

**Minutes of Staverton Parish Council Meeting held on  
Tuesday 1<sup>st</sup> October 2013 at 7.30pm in Staverton Village Hall**

Present: Parish Councillors: T Glover (Chair) (TG), I Weaver (Vice Chair) (IW),  
E Kenworthy-Browne (EK-B), J Golding (JG), S Thomas (STh).

Others: 0 members of the public, District Councillor Jo Gilford,

Mrs Sharon Foster (Clerk).

**1. Acceptance of Apologies for Absence**

S Frost (SF) - holiday

M Stott (MS) - holiday

S Taylor (STa) - working

**2.1 Declaration and Nature of Interests**

TG declared an interest in item 10.1 as the recipient of cheque number 430.

**2.2 Consideration of any dispensation requests received**

None.

**3. Open forum**

No members of the public in attendance.

**4.1 To approve and sign the minutes of the ordinary meeting dated 3<sup>rd</sup> September 2013**

The minutes had been circulated. The last sentence of item 6.5 was altered to read “It was noted that Mrs Dry had kindly offered an oak tree sapling which will be planted by JG at the playing field.”.

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

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

#### **4.2 To approve and sign the minutes of the extraordinary meeting dated 17<sup>th</sup> September 2013**

The minutes had been circulated.

*Proposal: to accept the minutes as a true and accurate record of the meeting.*

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

#### **5.1 Matters arising from previous meetings**

##### **5.1 Modification Order of The Loop, Staverton**

It was noted that an email sent by NCC had gone into the Clerk’s spam box and had therefore not been discussed at the last meeting. JG and TG had discussed the matter in view of the need to respond to NCC quickly. A holding objection was not accepted by NCC and so a full objection had been lodged instead along the same grounds as discussed at the previous meeting.

Statements made in NCC’s email relating to the Rambles’ Association were subsequently been retracted. JG had also found evidence that kissing gates are recommended in the Good Practice Guidance under the Equality Act and NCC’s Rights of Way Access to the Countryside Improvement Plan literature.

JG also noted that NCC would not provide an advocate in the event of a hearing. However, he had been in contact with a professional who could be available to represent the Parish Council if required.

*Proposal: JG to write to NCC setting out the above.*

*Proposed by TG, seconded by ST. All in favour. Carried.*

##### **5.2 Staverton Parish Website**

TG reported that the website has gone live.

##### **5.3 Recovery of debt**

TG had purchased materials to make temporary repairs to the roof and had obtained quotes for concreting the floor. These ranged from £500 to £2,200 depending on the degree of work undertaken.

#### 5.4 Update on proposed kissing gates on footpath FD8/17

JG reported that he had spoken with N Wedgbrow at NCC. Funding is available for kissing gates but there had been a concern regarding noise.

#### 5.5 Consideration of changing street lighting maintenance contractor and mercury street lighting

Deferred.

#### 5.6 Consideration of cutting back foliage and trees on the playing field A working party will be put together to carry out the required work.

### **6. Representative's Reports**

#### 6.1 Footpath representative Nothing to report.

#### 6.2 Highway representative

Nothing to report.

#### 6.3 Street Lighting representative

Nothing to report.

#### 6.4 Grass Cutting representative The grass had been cut yesterday.

#### 6.5 Playing Field representative TG reported that he had two of the medium/high priority items to complete and then would look at pricing for other items required. He was also requested to look at pricing for a new swing frame.

#### 6.6 District & County Councillors District Councillor Gilford reported that DDC will be looking at next year's budget over the next few months. She is now involved in the Police Commissioners' Scrutiny Panel. She also updated the meeting on planning applications for a wind turbine at Catesby and Longlands respite/rehabilitation centre.

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

Planning no.	Description	Location	Comment
DA/2013/0723	Remove tree in Conservation Area	Wellbrook Lodge, Well Lane, Staverton	Proposal: to support the application  Proposed by JG, Seconded by TG, All in favour. Carried.
DA/2013/0724	Remove trees in Conservation Area	Hall Farm, The Green, Staverton	Proposal: to support the application  Proposed by EK-B, Seconded by TG, All in favour. Carried.

## 7.2 Planning Applications - Decisions

Planning no	Description	Location	Decision
DA/2013/0541	LBC for removal and replacement of windows/doors	Windmill Barns, 5 Windmill Gardens, Staverton	Granted

## 8. Clerk's Correspondence

8.1	Police	Crime Reports – Aug/Sep 2013	Noted
8.2	NCALC	Various subjects	Noted
8.3	RSNOnline	Rural Housing Spotlight	Noted
8.4	HSBC	Statements	Noted
8.5	Clerks & Councils Direct	Magazine	Noted
8.6	NCALC	Update – Previously emailed	Noted
8.7	LCR	Magazine	Noted
8.8	DDC	English Heritage correspondence re The Cottage	Noted
8.9	NCC	County News – Sent by email	Noted
8.10	DDC	Community Club of the Year – Sent by email	Noted
8.11	NCALC	Invitation to Focus on Employment training course - Sent by email	Noted
8.12	NCC	Consultation – Minerals and Waste – Sent by email	Noted
8.13	NCC	Consultation – Transportation plan – Sent by email	Noted
8.14	DDC	Request for Daventry Calling events – Sent by email	Noted
8.15	DDC	Minutes of Parish & Town Councils Mtg – Sent by email	Noted

## 9. Subsequent Correspondence

None.

## 10. Financial Report

### 10.1 Accounts for Payment

Cheque	Payee	Details	Amount (GBP)			Authority
			Cost	VAT	Total	
428	S Foster	Salary	203.43	0.00	203.43	LGA 1972 s112
429	S Foster	Expenses	52.68	0.00	52.68	LG(FP)A 1963 s5
430	T Glover	Website payment	250.00	50.00	300.00	LG(MP)A 1976 s19
431	NCALC	Training	29.00	0.00	29.00	LGA 1972 s112

*Proposal: to authorise payment of the above cheques.*

*Proposed by IW, seconded by ST. 4 for. TG abstained. Carried.*

### 10.2 Income received

None

### 10.3 Bank account balances as at 24.09.13

HSBC Business £4,482.96

HSBC Deposit £ 0.10

Total £4,483.06

Uncashed cheques £ 0.00

Total available £4,483.06

## 11. New business

### 11.1 Clarify future appraisal process for Clerk

Discussion took place. It was noted that a policy should be drawn up to the effect that the Chair, Vice Chair and one other Parish Councillor would carry out the appraisal with the Clerk. In the event of the Chair or Vice-Chair being unavailable, another Parish Councillor would attend in their place.

Proposal: to draw up a policy for the above process.

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

ST then left the meeting.

11.2 Consideration of Barn rent

Discussion took place but it was noted that, for the moment, there are too many variables. Deferred to November.

11.3 Consideration of advertising the vacancy at the Barn

Deferred to November.

11.4 Presentation by Wilbraham Associates re proposed housing development at Former Hospital Site, Badby Road

No-one in attendance.

**15. Date of next Ordinary Meeting of the Parish Council**

Tuesday 5<sup>th</sup> November 2013.

An extraordinary meeting will be held on Tuesday 15<sup>th</sup> October.

The Chairman closed the Meeting at 21.00pm.