



Chairman: Councillor Barry Frenchman

Clerk: Mrs L Compton
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NOTICE OF PARISH COUNCIL MEETING

To members of the Council:
You are hereby summoned to attend a

Meeting of Spratton Parish Council

on **Tuesday 15th April 2014** in the Village Hall, School Road, Spratton at **7.30 pm** for the purpose of transacting the following business.

A G E N D A

- 209.13 PUBLIC FORUM** Members of the public and press are invited to address the Council at its Open Forum from 7.30 pm to 7.45 pm
- 210.13 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE AND ATTENDANCE REPORT TO YEAR END (to be tabled)**
- 211.13 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL HELD ON TUESDAY 18th March 2014 (previously circulated)**
- 212.13 MATTERS ARISING FROM PREVIOUS MINUTES AND CLERK UPDATE REPORT (if any) – For Information only**
- a) **Annual Village Social AKA Annual Parish Meeting** (Min 206.13 March 2014) – to report that invitations have been sent to organisations and parishioners. The event has been advertised on Facebook
- 213.13 MEMBERS' DECLARATION OF INTEREST/DISPENSATION REQUESTS** for relevant items on the agenda
- 214.13 NEIGHBOURHOOD PLAN - Project Manager: Councillor Michael Heaton**
- a) **Update** – To report:-
1. Navigus Report on further analysis carried out by Cllr. Baillie – Navigus agreed that the qualitative analysis should form part of the evidence base but the additional analysis done did not clarify which site should be chosen merely illustrated that there were advantages and disadvantages to both sites.
 2. Informal Meeting with Chairman of Spratton Recreation Ground Committee - To report that Cllr Heaton had an informal meeting on 20 March with the Chairman of the Recreation Ground committee to discuss their aspirations to extend and improve the Recreation Ground. To receive a report and discuss way forward.
 3. Meeting with Spratton Hall School on 28 March – to receive a report and discuss
 4. E-mails were sent to promoters of both sites with an update following the Hall School meeting
- 215.13 RESOURCES COMMITTEE – Chair: Councillor Michael Heaton**
- a) **Update**
1. **Lunch Club** – to receive an update.
 2. **WW1 Commemoration** – to receive a report on the Awards for All grant application
- b) **Bank Balances** – Parish Council resolution to approve.
- | <u>BANK ACCOUNTS (as at 28/3/14)</u> | |
|---|-------------------|
| Community A/C | £200.00 |
| Reserve A/C | £45,551.08 |
| TOTAL | £45,751.08 |
- c) **Income** received for March 2014 – to report
- | | | | | |
|-----------|----------------|--|-----|--------|
| 9/04/2014 | J Stamp & Sons | Burial in a pre-purchased plot C222 (G W Pickles) – non-resident | 447 | 272.00 |
|-----------|----------------|--|-----|--------|
- d) **Receipts and Payments/Cash Book Summary report and Bank Reconciliation (to be tabled)** – Parish Council resolution to approve.

e) Payment of invoices for March/April 2014 (see below), plus any additional payments Parish Council resolution to approve

DATE	PAYEE	DETAILS	CHQ NO.	AMOUNT	INCLUDING VAT OF	ACCOUNT	POWER TO PAY	Previously
28/03/2014	LYNNE COMPTON	March Salary	2686	£1250.47		Salaries/Office/NP	GPC	LGA 1972 s112
28/03/2014	NCC LGPS	March Pension	2687	£291.16		Salaries	GPC	LGA 1972 s112
28/03/2014	THE WILDLIFE TRUST	Churchyard Award	2688	£5.00		Projects	GPC	LGA 1972 s145
28/03/2014	AUTELA PAYROLL	March Payroll	2689	£10.50	£1.75	Salaries	GPC	LGA 1972 s112
31/03/2014	HMRC ONLY	PAYE	2690	£572.84		Salaries	GPC	Accts & Audit Regs
31/03/2014	CLASSIC GARDEN FURNITURE	Memorial Bench for churchyard	2691	£1395.00	£232.50	Projects	GPC	
		Total to 31st March 2014 (2013/14 Financial Year)		£3524.97	£234.25			
06/04/2014	BT	Office Phone	DD	£23.73	£3.24	Office	GPC	LGA 1972 s111
09/04/2014	THE KING'S HEAD	Spratton Litter Pick Refreshments for volunteers	2692	£220.00	Have requested VAT invoice	Projects	GPC	LGA 1972 s.145
15/04/2014	JIM PYE	Greenworks/Maint March 2014	2693	£70.40		Maintenance	GPC	Open Spaces Act 1906 s9
15/04/2014	SPRATTON VILLAGE HALL	Hire of Hall 15/04/2014	2694	£18.00		Meetings	GPC	LGA 1972 s112
15/04/2014	DAVENTRY DISTRICT COUNCIL	Non-Domestic Rate Bills Spratton PP (BRC) £47.10 and East View Cemetery (£47.10)	2695	£94.20		Parish Property	GPC	Accts and Audit Regs
15/04/2014	EON	Streetlighting Electricity	2696	£538.85	£89.81	Streetlighting	GPC	PCA 1957 s3
15/04/2014	NCALC	Dealing with Disruptive Behaviour course – M Heaton	2697	£34.00		Training	GPC	LGA 1972 s112
15/04/2014	SLCC	Training book – 500 tips for Communicating with the Public	2698	£12.79		Training	GPC	LGA 1972 s112
15/04/2014	SPRATTON LOCAL HISTORY SOC	Use of projector x 3	2699	£15.00		Projects	GPC	LGA 1972 s112
		TOTAL (2014/15 Financial Year)		£1026.97	£93.05			

f) BDO Notice of the Annual Audit of Accounts for the year ending 31 March 2014 – To report that the key dates are:

Activity	Date Arranged
Date of Meeting to approve S1	4 th June 2014 (SPC AGM)
Date of Meeting to approve S2	4 th June 2014 (SPC AGM)
Internal Audit	To be arranged (NCALC Meeting to allocate auditors was on 3 rd April so we should hear soon)
Display Notice	12 th May 2014 to 25 th May 2014
Make Records Available	27 th May 2014 to 23 rd June 2014
Annual Return and supporting Info to be at BDO LLP by the Audit date of	24 th June 2014

g) Grant Application from Spratton Photography Group - £250 (previously circulated) – to discuss and make resolution

h) Financial Risk Management Policy – to receive amendments (to be tabled) – Parish Council to discuss and make resolution.

216.13 PLANNING EXECUTIVE COMMITTEE – Chair: Councillor Michael Heaton

a) Update (if any)

b) Pre-Planning Applications to consider and make resolution

1. Golbys Nursery – plans to be tabled

c) Planning Applications to consider and make resolution

Application No: DA/2014/0249

Description: Construction of detached dwelling

Location: Land Adj 19 Holdenby Road, Spratton, Northamptonshire
Respond by: 22 April 2014
Case Officer: S Hammonds on 01327 302563 or email shammonds@daventrydc.gov.uk
Proposed Response as attached Paper A – to discuss and make resolution

- d) **Planning application decisions to report (if any)**
- e) **Community Right to Bid** – response from the Rt. Hon. Eric Pickles to MP Chris Heaton Harris regarding exclusion clause for businesses (previously circulated)

217.13 CHURCHYARD CEMETERIES AND OPEN SPACES (CCOS) ADVISORY GROUP – Chair: Councillor Bill Blowfield

- a) **Update**
 - 1. **New Garden of Remembrance** – to report that Cllrs Blowfield and Heaton are due to visit Thurmaston Cemetery on 1st May
- b) **Burial/Memorial applications** Parish Council resolution to note/approve
 - 1. J Stamp & Son –Burial in a pre-purchased plot (non– resident) G Pickles Thurs 10th April 2014
 - 2. S Blenkharn – Headstone and Base for Graham Wilsdon
 - 3. Ann Bonham & Son (aka Dignity Funerals) – Details not yet received – re-opening of B214 W J Foreman (b. 15th Sept 1999)
- c) **Village Handyman**
 - 1. **Additional work – Parish Council to discuss and agree (if any)**
 - 2. **Revised Contract – to receive draft and make resolution**
- d) **Improving Village Matters** to discuss and make resolution (if any)
- e) **Recreation Field** – to receive a report and discuss
- f) **Village Spring Clean Sunday 6th April 2014** - to receive a report **and** discuss what the role of the Parish Council is in this and whether the litter pick is likely to continue if the Parish Council doesn't have an active role in organising it. Parish Council to make resolution.

218.13 NATURAL SPRATTON INCLUDING SPRATTON POCKET PARK ADVISORY GROUP

Chair: Councillor Hunt, Project Manager BRC Pocket Park – David Cooke

- a) **Spratton Pocket Park - Organisation of Opening Event 14th June 2014 – to receive update, discuss and agree actions**
- b) **The Wildlife Trust Churchyard Award** –to report that the application was submitted. To receive an update (if any)

219.13 HIGHWAYS ADVISORY GROUP (including Streetlighting Advisory Group) – Chair: Councillor Mark Pacey

- a) **Update on Highways Issues** (if any) – to receive a report/update, discuss and make resolution
 - 1. VAS Signs
 - 2. Women's Cycling Tour of Britain – to report this is due to go through Spratton on Weds 7th May.

220.13 PARISH COUNCIL APP FOR VILLAGE TOUR to receive a report from Cllr Frenchman, discuss and make resolution

221.13 WELCOME PACK to discuss and make resolution

222.13 CORRESPONDENCE RECEIVED FOR DISCUSSION AND TO AGREE ACTION (IF ANY) (previously circulated)

- a) Anne Kirkland Public Sector Mapping Agreement
- b) Clark Jamie (ShEx) PAF Public Sector Licence for PSMA Members
- c) John B First Cut: Notification of early cut
- d) Bailey Mike Crime and ASB monthly reports for March 2014
- e) Mark Humphries YH-12-01751 – request for further progress report
- f) Becky Hutson DDC web briefing session for parish councils - 30 April 2014
- g) Hillery Jo COMMUNITY PANEL MEETING April 2014
- h) Maria Taylor Planning Training - 23 April 2014 and 15 May 2014
- i) Jane Lyons Forthcoming May Elections - Parishes - IMPORTANT INFORMATION
- j) Autela Office Autela Limited - Parish Councillor Allowances - 2014-2015
- k) Beth Sargent Future for Councillors in LGPS

223.13 GENERAL CORRESPONDENCE RECEIVED (For Information – Members file for circulation)

- a) Tim Cantwell Daventry Arts Festival
- b) Sue Thomas Year Book April 2014
- c) Sarah Clarke Northamptonshire ACRE's Village Viewpoint Magazine
- d) local.councils@cameandcompany.co.uk Spring Parish Matters - Came and Company Local Council Insurance Brokers

- e) Ruairaidh McDonald-Walker Women's Cycling Tour of Britain Race
- f) BigIdea Superfast Northamptonshire Project Newsletter 11-March 2014
- g) Barry Frenchman Fw: Fwd: Planning Practice Guidance goes live
- h) Danny Moody Northants CALC eUpdate - March/April 2014
- i) PenEmployers Pension Bulletin 28 - LGPS 2014 - Forms, Booklets and Processes
- j) Becky Hutson Information on the Care and Repair Service
- k) Tim Cantwell Funding Fair 2014

224.13 URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting)

225.13 DATE OF NEXT MEETING – AGM Weds 4th June 2014, 7.30 pm, Village Hall School Road, Spratton

Signed.....
Lynne Compton, Clerk to Spratton Parish Council

Date: 9th April 2014

Dates of 2014 Ordinary Meetings and AGM – all held 7.30 pm, Spratton Village Hall unless stated otherwise

May	No meeting (due to forthcoming Parish Council elections on 22 nd May)	August	NO MEETING – Village Walk and Risk Assess
June	Wednesday 4 th June 2014 (AGM)	September	Tuesday 16 th September 2014
June	Tuesday 17 th June 2014	October	Tuesday 21 st October 2014
July	Tuesday 15 th July 2014	November	Tuesday 18 th November 2014
		December	Tuesday 16 th December 2014