

# CREATON PARISH COUNCIL MEETING

## 14<sup>TH</sup> SEPTEMBER 2021

### MINUTES

Chairman: Councillor James Hill

Clerk: Katrina Jones, 77 High Street, Naseby, Northants NN6 6DD, Tel 01604-740862 Email: creatonpc@gmail.com

#### Minutes of the Creaton Parish Council Meeting Held on **Tuesday 14<sup>th</sup> September 2021 at 7.30pm** at Creaton Village Hall

**Present:** Cllrs James Hill (Chairman), Sylvia Winter (Vice-Chairman), Michelle Aveyard, Susan Leggett, Ian Horne and Christopher Reading.

**In attendance:** Katrina Jones (Clerk) and Kevin Parker (West Northants Councillor).

48. **To Receive Apologies and Resolve Whether to Accept Apologies for Absence:** It was **RESOLVED** to accept apologies for absence from Cllr Anna Hughes. Apologies were also provided by Unitary Councillor Jonathan Harris (West Northants Council).
49. **To Confirm Minutes of Meeting:** It was **RESOLVED** to approve the minutes held on 27<sup>th</sup> July 2021 as a true and accurate record and they were duly signed by the Chairman.
50. **Declarations of Interest:** None.
51. **Public Forum:** Unitary Cllr Kevin Parker reported that West Northamptonshire Council was on budget for the first quarter of the financial year and reported that the Ofsted report of the Children's Trust had shown that improvements had been made.
52. **To Resolve that Creaton Parish Council meets the Criteria for the General Power of Competence and To Resolve to Adopt the General Power of Competence:** It was **RESOLVED** that the Parish Council did not meet the criteria of having two thirds elected members and therefore could not adopt the General Power of Competence.
53. **To Fill Parish Council Vacancy by Co-option:** No applications had been received.
54. **Finance**

**Bank Balance on Bank Statement as at 31<sup>st</sup> August 2021:**

Business Reserve Account	30,944.37
Current Account	<u>200.00</u>
	31,144.37
Includes:	
CIL Money (Restrictions on Expenditure)	5627.29

**a. Receipts**

£

i. Interest (31.08.21)	0.28
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**b. Payments for Approval:**

£

i. Katrina Jones (Clerk salary and home use payment July and August 2021, paid by standing order )	507.82 & 507.82
ii. Calico for village website	24.00
iii. S Hartwell for churchyard mowing	750.00
iv. R& G (July – 408.00; August – 523.20)	931.20
v. Tree and Land for hedge cutting	385.00
vi. village link (June/July and August/ September)	100.00
vii. M Rogerson for Poppy Wreath (Donation to Royal British Legion)	25.00

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

- c. **To Receive List of Payments, Receipts and Bank Reconciliation:** It was **RESOLVED** to approve the list of payments, receipts and bank reconciliation.
55. **To Agree Actions Regarding a ‘No Dogs Allowed’ Sign to be Placed on Top Church Gate:** It was **RESOLVED** to purchase a ‘No Dogs Allowed’ sign. Cllr Winter agreed to look for a suitable sign.
56. **To Agree Action Regarding Parking on The Green:** Cllr Hill reported that he had already written to the contractors parking on the Green and it was suggested that the Green be monitored for parking. It was also **RESOLVED** that the ‘No Parking’ sign be replaced or refurbished and Cllr Reading agreed to investigate this further.
57. **To Receive Defibrillator Update and Consider Purchase of New Defibrillator:** Cllr Leggett reported that the defibrillator owned by the Parish Council is no longer being manufactured and it is difficult to obtain replacement parts. She also reported that she had been advised that the cabinet was unsuitable for the defibrillator. It was **RESOLVED** that Cllr Leggett would obtain quotes for a new defibrillator and a new cabinet. It was **RESOLVED** to use a loan unit from the Community Heartbeat Trust in the meantime.
58. **To Note Hedge Cutting Carried Out:** Noted.
59. **To Consider ‘Plant a Tree for the Jubilee’ Project and Any Other Ways to Mark the Jubilee e.g. Jubilee Beacon:** Consultation with residents was suggested via an online survey and through village link. It was **RESOLVED** that this item would be on the next agenda and that a list of ways to mark the Jubilee would be brought to that meeting to be agreed.
60. **To Consider Any Further Actions Regarding Wildflower Verges:** Cllr Hill advised that he would be meeting with the mowing contractors (R&G) to discuss wildflower verges. The Clerk reported on the possibility of funding from West Northamptonshire Council and timescales. It was **RESOLVED** that a working party would be formed with Cllrs Aveyard, Reading, Leggett and Horne as members. It was agreed that a plan would be circulated ahead of the next meeting.
61. **To Receive Update on Provision of WiFi in Village Hall and Any Agree Any Actions for Hybrid Meetings Such as Purchase of Equipment:** Cllr Aveyard reported that the village hall committee are looking into WiFi for the village hall.
62. **To Receive Update and Confirm Action Regarding Spraying of Ivy on Cemetery Wall:** It was **RESOLVED** that Cllr Hill would speak to the mowing contractors (R&G) about the ivy on the church wall.

63. **To Consider Any Action Regarding Ivy From Churchyard Growing onto Resident's Property:** It was **RESOLVED** that the Clerk would ask Tree & Land to look at the ivy growing onto the resident's property and that the Clerk would write to the resident to update them.
64. **To Consider Renewing Dell Support Contract for Parish Council Laptop:** It was **RESOLVED** that the Dell support contract would not be renewed.
65. **Poppy field – To Agree Letter of Acknowledgment from Residents** It was **RESOLVED** that the Clerk would write a letter of acknowledgement to the Cottesbrooke Estate.
66. **To Agree Any Actions Regarding Repair to Churchyard Monuments Following Risk Assessment:** It was **RESOLVED** that the Clerk would instruct the contractor who carried out the churchyard risk assessment not to repair any items marked green on the report and that the Parish Council would look at the cost to consider incorporating it into the next financial year's budget.
67. **To Consider Annual Village Walk Risk Assessment Report and Agree Actions:** It was **RESOLVED** that Cllr Aveyard would complete the risk assessment document and send it to the Clerk. Unitary Cllr Parker agreed to investigate how to report empty grit bins.
68. **To Agree Contents of Village Link Article:** It was **RESOLVED** to include the following items: the poppy field; the councillor vacancy poster; litter pick on Saturday 16<sup>th</sup> October 10-12 meeting outside Cllr Readings' house; and to ask residents to express an interest in joining the wildflower working group.
69. **To Resolve to Close the Meeting to Members of the Public to Discuss Confidential Staff Matters:** It was **RESOLVED** to close the meeting to members of the public.
70. **To Agree Increase in Clerk's Pay Due to CiLCA Qualification in Line With Contract of Employment:** It was **RESOLVED** that the Clerk's pay would be increased in line with the terms of the contract of employment to the agreed increment backdated to 1<sup>st</sup> August 2021. Cllr Aveyard agreed to notify the payroll provider and provide them with a copy of the minutes.
71. **To Note Next Meeting: Tuesday 9<sup>th</sup> November 2021 at 7.30pm:** Noted.

Meeting closed at 9.23pm.