

Minutes of the Meeting of Staverton Parish Council

Tuesday 7th February 2017

Staverton Village Hall

Present: Parish Councillors: G Edwards (GE), S Frost (SF), J Gilford (JMG) Chairman,
T Gilford (TWG), T Glover (ToG), J Golding (JFG), I Weaver (IW),
Clerk – S Porter, Members of the public – One

1 CHAIRMAN'S ANNOUNCEMENTS

- 1.1 Apologies received – M Nightingale (MN), County Councillor R Brown
- 1.2 Subsequent announcements – Nil

2 GOVERNANCE

- 2.1 Declaration and nature of interest – Chq No 649 – JMG (personal & prejudicial), Chq No 647 – JFG (personal and prejudicial), Chq No 648 – ToG (personal & prejudicial), Chq No 651 – JFG (personal)
- 2.2 Consideration of dispensation requests received - Nil

3 OPEN FORUM

- 3.1 Reports from members of the public –The applicant for planning application DA/2016/1183 spoke about his plans. He stated that both Highways & Utilities have given prior approval and that DDC have no objections, subject to consultation with the PC
- 3.2 Reports from District & County Councillors – Nothing to report

4 APPROVE MINUTES of the Parish Council Meeting held on the **Tuesday 3rd January 2017** – It was proposed by GE, seconded by TWG, and all voted in favour that the minutes were an accurate record of the meeting and were signed and dated by the Chairman.

5 MATTERS ARISING

5.1 Staverton Fire Pump – Since no further has been made from the Museum, the Parish Council needs to seek an alternative location for the Fire Pump. Simon Russell has offered to provide storage for the interim period. The Clerk will contact the Museum to arrange for it to be transported to the village. JFG will write an article for the Parish Newsletter to seek an alternative location. IW will ask The Countryman if they would be interested in displaying it.

5.2 Trees outside 2 Home Close & Village Hall – An e-mail has been received from Sheila Gilder (NCC) instructing that the tree in Croft Lane will have the dead wood removed and the contractor will advise if further action is needed. The tree in Home Close will need to be dealt with by the householder and BT. TWG to contact the householder and advise them accordingly.

5.3 Bus Service – Complaint from resident re loss of service – The Parish Council have contacted both bus companies and complained to NCC but there is nothing further that can be done to re-instate the service. The Clerk will write to the resident to advise them of this.

6 BUSINESS

6.1 Community Defibrillator – The children's electrodes have been purchased and are now in the box. 10-12 volunteers are needed and then the training from EMAS will be arranged. ToG will contact the School to see if there are any volunteers.

6.2 Grass Verges Mowing Contract 2017-19 – Quotes have been received from 3 contractors. TWG proposed that the contract is awarded to Mike Freeman, subject to a satisfactory reference from Welton PC, seconded by SF and all voted in favour. The price per cut will be £135.00 plus VAT.

6.3 Bird Bath, The Green – ToG passed around the earthenware dish. This has been supplied at a cost of £50. The top of the stump will be chain sawed out to accommodate the bird bath in March. JFG proposed that the PC proceed with the project, seconded by GE, and all voted in favour.

6.4 NCC Community Enhancement Gangs – Request for works – The Parish Council will request the siding out of the footpaths on the Daventry Road and from the A425 roundabout to Woodlands.

6.5 DDC – Litter Picking Services from 2018 – DDC have asked for expressions of interest for Parish Council's undertaking the village litter picking in return for payment. GE proposed that Staverton expresses an interest, seconded by IW, and with 4 votes in favour, 2 against and 1 abstention.

6.6 Spending of the CIL Money – TWG proposed that the CIL funding is ringfenced and kept in a contingency fund, seconded by GE and all voted in favour. JMG will research the type of projects which are eligible further.

7 REPRESENTATIVES UPDATES

7.1 Footpath Representative update (JFG) – Nothing to report. GE and ToG reported problems along the footpaths in Badby Lane and through the paddock between The Hatch and The Woodlands.

7.2 Grass Mowing Representative update (JFG) – Nothing further to add, discussed earlier in the meeting.

7.3 Highways Representative update (SF) – The School have requested that parking is listed on the March agenda. The Clerk will confirm the request and ask that a letter of detail be submitted 7 days prior to the meeting. School children will be attending and it will be asked what role they will have on the evening.

7.4 Playing Field Representative update (TWG) – The new play equipment has been delivered and the groundwork is underway. There is a planned completion date of 1st April 2017. A press release will be produced after.

7.5 Street Lighting Representative update (JFG) – An installation date of 20th February has been given by E-On. They say there has been a delay due to the removal of the wooden poles. JFG proposes that a complaint be sent to E-On due to time taken since the order was placed a few months ago, seconded by IW, and all voted in favour.

7.6 Neighbourhood Plan Representative update (JMG) – Since Christmas the SNDP Committee have been very busy. JMG confirmed that the SNDP Committee have met on the 4th, 17th, 24th and 31st of January as well as having a workshop. It has been reported at the last meeting that the Committee had recently met with developers and DDC. JMG passed on her gratitude to the Committee for all the work they are doing, as it really does take a lot of time up for an individual. JMG reported that the document itself is nearing completion and the Committee hope to have something before the Parish Council at the March meeting for them to review. There has been a considerable amount of debate but decisions are now being made and policies produced. JMG was pleased to report that ToG had secured a further tranche of funding.

It had been decided by the Committee not to undertake a housing needs survey as it was considered this information had been collected as part of the parish questionnaire that was distributed. The questionnaire analysis had identified there was a significant need in the village for bungalows.

Key decisions made have been:

It has been agreed to include sites within the plan itself and support organic growth over the plan period up to 2029 of 15 houses.

The decision to include sites within the plan itself was so that the Parish could retain control of where development happened within the village.

During the many months of consultation it is become apparent that villages are not against growth as long as it integrates within the village, they do not want to see 25 houses on a site that is a tag on to the village.

Taking into consideration the analysis from the Parish questionnaire, consultation with the developers & DDC, and the village vote which was very close between the Silver Birch site and the School site the decision had been made to have three preferred site within the plan: Behind Silver Birch, The Croft, The Beeches

Both the owners of the Croft & The Beeches have agreed to provide bungalows on the said sites with the Croft possibly including some form of assisted living accommodation in memory of Joy Usher in as far as it is happy to place a covenant on the site.

The Beeches have agreed to look at providing at least two bungalows.

This left the Silver Birch site for a development of houses within the region of five of which one would be affordable.

DDC have indicated that they support the chosen sites in principal and will work with Staverton Parish Council to deliver them. The intention is to re-draw the confines map to include these sites so that the policy to not build outside of village confines can be retained to protect the village.

One thing to note is DDC are about to go out in consultation with their plan so the SNDP Committee will need to review the plan once this has been received.

The timetable was therefore:

March 2017 – SPC & DDC to comment on initial draft of plan to SNDP Committee

April 2017 – SNDP Committee to present a plan for SPC to take forward

April 2017 – SPC undertake further consultation with residents at the APM

May 2017 – SPC to submit plan to DDC

12 weeks on from this DDC review all the comments etc and put forward that it goes to referendum around September time.

8 PLANNING

	TYPE	REFERENCE	LOCATION	DETAIL
8.1	Planning	DA/2016/1183	Land at Hungerbarn, The Orchard, Staverton	Change of use from public highway to garden
	<p>JFG proposed that the PC object to the application on the basis that we do not want to set a precedent for elsewhere in the village and this is contrary to the draft Village Development Plan, this was seconded by SF and with 4 votes in favour and 2 abstentions.</p> <p>JFG proposes that the PC co-operate with the applicant to determine the way forward following the DDC Planning Committee meeting, seconded by IW and all voted in favour.</p>			
8.2	Refusal	DA/2016/1066	8 The Orchard, Staverton	Demolition of existing single storey extension. Construction of two storey side extension

9 FINANCE

9.1 Finance Representative update (JMG)

Chq No's 647, 648 & 649 – SF proposed that these cheques be paid, seconded by GE, and all voted in favour (JFG left the room, JMG and ToG abstained)

Chq No's 646,650, 651, 652 & 653 – It was proposed by IW, seconded by TWG, that these cheques be paid.

9.2	Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
	Payment	Chq 646	S Porter	Salary & Expenses – Jan 2017	£175.75		LGA 1972 s112
	Payment	Chq 647	J F Golding	Playing Field Materials	£407.45 & £112.13	£39.38	LGA 1976 s19
	Payment	Chq 648	A Glover	Playing Field Equipment Hire/Materials	£134.16	£22.36	LGA 1976 s19
	Payment	Chq 649	J M Gilford	Playing Field Expenses	£95.71		LGA 1976 s19
	Payment	Chq 650	Physio Control UK	Defibrillator - Child Electrodes	£102.96	£17.16	LGA 1972 s111
	Payment	Chq 651	Wicksteed Playgrounds	Play Equipment	£7,620.42	£1,270.07	LGA 1976 s19
	Payment	Chq 652	E-On	Street Lighting Oct-Dec 2016	£548.05	£91.34	PCA 1957 s3
	Payment	Chq 653	M Nightingale	Laminate Defibrillator Cards	£30.00		LGA 1972 s111

9.3 Income received:

Barn Rent Arrears	£ 5.00
Barn Rent	£ 91.67
NCC Mowing Grant	£ 514.26
Total	£ 610.93

9.4 Bank account balances as at **19.01.17**:

HSBC Business	£18,233.99
HSBC Deposit (Barn)	<u>£ 701.46</u>
Total	£18,935.45
Uncashed cheques	<u>£ 229.00</u>
Total available	£18,706.45
Less February Cheques	£ 9,226.63
Bank Balance	£ 9,479.82

9.5 Subsequent cheques - Chq No 654 – Village Hall – It was proposed by IW that the invoice for the SNDP meetings and electricity cards be paid, seconded by GE and all voted in favour (JMG, ToG and JFG abstained)

10 CLERK’S CORRESPONDENCE

10.1 Citizen’s Advice Bureau, Daventry – Request for funding – The PC support this charity but has a policy not to give donations.

11 WEBSITE (ToG)

11.1 Website Representative update – All the updates have been undertaken and the minutes published from both the Parish Council and the SNDP Committee meetings. JMG & ToG will meet to audit the website for transparency documentation that has been published on the website.

12 DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 7th March 2017

PRIVATE & CONFIDENTIAL (Public & Press excluded)

13 Minute Taking – There are fortnightly meetings being held for the SNDP Committee and a requirement of the Clerk is to take these minutes, as mentioned in the job description. These minutes are currently being taken by JMG. A resolution had been passed that the proposal be recorded within the minutes. The SNDP Committee agreed and voted for that the Clerk is not required to attend the meetings at their recent meeting on 17th January 2017. JFG proposed that the Parish Council amend the Clerk's job description to reflect this situation, seconded by TWG and all voted in favour. The Clerk will circulate the current job description and the Parish Council will discuss further in March to determine what amendments need to be made.

Meeting Closed: 9:25pm