

# **Minutes of the Meeting of Staverton Parish Council**

**Tuesday 4<sup>th</sup> October 2016**

**Staverton Village Hall**

**Present:** Parish Councillors: G Edwards (GE), J Gilford (JMG), T Gilford (TWG),

T Glover (ToG), J Golding (JFG), M Nightingale (MN), I Weaver (IW), Clerk – S Porter, County Councillor Robin Brown, Members of the public – One

## **1 CHAIRMAN’S ANNOUNCEMENTS**

1.1 Apologies received – S Frost (SF)

1.2 Subsequent announcements – A letter of thanks was received from the Village Hall Committee for sponsoring the Flower & Produce Show over the Bank Holiday weekend

## **2 GOVERNANCE**

2.1 Declaration and nature of interest – JFG – Chq No’s 624 & 626 (Personal), JMG – Chq No’s 624 & 626 (Personal), ToG – Chq No 624 (Personal & Prejudicial)

The SNDP Committee have completed their Declaration of Interest forms, the Clerk will check with the Monitoring Officer if these need to be added to the DDC website.

2.2 Consideration of dispensation requests received – Nil

## **3 OPEN FORUM**

3.1 Reports from members of the public – The school parking problems have become far worse recently. Would a drop-off point for parents be an option?

3.2 Reports from District & County Councillors

**County Councillor Robin Brown** – The 6 month budget meeting is due to take place shortly and all the finances are on track to balance at the end of the financial year.

**District Councillor Jo Gilford** – There are currently 3 Neighbourhood Plans in to be adopted at DDC. The Daventry Town Centre Vision was discussed and more information was requested from the PC with regards to the canal arm extension.

## **4 APPROVE MINUTES of the Parish Council Meeting held on the Tuesday 6<sup>th</sup> September 2016** – The following changes were requested to be made

Item 2.1 – JFG remove Personal & Prejudicial Interest from Item 7.6

Item 6.6 – JFG states “This is a matter outside the Parish Council’s powers and is not something for them to deal with”

Item 7.1 – FD14 & FD15 have had the crops cleared which has assisted the through passage

These were proposed by GE, seconded by MN, and all voted in favour.

## **5 MATTERS ARISING**

5.1 Staverton Fire Pump – JFG has been in e-mail contact with the Ordnance Department in Weedon for the new proposed location for the Fire Pump. This should all be agreed in November.

5.2 Paint Means Poo Campaign Update (MN) – There has been a problem at night time with dog waste around the village, however this has improved recently. This will be reviewed again in November.

5.3 Code of Conduct Training (NCALC) – JFG states that we should not be paying NCALC for training in the Code of Conduct, and this should be DDC's responsibility to provide. This statement will be put to Simon Bovey (DDC), proposed by JFG, seconded by IW and all voted in favour.

5.4 Waste Bin Emptying around the village – The bins have been overflowing in the village, however when reported to JMG, these are emptied by Enterprise. The situation will be monitored and reviewed in November.

## **6 BUSINESS**

6.1 Policy 009 – Planning – This policy is currently in place whilst the Neighbourhood Plan is being produced. Badby Lane is the only acceptable development land listed on the policy which was in a direct conflict with the potential sites in the Staverton Neighbourhood Development Plan, GE proposed that the Policy is amended to remove this, seconded by JFG, and MN voted in favour. (TWG, ToG and IW abstained)

6.2 Community Defibrillators – East Midlands Ambulance Service are currently offering a deal of a defibrillator, cabinet and light for £999 plus VAT. There has been the offer of a donation from MN to pay for this equipment. Many thanks were given from all of the Parish Council. The defibrillator will be installed on the flats, and Future Housing Group have been contacted and have given their full support and use of their power supply free of charge. EMAS will provide the training to the community for free in the use of the equipment. The return from the VAT claimed back by the PC will pay to hire the Village Hall for this purpose. MN proposed that this project proceeds, seconded by GE, and all voted in favour.

6.3 Parking around the School and the junction of Glebe Lane – The problems with parents parking around the School are particularly bad at the moment, probably due to the start of a new term. New parents have been informed by the School of the parking issues and parking at the Pub and walking the children to School from there has been offered. Councillor Brown suggests that the Parish Council discuss the School Travel Plan with the Head Teacher. A suggestion of utilising the grass verge outside the School entrance was suggested. A letter will be sent from the Clerk/Chair to the School.

6.4 BDO External Audit Report – 2015/16 – The Parish Council noted the Matters Arising comment from the Auditor.

6.5 Pavements in the Village –The Clerk will send a copy of the outstanding e-mail, recently sent to Ian Smith, to Councillor Robin Brown.

6.6 Grass Verges Mowing Contract 2017 – The Clerk will request an up to date financial statement from the Contractor. A slip has been received stating that a full cut of the village was undertaken on 9<sup>th</sup> September but no invoice has been received. A cut has been started on 3<sup>rd</sup> October but not completed as yet.

6.7 Without Prejudice comments on Planning Applications – The e-mail from the Planning Committee Chairman was read out and the comments noted.

6.8 Vacant Allotment – JFG and the Clerk will liaise to get the vacant plot allocated to one of those on the waiting list and also decide if the plot should be divided into two.

## 7 REPRESENTATIVES UPDATES

7.1 Footpath Representative update (JFG) – A meeting with NCC is still awaiting.

7.2 Grass Mowing Representative update (MN) – Discussed earlier in the meeting.

7.3 Highways Representative update (SF) – No report

7.4 Playing Field Representative update (TWG/ToG) – The working party from the Playing Field Committee have dismantled part of the climbing tower. The orders for the new equipment will be placed this week.

7.5 Street Lighting Representative update (JFG) – The E-On maintenance contract will be cancelled with immediate effect and Aylesbury Mains will be used for repairs. Street Light No's 22 and 30 will have the lanterns replaced. Street Light No 1 will have the column replaced with one of the PC's ones in storage, and have a new lantern fitted. This work can be undertaken by Aylesbury Mains for the sum of £1,563 plus VAT. JFG proposed that the PC proceed with the quote, seconded by IW, and all voted in favour.

7.6 Neighbourhood Plan Representative update (JMG/ToG) – JMG is the Committee Chairman. A consultation was held on 1<sup>st</sup> October, with voting closing on 6<sup>th</sup> October for the potential site. The Plan has been divided up between the Committee Members with allocated tasks to complete; Vision, Objectives, Smaller Sites and Policies.

## 8 PLANNING

	TYPE	REFERENCE	LOCATION	DETAIL
8.1	Granted	DA/2016/0625	<b>Catesby Thorn, Catesby Road, Staverton</b>	Construction of stables and agricultural machinery shed
8.2	Granted	DA/2016/0753	<b>The Old House, The Orchard, Staverton</b>	Listed Building Consent for alterations to barn outbuilding, including insertion of rooflights and lengthening internal doorway
8.3	Granted	DA/2016/0742	<b>Godfrees, Manor Road, Staverton</b>	Work to trees within a Conservation Area

8.4	Granted	DA/2016/0741	<b>Dairy Cottage, Glebe Lane, Staverton</b>	Work to trees within a Conservation Area
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## 9 FINANCE (JMG)

9.1 Finance Representative update – The budget preparation is needed for 2017/18. ToG proposed that JMG will prepare and circulate in advance for discussion at the meeting in November, seconded by MN and with 6 votes in favour and 1 against, this was carried. Precept capping has been mentioned for the larger Parishes, but this will not affect Staverton.

£900.36 is to be returned to Groundwork, which is the unspent grant from the SNDP. Another application will be submitted.

IW proposed that chq no's 620, 621, 622, 623, 625 are approved for payment, seconded by TWG and all voted in favour.

Chq No 624 was proposed for payment by IW, seconded by GE, and all voted in favour (ToG, JFG & JMG abstained)

Chq No 626 was proposed for payment by TWG, seconded by IW, and all voted in favour (JFG & JMG abstained)

9.2	Type	Reference	Payee	Detail	GrossAmount	VAT element	Authority
	Payment	Chq 620	S Porter	Salary & Expenses – Sept 2016	£174.55		LGA 1972 s112
	Payment	Chq 621	HMRC	PAYE Q2 2016-17	£138.20		LGA 1972 s112
	Payment	Chq 622	E-On	Street Lighting Maintenance	£150.73	£25.12	PCA 1957 s3
	Payment	Chq 623	ICO	Data Protection Renewal	£35.00		LGA 1972 s228
	Payment	Chq 624	A Glover	SNDP Printing	£227.90		LGA 1972 s144
	Payment	Chq 625	BDO LLP	External Audit 2015-16	£120.00	£20.00	LGA 1972 s144
	Payment	Chq 626	Village Hall	SNDP Meetings x 3	£60.00		LGA 1972 s144

### 9.3 Income received

Barn Rent Arrears £ 5.00

Barn Deposit	£ 394.68
Barn Rent	£ 91.67
Interest	£ 0.12
<b>Total</b>	<b>£ 491.47</b>

9.4 Bank account balances as at **19.09.16**

HSBC Business	£15,340.12
HSBC Deposit (Barn)	<u>£ 701.39</u>
<b>Total</b>	<b>£16,041.51</b>
Uncashed cheques	<u>£ 89.00</u>
<b>Total available</b>	<b>£15,952.51</b>
Less October Cheques	£ 906.38
<b>Bank Balance</b>	<b>£15,046.13</b>

## **10 CLERK'S CORRESPONDENCE**

### **11 WEBSITE (ToG)**

11.1 Website Representative update – All the website is up to date with the SNDP news updates being praised by the residents.

**11 DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 1<sup>st</sup> November 2016.**

**Meeting Closed: 9pm**