



Chairman: John Hunt

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Minutes of the Meeting of Spratton Parish Council

held on Tuesday 17th April 2018 in Spratton Village Hall, Spratton at 7.30 pm

Present: Cllrs John Hunt (Chair), Jay Tindale (Vice Chair), Lydia Crawford, Ian Molloy, Louise Smith, Paul Vellam and Sally Wilkes.

In attendance: Emma Gibson, Clerk and 3 members of the public.

Apologies: None.

55.18 PUBLIC FORUM: Members of the public and press are invited to address the Council at its Open Forum. 15 minutes. Speakers have up to 3 minutes each.

- The Public raised the issue of the REC lots of rubbish and problems with people being there in the evenings. Sofa and furniture has been placed under the skate ramp for people to congregate on. The Council and public discussed various options for trying to deal with this. One suggestion was locking the gate to the REC at a certain time. Discussions took place about possible problems with this as Sports and Social Club still need access during the evenings. **ACTION:** Cllr Molloy to discuss possible options for locking the gate with the Sports and Social Club in the first instance. Plans were discussed for volunteers to arrange to take the furniture to the tip also, Council thanked the volunteers for their help.
- A member of the public also extended her thanks to the Council and Cllr Wilkes when looking at a planning matter this past year.

56.18 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE- None.

57.18 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUES 20TH March 2018. Council **RESOLVED** to approve the minutes of the meeting held on Tuesday 20th March 2018.

58.18 MATTERS ARISING FROM PREVIOUS MINUTES (if any) – For Information only – None.

59.18 MEMBERS' DECLARATIONS OF INTEREST/DISPENSATION REQUESTS FOR RELEVANT ITEMS ON THE AGENDA: To receive

1. **Non-pecuniary** – None
2. **Disclosable Pecuniary Interest** – None.

- Council **RESOLVED** to discuss agenda item **62.18** at this point in the meeting due to Cllr Smith being unable to stay for the entire meeting.

62.18 CHURCHYARD CEMETERIES AND OPEN SPACES (CCOS) ADVISORY GROUP –

- a) **Chair for CCOS advisory group-** A chair needs to be appointed for the CCOS group. Council **RESOLVED** for Cllr Tindale to join the CCOS group as Chair of Resources she will oversee the financial side of any discussions. This group now consists of Cllrs Smith (Chair), Vellam, Tindale, Hunt and Molloy. Cllr Smith to up-date her declaration of interests with DDC. Council resolved to update the Committees and Advisory Groups terms of Reference. Under Churchyards, Cemeteries and Open Spaces (CCOS) Advisory it will now read, "*Members of the group to be determined by full council*".
- b) **Village Handyman:** Additional work (if any) – Parish Council to discuss and agree. CCOS group to arrange a meeting with Mr J Pye to review the work he is undertaking around the village and ensure that the required routine work is being undertaken.
- c) **East View Cemetery Issues** (if any) to discuss and make resolution. None.
- d) **Mowing/Maintenance Issues (if any)** – to discuss and make resolution. Cllr Wilkes raised the bank at the bottom of Old Hall Close and whether it is included on the mowing schedule. Cllr Smith advised that a new map is being drawn up.

- Cllr Smith left the meeting at 8.10pm.

60.18 RESOURCES (STAFFING AND STRATEGY) COMMITTEE

a) Income received – to report

29/03/18 Bank Interest £2.63

b) Payment of outstanding invoices. Parish Council **RESOLVED** to approve the following payments:

DATE	PAYEE	DETAILS	CHQ NO.	AMOUNT EX vat	VAT	TOTAL CHQ AMOUNT
22/03/18	O2	Office Phone	DD	£31.18	£6.24	£37.42
08/04/18	O2	Office Phone	DD	£28.99	£5.80	£34.79
17/04/18	Allan Peacocks	Street lighting repair	3177	£141.32	£28.26	£169.58
17/04/18	Calico	Website admin	3178	£20.00	£4.00	£24.00
17/04/18	Autela Group Ltd	Payroll Q4	3179	£50.40	£10.08	£60.48
17/04/18	J Pye	Greenworks and maintenance March 2018	3180			£112.00
17/04/18	E.ON	April electricity	3181	£177.14	£35.43	£212.57
17/04/18	NCALC	Annual subscription	3182			£653.68
25/04/18	E Gibson	April 2018 Salary	Bank transfer			£759.66
25/04/18	NEST	Pension contributions	DD			£34.72

c) Bank balances, Bank Reconciliation and Receipts and Payments report to 29th March 2018: Parish Council **RESOLVED** to approve.

d) Appointment of new internal auditor- A new internal auditor has been appointed, Lynn Lavender. The internal audit has been arranged for Monday 30th April 2018. Council **RESOLVED** to approve appointment of new internal auditor.

61.18 PLANNING EXECUTIVE COMMITTEE

a) Planning Applications to be considered

Application No.	Description	Location	Respond by	Case Officer
DA/2018/0192	First floor rear extension	Dalesville 17 Gorse Road, Spratton	18.04.18	S Cadman
DA/2018/0267	Single storey side extension	35 Welford Road Spratton	01.05.18	R Burton
DA/2018/0294	Single storey rear extension and re-construct and re-roof conservatory	Hunter House, Holdenby Road, Spratton	02.05.18	R Burton

Council **RESOLVED** to respond to the above applications that they had no comments or objections to the applications. **ACTION:** Clerk to inform DDC of decisions.

b) Planning application decisions to report (if any)-

DA/2017/1258 Hawthorn Farm, Spratton. Demolition of building and construction of storage building and extension to existing office. Granted subject to conditions.

DA/2018/0106 45 Welford Road, Spratton. Single storey rear extension, first floor/two storey extension. Granted subject to conditions.

c) Planning appeals for information: None.

d) Amended minutes for planning meeting held on 1st February 2018 to be agreed. Cllr Molloy's absence has been removed. Council **RESOLVED** to approve.

e) Community Infrastructure Levy Payment: Payment due from DDC at the end of April 2018. Clerk will keep council up-dated once this is received so it can be discussed further.

- f) **PCSO:** Up-date regarding PCSO initiative to be discussed and any resolutions to be made as necessary. Up-date received, Clerk apologised for adding this under the incorrect agenda heading. Council **RESOLVED** that this would be an agenda item for the Annual Village meeting being held on Tuesday 22nd May 2018.

63.18 NATURAL SPRATTON (including Spratton Pocket Park Advisory Group)

Parish Council to receive and consider update reports and Advisory Group recommendations in respect of the following: -

- a) **Jubilee Wood-** There was a poor turn out for the session that was arranged to work on the wood. Cllr Hunt to try to arrange another session.
- b) **Spratton Pocket Park-** Up-date received regarding wildlife and insect species in the area.

64.18 HIGHWAYS ADVISORY GROUP (including Street Lighting Advisory Group and Northampton Northern Orbital Consultation Sub-Committee)

- a) **Streetlighting:** Clerk to chase Peacocks again for a start date for the replacement of the remaining MBFU lights, they were instructed in February.
- b) **Northampton Northern Orbital:** Cllr Vellam reported that planned timescales still in place.
- c) **Buses:** Update regarding future of bus service in Spratton. Cllr Hunt to continue looking at options, this will be an agenda item for the Annual Village meeting.
- d) **The Bridge on the A5199:** Temporary lights in place there due to lorry hitting the bridge. Cllr Vellam is liaising with NCC Highways different options are being looked at for a solution for this ongoing problem, but as always there are budget, legal and practical constraints. Cllr Vellam to keep council up-dated and continue to liaise with NCC.

65.18 COMMUNITY ENGAGEMENT ADVISORY GROUP: Parish Council to receive and consider any updated reports and Advisory Group recommendations.

- a) **Phone-box:** Council are looking for volunteers from the community to repaint the box. Once this is done the inside can be renovated and shelves etc added.

66.18 GENERAL DATA PROTECTIONS REGULATIONS (GDPR)- NCALC have issued a quick start guide. All Cllrs have had sight of this. Clerk to work through this in coming month. Clerk advised Council that she had forwarded to them a service level agreement(SLA) written by NCALC for the appointment of NCALC Data Protection Officer (DPO). A DPO must be appointed by 25th May 2018. The SLA will be added to the next agenda for Council to Consider and then if it is agreed Clerk to forward to NCALC by 25th March 2018.

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

None.

68.18 GENERAL CORRESPONDENCE RECEIVED-

- a) **Coffee morning held on 6th April 2018 by Chris Heaton-Harris MP at Spratton Village Hall.** Feedback received from Cllrs that attended.
- b) **Saxon Spires Patient Participation Group (SSPPG):** Letter received from SSPPG requesting help with funding extra equipment. The Cllrs have all had sight of this letter. Council **RESOLVED** that they were not against a contribution and clerk to contact other local Parishes to see what other contributions have been made. Council to review at the next meeting.
- c) **E-mail Job centre:** Request from Jobcentre Near Me to add their site to our website to help people find their nearest job centre. Council discussed and **RESOLVED** it was not necessary to add such a link to our website.

69.18 URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting). None.

70.18 DATE OF NEXT MEETING – Tuesday 16th May 2018, 7.30 pm, Spratton Village Hall, School Road, Spratton.

Meeting Closed 9.15pm

Signed.....
John Hunt, Chair to Spratton Parish Council

Date:

2017/18 ORDINARY MEETINGS

Tuesday 16th May 2018 (Annual Meeting)

ANNUAL PARISH MEETING (NOT A PARISH COUNCIL MEETING): Tuesday 22nd May 2018

**Please note; there maybe additional (Extra-ordinary) meetings to discuss matters of importance), these will be advertised on the Parish Council Noticeboard (opposite Spratton Stores), a minimum of 3 days before the meeting. SPC Planning Executive Meetings are called as necessary i.e. if Council needs to respond to a planning application prior to the next ordinary meeting. If you are interested in planning matters, you are welcome to join the SPC Planning Executive Committee (as a non-executive member with no voting rights), alternatively, you can view all upcoming planning applications on the Daventry District Council website <http://www.daventrydc.gov.uk/living/planning-and-building-control/search-comment-planning/>*