

Minutes of Staverton Parish Council Meeting

Tuesday 4th August 2015 at 7.30pm

Staverton Village Hall

Present: Parish Councillors: G Edwards (GE), S Frost (SF), T Glover (ToG),
J Golding (JFG) Chairman, I Weaver (IW),

Others: 4 members of the public, S Porter (Clerk)

1 CHAIRMAN'S ANNOUNCEMENTS

1.1 Apologies received – J Gilford (holiday), T Gilford (holiday)

1.2 Subsequent announcements – Nil

2 GOVERNANCE

2.1 Declaration and nature of interest – JFG – Cheque No's 540 & 541 –
Reimbursement of expenses incurred for the Barn improvements

2.2 Consideration of dispensation requests received – Nil

3 OPEN FORUM

3.1 Reports from members of the public – Nil

3.2 Reports from District & County Councillors – Nil

4 APPROVE MINUTES of the ordinary meeting held on the 7th July 2015, SF proposed, TG seconded and all voted in favour that these are a true and correct record, and the extraordinary meeting held on 28th July 2015, IW proposed, SF seconded and all voted in favour that these are a true and correct record and both copies were signed by the Chairman.

5 MATTERS ARISING

5.1 Archiving of records – JMG has completed the archiving of records. JFG has several boxes to review and the current files are now with the Clerk.

5.2 Restoration of Telephone Box – JFG continues with the restoration work on the telephone box. The suggested defibrillator will not be an option as this is not possible within a working phone box. If the Parish Council were to purchase the phone box, as offered by BT, the telephone line would no longer be available.

5.3 Parish Councillor Vacancy – Margaret Nightingale has volunteered to become a Parish Councillor. The Clerk will bring all the forms and paperwork for completion at the next Parish Council meeting (Thursday 27th August) and then the Monitoring Officer at DDC will be notified.

6 BUSINESS

6.1 The Green – What to do with the Beech Tree Stump? – The decision was made to await any responses from the Newsletter article.

6.2 The Barn - Letting of the Barn: Progress Report & Tenancy Agreement – A copy of the new tenancy agreement needs to be sent to the new tenant. The new tenant has agreed to pay 12 months in advance.

The new concrete floor has been laid in the Barn by TG and JFG with the help of volunteers, which was very much appreciated. A letter of thanks will be sent to Mr Eric Sutch and Mr Johnny Webber.

6.3 Vine Farm Storage Units – There appears to have been a breach of planning conditions at this site. It was proposed by TG, seconded by IW, and all voted in favour that the Clerk will contact DDC Planning Department for advice.

6.4 Village Street Signs – The update from JFG has been deferred to the September meeting.

6.5 Skylarks Farm – Licensing Variation – Report from the Hearing held on 28th July 2015 – The outcome from the Licensing Panel is as follows: The licence has been granted until 2am for alcohol, food and music inside the venue and until midnight when outside. A marquee is classed as outside. This will be in force 7 days a week.

7 REPRESENTATIVES UPDATES

7.1 Footpath Representative update (JFG) – JFG inspected the hedge damage that was reported to the Parish Council last month. There has been pruning, which has caused minor damage, presumably to make the gate and gate way more accessible.

The Public Hearing will take place in the Village Hall in August 11th, 12 & 13th with regards to the Definitive Map Modification to The Loop and a Diversion Order.

7.2 Grass Mowing Representative update – JFG has contacted the Contractor who has been unwell. Another cut will be undertaken at the end of this week. The grass cutting contract will be reviewed next month.

7.3 Highways Representative update (SF) – There needs to be a cutting back of the nettles and overgrowth past the Staverton Park Greenkeepers Yard. Walkers are having to use the grass and not the path. SF will contact NCC, as in previous years, they have undertaken this cutting back.

7.4 Playing Field Representative update (TG) – It was reported that the hedge cutting needs to be undertaken once the bird nesting season is over. TG is still sourcing a price for the shackles for the swings.

7.5 Street Lighting Representative update (JFG) – The Clerk will place the order with Aylesbury Mains for the two street lights. JFG will check with JMG if the additional street light in Croft Lane can also be purchased within the budget.

7.6 Neighbourhood Plan Representative update (TG) – Following the next meeting, the questionnaire will be finalised and this will be sent to all the parishioners. Funding can be applied for by the working group, but only through the Parish Council. An estimated figure of £2,400 is anticipated. TG will prepare a report for the next meeting.

8 PLANNING - Full Plans are available 15 minutes prior to meeting

	TYPE	REFERENCE	LOCATION	DETAIL
8.1	Application	DA/2015/0537	Land off Daventry Road, Staverton	Outline application for up to 47 dwellings including designated area for school expansion, vehicular access, public open space, car parking, landscaping and drainage (all matters reserved) (except access)
<p><i>A Parish Meeting has been arranged for Thursday 13th August in the Village Hall. On Tuesday 25th August, the Parish Council will meet with the Developer and on Thursday 27th August, there will be an extraordinary meeting to prepare the final comments for DDC. Plans will be posted on the noticeboard and a set of plans are available to be viewed at the Chairman's house. The village website will also have a link to all the details. The Parish Council will request an extension for submitting their comments to 31st August. JFG will contact District Councillor, Liz Griffin, to attend the Parish Meeting. Information has been correlated from the developer's questionnaire and this information is available to view on the DDC website.</i></p>				
	Application	DA/2015/0668	The Vicarage, Church St, Staverton	Work to Tree within a Conservation Area

<i>It was proposed by GE, seconded by TG that the Parish Council take the advice from M Venton, DDC Tree Officer, and will agree with the best solution. All voted in favour.</i>

8.2 Matthew Bourne has applied to become the Tree Warden for the village. This was proposed by SF, seconded by GE and all voted in favour.

9 CLERKS CORRESPONDENCE

The following were all noted by the Parish Council:

9.1 Invitation from Mayor of Rugby to attend Peace and Reflection Service - Saturday 15th August

9.2 NCC – Annual Review of the Mobile Library Service

9.3 NCALC – Electricity Procurement Update

9.4 NCALC – Annual General Meeting – 17th October 2015

10 FINANCE (JMG)

10.1 Finance Representative update – JMG to provide next month.

10.2 Updating of HSBC mandate – New Signatories & Change of contact details – GE still to visit the Bank to become a signatory.

10.3 Parish Clerk – Tax Code Change to 74T – This was noted by the Parish Council.

It was proposed by TG, seconded by GE and all voted in favour to pay cheque numbers 537,538, 539, 542, 543, 544 and 545

It was proposed by IW, seconded by SF with 4 votes in favour and 1 abstention (JFG) to pay cheque numbers 540 and 541

Chq No 545 will be refunded from the insurance company once E-On have been paid.

JFG proposed that S Foster be asked to pay the tax owed from 2014-15, there was no seconder to this proposal. The Parish Council will take advice on this matter from JMG

	Type	Reference	Payee	Detail	Gross	VAT	Authority
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					Amount	element	
	Payment	Chq 537	S Porter	Salary & expenses	£204.61	0	LGA 1972 s112
					£12.50 (Ex's)		
	Payment	Chq 538	N Cook	Barn - Deposit	£79.08	0	
	Payment	Chq 539	NCALC	Training Course – G Edwards	£39.00		
	Payment	Chq 540	JFG Refund	TBS-Barn Disposables	£211.06	£35.18	
	Payment	Chq 541	JFG Refund	Lafarge-Barn Concrete	£488.00	£81.33	
	Payment	Chq 542	HMRC	S Porter PAYE June 2015	£38.60		LGA 1972 s112
	Payment	Chq 543	HMRC	S Foster PAYE 2014-15	£40.33		LGA 1972 s112
	Payment	Chq 544	SearchQuest Europe Ltd	WebHosting 2015-16	£120.00	20.00	
	Payment	Chq 545	E-On	Street Lantern Replacement – Home Close	£354.00	£59.00	PCA 1957

10.4 Income received

£ 0.12 HSBC Interest

£ 5.00 Barn Debt – Arrears

10.4 Bank account balances as at 19.06.15
 HSBC Business £10,041.98

HSBC Deposit (Barn) £ 700.79

Total £10,742.77

Uncashed cheques	<u>£ 1,328.18</u>
Total available	£ 9,414.59

11 WEBSITE (TG)

11.1 Website Representative update – The new Clerks details have been updated on the website.

11.2 Outstanding items to be published on website – TG will approach the local businesses with regards to a payment of £10 plus VAT for an advert on the website. This can be used to pay for the web hosting costs. Feedback will be provided at the September meeting.

11 DATE OF NEXT ORDINARY MEETING OF THE PARISH COUNCIL – Tuesday 1st September 2015

12 Meeting Closed: 9pm