



Chairman: John Hunt

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**Minutes of the Meeting of Spratton Parish Council**  
 held on Tuesday 20<sup>th</sup> June 2017 in Spratton Village Hall, Spratton at **7.30 pm**

**Present:** Cllrs John Hunt (Chair), Jay Tindale (Vice chair), Bill Blowfield, Lydia Crawford, Janice Homes and Paul Vellam.

**In attendance:** Emma Gibson, Clerk and RFO, and 1 member of the public.

**Apologies:** Apologies received from Cllrs Chivers, Wilkes and Smith.

**88.17 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. No members of the public made any statements.

**89.17 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE-** Council **RESOLVED** to approve the apologies received from Cllrs Chivers, Wilkes and Smith.

**90.17 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE MEETING OF THE ANNUAL PARISH COUNCIL HELD ON TUES 16<sup>TH</sup> MAY 2017** – Council **RESOLVED** to approve the minutes of the meeting held on Tuesday 16<sup>th</sup> May 2017.

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

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

1. **Non-pecuniary** – None
2. **Disclosable Pecuniary Interest** – Cllr Blowfield declared an interest in item 95.17 b 2(b) as he is church warden.

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

**a) Income received – to report –**

|   |           |
|---|-----------|
| 28/04/17 - Bank Interest                  | £0.47     |
| 27/04/17 - DDC Precept                    | £19,500   |
| 12/05/17 - Hollowells Plot and Burial fee | £550.00   |
| 15/05/17 - VAT refund                     | £3,311.61 |

**b) Payment of outstanding invoices.** Parish Council resolution to approve those listed plus additional (if any)

| DATE     | PAYEE                        | DETAILS                    | CHQ NO.  | AMOUN<br>T EX vat | VAT   | TOTAL CHQ<br>AMOUNT |
|----------|------------------------------|----------------------------|----------|-------------------|-------|---------------------|
| 20/06/17 | St Andrew’s Heritage Society | Corporate Membership       | 3093     |                   |       | £100.00             |
|          | Jim Pye                      |                            | 3094     |                   |       | £238.00             |
| 20/06/17 | R & G                        | Greenworks and Maintenance | 3095     | £189.20           | £37.8 | £227.05             |
|          | Merland Copy                 | Rec Mowing REC             | 3096     | £3.60             | 5     | £4.32               |
| 20/06/17 | Shop                         | grant                      | 3097     | £990.00           | £0.72 | £1,188.00           |
|          | 4 Counties                   | Posters                    | 3098     |                   | £198. | £72.40              |
| 20/06/17 | Autela Payroll               | May Mowing                 | 3099     |                   | 00    | £63.98              |
|          | HMRC                         | Payroll Q1                 | DD       | £31.18            |       | £37.42              |
| 20/06/17 | O2                           | PAYE Q1                    | Bank     |                   |       | £15.68              |
|          | E Gibson                     | Office phone               | transfer |                   | £6.24 |                     |

|          |          |                      |                  |  |         |
|----------|----------|----------------------|------------------|--|---------|
| 20/06/17 |          | Mileage May and June |                  |  |         |
| 20/06/17 |          |                      |                  |  |         |
| 22/06/17 |          |                      |                  |  |         |
| 24/06/17 |          |                      |                  |  |         |
| T.B.C    | NEST     | Pension contribution | DD Bank Transfer |  | £8.07   |
| 24/06/17 | E Gibson | June Salary          |                  |  | £785.12 |

- c) **Bank balances, Bank Reconciliation and Receipts and Payments report to 30<sup>th</sup> May 2017:** Parish Council **RESOLVED** to approve.
- d) **Website domain name due for renewal with Wotnot Web:** Council **RESOLVED** to renew for five years.
- e) **Review of Risk Assessment and Risk Management of Financial Internal Audit and Controls Procedures documents:** Council to **RESOLVED** to agree and re-adopted the Risk Assessment and Risk Management of Financial Internal Audit and Controls Procedures documents.
- f) **Newsletter** – A quote has been obtained for another printer, it is a similar quote to current printer. Newsletter editor would prefer to stay with current printer. Council discussed this and **RESOLVED** to consider again at next meeting.
- g) **Internal Audit** – The council’s internal audit for year ending 31<sup>st</sup> March 2017 took place on 26<sup>th</sup> May 2017. No issues were identified. Council noted the report and **RESOLVED** to accept the report.

**94.17 PLANNING EXECUTIVE COMMITTEE**

**a) Planning Applications to considered –**

| Application No. | Description                                  | Location                   | Respond by | Case Officer |
|-----------------|--|----------------------------|------------|--------------|
| DA/2017/0504    | Work to tree subject to TPO                  | St Andrew’s Church         | 22.06.17   | Mr M Venton  |
| DA/2017/0500    | Single storey side extension and front porch | 2 Orchard Close, Spratton, | 25.06.17   | S Cadman     |

**DA/2017/0504:** Council **RESOLVED** that they had no further comments to add just to note to DDC that they hoped to reduce the overall size of the tree. **ACTION:** Clerk to inform DDC by 22.06.17

**DA/2017/0550:** Council **RESOLVED** that they had no objections or observation to make regarding this application. **ACTION:** Clerk to inform DDC by 25.06.17 .

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

**DA/2017/0319** – Relocation of existing field entrance and construction of hardstanding, Land at Teeton Road. Permission granted subject to conditions.

**DA/2017/0055** – Erection of changing rooms, replacement of pitch, extension to rear of building, Spratton Hall School. Permission granted subject to conditions.

**DA/2017/0056** – Listed building consent for extension, Spratton Hall School. Consent Granted.

**DA/2017/0285** – Demolition of existing conservatory construction of single storey extension. Bramblewood House, 20 Yew Tree Lane. Permission granted subject to conditions.

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

**95.17 CHURCHYARD CEMETERIES AND OPEN SPACES (CCOS) ADVISORY GROUP**

**a) Village Handyman**

1. Additional work (if any) – Parish Council to discuss and agree -None.

**b) East View Cemetery Issues (if any) to discuss and make resolution.**

1. **Widening of Cemetery Gate:** Proposal to widen cemetery gate due to increased width of hearses coming into use. Council to discussed this and **RESOLVED** that Cllr Blowfield will discuss with the undertakers that they pay for this work to be undertaken to accommodate their hearses. Council has no objections in principle to widening the gate.

2. a) **Soil in cemetery** - Council to discussed this issue. Undertakers charge families to take this soil away Council discussed other options. None were viable. **RESOLVED** undertakers to continue to charge families for the removal of this soil. It is the undertaker's responsibility.
- b) **St Andrew's Churchyard** – Letter received from St Andrew's PCC they have received their annual inspection report and the poor condition of the tarmac pathway through the churchyard has been identified. They state that this area of the Churchyard is the responsibility of SPC and the PCC have requested a meeting with the Council to discuss this matter. Council discussed this issue and the differing views on SPC's responsibility for this footpath. Clerk to forward some relevant information to all Cllrs as not all Cllrs aware of the issues with Churchyard maintenance responsibility. Council then to consider further. **ACTION:** Council to get three quotes for cost of repairs to footpath on a without prejudice basis.
- d) **Mowing/Maintenance Issues (if any)** – to discuss and make resolution.
  1. Trees and suckers on High Street succumbing to Dutch Elm Disease needing removal- Council discussed the removal and future maintenance of this area, and **RESOLVED** to instruct the village handyman to undertake this work. **ACTION:** Cllr Blowfield to discuss with village handyman.

#### 96.17 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.** – Work to be undertaken on this area on Sunday any volunteers welcome.
- b) **Spratton Pocket Park.** – The pocket park was well visited during the open gardens. The Churchyard Award judge will be visiting in June.

#### 97.17 HIGHWAYS ADVISORY GROUP (including Street Lighting Advisory Group)

1) **Street lighting: Up-date** – Work has been completed on Gorse Road.

2) **Town and Parish Council Meeting** – Cllr Vellam feedback from the Town and Parish Meeting he attended on 15<sup>th</sup> June 2017. The following was discussed at the meeting,

- **The A5199 vision improvements on the road at Spratton Bridge were discussed.**
- **The potholes are now starting to be repaired.**
- **NCC could make available a gang for the day for remedial work such as sign cleaning.**
- **Feedback from Police regarding crime concerns in the county, such as rise in drink driving, and minor theft.**

3) **Street signage cleaning** – This has been reported to NCC.

4) **Traffic on Manor road** - Issues with traffic during school pick up and drop off have been raised by villagers. Concerns regarding the speed of this traffic at times and some inconsideration by motorists. Councillors discussed this and that it is an ongoing concern they would welcome any solutions to resolve this problem.

#### 98.17 COMMUNITY ENGAGEMENT ADVISORY GROUP

- 1) Parish Council discussed the formation of a Community Engagement Group. This group would look at ways to help the village engage with the council and how to give villagers the opportunity to communicate with the council and other villagers. Council **RESOLVED** to set up this advisory group consisting of Cllrs Smith, Wilkes, Crawford and Hunt. This group is to report back to full council.
- 2) The format of the Annual Parish Meeting for the village has been raised by some villagers who did not feel the current format of the meeting was very engaging. This advisory group will also look at ways to improve the village meeting for next year.

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

- 1) Daventry District Council is currently carrying out **a focused consultation** on the both its **Housing Allocations Scheme** and **Housing Supplementary Planning document**. The West Northamptonshire Joint Core Strategy identifies a number of sustainable urban extensions (SUEs) that will contribute to the planned growth of Northampton to meet its identified housing needs. **Consultation will take place between 1<sup>st</sup> June 2017 until 4:30pm 29<sup>th</sup> June 2017. The consultation documents can be found following this link:**  
<https://www.daventrydc.gov.uk/your-council/council-consultations/current-consultations/> - Council **RESOLVED** to nominate Cllr Vellam to look at this and report back to Council.
- 2) **Northampton Northern Orbital Route** – This road is proposed to relieve traffic from the north of Northampton and surrounding villages. A further consultation on the Northampton Northern Orbital Route and Northampton North-West Relief Road will be on Monday 19<sup>th</sup> June and run until Friday 4<sup>th</sup> August 2017. **Consultation material is available on NCC website.**  
[http://www3.northamptonshire.gov.uk/councilservices/northamptonshire-highways/major-highway-projects/Pages/northampton-northern-orbital-route.aspx#\\_ga=2.258921034.1976924312.1496665180-2075965325.1496665180](http://www3.northamptonshire.gov.uk/councilservices/northamptonshire-highways/major-highway-projects/Pages/northampton-northern-orbital-route.aspx#_ga=2.258921034.1976924312.1496665180-2075965325.1496665180) : Council to discussed and **RESOLVED** to nominate Cllr Vellam to gather further information and maps from NCC. Council further **RESOLVED** to appoint an Orbital Route Sub-Committee consisting of Cllrs Crawford, Vellam, and Hunt. This will become a standard item on future agendas and the Sub-Committee will report back to full Council.

- 3) **NCC PathFinder II Flood Resilience Project:** The Project is looking for communities to sign up to this scheme with the aim to making them more resilient to flooding and better prepared for an emergency: Council informed of this project. **ACTION:** E-mail outlining the project to be forwarded to all Cllrs for their information. Council **RESOLVED** to join the scheme. Cllr Hunt to contact the project leader.
- 4) Northamptonshire Highways are to carry out urgent carriageway repairs on Brixworth and School Road. To undertake this safely will require that the road is closed between 09.15 and 15.30 from the 20<sup>th</sup> June until the 23<sup>rd</sup> June 2017. A plan showing the closures and diversion can be viewed here <https://roadworks.org?tm=165329>. If you require more information about the works please contact Dave Coleman on 01604 883400.

**100.17 GENERAL CORRESPONDENCE RECEIVED (For Information)- None.**

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

- 1) **Letter to residents regarding nuisance noise from barking dogs:** Concerns raised by residents regarding barking dogs. Cllrs asked if could write a letter to owners of the dogs asking them to stop this nuisance noise. Cllrs agreed in principle. **ACTION:** Clerk to get advice from NCALC regarding such letters addressing such issues.
- 2) **SPC Accounts being printed in Newsletter:** Cllr Holmes raised a query that SPC end of year accounts should have been printed in the most recent newsletter, as it was agreed by full council. Cllr Holmes requested an explanation as to why this had not happened and only the reference to the accounts being on the website was printed. It was discussed that it was felt it was due to a lack of space in this edition, however it was agreed that as it was agreed by full council to print these figures this should have happened and it will be prioritised for the next edition. **ACTION: Newsletter editor already has the relevant information from the clerk.**

**102.17 DATE OF NEXT MEETING – Tuesday 18<sup>th</sup> July 2017, 7.30 pm, Village Hall School Road, Spratton.**

**Meeting closed 9.45pm.**

*\*Papers attached available on website but unfortunately, due to lack of space cannot be displayed on Noticeboard. Please contact Clerk if you would like to see any of the attached papers.*

Signed.....  
Cllr John Hunt – Chair

Date:

**2017/18 ORDINARY MEETINGS**

Tuesday 18<sup>th</sup> July 2017  
No Meeting in August 2017  
Tuesday 19<sup>th</sup> September 2017  
Tuesday 17<sup>th</sup> October 2017  
Tuesday 21<sup>st</sup> November 2017

Tuesday 19<sup>th</sup> December 2017  
Tuesday 16<sup>th</sup> January 2018  
Tuesday 20<sup>th</sup> February 2017  
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/>*

