

# CREATON PARISH COUNCIL MEETING

## 14<sup>TH</sup> JULY 2020

### MINUTES

Chairman: Councillor James Hill

Clerk: Katrina Jones, 77 High Street, Naseby, Northants NN6 6DD, Tel 01604-740862

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#### **Minutes of the Creaton Parish Council Meeting** Held on **Tuesday 14th July 2020** Online via Zoom

**Present:** Cllrs James Hill (Chairman), Sylvia Winter (Vice-Chairman), Anna Hughes, Christopher Reading, Susan Leggett and Geoff White.

**In attendance:** Katrina Jones (Clerk), Kevin Parker (District Councillor) and Jonathan Harris (District Councillor).

- 28. **Apologies for Absence:** Cllrs Michelle Aveyard and Maxene Atkinson.
- 29. **To Confirm Minutes of Meeting:** It was **RESOLVED** to confirm the minutes of the Parish Council Meeting held on 12<sup>th</sup> May 2020 as a true and accurate record and they were duly signed by the Chairman.
- 30. **Declarations of Interest:** Cllr Hughes declared an interest in item 36. Cllr Leggett declared an interest in item 39 and 40.
- 31. **Public Forum:** Cllr Hughes read out a statement on behalf of the Chairman of Spratton Parish Council thanking Creaton Parish Council for supporting the bus service.
- 32. **To Agree Contribution to Funding the Bus Service:** It was **RESOLVED** to contribute the sum of £920.90 towards the bus service for this financial year only.
- 33. **To Agree Public Consultation on Whether Parish Council Contributes Towards Funding of the Bus Service and Agree What Form the Public Consultation Should Take:** It was **RESOLVED** that the Parish Council would undertake a public consultation ahead of any future consideration of further funding of the bus service for the next financial year.
- 34. **To Receive Update and Agree Any Action Regarding Purchase of Speed Display Signs:** The Clerk provided an update confirming that a s50 licence had been obtained and a grant application made to the safer roads fund. It was **RESOLVED** to purchase the two speed signs proposed by Cllr Reading.
- 35. **To Receive Update and Agree Any Action Regarding Purchase of a Bench To Mark VE Day and Consider Signage on Verge:** It was **RESOLVED** to purchase a bench up to the value of £500 as soon as the bench licence is granted. It was agreed that Cllr Hughes was still to contact the county council for permission for the removal of the 'children' sign.
- 36. **To Consider Action Regarding Any Hedges In Need of Cutting Back And Any Other Overgrowth:** It was **RESOLVED** that the Clerk would write a letter to the owner of the

overhanging hedge in Courthouse Close. It was **RESOLVED** to accept the quote from Tree and Land to cut back the hedge along the churchyard. It was **RESOLVED** to add the verge from Hollowell Hill to Highfield House to the mowing plan and that Cllr White would ask R&G to cut this. It was **RESOLVED** that Cllr Hughes would revert back Northamptonshire Highways about the embankment by the school on Violet Lane which is their responsibility. District Councillor Parker offered to assist with this.

37. **To Agree Action Regarding Bulging Wall on Violet Lane:** Cllr White advised that repointing the wall may worsen the stability of it and recommended that the no action be taken. It was **RESOLVED** that no action be taken and the wall be regularly reviewed.
38. **To Consider Information Reported Regarding Village Pub:** Noted.
39. **To Consider Drainage Problems on the Green:** It was **RESOLVED** that the drainage problems should be reported to the developer to address the issue.
40. **To Agree Action Regarding Resident's Request for Traffic Calming Measures on Litchfield Lane:** It was **RESOLVED** that no action would be taken other than informing the resident that the Litchfield lane is an unadopted road so the Parish Council and Northamptonshire Highways have no authority to make any changes to the road.
41. **To Agree Any Action Regarding Dog fouling:** It was **RESOLVED** to include an item in the Village Link regarding this problem and to ask for volunteers to spray the dog fouling.
42. **To Agree Contents of Village Link Article:** It was agreed to include items on dog fouling, speed signs and the buses.
43. **To Agree Any Costs Required for Clerk To Complete CiLCA Qualification:** It was **RESOLVED** to pay the required fees for the Clerk to complete the CiLCA qualification.
44. **Update for Quotes for Parish Council Laptop:** Cllr Winter advised that it had been difficult to obtain quotes and this was ongoing.
45. **To Agree To Undertake Annual Risk Assessment Walk:** It was **RESOLVED** that Councillors would meet to carry out the risk assessment walk on Tuesday 22<sup>nd</sup> July at 7.30pm, meeting at the Litchgate.
46. **To Note Memorial Application:** It was noted that this application had already been approved.
47. **Planning Matters:**
  - a. **DA/2020/0398: First floor extension over existing lounge, changes to dormers, double height atrium to front elevation, detached garage and internal alterations (revised scheme): Willow Lodge 8, Home Farm Close, Creaton, Northamptonshire, NN6 8NE.** It was **RESOLVED** that the Parish Council had no objection to this application.
48. **Finance**

**Bank Balance on Bank Statement as at 30 June 2020:**

<b>Business Reserve Account</b>	<b>49,029.78</b>
<b>Current Account</b>	<b><u>200.00</u></b>

49,229.78

Includes:

CIL Money (Restrictions on Expenditure)

5627.29

**a. Receipts**

£

i. Interest (29.05.20)	8.67
ii. Interest (30.06.20)	0.44

**b. Payments for Approval:**

£

i. Katrina Jones (Clerk salary and home use payment May and June 2020, paid by standing order )	476.03 & 476.03
ii. Eon for street light maintenance	100.86
iii. Eon for electricity supply	285.97
iv. Stephen Hartwell Grass Mowing Services for mowing churchyard on 26 <sup>th</sup> April, 10 <sup>th</sup> May, 24 <sup>th</sup> May & 14 <sup>th</sup> June	600.00
v. Sylvia Winter for reimbursement for 2 <sup>nd</sup> class stamps	7.90
vi. R&G for mowing verges and green (31.5.20 for £667.20 and 30.6.20 for £612)	1279.20
vii. Autela for payroll services	64.01
viii. Village Link newsletter for June/July & August /September 2020 editions	100.00
ix. Michelle Aveyard for further reimbursement of zoom subscription	16.79
x. S Bignell for parish noticeboard repairs	121.20
xi. Spratton Parish Council for CPC's share of bus subsidy	920.90
xii. SLCC membership for Clerk to Complete CiLCA	117.00
xiii. SLCC CiLCA Fee	350.00

It was **RESOLVED** to approve all of the above payments.

**49. AOB (Points of Information)**

- a. Cllr Leggett expressed her gratitude for the thanks given by the Parish Council to NHS staff in the last Village Link article.

**50. To Close the Meeting to the Public To Receive Update Regarding Former Staff Pension**

**Matters:** The meeting was closed to the public. Cllr Winter provided an update on pension matters. Cllr Hill asked that it was noted that a letter had been written to the pension provider requesting information for the third time.

- 51. To Approve Annual Leave Request for Parish Clerk:** It was **RESOLVED** to approve the Clerk's for annual leave from Monday 27<sup>th</sup> July to 2<sup>nd</sup> August inclusive and from 24<sup>th</sup> August to 30<sup>th</sup> August inclusive.

- 52. To Approve Amendment to Standing Order for Clerk's Salary in Line With Updated Payroll To Be Signed By Two Signatories:** It was **RESOLVED** to approve the amended standing order.

- 53. To Note Next Meeting: Ordinary Creaton Parish Council Meeting on Tuesday 8<sup>th</sup> September 2020 at 7.30pm.** Noted.

The meeting was closed at 9.10pm.