

Minutes of the Meeting of Staverton Parish Council

Tuesday 6th February 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 8 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 – ToG – Chq No 724 (personal and prejudicial). GE reminded all the PC that they should state on their Register of Interests form if they are a member of any political party or trade union within 28 days.

2.2 Consideration of dispensation requests received - Nil

3 OPEN FORUM

3.1 Reports from members of the public – Mr Walter raised questions over the accuracy of the recent SNDP Newsletter produced by the PC, and says that it contains many misleading facts. Rachel Jefferies spoke on behalf of the School about the car parking which is much needed and more space is required for the 105 children and it is hoped this can be considered in the SNDP.

Rupert Frost stated that there are inaccuracies in the latest SNDP Newsletter and ToG advised that these be e-mailed through for discussion by the PC, and will be corrected if necessary. B Horner advised that he has received no response from an e-mail he sent regarding the car parking issues in the village three months ago; this will be discussed under Item 5,1

3.2 Reports from District & County Councillors – JMG (DDC) advised that a Section 114 notice (similar to Administration) has been issued to NCC which will have an impact on all services in the County and the District/Borough Council's. The Government could put in their own team to run the services. Robin Brown will be invited to attend the next PC meeting on the 6th March 2018.

4 MINUTES

4.1 Amendment of Minutes (NCALC) – The advice received from D Moody has been circulated and GE states that brief minutes and a 24 hour ruling on submitting amendments is good practice. GE proposed that the Minute Policy remains in its current form, seconded by MN and with 5 votes in favour (GE, MN, SF, JFG, ToG), 1 abstention (TWG) and 1 against (JMG)

4.2 **APPROVE MINUTES** of the Parish Council Meetings:

Minutes of Tuesday 19th December 2017:

GE proposed the following amendments, submitted by JFG, seconded by IW and with 6 votes in favour and 1 against (JMG), the minutes were signed and dated by the Chairman.

Added to Item 2 – At the discretion of the Chair

Added to Item 4.8 - JFG felt that this was not good enough as he had requested a copy of earlier correspondence over seven days ago, which he had not yet received. No one Councillor had been appointed to engage in this correspondence and it should therefore be dealt with by the Clerk. All Councillors should be provided with copies of all correspondence on this issue.

Minutes of Tuesday 2nd January:

JFG proposed that the following amendments be made, seconded by JMG and all voted in favour. The minutes were then signed and dated by the Chairman.

Item 2.1 - the interests of SF & IW were Personal and Prejudicial.

Item 6.1 – JFG did not support the proposal

Minutes of Tuesday 23rd January 2018:

GE proposed that the following amendments be made, seconded by SF and all voted in favour, JFG abstained. The minutes were then signed and dated by the Chairman.

GE proposed an amendment to the newsletter, which will have the percentage figures removed and replaced with words, this was seconded by MN and with 5 votes in favour (GE, ToG, JMG, SF, MN, TWG) and 1 abstention (IW).

It was then proposed by TWG that the newsletter be printed and distributed as soon as possible, seconded by IW and with 6 votes in favour and 1 against (GE).

5 MATTERS ARISING

5.1 Car Parking - Response Letter (JFG/SF) – The car parking response letter was approved and will state that action has been taken but the programme deferred for six months and will be discussed by the PC again in June 2018. There is a problem with vans parking in Croft Lane; this is causing cars to have to mount the pavement to get past. JFG proposed that the Clerk write a letter advising them to park with consideration for other road users, seconded by MN and all voted in favour.

5.2 SNDP Co-Ordinator – Terms of Reference (JFG) – Defer to the March meeting.

5.3 DDC – Parish & Town Councils Meeting Minutes – Circulated to all the PC.

6 BUSINESS

6.1 Tree Planting on A425 (MN) – MN proposed that two trees be planted outside Dr Moriarty's and two benches outside the pub, this was not seconded. This item was deferred to March to enable discussions with the landlord to take place.

6.2 Defective Street Light No 35 – Windmill Gardens (JFG) – JFG proposed that this street light be reported to Aylesbury Mains for repair, seconded by IW and all voted in favour. JFG will re-number the street lights in the village which are not currently numbered.

6.3 Staverton School Hall – Implications of private letting – Planning permission (DA/2009/0653) states that letting of the School Hall be for school functions only. Any additional hiring would be subject to a change of use. Noise and car parking could be a problem with any additional usage of the Hall. JFG proposed that a letter be written to the DDC Planning Dept to clarify any Planning Conditions and the School copied in so that they are aware

6.4 Village Car Parking (MN) – Discussed in Item 5.1

6.5 Hungerbarn, The Orchard – Building works – The owners advised that the majority of the works will be internal and the only external modifications are roof lights and the moving of the front door by 4m to the left.

6.6 Change of PC e-mail address and website hosting – To keep the existing e-mail address would cost £5.00 per month. To obtain a new website address with e-mail addresses would be £10.00 per year. ToG will investigate further and advise at the March meeting.

6.7 Storage of Parish Records – Currently two boxes of historic files are being held at JMG's. IW has agreed to hold these temporarily. The Clerk has the current working files. A decision will be made in March as to where to store the historic records, possibly at the NCC Archive Offices?

6.8 Whole Council Development Session (NCALC) – This was decided against, however will remain as an option should this be needed at a later date.

6.9 Staverton Relief in Need Charity – ToG will attend the next Committee Meeting and discuss the appointment of Kath Dark.

7 STAVERTON NEIGHBOURHOOD DEVELOPMENT PLAN (JMG)

7.1 Health Check- Cat Loveday, Kirkwell's and DDC comments – These have been circulated to all the PC electronically and hard copies in the black box. There has been 3 x 3hour workshops held, which has involved 75% of the PC, and the comments discussed. A further workshop will be held on Thursday 8th to discuss GE's comments.

7.2 SEA – Awaiting final SEA screening from DDC.

7.3 Action Plan – This remains on schedule with Regulation 14 commencing following the PC meeting on 6th March and Consultation event on the 10th March.

7.4 Extraordinary Meeting – Adoption of Draft SNDP and Traffic Survey. A meeting will be held on Tuesday 20th February 2018.

7.5 Regulation 14 –

DDC Consultation List – This has been distributed for discussion to add any extras. It was agreed that it should include previous SNDP Committee members, Developers, School and Landowners, along with any residents who have shown interest in the Plan and attended meetings. This was proposed by JMG, seconded by SF and all voted in favour.

Engagement & Consultation – Kirkwell’s will hold a Consultation Event on Saturday 10th March. This was proposed by JMG, seconded by TWG and all voted in favour. The consultation will run for 6 weeks from 6th March to 26th April with additional viewing events, consisting of 2 days and 2 evenings over the 6 week period. This was proposed by JMF, seconded by SF and all voted in favour. All the Parish Councillors will have a copy, and there will be copies in Daventry Library and at DDC Reception. The landlord will be asked if there could be a copy left in the Pub.

Email address for responses – E-mail responses will be sent to the Clerk. ToG, TWG and JMG will undertake the task of cutting/pasting the responses into the consultation form.

7.6 Consultation Statement & BSC – Workshops will be required at a later date.

7.7 Analysis of Feedback from the 18th November – Anomalies have been highlighted and a workshop held to agree these and include these along with the change requested from Mr & Mrs Holliday, at a previous meeting.

8 REPRESENTATIVES UPDATES

8.1 Footpath Representative update (JFG) – Nothing to report

8.2 Grass Mowing Representative update (JFG) – Nothing to report

8.3 Highways Representative update (SF) – The leaning bollard on the A425 has been reported.

8.4 Playing Field Representative update (GE) – The Playing Field is one of the Waitrose Green Token scheme this month for funding.

8.5 Street Lighting Representative update (JFG) – JFG is still awaiting a quote from E-On for the next phase of the street lighting upgrade.

8.6 Police Liaison Representative update (GE) - Sgt Sam Dobbs has been invited to attend a PC meeting.

9 PLANNING

	TYPE	REFERENCE	LOCATION	DETAIL
9.1	Approval	DA/2017/1169	Staverton Park Golf Club, Staverton	Construction of an 8 bay modular golf driving range stand, to replace

			existing open air bays, including new low level range lighting
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10 FINANCE

10.1 Finance Representative update (TWG)

Chq's 721 – 725 (excluding 724) – It was proposed by GE, seconded by TWG that the following cheques be paid.

Chq 724 – It was proposed by IW, seconded by MN that the following cheque be paid, all voted in favour (ToG abstained)

10.2	Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
	Payment	Chq 721	S Porter	Salary & Expenses – January 2018	£177.25		LGA 1972 s112
	Payment	Chq 722	Village Hall	PC Meetings 2018	£230.00		LGA 1972 s111
	Payment	Chq 723	E-On	Street Lighting Oct-Dec 2017	£ 612.69	£102.11	PCA1957 s3
	Payment	Chq 724	A Glover	SNDP Newsletter Printing	£135.60		LGA 1972 s111
	Payment	Chq 725	Road Data Services Ltd	Traffic Survey – SNDP	£864.00	£144.00	LGA 1972 s111

10.3 Income received:

Barn Rent £ 91.67

Total £ 91.67

10.4 Bank account balances as at **19.01.18:**

HSBC Business £12,080.10

HSBC Deposit £ 701.71

Total £12,781.81

Uncashed cheques £ 64.80

Total available £12,717.01

Less February Payments £ 2,019.54

Bank Balance £10,697.47

11 CLERK'S CORRESPONDENCE

11.1 DDC – Local Lotto Launch Event – No interest

11.2 DDC – Great British Spring Clean – ToG will arrange the litter pick with DDC and update the PC at the March meeting with the confirmed date/time.

12 WEBSITE (ToG)

12.1 Website Representative update – The website is all up to date, however uploading of the large SNDP documents is challenging

13 DATE OF EXTRAORDINARY MEETING – Tuesday 20th February 2018

DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 6th March 2018

Meeting Closed – 9:59pm