

## Minutes of the Meeting of Staverton Parish Council

Tuesday 4th December 2018  
Staverton Village Hall

**PRESENT:** Parish Councillors: S Frost (SF), J Gilford (JMG), T Gilford (TWG Chairman), J Golding (JFG), I Weaver (IW), County Councillor R Brown, District Councillor R Frost, Clerk – S Porter and 1 member of the public

### 1. OPENING PROCEDURES

- 1.1 Apologies received – G Edwards (GE), T Glover (ToG), M Nightingale (MN)
- 1.2 Subsequent announcements - Nil

### 2 GOVERNANCE

- 2.1 Declaration and nature of interest – Nil
- 2.2 Consideration of dispensation requests received - Nil

### 3 OPEN FORUM

3.1 Reports from members of the public – The DDC Settlements and Countryside Local Plan (Part 2) will be voted on at the DDC Meeting this week. The examiner has overruled the comments from Staverton Parish Council and the parishioners, with regards to Staverton being in the incorrect hierarchy group. R Frost is not happy and intends to oppose the approval of the Local Plan, he invited JMG to join him in that opposition in support of the Parish Council and the Public's concerns, JMG advised that her vote will be cast following the debate on the evening.

3.2 Reports from District & County Councillors:

R Brown (NCC) – The budget preparation for 2019/20 is underway at County Council. Council tax bills will be set to rise. The Library proposals have been reviewed and the cuts to highways services have turned around. The bus service cuts will affect the District and it is expected that some Parish Council's will be asked to fund certain routes. The social care costs are still vast. All elections, including District, County and Parish, for 2019 have all been postponed until 2020. There is currently no news on how many councillors will be elected under the new Unitary council.

R Frost (DDC) – The Hellidon bridge repairs have been delayed, and it is now expected to be completed by Spring 2019. Voting will take place this week at DDC for the Cinema proposals and the moving of the Library to the Abbey Centre in Daventry.

### 4 MINUTES

4.1 **APPROVE MINUTES** of the Parish Council Meeting held on **Tuesday 6th November 2018** – The following amendments were submitted by JFG for consideration by the PC:

Item 2.1 - "JMG advised that she will complete a new register of interest forms for herself and TWG".

JFG proposed that there was no suggestion that TWG would complete a new Declaration of Interest form. As drafted it appears he is doing so because JMG has joined Shadow Committee. There was no seconder. JMG confirmed that new forms will be completed for them both, as the Spouse's declarations are noted on the Register of Interests form.

Item 3.1 - "JMG explained and also mentioned that the NCC and DCC elections will also take place 2020". (JMG advised that she stated Unitary elections not NCC/DDC but this was not submitted within the 24 hours notice period for consideration)

JFG proposed that it appears that all of item 3.1 was said by Mr Walters. No seconder.

Item 4.1 - JFG proposed that the proposals should come before the vote. No seconder.

Item 5.2 - Item 5.2 – JFG stated that he did not support the grant application as he was not happy with the DDC's Council Tax payers money being spent on what was a NCC responsibility and was pleased to see that the applications were turned down for that same reason.

As drafted the minute does not record both side of the argument and/or what was actually said. No seconder.

Item 6.4 - JFG stated that we do not have a Line Manager as the Clerk works for the Council as a whole, under the circulated NCALC guidance so it should be an appraisal committee, meaning at least 3 members.

JFG proposed that the minute does not record both side of the argument and/or what was actually said. No seconder.

Item 6.10 -JFG proposed that the following sentence is included; "A cost of living increase in fee will be applied as calculated when RPI figures are available early in January. Proposed by JFG, seconded by JMG and all voted in favour" seconded by JMG and all voted in favour that the amendment is made to the November minutes.

JMG then proposed that the November minutes are approved as a correct record of the meeting, seconded by SF and with 4 votes in favour and 1 against (JFG), the minutes were signed and dated by the Chairman.

## **5 MATTERS ARISING**

5.1 Traffic Calming scheme for the Village – DDC Grant Application – JMG has re-submitted the grant application with additional detail to DDC, with the assistance of John Vale. The grant criteria will be changing at the next DDC Strategy Meeting, and this should then improve the scoring of the application, which will hopefully lead to a successful conclusion. JFG stated that he did not support the grant application as he was not happy with the DDC Council Tax payer's money being spent on what was a NCC responsibility and was pleased to see that the applications were turned down for that same reason. JMG advised that DDC are looking to spend reserves so as not to carry forward to the Unitary Council, once this is formed.

5.2 Braunston Lane Footpath – DDC Grant Application – As discussed at 5.1, with a resubmitted application with evidence from NCC that they would be maintaining the pathway should it be resurfaced.

5.3 Playing Field – Vehicle Access Gate – ToG will provide an update at the January meeting.

5.4 Terms of Reference – Clerk's Annual Appraisal – The response from NCALC has been circulated. JMG proposed that the guidance recommended by NCALC is accepted, in that PC's decide the preferred solution for themselves, and that for SPC the appraisal is undertaken by the Chairman and Vice Chairman, as happened earlier this year, with a report provided for the PC to discuss, seconded by IW and with 4 votes in favour and 1 against (JFG).

5.5 Drayton Grange Juniors FC – Issues relating to their football matches – The Chairman of DGJFC has been contacted by TWG and a memo will be sent around to all Junior Teams, stating anyone using the woods as a public toilet will face dismissal from the Club. There is currently one portaloos on site available to use.

5.6 Parish Defibrillator – MN has passed the details over to JMG and ToG. There is a replacement battery on order from EMAS.

5.7 WW1 Memorial Bench – Many thanks were given to ToG who has installed the WW1 Memorial Bench on The Green. This has been met with many positive comments.

5.8 New Model Standing Orders – The Clerk will produce a printed copy for each councillor at the next PC Meeting.

## **6 BUSINESS**

6.1 Staverton Neighbourhood Development Plan (SNDP) – The Inspector has been appointed by DDC and, as agreed at the last PC meeting, this is Rosemary Kidd. One final workshop is required by the PC to discuss the 16 responses received at the latest consultation, 4 from residents and 12 commercial. These will be reviewed and it will be determined if any further comment needs to be submitted and approved at a PC meeting and then forwarded to DDC.

6.2 National Grid Gas – Gas Site, Daventry Road, Staverton – The draft lease has been accepted apart from the rent review requested every 10 years, which be linked to the RPI, this has been rejected by National Grid Gas. It was agreed that JFG will proceed with the lease providing the rent review is considered, and the PC will resist any adverse possession claim

6.3 New PC Website – The new draft website was approved by all the PC, these comments will be passed to ToG to instruct Tony Goodman to proceed with completion.

6.4 DDC Local Plan Part 2 – Responses published – Discussed under Open Forum.

6.5 Bus Service changes to Daventry District (from 6th January 2019) – These changes were noted.

6.6 DDC Public Spaces Protection Order Outcome – St Mary’s Church and Playing Field – The No Smoking signs were approved for the Playing Field. The Church will need to be approached for permission for new dog control signage on the Church gates.

## 7 REPRESENTATIVES UPDATES

7.1 Grass Mowing Representative update (JFG) – M Freeman will be notified of the pay increase for 2019, once the details of the RPI are released in January for December.

7.2 Highways Representative update (SF) – The overhanging trees and hedges have been trimmed back by the residents both on the A425 and Croft Lane which have made vast improvements.

7.3 Playing Field Representative update (TWG) – A working party will be arranged by TWG and ToG, GE, IW will be invited to attend once the date is decided.

7.4 Street Lighting Representative update (JFG) – The delivery date for the latest street lighting upgrade is mid January. JFG proposed that the CIL money is used towards the final phase, seconded by JMG and all voted in favour.

7.5 Police Liaison Representative update (GE) – No report

7.6 Rights of Way Representative (GE) – No report

## 8 PLANNING

	TYPE	REFERENCE	LOCATION	DETAIL
8.1	Planning	DA/2018/0989	St Mary’s Church, Church Street, Staverton	Repairs to north aisle/chapel roof using terre coated stainless steel
IW proposed no objections, seconded by SF and 3 votes in favour, and 2 abstentions (JFG & TWG)				
8.2	Approval	DA/2018/0715	The Stables, Manor Road, Staverton	Variation of Condition 2 of Planning Approval DA/2017/1006 to substitute approved drawing no GRO-243-PA-100 Revision B with drawing no GRO-243-PA-100 Revision D to allow for various fenestrational and structural changes as set out in the Agent’s e-mail to the Local Planning Authority of 28 August 2018
8.3	Approval	DA/2018/0812	Staverton Park Golf Club, Daventry Road, Staverton	Erection of 6 bay modular driving range stand and lighting
8.4	Approval	DA/2018/0741	St Mary’s Church, Church Street, Staverton	Installation of toilet facilities within existing sexton’s hut, including trench arch drainage
8.5	Listed Building Consent	DA/2018/0815	St Mary’s Church, Church Street, Staverton	Listed Building Consent for installation of toilet facilities within existing sexton’s hut, including trench arch drainage

## 9 FINANCE

9.1 Precept 2019/20 – Initial proposals for 2019/20 precept have been prepared by TWG, ToG and the Clerk. It has now been confirmed that there will be no Parish Council elections until 2020, therefore another precept meeting will be held to adjust the figures, removing the election costs, before circulating to the PC for approval at the January meeting.

9.2 CIL Report – 2017/18 – This will be produced by TWG and will be published by 31st December 2018, on the website and a copy forwarded to DDC.

SF proposed that the following accounts be paid, seconded by IW and all voted in favour.

9.3	Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
	Payment	Chq 763	S Porter	Salary £192.90 Expenses £37.50 November 2018	£230.40		LGA 1972 s112
	Payment	Chq 764	M Freeman	Grass Cuts x 2 Oct 18 £270.00 Underpayment 2018 £56.20	£326.20		HA1980
	Payment	Chq 765	Aylesbury Mains	Street Light Repairs Nov 2018	£123.84	£20.64	PCA1957 s3
	Payment	Chq 766	A Glover	Domain Transfer £12.00 E-Mail May-Nov 18 £48.47	£60.47	£2.00	LGA 1972 s111

9.4 Income received:

Barn Rent Arrears	£	5.00
Barn Rent	£	91.67
Interest	£	0.12
Allotments	£	21.25
<b>Total</b>	<b>£</b>	<b>118.04</b>

9.5 Bank account balances as at **19.11.18**:

HSBC Business	£10,680.92
HSBC Deposit	<u>£ 702.36</u>
Total	£11,383.28
Uncashed cheques	£ 70.17
Total available	£11,313.11
Less November Payments	£ 741.11
<b>Bank Balance</b>	<b>£10,572.00</b>

## 10. Clerk's Correspondence

- 10.1 NCALC – New Internal Auditor appointed for 2018/19 – Noted.  
10.2 Citizen's Advice, Daventry – Request for funding – Noted

## 11 WEBSITE (ToG)

- 11.1 Website Representative update – Discussed at 6.3

## 12 DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 8th January 2019 - 7:30pm

**Meeting Closed: 9:05pm**