



Chairman: John Hunt

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## **Minutes of the Meeting of Spratton Parish Council**

held on Tuesday 16<sup>th</sup> January 2018 in Spratton Village Primary School, Spratton at **7.30 pm**

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

**In attendance:** Emma Gibson, Clerk and RFO, Barry Frenchman DDC Cllr and 5 members of the public.

**Apologies:** No Apologies received.

**01.18 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.

- Member of public informed council how useful the meeting at Brixworth Library with the local MP particularly relating to the cuts to the bus service. Cllr Hunt confirmed a letter has been drafted to contact surrounding villages regarding the cuts to the bus route and inviting the Parish Councils to come together to work on solutions.
- Sgt Sam Dobbs addressed the Council regarding the Sponsored PCSO initiative Spratton that Spratton and surrounding villages have been approached to participate in. Sgt Dobbs outlined how policing is currently delivered in the Daventry area, and the priorities for the force and what they aim to deliver. As with many public services there is an increasing demand on the police force with less resources. The Council had sent some questions regarding the Sponsored PCSO initiative to Sgt Dobbs ahead of the meeting and Sgt Dobbs addressed each of these questions in turn. The questions covered looked at areas such as intelligence gathering performed by PCSO's, whether current PCSO's would remain in post even though they cover large areas, how PCSO will allocate their time to each Parish, value for money, and the role of the PCSO. Sgt Dobbs informed the Council that a register of interest was sought from Parishes at present with no obligation to proceed until Council's have had the opportunity to consider the contract. **ACTION:** Clerk to check the Spratton's interest has been registered and to ensure it is if not yet done so.

**02.18 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE-** None.

**03.18 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUES 19<sup>th</sup> DECEMBER 2017-** Council **RESOLVED** to approve the minutes of the meeting held on Tuesday 19<sup>th</sup> December 2017.

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

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

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

**06.18 RESOURCES (STAFFING AND STRATEGY) COMMITTEE**

- a) **Income received – to report –**  
29.12.17 Bank Interest £2.82

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
16.01.18	Four Counties	Mowing Nov	3148			£460.00
16.01.18	SLCC	Clerk CiLCA registration fee	3150			£250.00
16.01.18	J Hunt	Welcome pack folders	3152			£3.96
16.01.18	E.ON	Dec streetlighting	3153	£177.14	£35.43	£212.57
16.01.18	J Pye	December maintenance	3154			£96.00
16.01.18	Autela	Payroll Q3	3155	£50.40	£10.08	£60.48
22.01.18	O2	Office phone	DD	£31.18	£6.24	£37.42
25.01.18	E Gibson	January Salary	Bank transfer			£728.84
25.01.18	NEST	Pension contribution	DD			£13.36

c) **Bank balances, Bank Reconciliation and Receipts and Payments report to 29<sup>th</sup> December 2017:** Parish Council **RESOLVED** to approve.

07.18 **PLANNING EXECUTIVE COMMITTEE**

a) **Planning Applications to be considered – None**

Application No.	Description	Location	Respond by	Case Officer
DA/2017/0407	Demolition of existing house and garage. Construction of two detached dwellings (revised scheme)	Yew Tree Cottage, Yew Tree, Lane, Spratton.	10.01.18	K Daniels
DA/2017/1252	Single storey front extension, first floor rear and side extension	32 St Lukes Close, Spratton, Northamptonshire	26.01.18	Sue Barnes
DA/2017/1164	Single storey rear extension and first floor rear extension	3 Willow Close, Spratton	09.01.18 (extension requested until 17.01.18)	S Cadman
DA/2017/1258	Demolition of existing building, construction of storage building and extension to existing office	Hawthorn Farm, Holdenby Road, Spratton	31.01.18	K Daniels
Pre-Application Consultation	Industrial estate and access	Land North of Mercedes Avenue, Brixworth	Pre-application discussions with DDC	

**DA/2017/0407** : Response previously submitted application has been dealt with and approved.

**DA/2017/1252** : Cllr Wilkes to draft a response based on Council's discussions that there are no observations but would make the site cramped. Once drafted to be to circulate to Cllrs before submission.

**DA/2017/1164** : No objections or comments. **ACTION:** Clerk to inform DDC.

**DA/2017/1258** : No objections or comments. **ACTION:** Clerk to inform DDC.

**Pre-Application** : Response drafted read to Council. **RESOLVED** response letter to be sent. **ACTION:** Clerk to forward Council's response to pre-application by the response deadline.

b) **Planning application decisions to report (if any):**

**DA/2017/1048:** Land Adj to Yew Tree Cottage, 21 Yew Tree Lane, Spratton: **Granted subject to conditions.**

**DA/2017/1121:** Land to the Rear of 15A Brixworth Road, Spratton: Consent Granted.

c) **Planning appeals for information:** None.

## 08.18 CHURCHYARD CEMETERIES AND OPEN SPACES (CCOS) ADVISORY GROUP

- a) **Village Handyman:** Additional work (if any) – Parish Council to discuss and agree. None
- b) **East View Cemetery Issues** (if any) to discuss and make resolution. Headstone application received, the details were shared with Councillors. Councillors **RESOLVED** to approved application. **ACTION:** *Clerk to advise applicant of approval and issue invoice.*
- c) **Mowing/Maintenance Issues (if any)** – to discuss and make resolution. None.
- d) **St Andrews footpath repairs** – Letter received from St Andrew’s PCC. Council **RESOLVED** that the Clerk is to acknowledge letter and inform PCC that the Parish Council are obtaining two more quotes and then will get the work undertaken.
- e) **CCOS Advisory Group Membership:** Cllr Molloy has expressed an interest in joining this advisory group. Council **RESOLVED** that Cllr Molloy will join this group and Cllr Smith will liaise with former Cllr Blowfield regarding the management of handyman’s work and mowing contractors. **ACTION:** *Cllr Smith to liaise with Mr Blowfield and report back to Council at the next meeting.*
- f) **Burials:** Former Cllr Blowfield expressed an interest in continuing to manage the practical side of the village burials. Clerk and Mr Blowfield have agreed a job description outlining the Clerk and Mr Blowfield’s responsibilities under this system. Copy forwarded to all Cllrs for their consideration. In the main Mr Blowfield will continue with the practical side of the burials, holding and completing the paper copies of the burial books and deeds and then sending the up to date electronic copy to the Clerk. Clerk will continue to issue invoices and following up payments due and ensure Burial regulations are issued to families and funeral directors. Council **RESOLVED** to formalise this arrangement and agreed the job description to be reviewed after the election and annually at every annual Parish Council meeting. **ACTION:** *Clerk to sign job description and pass to Mr Blowfield for signature.*

## 09.18 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-** Up-date received from Cllr Hunt. The wood is currently dormant due to the season.
- b) **Spratton Pocket Park** – Up-date received.

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

- 1) **Streetlighting:** Posters regarding proposed changes to lights in the village have now been attached to the relevant lamps. Once the public have had an opportunity to comment council will instruct Peacocks to undertake the agreed work.
- 2) **Potholes:** Potholes have been highlighted to NCC and are being looked at again.
- 3) **Northampton Northern Orbital:** None.
- 4) **Buses:** Update regarding future of bus service in Spratton. Letter drafted to be send to surrounding villages inviting them to find a common solution to cuts to the local bus service. Council agreed and **RESOLVED** to send letter to the surrounding villages. **ACTION:** Cllr Hunt to send letter to the other local Parish Council Chairpersons.

## 11.18 COMMUNITY ENGAGEMENT ADVISORY GROUP

Parish Council to receive and consider any updated reports and Advisory Group recommendations- None.

**12.18 GENERAL DATA PROTECTIONS REGULATIONS (GDPR)-** The new regulations will come into force from 25<sup>th</sup> May 2018. The regulations as currently written will be very difficult for Parish Councils to comply with. For example, the requirement for every Parish and own Council to appoint a Data Protection Officer (DPO). A DPO is required to have expert knowledge of data protection law and practices. There is a possibility that collective arrangements for a DPO may be made and NCCALC are exploring this possibility. The Clerk has registered SPC with the Information Commissioners Office as a Data Controller. Another step the Clerk feels is necessary to ensure data is disposed of correctly is that the Council should purchase a shredder or incinerator for the Clerk’s use. Clerk will continue to keep Council updated on GDPR monthly. Council discussed and agreed that any necessary shredding at present could be undertaken between the Councillors but should the purchasing of a shredder become necessary the Council **RESOLVED** to approve this purchase.

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

- a) **Northamptonshire County Council Consultation Phase 2:** Phase 2 of the consultation is now live. This includes consultation on the level of Council Tax NCC propose to set for 2018/19 and more savings and income generation proposals (adding up to a value of £24.7m) on how they will manage next year’s budget. It also includes the draft Council Plan 2018-19 to 2019-20, which sets out NCC’s vision for how they will deliver services and be financially sustainable. The consultation on Phase 2 of the budget proposals start on 20th December 2017 and end on 30th January 2018. Council **RESOLVED** to consider and forward any comments to the Clerk before the end of the Consultation so that a response could be submitted.

- c) **Sponsored PCSO:** Cllrs had considered the further correspondence presented and had an opportunity to direct questions to Sgt Dobbs regarding the appointment and funding of a PCSO. As discussed earlier in the meeting. **ACTION:** Clerk to check the Spratton's interest has been registered and to ensure it is if not yet done so.
- d) **Parish and Town Council's meeting** – Took place on Thursday 14<sup>th</sup> December 2017 in the Council Chamber, DDC offices. Cllr Vellam provided feedback to the Council that issues such as crime and antisocial behaviour were discussed.
- e) **Daventry District Council Countryside Local Plan Part 2-** DDC is consulting on Emerging Draft Settlements and Countryside Local Plan (Part 2) from 27<sup>th</sup> November 2017 to 26<sup>th</sup> January 2018. Councillors directed to the Consultation and advised to inform Clerk or any responses to the consultation that they may wish to put forward.

**14.18 GENERAL CORRESPONDENCE RECEIVED (For Information)-**

- a) **Post Office:** A new Post Office will be opening in Spratton Village Stores, 2 Brixworth Road, Spratton, Northampton, NN6 8HH on Tuesday 6<sup>th</sup> February 2018 at 1pm. The opening has now been delayed due to refurbishment of the site, new opening date to be confirmed.
- b) **BBC Radio Northampton:** Clerk was contacted by BBC Radio to see if a member of the Council would take part in a programme about Spratton. Council **RESOLVED** that Cllr Hunt would contact them.

**15.18 URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting).**

**16.18 DATE OF NEXT MEETING – Tuesday 20<sup>th</sup> February 2018, 7.30 pm,** Spratton Primary School, School Road, Spratton.

**Meeting Closed 9.32pm**

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

Date:

**2017/18 ORDINARY MEETINGS**

Tuesday 20<sup>th</sup> February 2018

Tuesday 20<sup>th</sup> March 2018

Tuesday 17<sup>th</sup> April 2018

Tuesday 15<sup>th</sup> May 2018 (Annual Meeting)

**ANNUAL PARISH MEETING (NOT A PARISH COUNCIL MEETING): TBC**

*\*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/>*