

**Minutes of Staverton Parish Council Ordinary Meeting held on
Tuesday 6th January 2015 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), I Weaver (IW),

Others: No members of the public, S Foster (Clerk).

1. Acceptance of Apologies for Absence

J Gilford (JMG) – on holiday.

S Taylor (ST) – ill.

The Chairman reported that S Thomas had resigned from the Parish Council.

Proposal: to send a letter of thanks to S Thomas.

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

Discussion took place with regards to filling the vacancy which is not a requirement in view of the impending election in May 2015.

Proposal: to not fill the current vacancy.

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

2.1 Declaration and Nature of Interests

JFG declared a personal interest in item 10.1 as recipient of cheque 506.

2.2 Consideration of any dispensation requests received

None.

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

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

Item 5.2: After “summer 2015” add “with DW Windsor 'Chester' columns with 'York' 70W SON lanterns”.

Proposal: to make the above amendment.

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

Item 5.4: Replace with “JFG was given authority to purchase more mole traps.”.

Item 13.1: Alter “500” to “497”.

Item 13.1: Add “It was agreed that JFG should draft a letter to the debtor for consideration at the next meeting.”.

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. All in favour. Carried.

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

Draft minutes had been circulated. The following amendment was proposed:

Item 4: Amend “ST” on the last line to read “SF”.

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

Proposed by SF, seconded by TG. 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 that R Hayes of NCC had advised that he has finished preparing paperwork which has now been passed to Legal Services.

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

It was noted that the lack of repairs being made by EON to street lighting is of concern to parish councillors and members of the public. JFG reported that, despite efforts, he has had no response from EON as to when the repairs will be actioned. However, he had been advised that a service of all street lighting was due to have taken place on 9th December 2014. It was agreed that JFG will continue to press for action.

5.3 Consideration of letting of Barn 2015/2016

TG advised that he has been unable to repair the roof due to weather conditions. The Clerk was asked to advise the current tenant that works will be carried out as soon as possible.

5.4 Report on mole catching

JFG reported that a few moles have been caught and the molehills flattened.

*Proposal: to authorise JFG to purchase grass seed to a maximum value of £20.
Proposed by JFG, seconded by TG. All in favour. Carried.*

5.5 Consideration of mowing tenders

An advertisement had been placed in the Daventry Express. The Clerk had received a number of requests for tender paperwork. Formal tenders will be requested. It was noted that the area in front of Westwood should be included in quotations.

5.6 Consideration of quotes for written inspection on the beech tree on The Green
Bruce Hatton is due to carry out the inspection on 19th January. It was noted that the title of this item should be changed to “Consideration of written inspection on the beech tree on The Green”.

5.7 Consideration of draft Planning Policy Statement

A working group will meet to prepare a final draft for presentation at the February meeting.

5.8 Consideration of draft policy 008 Recording of Parish Council meetings

A draft had been circulated and amendments were made.

Proposal: to adopt Policy 008 Recording of Parish Council meetings as amended and to remove from the agenda.

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

5.9 Consideration of amendment to policy 001 Communications Policy

A draft had been circulated and amendments were made. All amendments were informally agreed except one which the Clerk was asked to raise with NCALC, namely with regards to emails from Parish Councillors to external parties being copied to the Clerk. Deferred to February meeting.

5.10 Consideration of Neighbourhood Plan

It was noted that volunteers from the village are required to progress a Neighbourhood Plan. A notice will therefore be placed on the noticeboard and the matter raised at the Annual Parish Meeting.

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

A letter had been received from Severn Trent stating that pumping stations have been cleansed and are fully operational and that the member of the public who raised the matter was now satisfied. TG will contact the member of the public.

*Proposal: to remove from the agenda.
Proposed by TG, seconded by SF. All in favour. Carried.*

6. Representative's Reports

6.1 District & County Councillors

Not present.

6.2 Finance Representative

Not present.

6.3 Footpath Representative

JFG reported that NW of Rights of Way Section had agreed to install a kissing gate on FD1. JFG will forward details to EK-B so that she can discuss further with the residents of The Hall.

6.4 Grass Cutting Representative

It was noted that there is less dog mess than in previous years.

6.5 Highway Representative

SF reported that the heap of soil opposite the layby on the main road into Daventry had now been removed.

6.6 Parish Website

TG reported that the website is up to date.

6.7 Playing Field Representative

TG reported that he has removed laurels from against the fence. There is a hole in the skateboard ramp which he has covered with plated steel. It was noted that the skateboard

ramp should probably be removed and this should be dealt with when the weather improves. TG also noted that the fallen tree in the pocket park has been removed.

6.8 Street Lighting Representative

JFG noted that EON should be contacted with regards to reducing the electricity bill in view of the recent removal of the street light by the allotments.

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

Planning no.	Description	Location	Comment
None			

7.2 Planning Appeals

Planning no	Description	Location	Decision
None			

7.3 Planning Applications - Decisions

Planning no	Description	Location	Decision
DA/2014/0692	Construction of gamekeepers cottage	Vinetree Farm, Daventry Road, Staverton NN11 6JH	Approved
DA/2014/0956	Listed building consent for internal alterations to bar servery and fireplace	The Countryman, Daventry Road, Staverton NN11 6JH	Approved
DA/2014/0992	Change of use of land from agriculture to game bird rearing and game shoot (retrospective)	Vinetree Farm, Daventry Road, Staverton NN11 6JH	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	LCR	Winter 2014	Noted
8.2	Police	November report	Noted
8.3	DDH	Available development land in Staverton parish	No response necessary
8.4	NCALC	Update November-December (also by email)	Noted
8.5	NCC	Notification of the Adoption of the West Northamptonshire Joint Core Strategy Local Plan (Part 1) (By email)	Noted
8.6	NCALC	Digital by Default - Crash Course 18 February 2015 (By email)	Noted
8.7	Wicksteed	Reminder of Play Area inspection due	Clerk to arrange
8.8	NCALC	No capping/Transparency Code for Councils <£25,000 (By email)	Noted
8.9	NCC	Household Waste Centres – New Hours (By email)	Noticeboards
8.10	DDC	Parish & Town Councils Meeting – Planning Issues (By email)	Noted
8.11	HSBC	Statements	Noted
8.12	Andrew Granger & Co	Request for meeting with Parish Council to discuss proposed residential housing development (By email)	Parish Meeting to be called for 7.30pm on 05.02.15 if possible.

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	Cancel
500	S Foster	Salary	15.00	0.00	15.00	Cancel
501	S Foster	Salary	247.12	0.00	247.12	LGA 1972 s112
502	S Foster	Expenses	19.31	0.00	19.31	LGA 1972 s112
503	Village hall	Rental charges	135.00	0.00	135.00	LGA 1972 s112
504	S Foster	Mowing advert	49.46	9.89	59.35	LGA 1972 s112
505	EON	Lighting maintenance	119.20	23.84	143.04	PCA 1959
506	J Golding	Lighting maintenance	4.30	0.86	5.16	PCA 1959

Discussion took place regarding cheque 505.

Proposal: to write to EON Accounts Department, copy Dave Mooney of EON stating that the Parish Council is withholding payment until maintenance works are completed.

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

Decision on other cheques deferred to confidential part of the meeting.

10.2 Income received

£ 0.04	HSBC Interest
£ 20.00	Allotment rent – G Whitehead
£ 16.50	Allotment rent – G Baughan
£ 21.25	Allotment rent – J Holliday
£ 12.50	Allotment rent – J Wilks
£514.26	NCC Grass mowing grant

10.3 Bank account balances as at 23.12.14

HSBC Business	£10,428.00
HSBC Deposit (Barn)	<u>£ 700.55</u>
Total	£11,128.55
Uncashed cheques	<u>£ 20.00</u>
Total available	£11,108.55

10.4 ¾ year financial update

The Clerk had circulated the updated figures. No comments were made.

11. New business

11.1 Consideration of DDC proposed amendments to Code of Conduct

DDC had recommended an amendment to the Code of Conduct regarding Councillors when acting in their official capacity. Discussion took place.

Proposal: to not make any amendment to Staverton Parish Council's Code of Conduct and to advise DDC accordingly.

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

11.2 Notification of new contact details for the storage of the Staverton fire engine

JFG provided new contact information for the storage of the fire engine as Jerry Thompson. The Clerk will write a letter to Mr Thompson, drafted by JFG, confirming details of the conditions of storage.

12.1 Consideration of date for May 2015 meeting

The Clerk advised that there is no requirement to alter the date from 12th May.

12.2 Date of next Ordinary Meeting of the Parish Council

Tuesday 3rd February 2015.

Following discussion of the confidential portion of the meeting, the Chairman closed the meeting at 9.50pm.