the next few months.

The order of the meeting was altered to accommodate the presence of a member of public.

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

Planning no.	Description	Location	Comment
DA/2014/1126	Certificate of lawful development (existing) for occupation of dwelling in breach of condition 3 of planning permission DR/66/196 (occupation limited to person employed in agriculture)	Catesby Thorn, Catesby Road, Staverton NN11 6LB	Proposal: the Parish Council feels insufficiently qualified to make a comment. Proposed by IW, seconded by SF. All in favour. Carried.

5.1 Matters arising from previous meetings

5.1 Modification Order of The Loop, Staverton

Nothing to report.

5.2 Consideration of changing street lighting maintenance contractor

Further complaints have been received from a number of parishioners regarding street lights still not having been repaired. Considerable discussion took place including the need for EON to carry out the now due three yearly maintenance service before any action is taken regarding changing contractor. It was noted that three street lights are now permanently out and three are flickering. EON has stated that they are waiting for ordered parts which are required to repair the accident-damaged street light on Home Close. JFG reported that he had telephoned EON whilst in Portugal and had been given an assurance that the faulty Street Lights would be attended to this present week. It was agreed that JFG would research whether the Parish Council could raise the issue with OFGEM in the event that this assurance was not honoured. The matter was deferred until the next meeting.

5.3 Consideration of updating from mercury street lighting

Nothing to report. It was agreed that the matter be deferred until May.

Proposal: to remove from the agenda until May 2015.

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

5.4 Report on mole catching

Nothing to report.

5.5 Consideration of mowing tenders

Two quotations had been circulated and a third presented at the meeting. The matter was discussed in detail.

Proposal: to accept the quote of £147 per cut from N Freeman for 12 cuts per year with an option for an extra 2 cuts. The contract to be for 3 years with an opt out by either party after 1 year.

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

Proposal: to remove from the agenda.

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

5.6 Consideration of written inspection on the beech tree on The Green

The Clerk reported that the inspection had been carried out. The report should be available for the next meeting.

5.7 Consideration of draft Policy 009 - Planning

A draft had been circulated. It was noted that JFG has comments which have not yet been taken into consideration. It was agreed that the Clerk would provide JFG with the tracked changes version to review in order that he could send his comments through to the Parish Council.

Proposal: to adopt the tracked changes version of the document as circulated with the amendment of the addition of "Jurassic" at item 5.6.

Proposed by TG, seconded by EK-B. 5 for. 1 abstained. Carried.

The Clerk was tasked with forwarding a copy to Parish Councillors and submitting the document to Daventry District Council.

5.8 Consideration of Neighbourhood Plan

TG reported that 2 members of the Parish had come forward following a request for volunteers. The Clerk was tasked with putting together an application for the designation of a neighbourhood area. A map of the Parish would be required. JFG may have a paper copy which could be provided and the Clerk was tasked with asking DDC whether they have such a document electronically. It was noted that the consultation periods and number of consultees have been reduced in order to try to shorten the period required for putting together a neighbourhood plan.

5.9 Consideration of amendment to Item E(ii) of Policy 001 - Communications Policy

The Clerk had circulated advice taken from Danny Moody at NCALC following the last meeting. Considerable discussion took place.

Proposal: To adopt the Policy circulated with the amendment recommended by NCALC.

Proposed by TG, seconded by SF. 5 for. 1 against. Carried.

Proposal: To remove from the agenda.

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

5.10 Update on Parish Meeting to be held on 5th February 2015

Flyers had been delivered throughout the parish. It was noted that Parish Councillors would attend as members of the public except TG who would chair the meeting. Notes would be taken by the Clerk. TG reported that he believed the development company was approaching a number of other Parish Councils in the area, not only Staverton.

5.11 Consideration of letting of Barn 2015/2016

It was noted that no decision will be made by the current tenant until the roof is repaired. This cannot be done until the weather improves.

6. Representative's Reports

6.1 District & County Councillors

Nothing to report.

6.2 Finance Representative

Nothing to report.

6.3 Footpath Representative

It was noted that JFG will follow up with regards to the proposed stile on FD1 and will also meet with Nick Wedgbrow. TG reported that forestry work is taking place in the wood on the Badby Lane to Catesby footpath and so the footpath is closed whilst the work takes place.

6.4 Grass Cutting Representative

Nothing to report.

6.5 Highway Representative

SF reported that all salt bins are full. It was noted that a member of the public had requested re-siting of the Staverton village sign on Shuckburgh Road. It was reported that this sign had already been re-sited a number of years ago at the request of the same member of the public. Therefore, no action would be taken at this time.

6.6 Parish Website

TG reported that the website has been updated recently.

6.7 Playing Field Representative

TG reported that the skateboard ramp will be removed once the weather improves.

The Clerk reported that the inspection of the area had been arranged.

6.8 Street Lighting Representative

Nothing to report.

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

Planning no.	Description	Location	Comment
DA/2015/0006	Conversion of barn and outbuilding to dwelling and partial demolition and rebuild of boundary wall and associated structure	The Stables, Manor Road, Staverton NN11 6JD	<i>Proposal: unable to support on the grounds that the fabric of the building does not lend itself to windows and doors being inserted without destroying the character of the stonework as it exists.</i> <i>Proposed by JFG, seconded by EK-B. 5 for. 1 abstained. Carried.</i>

7.2 Planning Appeals

Planning no	Description	Location	Decision
None			

7.3 Planning Applications - Decisions

Planning no	Description	Location	Decision
None			

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

Planning no	Description	Location	Decision
None			

8. Clerk's Correspondence

8.1	Northants Police	Recruitment Officer email (By email)	Noted
8.2	Northants Police	December crime report	Noted
8.3	HMRC	Paying PAYE electronically	Noted
8.4	DDC	Plain English guide to the Planning System	Noted. Clerk to request plain English guide to planning policies.
8.5	HSBC	Statement	Noted
8.6	Clerks & Councils Direct	January 2015 issue	Noted
8.7	Northants CALC	Training calendar	<p><i>Proposal: To reserve the following:</i></p> <p><i>17.02.15 - Clerk and JMG re Year end</i></p> <p><i>27.05.15 - 2 spaces to be reserved re Off To A Flying Start</i></p> <p><i>24.06.15 - JMG re Employment</i></p> <p><i>Proposed by EK-B, seconded by IW. 5 for, 1 abstained. Carried.</i></p>
8.8	DDC	Planning investigation	Noted
8.9	DDC	Targetting Isolation (By email)	Community noticeboard
8.10	DDC	Request to put notice on board re How to become a Councillor	Community noticeboard

9. Subsequent Correspondence

None.

10. Financial Report

10.1 Accounts for Payment

Cheque	Payee	Details	Amount (GBP)			Authority
			Cost	VAT	Total	
507	S Foster	Salary	244.22	0.00	244.22	LGA 1972 s112

508	S Foster	Expenses	45.69	0.00	45.69	LGA 1972 s112
509	EON	Electricity	277.03	55.41	332.44	PCA 1959
510	N Freeman	Mowing	560.00	0.00	560.00	LGA 1972 s214

JMG highlighted that the RTI information had not been attached to the Clerk's salary sheet this month. This was a requirement of SPC Financial Regulations and enabled the Parish Council to check that the correct amount of tax & national insurance was being deducted. The Clerk agreed to ensure the RTI information would be provided in the future.

Proposal: to approve Cheques 507, 508 and 510 for payment.

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

Proposal: to withhold payment of Cheque 509 until repairs to street lights have been completed.

Proposed by JMG, not seconded. Failed.

Proposal: to approve Cheque 509 for payment.

Proposed by JFG, seconded by IW. 5 for. 1 against. Carried.

10.2 Income received

£ 0.04 HSBC Interest

The Clerk was to check whether any payment had been received regarding the Barn debt.

10.3 Bank account balances as at 28.01.15

HSBC Business £10,114.72

HSBC Deposit (Barn) £ 700.59

Total £10,815.31

Uncashed cheques £ 283.20

Total available £10,532.11

11. New business

None.

12. Date of next Ordinary Meeting of the Parish Council

Tuesday 3rd March 2015.

Following discussion of the confidential portion of the meeting, the Chairman closed the meeting at 10.15pm.