

Minutes of the Meeting of Staverton Parish Council

Tuesday 3rd April 2018

Staverton Village Hall

Present: Parish Councillors: G Edwards (GE), S Frost (SF), J Gilford (JMG), T Gilford (TWG),

T Glover (ToG) (Chairman), J Golding (JFG), M Nightingale (MN), I Weaver (IW),

Clerk – S Porter and 7 members of the public

GOVERNANCE

1.1 Apologies received – Robin Brown (NCC)

1.2 Subsequent announcements – Nil

2 GOVERNANCE

2.1 Declaration and nature of interest – 9.2 - DA/2018/0190 – JFG (Personal & Prejudicial), Chq No 734 – ToG (Personal & Prejudicial)

JMG and IW have completed updated Register of Interests forms for submission to DDC. GE advised that DDC state on their website that all forms should be posted on the parish website and proposed that these are put back by the webmaster, seconded by JFG and all voted in favour.

2.2 Consideration of dispensation requests received - Nil

3 OPEN FORUM

3.1 Reports from members of the public (excluding SNDP items) – K Edwards advised that there is excavation activity underway at Vine Tree Farm. ToG advised that land is being levelled for containers to be placed there as a storage facility (B8). JFG proposed that the Clerk contacts DDC Planning Enforcement Officer for advice, seconded by MN and all voted in favour.

3.2 Reports from District & County Councillors
DDC (JMG) – Details of the 123+ waste collection service, starting in June 2018, have been printed in the Daventry Calling. Council Tax letters have now been sent out. JMG has recently attended a training course on Affordable Housing. The commissioners have been sent into NCC and a new Cabinet is in place. The recommendation now being considered is for two unitary councils, which will result in Daventry, Northampton and South Northants

merging to become West Northants. DDC elections planned for 2019 will be deferred until 2020 and NCC elections will be brought forward from 2021 to bring in line the unitary status.

4 MINUTES

4.1 APPROVE MINUTES of the Parish Council Meeting held on Tuesday 6th March 2018:

The following amendments were proposed to the minutes of the meeting held on 6th March 2018 by GE, seconded by JFG and all voted in favour. These minutes are signed as a true and correct record of the meeting by the Chairman:

Opening Introductions: It was unanimously agreed that a letter of condolences should be sent to the family of both former Councillors.

2.2 Register of Interests information on village website – DDC should hold the latest PC Declaration of Interests information on all the Parish Councillors. The PC's details on the PC website have been deleted and a link to the DDC web page has been added to the PC's website. GE and JFG asked who had made this decision and on what authority as this should have been discussed and agreed with the PC first. ToG confirmed that he had decided.

2.3 E-mail from Staverton PC Chairman re Declaration of Interests – GE again invited any member of the PC to declare their membership to any political party or club. GE raised concerns over an over strong and unnecessarily email request received to declare his employment information. JFG asked why this email had come from the Chairman, as if it was considered necessary it should have been from and at the initiative of the Clerk as Monitoring Officer.

JMG advised that all employment should be declared on the form. Amendments are still required to the forms held by DDC and this is being actioned.

Item 3.1 – Added “ToG offered to stand down as Webmaster if anyone else wanted to do it”

Item 6.2 - Added “Title Number NN308973”

Item 7.4 – Added “JFG highlighted the difference between the PC comment/assertion that development locations would be decided by the DDC where as Kirkwells referred to it being decided by a Third Party which is not the same thing. As such Kirkwells had distanced themselves from the PC comment which was not confirmed as correct”

5 MATTERS ARISING

5.1 Archiving of Parish Records – JFG proposed that the historic minutes are stored at his house, with the accounts being sent to NCC Archives Office, the other documents will be sorted by JFG and SF, seconded by SF and all voted in favour.

5.2 Village Litter Picking – 15 people turned out for the latest litter pick, with over 20 bags of rubbish collected. Many thanks were given to all that attended and to MN for returning the equipment to DDC. A photo was taken for publishing in the next edition of the Parish Magazine.

5.3 Letting of the School Hall for non-school activities – JFG advises that the School may be in breach of the planning conditions, but is awaiting confirmation of the provision of disabled parking.

A letter is pending to be sent to DDC.

5.4 Village Hall Car Parking – A response has been received to the letter from the PC, from the Village Hall Committee Chairman, which advises that they are unable to alleviate the parking problems around the Village Hall and that perhaps a new Village Hall be the answer. JMG proposed that Village Hall car parking be discussed at the Annual Parish Meeting, seconded by JFG and 7 votes in favour, MN abstained.

6 BUSINESS

6.1 Annual Parish Meeting – Thursday 26th April - 7pm - Invitations will be sent to the DDC/NCC Councillors, Police, Village Charities, and the SNDP will also be an agenda item. Leaflets will be printed and delivered around the village, and cheese and wine will be provided. TWG proposed that expenses of £100 be approved, seconded by MN and all voted in favour.

6.2 National Grid Gas – Land Registry application for the legal title of the Gas Site, Daventry Rd, Staverton – JFG will provide a response to the letter received which has offered the PC the sum of £100 for the land. This was not approved by the PC, however an offer to licence the land will be considered.

6.3 NCC Highways Meeting – Recommendations from Ian Boyes/Tree Planting on A425 – The response has been received from Ian Boyes (NCC) and JFG will present the various options to the parishioners at the Annual Parish Meeting, with a rough idea of costs involved.

6.4 Change of PC Website Administrator from Parish Councillor to Parishioner – ToG advised that he is happy to stand down as website administrator. Rupert Frost offers his services. IW proposed that ToG remains in the position, seconded by MN and with 5 votes in favour and 2 abstentions (ToG, GE) and 1 against (JFG). Proposal carried,

6.5 PC Web Hosting – The current Clerk's e-mail address will remain in place at a cost of £5.00 per month, plus VAT. Discussions for the new website provider will be deferred until May.

6.6 NCALC - General Data Protection Regulations – The policies and documentation will be adopted at the May meeting. ToG proposed that the PC agree to NCALC providing the DPO Service, which is offered free of charge for the first year, seconded by TWG and all voted in favour.

7 STAVERTON NEIGHBOURHOOD DEVELOPMENT PLAN (JMG)

7.1 SNDP Open Forum – Nil

7.2 General SNDP Update – The Regulation 14 process is ongoing until 26th April, the forms will be available on the evening of the APM. Three drop-in sessions have been held with one more planned. There has been a low turnout to these so far. There have not been many responses received as yet. Workshops have been held to produce the Basic Conditions Statement; guidance from DDC has been given. Regulation 14 must be completed first, so that any changes can be reflected in the BCS. The project plan is on schedule.

7.3 Complaints from Mr Frost and Mr Walter - Responses have been drafted to the two residents at workshops, with the consultants assisting with the correct replies.

JMG proposed that the response be sent to Mr Frost with a caveat added to proceed with a formal complaint if still unhappy, seconded by MN and with 7 votes in favour and 1 abstention (JFG). TWG proposed that the letter then be sent to Mr Frost, seconded by SF and with 7 votes in favour and 1 against (JFG).

JMG proposed that the response letter be sent to Mr Walter, seconded by MN and 6 votes in favour, 1 abstention (GE) and 1 against (JFG).

JFG advised that he is not happy with the process and the way that the letters have been drafted before the PC have discussed the matter - JMG advised that 7 out of 8 PC members were present at the workshop, before the PC discussed the matter.

7.4 Feedback Analysis – Defer to the May meeting.

8 REPRESENTATIVES UPDATES

8.1 Grass Mowing Representative update (JFG) –The start of the grass cutting season has been delayed due to the wet weather.

8.2 Highways Representative update (SF) – Discussed earlier in the meeting.

8.3 Playing Field Representative update (GE) – Awaiting cheque from the Waitrose token scheme. This money will be ring-fenced.

8.4 Street Lighting Representative update (JFG) – A quote has been received from E-On and will be discussed at the meeting in May. A street lighting update will be provided at the APM.

8.5 Police Liaison Representative update (GE) – No response from Sgt. Sam Dobbs as yet to attend a PC Meeting.

8.6 Footpath Representative update (JFG) – There are maintenance issues to report to NCC -Rights of Way. It may be necessary to take these repairs in house to get fixed with the NCC budget cuts.

	Payment	Chq 732	S Porter	Salary & Expenses – March 2018	£183.17		LGA 1972 s112
	Payment	Chq 733	Village Hall Trust	SNDP Meetings x 5	£108.00		LGA 1972 s111
	Payment	Chq 734	A Glover	BT e-mail address	£6.00	£1.00	LGA 1972 s111

10.3 Income received:

Barn Rent	£ 91.67
Barn Rent Arrears	£ 15.00
Bank Interest	£ 0.12
Total	£ 106.79

10.4 Bank account balances as at **19.03.18**:

HSBC Business	£ 9,393.34
HSBC Deposit	<u>£ 701.83</u>
Total	£10,095.17
Uncashed cheques	£ 6,063.07
Total available	£ 4,032.10
Less April Payments	£ 297.17
Bank Balance	£ 3,734.93

11 CLERK'S CORRESPONDENCE

11.1 DDC – Settlements & Countryside Local Plan (Part 2) for Daventry District – Responses

Published - Noted

11.2 Brandon & Bretford Neighbourhood Plan - Consultation Period – No response

12 WEBSITE (ToG)

12.1 Website Representative update – The Register of Interest forms will be added to the PC

website.

**13 DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 1st May 2018
(Annual Meeting**

of the Parish Council)

ANNUAL PARISH MEETING – Thursday 26th April - 7pm

14. PRIVATE AND CONFIDENTIAL – Public and Press excluded

14.1 Clerk’s Salary & Hours Review – A date will be arranged to review the salary and hours, and determine if this needs to be backdated. JMG proposed that TWG and ToG conduct the appraisal with the Clerk, seconded by MN and with 7 votes in favour and 1 against (JFG).

Meeting Closed – 9:40pm