

**Minutes of Staverton Parish Council Ordinary Meeting held on
Tuesday 2nd December 2014 at 7.30pm in Staverton Village Hall**

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

I Weaver (IW),

Others: No members of the public, County Councillor R Brown,

S Foster (Clerk).

1. Acceptance of Apologies for Absence

J Gilford (JMG) – working.

S Thomas (STh) - working.

2.1 Declaration and Nature of Interests

None.

2.2 Consideration of any dispensation requests received

None.

3. To approve and sign the minutes of the Ordinary Meeting dated 4th November 2014

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

Item 5.6: Add at the end “JFG reported a fallen tree in the pocket park. It was accepted that contact should be made with Michael Venton at DDC.”.

At the end of Section 6: Add “JFG asked why the Representatives' contact details were not yet on the noticeboard as agreed at the September meeting. It was noted that the Clerk was still awaiting agreement from one Parish Councillor.”.

Proposal: to make the above amendments and to accept the minutes as a true and accurate

record of the meeting.

Proposed by JFG, seconded by IW. 4 for. 1 abstained. Carried.

4. Open forum

No members of the public in attendance.

5.1 Matters arising from previous meetings

5.1 Modification Order of The Loop, Staverton

JFG reported no progress.

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

JFG reported that work had been completed on the light by the allotments, materials for repair of the light on Home Close are on order and repairs to streetlights 9 and 28 will be done.

STa arrived at the meeting.

Discussion then took place with regards to changing street lights.

Proposal: to agree that the next phase, providing funds are available, would be to replace 2 street lights in Braunston Lane during summer 2015 with DW Windsor 'Chester' columns with 'York' 70W SON lanterns.

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

5.3 Consideration of letting of Barn 2015/2016

The Clerk had been in contact with the current incumbent but had not yet had confirmation as to whether they wish to continue.

5.4 Report on mole catching

JFG was given authority to purchase more mole traps.

5.5 Consideration of playing field inspection report and outstanding repairs

TG reported that it is an insurance requirement for an inspection to be carried out. The only repairs outstanding at the moment are low priority ones.

Proposal: To remove from the agenda.

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

5.6 Consideration of quotes for written inspection on the beech tree on The Green
The Clerk had not been contacted by Cutting Edge and the contract had been duly awarded to B Hatton who had advised that he will carry out the inspection in the new year.

5.7 Consideration of draft Planning Policy Statement
Although a group had met to discuss this matter, there were a number of blanks which need to be filled in. Therefore, the matter was deferred to the January meeting.

5.8 Consideration of draft policy regarding recording of Parish Council meetings and amendment to Communications Policy
Deferred to the January meeting. The Clerk will circulate a shorter draft showing tracked changes.

5.9 Consideration of Neighbourhood Plan

It was noted that examples of other Plans are available and that a small group should be set up to take the matter forward. Deferred to January for action.

5.10 Consideration of sewerage issue in Staverton notified to Severn Trent Water Ltd

The Clerk reported that she had written to Severn Trent (letter sent by post and email) but had had no response as yet. The Clerk will chase.

6. Representative's Reports

6.1 District & County Councillors

County Councillor Brown reported that NCC's budget meeting will be taking place next week at which there is a requirement to reduce the budget by £40 million. It was noted that, with regards to the new homes bonus, NCC receives 20% whilst DDC receives 80%. However, it is NCC which has responsibility for infrastructure.

6.2 Finance Representative

Not present.

6.3 Footpath Representative

JFG had written a letter of thanks to N Wedgbrow.

It was noted that the new residents at the Hall would like guidance as to the process for putting in a kissing gate on FD1. EK-B and JFG will make contact.

6.4 Grass Cutting Representative

It was noted that the grass has now stopped growing.

6.5 Highway Representative

SF noted that all the salt bins are full, in readiness for the cold weather.

6.6 Parish Website

TG reported that the website is up to date.

6.7 Playing Field Representative

TG reported that the boundary hedge on Braunston Lane had been cut by Mr Russell and requested that a letter of thanks be sent by the Clerk. It was agreed that a working party consisting of TG, STa and JFG would cut back the laurel bushes.

6.8 Street Lighting Representative

JFG was requested to report lights out on The Orchard and the junction of Daventry Road/Windmill Lane.

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

Planning no.	Description	Location	Comment
DA/2014/0956	Listing building consent for internal alterations to bar, servery and fireplace	The Countryman, Daventry Road, Staverton NN11 6JH	Proposal: No objectionProposed by JFG, seconded by SF. All in favour. Carried.
DA/2014/0992	Change of use of land from agricultural to game bird rearing and game shoot (retrospective)	Vinetree Farm, Daventry Road, Staverton NN11 3JH	Proposal: Support.Proposed by EK-B, seconded by SF, 5 for. 1 abstained. Carried.

7.2 Planning Appeals

Planning no	Description	Location	Decision
None			

7.3 Planning Applications - Decisions

Planning no	Description	Location	Decision
DA/2014/0751	Single storey extensions to front and rear	Stone Cottage, Croft Lane, Staverton NN11 6JE	Approved

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

Planning no	Description	Location	Decision
None			

8. Clerk's Correspondence

8.1	DDC	Map of conservation area/listed buildings/TPOs in Staverton	Noted
8.2	Police	Police report – October 2014	Noted
8.3	SLCC (via Clerk/website)	Minister to write to principal councils over parish funding	Noted
8.4	SLCC Bookshop	Catalogue	Noted
8.5	DDC	Yearbook (by email)	Noted
8.6	DDC	Rough Sleeper Estimate	Nil return
8.7	NCALC	Further salary information (by email)	Noted
8.8	HSBC	Statement	Noted

9. Subsequent Correspondence

None.

10. Financial Report

10.1 Accounts for Payment

Cheque	Payee	Details	Amount (GBP)			Authority
			Cost	VAT	Total	
497	C Mansell	Barn debt	5.00	0.00	5.00	
498	S Foster	Salary	233.99	0.00	233.99	LGA 1972 s112
499	S Foster	Expenses	78.20	0.00	78.20	LGA 1972 s112
500	S Foster	Salary (dependent on 8.7 above)	15.00	0.00	15.00	LGA 1972 s112

JFG queried cheque 500 and some discussion took place.

Decision deferred to the end of the meeting.

10.2 Income received

£ 0.04 HSBC Interest

£ 5.00 Barn debt

£237.25 Barn rent

10.3 Bank account balances as at 25.11.14

HSBC Business £10,638.66

HSBC Deposit (Barn) £ 700.51

Total £11,339.17

Uncashed cheques £ 143.04

Total available £11,196.13

10.4 Update on HMRC compulsory pension scheme automatic enrolment

The Clerk had circulated paperwork showing a declaration date of 2nd January 2017.

11. New business

11.1 Consideration of future mowing contract

Discussion took place.

Proposal: To advertise for tenders with a view to obtaining 3 tenders.

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

12.1 Setting of dates for 2015 meetings

The Clerk had circulated the list of dates.

12.2 Date of next Ordinary Meeting of the Parish Council

Tuesday 6th January 2015.

It was noted however that a planning application had been received and so an extraordinary meeting will take place on Tuesday 16th December at 7.00pm.

Following discussion of the confidential portion of the meeting, the Chairman closed the meeting at 9.15pm.