



Chairman: John Hunt

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Draft Minutes of the Meeting of Spratton Parish Council

held on Tuesday 21st November 2017 in Spratton Primary School, Spratton at 7.30 pm

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

In attendance: Emma Gibson, Clerk and RFO, and 2 members of the public.

Apologies: Apologies received from Cllrs Blowfield, Chivers and Smith.

166.17 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. – Council discussed with a member of the public work to their property and whether planning permission would be needed or if it was a permitted development. Council advised that they should contact DDC to ensure planning permission was not needed.

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

168.17 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUES 17th OCTOBER 2017 – Council **RESOLVED** to approve the minutes of the meeting held on Tuesday 17th October 2017.

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

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

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

171.17 RESOURCES (STAFFING AND STRATEGY) COMMITTEE

a) **Income received – to report –**

18/10/17	Additional headstone inscription	£60.00
18/10/17	Plot purchase and Burial	£550.00

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
25/10/17	E Gibson	October Salary	Bank transfer			£728.84
25/10/17	NEST	October Pension contributions	Direct Debit			£13.36
08/11/17	E Gibson	Stationery	Bank transfer	£100.87	£20.17	£121.04
21/11/17	Four Counties	September Mowing	3133	£920.00	£184.00	£1104.00
21/11/17	Information Commissioner Office	Data Protection Register	3134			£35.00
21/11/17	E.ON	November Streetlighting	3135	£177.14	£35.43	£212.57
21/11/17	S Barnett	Pocket park maintenance	3136			£445.00
21/11/17	Merland Copy	Newsletter	3137			£78.00

21/11/17	Merland Copy	Newsletter	3138			£370.24
21/11/17	J Pye	Oct Greenworks	3139			£603.00
24/11/17	E Gibson	November Salary	Bank transfer			£768.38
25/11/17	NEST	November Pension contributions	Direct debit			£14.18
24/11/17	E Gibson	Mileage	Bank transfer			£24.99
24/11/17	O2	Office phone	Direct debit	£31.18	£6.24	£37.42

- c) **Bank balances, Bank Reconciliation and Receipts and Payments report to 31st October 2017:** Parish Council **RESOLVED** to approve.
- d) **Resources meeting precept and budget planning to be held Tuesday 28th November 2017 at 7.30pm** at Spratton Primary School, School Road, Spratton.
- e) **Newsletter:**
- 1) **Advertising:** Council considered the cost of one off adverts in the newsletter. Cllrs discussed the prices for one off adverts, back and front pages, colour and black and white adverts. Council **RESOLVED** that the Clerk should contact Merland Copy to find out the actual cost difference in colour and black and white full page adverts. Council also **RESOLVED** that there should be a price difference for village businesses and organisations and external. **ACTION:** Clerk to contact Merland to establish actual cost of printing the different adverts and then advertising charges can be set.
 - 2) **Content:** Council discussed the content they would like as standard in newsletters. Council **RESOLVED** that in every issue they would like as standard, Cllr and Council contact details, a list of local organisations, the defibrillator locations and guidance on use, and that the Council meet every third Tuesday except August. The Cllrs would also like the April edition to always have a copy of the End of Year Summary of the Council's finances. **ACTION:** Clerk to contact the Newsletter Editor to discuss these standard items.

172.17 PLANNING EXECUTIVE COMMITTEE

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

Application No.	Description	Location	Respond by	Case Officer

Council **RESOLVED** that they had no comments or objections for any of the applications and supported the applications. **ACTION:** Clerk to inform DDC.

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

DA/2017/0885 - 11 Brixworth Road, Spratton. Single storey rear, two storey side extensions and formation of room in roof. Granted subject to conditions.

DA/2017/0844 - The Hedgerows, 39 Holdenby Road, Spratton. Rear ground floor window. Granted subject to conditions.

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

d) **Planning Committee meeting minutes held on 1st November 2017 -** Council **RESOLVED** to sign and approve minutes of the Planning Committee meeting held on 1st November 2017.

173.17 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. Clerk informed Council an application had been received to renovate a memorial. Clerk informed Council that SPC do not current charge for this and there appeared no response to object to this renovation. Council agreed and **RESOLVED** to allow renovation. **ACTION:** Clerk to inform applicant that they may go ahead with renovation.

c) **Mowing/Maintenance Issues (if any)** – to discuss and make resolution. **None.**

174.17 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**- Up-date - trying to rid the area of nettles in the Spring may need to use some weedkiller.
- b) **Spratton Pocket Park**: The Pocket park was awarded a Gold award at the Churchyard Conservation Trust. Councillors and District Councillors passed on their thanks to Dave Cooke for all his hard work.

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

- a) **Streetlighting**: Quote received from Peacocks to replace remaining MBFU lights. Cllrs have had sight of the quote. Cllrs discussed the decision that needs to be made regarding the part night/all night lighting. Clerk gave Council a map outlining the changes that have already been made and proposed changes. In total approximately 6 complaints have been received from Gorse Road residents regarding the new part night lighting. All complainants have been invited to public sessions of meetings to address Cllrs although none have yet attended.
Cllrs agreed that further changes to Part night lights should be brought to residents' attention prior to implementation. The Council discussed ways of informing the residents. Previously changes were detailed in Council Minutes and the Newsletter and no objections were raised until after the new lighting was implemented. The Council **RESOLVED** that it would obtain quotes for stickers to be placed on affected streetlights prior to any changes so residents have an opportunity to contact the Council.
ACTION: Clerk to obtain quotes for stickers.
- b) **Northampton Northern Orbital**: Up-date delay in the report on the Orbital Route going to County Council's Cabinet should now go to the Cabinet early in the New Year.

176.17 COMMUNITY ENGAGEMENT ADVISORY GROUP

Parish Council to receive and consider any updated reports and Advisory Group recommendations.

- a) **Youth Club** – Youth Club closure up-date. Youth Club have requested the Parish Council hold the remaining funds upon closure of the Youth Club until a new Club can be established– Council discussed this and whether the Council had any power to do this. **ACTION**: Clerk to get further advice on this and whether the Council should/could do this.
- b) **Phone box adoption** – Contract has been signed and completion notice now received from BT. Councillors discussed ways the phone box could be used for example a book swop. Councillors discussed how to engage the community to generate ideas. Other Parishes have run competitions in local schools to generate ideas and this is great for community engagement. The Clerk would like to apply for a grant to help get the new use of the phone box set up initially for example any painting, shelving etc. Clerk is considering the possibility of different grants available such as lottery grants. Council **RESOLVED** that the Chair would liaise with the local School about the possibility of a competition to generate ideas, for instance most creative idea wins a prize. Clerk to start process of a grant application.
- c) **Buses** – Changes to buses are being monitored by Cllrs. Council **RESOLVED** to invite NCC Cllr Judith Shepherd to Council's next meeting to discuss bus routes and proposals for cuts to local services including the buses. All villagers are encouraged to respond to NCC's budget proposal consultation in addition to any PC response.

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

- a) **Sponsored PCSO** – Email circulated to Cllrs regarding the sponsored PCSO to be shared between 5/6 local parishes. Cllrs now have details of likely total salary and salary related costs which would be £37,245 for 2018/19 to be shared between the Parishes. Cllr to discuss at next meeting after DDC Cllr J Shepherd has attended and discussed.
- b) **Northamptonshire County Council 2018-19 Budget Consultation**: NCC are asking for views on Phase 1 of their 2018-19 budget proposals. The survey runs from 20th October 2017 until 1st December 2017. Details of consultation on phase two will be announced in December. Information regarding the consultations can be found at Northamptonshire County Council's website.
- c) **Northamptonshire Libraries and Information Service Review 2017 Consultation**: The Council are consulting on the future of libraries in Northamptonshire. They want views on the possible future options for library services in Northamptonshire, full details on ways to provide feedback on these proposals can be found on the Council website. Cllrs informed of Brixworth Library rally on 29th November 2017 to support the library.
- d) **Parish and Town Council's meeting** – Taking place on Thursday 14th December 2017 6.30pm in the Council Chamber, DDC offices. Council **RESOLVED** for Cllr Vellam to attend and at present did not have any specific agenda items for the meeting.

178.17 GENERAL CORRESPONDENCE RECEIVED (For Information)- None

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

180.17 DATE OF NEXT MEETING – Tuesday 19th December 2017, 7.30 pm, Spratton Primary School, School Road, Spratton.

Meeting closed 9.04pm.

Signed.....
Cllr John Hunt – Chair

Date:

2017/18 ORDINARY MEETINGS

- Tuesday 19th December 2017**
- Tuesday 16th January 2018**
- Tuesday 20th February 2018**
- Tuesday 20th March 2018**
- Tuesday 17th April 2018**
- Tuesday 15th 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/>*