

Minutes of Staverton Parish Council Meeting

held on Tuesday 7th July 2015 at 7.30pm

in Staverton Village Hall

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

Others: 5 members of the public, S Porter (Clerk)

1 CHAIRMAN'S ANNOUNCEMENTS

1.1 Apologies received – Nil

1.2 Reading Room Trust – JMG confirmed she had had confirmation she was listed as an ex officio Trustee on the Reading Room Trust as the Parish Councils representative. Unfortunately she had been unable to attend the first meeting as she was on annual leave.

1.3 Subsequent announcements – GE handed the Clerk his Register of Members Interest form for submission to the Monitoring Officer at Daventry District Council.

2 GOVERNANCE

2.1 Declaration and nature of interest – Nil

2.2 Consideration of dispensation requests received – Nil

2.3 Transparency Code for smaller authorities/review and adoption of: Standing Orders, Financial Regulations, Policy Documents, Asset Register – IW proposed, TeG seconded and all voted in favour to adopt the Transparency Code. JMG would review the remaining documents and bring to the September meeting for adoption.

3 OPEN FORUM

3.1 Reports from members of the public

A landowner complained that the hedge on his land, by the gate on a right of way, has been pruned by persons unknown for a 4 metres stretch.

3.2 Reports from District & County Councillors

Jo Gilford – DDC

Northants County Council took the decision to reduce the recycling centre opening hours in the Daventry district. This is now causing major problems with queueing at the centre, and there is lobbying to get the centre reopened to 7 days a week. CCTV is operational at the Daventry site, and there will be a review after 6 months of reduced operation. An increase in fly-tipping has been indicated, but cannot be proven.

There is a new mapping tool for the Parish Councils to use on their websites called the Planning Aggregator – this would use a link to enable the public to easily view planning applications in their area. ToG stated this is only a beta version at the moment, so cannot be tested.

4 APPROVE MINUTES

Ordinary meeting held on the 2nd June 2015 - Minute 7.1 4 votes in favour and 1 against was removed in the first instance as it was a duplicate entry and voting could not have occurred before an amendment was made, JMG proposed the amended minutes be accepted and signed, TeG seconded and all voted in favour.

The extraordinary meeting on the 23rd June 2015 - SF proposed that these be accepted and signed as a true and correct record, seconded by IW, and all voted in favour.

5 MATTERS ARISING

5.1 Attendance of the training ‘Off to a flying start’ – GE attended the training and stated that he had found the session very useful and informative. TeG had to postpone his attendance due to work commitments, however the Clerk will be notified by NCALC when the next course is available.

5.2 Restoration of Telephone Box – JFG reported that this renovation is causing more work than first anticipated. The outside is now ready for priming. This is a card box, with no coins, therefore possible space for a defibrillator. JFG and the Clerk to obtain further information.

5.3 Archiving of records – Due to annual leave, this project has been deferred.

6 BUSINESS

6.1 The Green – What to do with the Beech Tree Stump? JMG has suggested that the stump be hollowed out and a bird bath installed with a stone lining. GE proposed, SF seconded and all voted in favour for an article, written by JFG, be placed in the Parish magazine to get ideas from the local residents.

6.2 The Barn - Letting of the Barn – The tenant has vacated the barn and had requested his deposit be returned. ToG has received 3 quotes for the concrete cement required for the new floor, along with the mesh. The best quote being £570 plus VAT. Membrane and wood is still required but the project is all within budget. GE proposed it be agreed that the tenant vacated the premises on 27th June, after one months’ notice in order that the new flooring project can now commence, as opposed to holding him to his full notice period. ToG seconded, carried with 5 votes in favour, 1 against and 1 abstention, a date will be agreed for the work.

ToG proposed that the lease for the new tenant include the wording “consideration to neighbouring properties”, seconded by TeG and all voted in favour. The new tenant has agreed to assist with the flooring work. The Parish Council authorised a budget of up to £700 for ~~on~~ materials to undertake the project.

6.3 Feedback from Parish & Town Councils Meeting – SF asked the question about whether Parish Councils get consulted on highway matters? NCC replied that the confusion over the bollards was due to a mix-up concerning their administration of the consultation and apologised. IW asked about PCSO’s being available for the villages? The reply from the Police was that they are promoting the Parish Constable voluntary roles but there is no promise of additional PCSO’s. There was an apology for the non-attendance at the Annual Parish Meeting and they will endeavour to attend next year.

6.4 Parish Councillor Vacancy – There has been no interest in the vacant position, however the advert will be posted on the noticeboard by the Clerk and ToG will place on the website.

6.5 DDC – Public Space Protection Order Consultation – Enhanced Dog Control Powers – The consultation is out for members of the public to complete. There are currently 3 dog control orders in place and two more are proposed 1) the carrying of dog waste bags or similar and 2) dogs to be kept on the lead in the Daventry Country Park. If 2) is approved, Parish Councils will be consulted to sites within their area which could be granted the same Order.

6.6 Vine Farm Storage Units – It has been reported that working is continuing to 9pm and starting before 8am, along with lorries queuing to get in. A portacabin has also recently arrived on site. There will be conditions attached to the planning application consent. It was proposed by JMG, seconded by SF, and all voted in favour for TeG to investigate and report his findings to the August meeting.

6.7 Village Street Signs – JFG will report on the street signs throughout the village and report back at the next meeting. Many are in need of washing and reconditioning.

7 REPRESENTATIVES UPDATES

7.1 Footpath Representative update - Modification Order of The Loop is proceeding along with the Diversion Order. There has been a new kissing gate installed at The Hall and also at the back of The Manor. The public may not be aware of the new kissing gates at the Woodlands, GE proposed, IW seconded that JFG write an article for the parish magazine and also thank the landowners.

7.2 Grass Mowing Representative update – The grass cutting has improved in the area outside Westwood & adjacent barns. However, the contract does state fortnightly cuts should be undertaken. TeG would chase the contractor.

7.3 Highways Representative update – SF reported the tree outside the Village Hall will be pruned, the job has been reported and confirmation received.

A site meeting was held on 11th June outside the School and attended by SF, JFG, School Safety Officer, NCC, Head Teacher, Police and 2 School Governors. It was agreed that the

bollards have been positioned in the wrong place. The ones outside the white house are correct and safe. A single yellow line has been proposed by NCC with parking restrictions from 08:30 to 09:00 and 14:45 to 15:30. SF voted that this single yellow line, with parking restrictions, be implemented, ToG seconded. No votes in favour proposal failed.

IW proposed that bollards are removed from the area near the pocket park. JFG seconded and all voted in favour. Carried. SF proposed that the bollards remain outside the White House, GE seconded and all voted in favour. Carried.

7.4 Playing Field Representative update – The skateboard ramp hole has been filled in and grass seeded, ToG proposed that a letter with many thanks be sent to Simon Russell for the work he had undertaken, JFG seconded, and all voted in favour. The other items mentioned on the Inspection Report remain as outstanding. To replace the shackles on the swing frame would cost £900 plus VAT from Wicksteed,

7.5 Street Lighting Representative update – The cost of replacing two street lights using Aylesbury Mains will be £3286 plus VAT, JFG is awaiting a quote for an additional street light. TeG proposed that we proceed with the order, GE seconded, and all voted in favour.

7.6 Neighbourhood Plan Representative update – Two meetings of the group have been held with two more planned. The Parish Council need to apply for funding. Questions will be circulated to the Parish Council for review so that a survey of the villagers views could be undertaken.

8 PLANNING

8.1 Planning Representative update - Planning for Parishes Training Course on 1st July was attended by TeG & JMG.

	TYPE	REFERENCE	LOCATION	DETAIL
8.2	Application	DA/2015/0395	Warwick House, The Woodlands,	Listed Building Consent for the provision of new soil pipe to rear elevation and internal studwork partition to create en-suite in master bedroom SF proposed, IW seconded and all voted in favour of no objections to the proposal illustrated. All in favour carried.
	Application	DA/2015/0457	The Stables, Manor Road	Conversion of barn and outbuilding to dwelling and partial demolition and rebuild of

				boundary wall and associated structure (revised scheme) JFG proposed the same objections are submitted as before, the amendments have not changed the Parish Council's views, GE seconded and all voted in favour.
	Application	DA/2015/0594	The Lodge, Church Fields	Demolition of double garage Work has already been undertaken. No comments to make.
8.3	Permission	DA/2015/0205	Site at Whitmill Hill Farm Badby Lane	Approval of construction of dwelling (part retrospective)

9 CLERKS CORRESPONDENCE

9.1 Northamptonshire County Association of Local Councils – Procurement of electricity is under investigation from NCALC, however it appears that Staverton's current rate is a good deal.

9.2 NCC - Empowering Councillors & Communities Scheme Annual Survey 2014-15
–This has been completed by JMG

9.3 NCALC – Update May-June 2015 – Nothing to report

9.4 DDC – Energy Efficiency Grants for Community Buildings – Noted by the Parish Council.

10 FINANCE

10.2 Amendment to Internal Auditors Report 2014/15 – Revised report has been received

10.3 Updating of HSBC mandate – GE and TeG to complete to become bank signatories.

10.4 Outstanding Invoice to E-On – 19 Nov 2014 - £312.00 – It was proposed by JFG that this invoice can be paid, seconded by IW, and all votes in favour to proceed.

10.5 Internal controls: Bank Reconciliation, receipts & payments – JMG advised there had been difficulties in getting the bank information during the change in clerks therefore the cash book had not been audited but would be audited next month. JMG confirmed the correct printout had been attached with the clerk's payslip and that everything was in order. The clerk confirmed any tax and NI would be paid over on a quarterly basis.

It was proposed by IW that the following cheques be paid, seconded by ToG and all voted in favour.

Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
Payment	Chq 533	S Porter	Salary & expenses	£154.81 £13.50 (Ex's)	0	LGA 1972 s112
Payment	Chq 534	Treetops	Felling of Beech Tree The Green	£390.00	0	Open Spaces Act 1906 ss9/10
Payment	Chq 535	E-On	Street Lighting Maintenance April-June15	£143.04	£23.84	PCA 1957

10.6 Subsequent cheques - As discussed at 10.4 – Payment to E-On for £312.00

Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
Payment	Chq 536	E-On	Remove & Disconnect PL3	£312.00	£52.00	PCA 1957

11 WEBSITE

11.1 Website Representative update – ToG reports problems with loading pdf files onto the website. Software may need to be purchased to enable the conversion to take place, there is no problem with any other types of files. JMG & the clerk would investigate obtaining a PDF conversion database.

12 DATE OF NEXT ORDINARY MEETING OF THE PARISH COUNCIL – Tuesday 4th August 2015

Meeting Closed: 9:42pm

