

CREATON PARISH COUNCIL

Chairman: Mr Stan Perrins

Clerk: Mrs L Compton
12 Olde Forde Close
Brixworth
Northants NN6 9XF

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Minutes of a meeting of Creaton Parish Council held on Tuesday 1st June 2010 in the Village Hall, Teeton Lane at 8.00 pm

Present: Councillors Stanley Perrins (Chair), Maureen Titman, Linda Toombs, Caroline Pugh and David Watt

In attendance: Lynne Compton, Clerk, District Councillor Barry Frenchman plus one member of the public

Public Forum from 8 pm to 8.15 pm

District Councillor Frenchman introduced himself and informed Parish Councillors that he had been put on DDC Planning Committee

Power(s) Action

23.10 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE

Councillor Perrins proposed acceptance of apologies from Cllrs Winter and Cllr Jack, this was seconded by Cllr Watt and resolved to be approved by Parish Council

24.10 RESOLUTION TO SIGN AND APPROVE MINUTES OF MEETING AND AGENDA dated 17th May 2010.

These were proposed by Cllr Perrins, seconded by Cllr Watt and resolved to be approved by Parish Council

25.10 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)

Election of Vice-Chair – Cllrs Hollingum and Cllr Titman had both put themselves forward for this position. 4 votes were received in favour of Cllr Hollingum and 2 votes for Cllr Titman. Cllr Hollingum was therefore duly elected Vice-Chair.

26.10 RECEIPT OF DECLARATION OF OFFICE, REGISTRABLE INTERESTS AND CODE OF CONDUCT FORMS FOR CO-OPTED MEMBERS

These were received from Cllr Pugh and Cllr Thomas and duly signed in front of the Proper Officer (Clerk). Cllr Winter's would be signed at the July meeting.

Clerk

Action: Clerk to send forms to the Monitoring Officer

27.10 MEMBERS' DECLARATION OF INTEREST for items on the agenda

There were none.

28.10 FINANCE

a) Resolution to approve payment of outstanding accounts

The following cheques were proposed by Cllr Watt, seconded by Cllr Hollingum and resolved to be approved for payment by Parish Council

Details	Amount	Chq No
LYNNE COMPTON (Clerk Wages May)	£294.04	195
LYNNE COMPTON (Clerk Expenses)	£67.23	196
HMRC Only (PAYE)	£72.40	197
URC hire of room for Annual meeting 17/5	£10	198
ICO Data Protection registration	£35	199
CREATON PFA Donation 2010/11	£800	200
TOTAL	£1278.67	

b) To receive details of income (if any)

c) Bus Shelter seat – to receive and discuss quotation

The quotation had not yet been received.

d) Grant Application from Playing Field Committee for £800 – to discuss

Cllr Watt proposed the grant to Creaton Playing Field Committee for £800 towards the upkeep of the Playing Field should be approved, this was seconded by Cllr Perrins and unanimously approved.

Noted: that this was half the amount precepted for as Creaton PFA had received a substantially lower quote for insurance.

29.10 TO CONSIDER PLANNING APPLICATIONS RECEIVED (if any)

DA/2010/0380 New porch to side of house

30, The Green, Creaton, Northamptonshire, NN6 8ND

Parish Council resolved “no observations”

30.10 TO REPORT PLANNING APPLICATION DECISION NOTICES (if any)

There were none

31.10 REPLACEMENT OF STREETLIGHTING

Cllr Thomas reported that all three quotes had now been received, unfortunately one of the quotations had been done slightly differently to the others. EON (the current streetlighting providers) had proved to be the most expensive. Pictures of the proposed replacement streetlighting should be available at the July meeting.

Cllr
Thomas

32.10 CREATON CEMETERY/CHURCHYARD

a) Burial/memorial/pre-purchase of plot requests

Mr and Mrs Perrins – Pre-purchase of double depth plot - £65 (received). Action: Clerk to issue relevant paperwork

Clerk

b) St Michael’s and All Angels – Closure of Churchyard

It was reported that a letter had been received from the Ministry of Justice requesting closure of the Churchyard

It was reported that a response from Creaton Parochial Church Council (PCC) to the Parish Council’s letter had not yet been received. Action: Clerk to follow up.

Clerk

Parish Council resolved to have a further meeting of the Burials Advisory group to re-visit exactly what conditions needed to be met before closure. Action: Clerk to organise

Clerk

c) Burial/Memorial Regulations

To discuss - revised set of regulations and suggested fees which had been circulated prior to the meeting:-

Point 18 – Exclusive Rights of burial –proposed new time limit 50 years (was 99)
This was proposed by Cllr Hollingum, seconded by Cllr Thomas, voted on and unanimously resolved to be approved by Parish Council.

Cllr Hollingum proposed that the following changes to the rules concerning memorials should be included in the revised regulations with effect from 1st September 2010, this was seconded by Cllr Titman and resolved to be approved by Parish Council:-

MEMORIALS:

1. Details including a sketch drawing of any memorial together with the proposed wording on any inscription shall be submitted for approval at the time of the application for the grant of consent to erect the memorial.
2. No gravestones, monuments, tablet or memorial other than a headstone or footstone which shall be not more than **one metre high** and of a design approved by the Council or a removable vase shall be erected on any grave space
3. A horizontal tablet of eighteen inches square of a design approved by the Council, laid in line with adjoining headstones and not protruding above ground level, will be allowed for interment or casket.
4. Memorials should be made from quarried materials or good quality timber which should be specified at the time of making application for consent to erect on the grave. Plastic or other synthetic materials, reconstituted stone, soft limestone or vases made from pottery or glass are not permitted. Parish Council reserve the right to remove any article not conforming to the regulations.
5. No memorial stone, slab or headstone shall have a thickness or less than 50 mm (2 inches) nor shall any concrete foundation have a thickness of less than 75 mm (3 inches).
6. Memorials shall be provided with adequate foundations and shall be properly fixed with dowels or joggles between the individual parts
7. **REMOVAL of this sentence:-**“In the Children’s Section ONLY kerbing is allowed and small monuments, not above one metre high, are allowed subject to the approval of the Council.” as the Cemetery does not have a childrens section
8. One small vase per grave space is permitted which should not be made of glass or potter ware

Action: Clerk to revised regulations as agreed and publicise in the next newsletter and on the cemetery noticeboard. Cllr Hollingum to put on website.

Fees –Cllr Hollingum proposed that the following fees should be approved in line

Clerk
Cllr
Hollingum

<u>Purchase of Plots:</u>	Proposed
6ft x 3ft Double depth	94.00
Children (up to age 12)	20.00
<u>Burials:</u>	
Burial of adult	100.00
Burial of child (up to age 12)	20.00
Burial of a still-born child (or whose age did not exceed 1mth)	10.00
Burial of Ashes in a Purchased Grave (Resident)	30.00
Burial of Ashes in a Purchased Grave (Child)	20.00
<u>Monuments and Gravestones:</u>	
Headstone & Inscription	45.00
Additional Inscription	20.00
Tree (Standard type) and plaque	30.00
Vase	30.00
Tablet	30.00
Grave Surround	30.00

Action: Clerk to put new fees in the revised regulations and publicise in the next newsletter and on the cemetery noticeboard. Cllr Hollingum to put on website

Clerk
Cllr
Hollingum

33.10 INTERNET CAFÉ

Cllr Watt reported that the United Reform Church elders were in agreement that there should be a coffee shop and had liaised with Mrs Winter (Village Shop and Post Office proprietor) but that the details of who should run it and formal costings had not yet been worked out. A WiFi connection had been suggested but Parish Council agreed that the coffee shop should be set up first.

Action: Cllr Watt to contact the Clerk with dates for a meeting. Clerk to contact Cllr Millar regarding the County Councillors Empowerment Fund and requesting a change of use from Internet Café to Coffee Shop.

Cllr Watt
Clerk

34.10 PROVISION OF ADDITIONAL FACILITIES

To receive update (if any)

Parish Council agreed that the issue of provision of additional facilities eg Tennis Courts, Basketball net should be brought to the attention of the Playing Field Committee. Action: Cllr Thomas, who is a member of Creaton Playing Field Committee to raise at the next meeting.

Cllr
Thomas

It was also suggested that Highgate House should be approached to see if the facilities at Highgate could be used by Creaton residents. Action: Clerk to send letter

Clerk

35.10 RESOLUTION TO APPROVE EQUAL OPPORTUNITIES POLICY

The model Equal Opportunities Policy was proposed by Cllr Perrins, voted on and unanimously resolved to be adopted by Parish Council.

Action: Cllr Hollingum to put on website

Cllr
Hollingum

36.10 RESOLUTION TO APPROVE COMPLAINTS PROCEDURE

The model Complaints procedure was proposed by Cllr Perrins, voted on and unanimously resolved to be adopted by Parish Council.

Cllr
Hollingum

37.10 APPOINT REPRESENTATIVES WITH SPECIAL RESPONSIBILITY

Cllr Perrins proposed the Parish Council representatives (subject to the Clerk finding out how often the Village Hall Committee meets), this was unanimously resolved to be approved by Parish Council – Attached Paper A

Action: Clerk to forward to Cllr Hollingum to put on the website.

Clerk
Cllr
Hollingum

38.10 CORRESPONDENCE RECEIVED AND CIRCULATED (not already on the agenda)

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|----|-----|--|--------|
| a) | NCC | Local Councils Conference Weds 16th June 4.30 to 8.30 | Email |
| | | Empress Stand Towcester Racecourse | |
| b) | NCC | Notice about self purchase VAS Schemes – Clerk rang Steve Barber and who would chase Nick Gore - CPC do not need a section 50 licence as the equipment would not belong to Parish Council. | letter |
| c) | DDC | Notice of change of date of Parish and Town Councils meeting - now Thurs 1st July plus copy of minutes of December meeting | letter |

Creaton Parish Council –Minutes of the meeting on Tuesday 1st June 2010 Continued

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|----|-------------|--|--------|-------|
| d) | Creaton PFA | Grant Form | | |
| e) | NCC | Parish Enhancement Gangs – Parish Council resolved that the following work should be reported to NCC to be done by the Parish Enhancement Gangs:-
Road surface in Court House Close
Bus shelter seat | email | Clerk |
| f) | NCC | Minerals and Waste Development Framework | letter | |
| g) | NCC | Changes to the household waste recycling wef 21 st June – action: Clerk to put leaflets in Village shop | letter | Clerk |
| h) | NCC | Details of Local Council conference on 16 th June 2010 | email | |

39.10 DATE OF NEXT MEETING – Tuesday 6th July 2010

Meeting Dates for 2010

Tuesday 3rd August 2010
Tuesday 7th September 2010
Tuesday 5th October 2010
Tuesday 2nd November 2010
Tuesday 7th December 2010

Meeting Closed 9.15 pm

Chairman's Signature:..... Date:.....

Statutory Powers

1. Open Spaces Act 1906 ss9 and 10 etc.
2. Local Govt Mis Provisions Act 1976 s.19
3. Parish Councils Act 1957, s3; Highways Act 1980, s301
4. Local Govt and Rating Act 1997 s26-29
5. Lotteries and Amusement Act 1976, s.7
6. Local Govt and Rating Act 1997, s.31