



Chairman: Councillor Barry Frenchman

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## Minutes of a Meeting of Spratton Parish Council

Held on **Tuesday 21<sup>st</sup> October 2014** in the Village Hall, School Road, Spratton at **7.30 pm**

**Present:** Cllrs Mark Pacey (Chaired the meeting prior to Cllr Forster's arrival at 8.10 pm), Cllr Tim Forster (Vice-Chairman), Michael Heaton, Fiona Keable, Ruairaidh McDonald-Walker, Mark Pacey and Jay Tindale (7 members)

In attendance: Lynne Compton, Clerk and RFO, PCSO Matt Taylor and 14 members of the public

**84.14 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. Representation was received on the following:-

- a) **Draft Neighbourhood Plan causing splits within the village** – Council explained that the majority of those who voted in the most recent consultation were in favour of the new approach and of no allocation of a large development site within the village. Council were pleased to be promoting a democratic process. The draft Neighbourhood Plan was already available on the website [www.spratton.org.uk](http://www.spratton.org.uk) (Clerk Note: this now superseded by the Pre-Submission Draft Plan)
- b) **Rural Affordable Housing** – notes from a meeting with Daventry District (DDC) have recently been published clearly showing that the site meeting with Council representatives was suggested by DDC. It was also explained again that Rural Affordable Housing is different to Market Housing as it is allowed on 'exception sites' (often land not strictly within the village boundary).
- c) **DA/2014/0683, land off Brixworth Road Spratton** – Council re-iterated that one of the numerous reasons that this had been objected to as it was outside the confines (boundary) of the village. If the Neighbourhood Plan had included a site allocation and this proposed development been the nominated site (chosen by villagers) then it may have been a different matter. Unfortunately, the developers chose to act outside the Neighbourhood Plan process resulting in the development being objected to by both Parish and District Council under current planning laws.
- d) **Letter of support for DA/2014/0683, land off Brixworth Road Spratton** – Council had been informed that members of the public had felt threatened by persons intimating that they wouldn't leave until the letter was signed. The developer (named as the applicant) had been contacted to ask if they knew anything about such a letter. A member of the public threatened Clerk and Council with legal consequences for doing this.
- e) **Alleged Code of Conduct breaches** – Parishioners were again informed that these were dealt with by DDC on application.
- f) **Filming of Parish Council meetings** – Council informed that the Standing Orders were due to be amended (in line with new legislation) and that there was a meeting scheduled on 11<sup>th</sup> November 2014 be an internal Strategy Advisory Group meeting to discuss this prior to the next Parish Council meeting on 18<sup>th</sup> November. A request was made to film the meeting and consent granted after a vote. Council were subsequently informed that after all the discussion, the camcorder was not actually filming and it was done to make a point.
- g) **Newly appointed Sergeant** – PCSO Matt Taylor informed that Sergeant Matt Moore had recently been appointed to head up the Daventry North SCT Rural Policing Team.

Cllr Pacey (Chairing the Public Session in the Chair and Vice-Chairman's absence), repeatedly asked a member of the public to be respectful of the process otherwise he would be asked to leave.

**Public Forum Closed 8.05 pm**

**85.14 PARISH COUNCIL RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE**

Cllr Pacey proposed acceptance of apologies from Cllrs Bill Blowfield, Barry Frenchman and John Hunt, seconded by Cllr Heaton and resolved to be approved by Parish Council

**86.14 PARISH COUNCIL RESOLUTION TO APPROVE AND SIGN MINUTES OF THE MEETINGS OF PARISH COUNCIL HELD ON TUESDAY 16<sup>TH</sup> September 2014 (previously circulated).**

Cllr Heaton proposed approval of the minutes, seconded by Cllr Keable and resolved to be approved by Parish Council.

**87.14 MATTERS ARISING FROM PREVIOUS MINUTES AND CLERK UPDATE REPORT (if any) – For Information only**  
There were none that were not already covered in the agenda.

**88.14 MEMBERS' DECLARATION OF INTEREST/DISPENSATION REQUESTS** for relevant items on the agenda (if any)  
There were none.

**89.14 PARISH COUNCIL VACANCY DUE TO THE RESIGNATION OF COUNCILLOR RACHEL BAILLIE** –It was reported that in addition to the statutory vacancy notice on the Noticeboard, the vacancy notice had been advertised to every household in Spratton (as there was another mailing being circulated with the results of the recent Neighbourhood Plan consultation). To date 2 applications had been received. Parish Council were awaiting a decision from Daventry District Council as to whether the vacancy can be filled by co-option. It was further reported that Daventry District Council had now confirmed that Council could fill the vacancy by Co-option. Parish Council resolved that the choice of councillor would be undertaken by secret ballot due to sensitivity.  
**Action: Clerk to write applicants, advise them of the process and invite them to the 18<sup>th</sup> November 2014 meeting.**

**8.10 pm Cllr Forster (Vice-Chairman) arrived and assumed the role of Chairing the meeting from Cllr Pacey.**

**90.14 SPRATTON NEIGHBOURHOOD PLAN (Project Manager: Cllr Michael Heaton)**

**a) September Consultation Results and advice to parishioners** – It was reported that the fully audited results were:

Result

*Parishioners have decided, by a strong majority that housing growth should be more gradual with no unidentified sites having significantly more than 10 homes.*

<i>Papers received and numbered</i>	<i>302</i>
<i>Duplicates (those sent by scan and also hard copy deposit)</i>	<i>(8)</i>
<i>Papers spoiled</i>	<i><u>(5)</u></i>
<i>Net ballots</i>	<i><u>289</u></i>

<i>A. In favour of one large scheme of 35 houses</i>	<i>105</i>
<i>B. In favour of more gradual growth</i>	<i>170</i>
<i>C. No preference between these two approaches</i>	<i><u>14</u></i>
<i>Total (as above)</i>	<i><u>289</u></i>

*Of respondents who ticked B or C*

- 1. 148 - wouldn't support any unidentified sites which had significantly more than 10 homes*
- 2. 28 - wouldn't support any unidentified sites which had significantly more than 20 homes*
- 3. 7 - wouldn't worry how many homes were on any unidentified sites*

*Percentage of respondents with a preference in favour of more gradual growth (170/275) 61.8%*

It was further reported: that parishioners and agents involved in the Neighbourhood Plan process were informed of the consultation results in a door drop carried out at the beginning of October (after a Parish Council email consultation). To discuss (if necessary) and make resolution to adopt the consultation results. Cllr Forster proposed adoption and publication of the consultation results, seconded by Cllr Heaton, voted on and unanimously resolved to be approved by Parish Council. **Action: Project Manager to publicise with the details for the 1<sup>st</sup> formal consultation (pre-submission) and Clerk to publicise on the website**

**b) Draft Plan and commencement of formal consultation** – It was reported that the draft plan had been written and the next stage would be a formal 6 week consultation. Cllr Heaton, Spratton Neighbourhood Plan project manager proposed the following motion:-

- That the Parish Council accepts the draft Neighbourhood Plan version 8, subject to any amendments agreed at the meeting, for the purposes of the pre-submission (formal) consultation*
- The formal consultation should commence as soon as practical after this meeting, with a timetable indicated in the 'process' document (previously circulated and available on website) and with estimated hard costs of approximately £189*
- The previously circulated letter and consultation response form to be sent to all households*  
Parish Council to discuss the above motion and make resolution.

Cllr Heaton informed that although 3 councillors were not present, they had been consulted on the documents and suggested way forward and had sent emails confirming their agreement.

Cllr Keable seconded the motion, Council voted and unanimously resolved to approve. **Action: Clerk and Councillor Heaton to implement.**

- c) **Cllr Heaton proposed setting up a panel to review and discuss the formal consultation responses**, seconded by Cllr Keable and, after some discussion resolved by Parish Council. Panel Members (Clerk Note: sometimes known as a working group): Cllrs Barry Frenchman, Michael Heaton, Fiona Keable and Cllr Ruairaidh McDonald Walker.
- d) **Statutory Consultees for formal consultation** – To Report: Daventry District Council has kindly provided a list of statutory consultees together with contact details. To Discuss: Draft letter to statutory consultees (previously circulated). Parish Council to discuss and make resolution to approve letter. After some discussion, Cllr Heaton proposed approval, seconded by Cllr Forster, voted on and unanimously resolved to be approved by Parish Council. **Action: Clerk to issue to statutory consultees.**
- e) **West Northamptonshire Joint Core Strategy** –:- The following was reported:-

1. Parish Council has been informed of the following:- The Inspectors report for the West Northamptonshire Joint Core strategy has just been published on the [Joint Planning Unit Website](#). The highlights of the report are:
  - The Inspector has concluded that the plan is sound and can proceed to adoption, subject to inclusion of all the modifications with one exception (see last bullet point).
  - The modifications are those which were consulted upon earlier this year, following further work on Objectively Assessed Housing Needs and Sustainability Appraisal. They relate, inter alia, to extending the plan period and extending some development allocations to increase their capacity.
  - The one modification not supported by the Inspector is the proposal for employment related development at junction 16 of the M1 (In South Northamptonshire District). The Inspector has concluded that this should only be included in a reduced form.

The next stage is for the plan to be adopted. It is expected to be presented to a meeting of the Joint Strategic Planning Committee in the near future.

2. Cllr Heaton has extracted a number of key points from the Inspector's letter and from the Daventry District Council summary of this
  - The housing requirement for the Plan period of 2011-2029 for the rural areas of Daventry District Council remains at the revised figure of 2360 units, this figure being spread over some 70 parishes and 18 years.
  - The old idea of a 'quota' system for rural parishes has been abandoned. Nevertheless Spratton's contribution over the JCS Plan period includes the factory site, which is delivering 11 units, as it falls within the 2011 onwards time span.
  - For housing in Rural areas a 40% rate for affordable housing now applies, as against the previous rate of 29%.
  - Policy BN5, which seeks to protect the historic environment and landscape, has come through almost unchanged. It provides protection for 'non-designated' heritage assets, of which Spratton has many.
  - The status of Village Design statements is recognised more so than before.
  - Development is to be guided by 'effective community involvement' which, of course includes Neighbourhood Plans.
  - Generally, residential development in rural areas has tougher conditions to meet, particularly outside of the village confines.
  - Daventry District Council state that 'the Joint Core Strategy should now be given significant weight.'

- f) **Sites One and Two (original possibilities for inclusion in Spratton Neighbourhood Development Plan)**
1. Letter from Mulberry requesting a decision on support for an alternative entrance to Spratton Pocket Park – Parish Council to discuss and make resolution as to response. Parish Council resolved that this had already been dealt with in a previous letter which outlined that an alternative entrance would only be considered if Site Two was chosen within the Spratton Neighbourhood Plan. There was now no allocation of a site within the Plan now.
  2. Draft letter to Agents regarding the outcome of the most recent consultation and next steps (previously circulated) – Parish Council to discuss and make resolution. Parish Council resolved (retrospectively) to approve the letter.
- g) **Strategic Environment Assessment (SEA) Screening** – It was reported that this would be carried out by Daventry District Council (DDC) on request of the Neighbourhood Group/Parish Council. Once produced it is then subject to consultation with the statutory bodies; Natural England, Environment Agency and English Heritage. DDC have confirmed that following discussions with the 3 statutory bodies the screening request should only be carried out when an early draft has emerged which includes policies and allocations (if these are included). It was further reported that DDC felt that an SEA would not be necessary.
- h) **Letter from Parishioner regarding Spratton Neighbourhood Plan and most recent consultation** – to discuss and make resolution as to response (draft previously circulated). Council approved the draft letter. **Action: Clerk to send**
- i) **Planning Aid England Neighbourhood Planning Masterclass** – Date: 31 October 2014, Venue: The Jeffrey Room, The Guildhall, Northampton NN1 1DE. Parish Council noted.

#### 91.14 RESOURCES (STAFFING AND STRATEGY) COMMITTEE – Chair: Councillor Michael Heaton

##### a) Update

1. **Parish Council Insurance and Renewal** – The following was reported, discussed and Parish Council resolutions made where necessary (bold, italics) discuss and make resolution:

- The Lychgate and Wall have always been covered but were for some reason put (originally when insured with Allianz) under Street Furniture.
- Under their scheme the Lychgate and Wall are insured for “all risks” except wear and tear – he thought that other companies would only insure for impact damage
- As the Lychgate and Wall have never been separate (until now), they haven’t been index linked, the estimated new insurance value is some £16,000 but he has advised that we obtain a professional valuation from either a builder or surveyor. **Action: RFO to obtain estimate from Tim Foster (specialist stone wall repairer who originally repaired the Lychgate and wall earlier in the year)**
- Came and Co (AVIVA) can’t reduce the premium for this year and confirmed that even though general contents has been removed, this is more than mitigated by the increase in Streetfurniture, increased valuation on Lychgate plus addition of outside equipment.
- Came and Co would like us to meet with a local rep prior to next year’s renewal to discuss and hopes they will be able to get a more competitive price.
- The Responsible Financial Officer (RFO) investigated alternative quotations in advance of the long term agreement coming to an end on 30<sup>th</sup> September 2015. More competitive quotes were provided by other insurers and as a result, the RFO recommends not entering into another Long Term Agreement (being offered by Came and Co a year early i.e. prior to the end of the current LTA).
- The RFO has thoroughly reviewed the current insurance and revised upwards values for insured items and values in line with costs of re-building and replacement.

Parish Council resolution to approve quotation for £1286.62 (2013 - £1245.50). Cllr Heaton proposed the insurance quotation, seconded by Cllr Forster and resolved to be approved by Parish Council.

2. **Re-Charge for Costs of 2014 Elections** – The RFO reported that she had queried these with Daventry District Council (DDC) as they were double the amount charged for the previous election. DDC had responded that an error had been made with the previous election invoice and that this invoice was correct. A breakdown of the costs was also submitted by DDC with the explanation.
3. **Noticeboard for EVC** – The RFO reported that this had been one of the planned projects for this year, hopefully to be done by students at Moulton College (based on a village sign for Creaton). Unfortunately, the Creaton Sign had not yet been finished (although it was imminent) so the quality of work could not yet be assessed. **Action: Clerk to follow up**
- b) **Annual Grant To Spratton Recreation Field Committee (£2,000)**- toward maintenance of Spratton Recreation Field and Equipment – Parish Council to discuss and make resolution. Unfortunately, up to date accounts had not been provided and the Chairman of the Rec Committee indicated he had not seen accounts for some time. Unfortunately, the Treasurer had already left the meeting. Council unanimously resolved to defer payment of the grant subject to up to date accounts being provided.
- c) **Request for grant from parishioner to set up small business** – to discuss and make resolution. After some discussion and although Council wished to support local businesses, due to current grant policy which states the grants must be of benefit to the community (not individuals), Parish Council resolved not to consider the grant application. **Action: Clerk to write to applicant.**
- d) **Sale of storage equipment to Spratton Primary School for £150 (originally bought for the Village Hall to be used by Hopscotch)** – Parish Council to discuss and make resolution. Cllr Heaton proposed the sale, seconded by Cllr Keable, voted on and unanimously resolved to be approved by Council.
- e) **Container keys** – to report that these have been returned to the Clerk by former Councillor Baillie. To discuss who should take ownership. Cllr Pacey kindly agreed to keep the keys.
- f) **Proposal of a Donation of £10 from Parish Council to Café Doris for meetings towards heating and lighting** – to discuss and make resolution. Cllr Heaton proposed the donation (to be made each time

Council booked the venue for meetings), seconded by Cllr Forster, voted on and unanimously resolved to be approved by Parish Council.

- g) **Bank Balances** – Parish Council resolution to approve. Cllr Heaton proposed approval, seconded by Cllr Forster and resolved to be approved by Parish Council.

**BANK ACCOUNTS (as at 30<sup>th</sup> September 2014)**

Community A/C	£597.00
Reserve A/C	£63101.12
<b>TOTAL</b>	<b>£63698.12</b>

- h) **Income** received – to report. Parish Council noted the following income.

DATE	PAYEE	DETAILS	RECEIPT NO.	AMOUNT
29/09/2014	B HOLLOWELL & SONS	Duffell burial B109	449	£272.00
29/09/2014	MR CHADWICK	Purchase of 1/2 plot for burial of ashes - J Pilkington C204 a	450	£125.00
29/09/2014	DAVENTRY DISTRICT COUNCIL	2nd Half of precept	STAT	£19,500.00
30/09/2014	NAT WEST	Bank Interest	STAT	£6.06
		<b>TOTAL RECEIPTS AS AT 30/09/2014</b>		<b>£19,903.06</b>

- i) **Receipts and Payments/Cash Book Summary report and Bank Reconciliation (tabled)** – Parish Council resolution to approve.

Cllr Heaton proposed approval, seconded by Cllr Forster and resolved to be approved by Parish Council

- j) **Payment of invoices** (see below), plus any additional payments Parish Council resolution to approve. Cllr Heaton proposed approval, with the exception of the cheque for Spratton RFC (£2000) seconded by Cllr Forster and resolved to be approved by Parish Council.

DATE	PAYEE	DETAILS	CHEQUE NO.	AMOUNT EX vat	VAT	TOTAL CHQ AMOUNT	ACCOUNT	POWER TO PAY	
<b>PAYMENTS</b>									
30/09/2014	LYNNE COMPTON	Sept Salary (£1044.51) plus NP overtime 16 hours (£192.83) less tax , NI and pension plus use of office (£18) and broadband/mobile contribution (£2)	2763	£1,057.34		£1,057.34	Salaries/NP	LGA 1972 s112	GPC
30/09/2014	NCC LGSS	Sept Pension	2764	£311.26		£311.26	Salaries	LGA 1972 s112	GPC
30/09/2014	HMRC ONLY	PAYE	2765	£449.02		£449.02	Salaries	LGA 1972 s112	GPC
30/09/2014	MERLAND COPY SHOP LIMITED	Printing of Sept newsletter	2766	£408.18		£408.18	Newsletter	LGA 1972 s112	GPC
30/09/2014	MRS FORSTER	Delivery of Newsletter	2767	£25.00		£25.00	Newsletter	LGA 1972 s112	GPC
30/09/2014	MRS HEATON	Delivery of Newsletter	2768	£15.00		£15.00	Newsletter	LGA 1972 s112	GPC
30/09/2014	JIM PYE	Greenworks and Maintenance August 2014 (deferred from Sept due to queries)	2769	£345.20		£345.20	Greenwork s/Mainten ance	Open Spaces Act 1906 s9	GPC
30/09/2014	NCALC	Training Course: Dealing with Disruptive Behaviour 1/9/2014 Inv No 4658	2770	£34.00		£34.00	Training	LGA 1972 s112	GPC
03/10/2014	BT	Office Phone	DD	£21.04	£3.67	£24.71	Office	LGA 1972 s112	GPC
06/10/2014	DAVENTRY DISTRICT COUNCIL	Re-charge cost of Parish Council Election - May 2014. Inv No. 858400	2771	£1,134.91	£226.98	£1,361.89	Parish Developme nt and Property	LGA 1972 s112	GPC

06/10/2014	BROKER NETWORK LIMITED	Came and Co (Aviva) Parish Council Insurance 1st October 2014 to 30th September 2015	2772	£1,286.62		£1,286.62	Parish Development and Property	LGA 1972 s112	GPC
06/10/2014	MITCHELL COLDWELL	Delivery of Spratton NP Consultation Advice (and Vacancy Notice)	2773	£40.00		£40.00	Neighbourhood Plan	Localism Act 2011	GPC
06/10/2014	LYNNE COMPTON	Mileage and receipted office expenses	2774	£40.90		£40.90	Mileage/Office	LGA 1972 s112	GPC
		<b>TOTAL SIGNED BETWEEN MEETINGS</b>		£5,168.47	£230.65	<b>£5,399.12</b>			

21/10/2014	CGD CONTRACTORS LTD	Greenworks 10th and 23rd Sept 2014 Inv 14/249	2775	£820.00	£164.00	£984.00	Greenworks	Open Spaces Act 1906 s9	GPC
21/10/2014	JIM PYE	Maintenance - Tidy Pound Area - £10, Litter pick, leaf clearance, debris from Smith Street bank plus removal of fridge to tip - £35.20. Greenworks - 2/9, 3/9, 8/9 and 19/9 - £180	2776	£235.20		£235.20	Greenworks/Maintenance	Open Spaces Act 1906 s9	GPC
21/10/2014	ALLAN PEACOCK (STREETLIGHTING) LIMITED	Streetlighting repairs	2777	£169.04	£33.81	£202.85	Streetlighting	PCA 1957 s3	GPC
21/10/2014	GARY ASHTON	Re-imburement for Youth Club Tuck Shop purchases	2778	£75.47		£75.47	Youth Club	LGA 1972 s112	GPC
21/10/2014	PCC OF SPRATTON (Café Doris)	3 x meetings at £10 donation per meeting	2779	£30.00		£30.00	Grants/Donations	LGA 1972 s112	GPC
21/10/2014	ROYAL BRITISH LEGION POPPY APPEAL	Donation for Poppy Wreath	2780	£50.00		£50.00	S.137	LGA 1972 s137	GPC
21/10/2014	SPRATTON RECREATION FIELD COMMITTEE	Annual Grant to Spratton Recreation Field Committee towards maintenance and equipment	2781	£2,000.00 – issue of cheque withheld subject to provision of up to date accounts.		£2,000.00	Grants/donations	Open Spaces Act 1906 s9	GPC
21/10/2014	SPRATTON VH COMMITTEE	Hire of Hall 7th October	2782	£18.00		£18.00	Meetings	LGA 1972 s112	GPC
		<b>TOTAL FOR SIGNATURE ON 21/10/2014</b>		<b>£3,397.71</b>	<b>197.81</b>	<b>£3,595.52</b>			
		<b>TOTAL CHEQUES 30/9 TO 21/10/2014</b>		<b>£8,566.18</b>	<b>428.46</b>	<b>£8994.64</b>			

- k) Advice of Northamptonshire County Association of Local Councils (NCALC) intention to substantially increase the Subscription for Councils** – To receive a report from the NCALC AGM (18<sup>th</sup> October 2014). It was reported that NCALC members had voted by a majority in favour of increasing the subscriptions.
- l) Notice of SPC Resources Committee Meeting** to be held on Tues 25<sup>th</sup> November 2014, 7.30 pm – venue Café Doris. The meeting will be to discuss the 2015 budget. **Action: RFO to produce forecast to year end and Draft Budget for the meeting.**

**92.14 PLANNING EXECUTIVE COMMITTEE – Chair: Councillor Fiona Keable**

- a) Minutes of the Planning Executive Committees held on Tues 7<sup>th</sup> October 2014** – Planning Executive Committee resolution to approve. Cllr Keable proposed approval of the minutes, seconded by Cllr Heaton and resolved to be approved by SPC Planning Executive Committee.
- b) Update**
- 1. DDC Planning System upgrade** – the system will be out of action for 7 days from 22<sup>nd</sup> October
- c) Planning Applications to consider and make resolution (if any)** – there were none.
- d) Planning application decisions to report (if any)** – there were none.

- e) **Queries from Parishioner on phone call to developers and distribution of letter concerning planning application DA/2014/0683, land off Brixworth Road Spratton.** – to discuss and make resolution. Council retrospectively approved the letter sent by the Clerk :-

*'Thank you for your recent email and questions asked under the Freedom of Information Act, most of which I can answer immediately, some will take a little longer:-*

1. *Internal PC emails – I will need to do a search on this and will endeavour to respond within 10 working days or earlier if possible.*
2. *Parishioner emails – unfortunately, there were no emails only telephone calls and these are not recorded.*
3. *The parishioner concerns came in between meetings, they were not 'my' concerns. The developer listed as the applicant on the planning application is Mulberry Property Developments. Because of the concerns raised by parishioners on tactics being used to pressure them to sign a letter in support of the Mulberry Development, I contacted Mulberry to see if they knew anything about the letter. I followed this up with a copy of the letter as I was requested to do by Mulberry. There needs to be no resolution of Council for the Clerk (who is also the Proper Officer) to do this.*

*If you wish to make a complaint under the Freedom of Information Act, you will need to contact:- Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF  
Tel: 0303 123 1113 Fax: 01625 524 510 Web: [www.ico.org.uk](http://www.ico.org.uk).*

*If you wish to make a complaint about the Clerk's conduct, you will need to contact the Chairman of the Council, Cllr Barry Frenchman, 01604-821438, [barry@frenchman.biz](mailto:barry@frenchman.biz) in the first instance.'*

**Action: Clerk to complete Freedom of Information request**

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

- a) **Update– To receive a report and Parish Council to discuss and make resolution (where necessary)**
1. **Parishioner query on ownership of Conifer Trees (corner of Gorse Road/Holdenby Road)** – it was reported that this was an NCC Highways issue and the parishioner had also emailed NCC about the issue.
  2. **Garden of Remembrance** – It was reported that the area designated had not been able to be consecrated on 9<sup>th</sup> October. A new date to be set as soon as possible.
  3. **New Locks on Recreation Field Gate** – It was reported that in order to stop the skip truck driving across the Recreation Field (which was apparently damaging it) and because they had been unable to contact Cllr Blowfield (Chair: CCOS), to discuss alternative access, Spratton Recreation Field Committee had changed the locks on the gate. Mr Warden had the keys. Council agreed they were disappointed with this course of action as Cllr Blowfield (who was on holiday) had indicated that he did not know Spratton Recreation Field Committee (RFC) had been trying to contact him. After discussion, the Chair of Spratton RFC (present at the meeting) agreed to allow access whilst alternative arrangements were considered.
- b) **Burials/Memorials** – Council noted the following:-  
Purchaser: Mr D Chadwick - J PILKINGTON – Burial of ashes, ½ plot C204 a – 4/10/2014  
B Hollowell & Son – Edna Constance HEWES – Burial 15/10/2014 B152 (Pre-Purchase) and Transfer of deeds to M Hewes.  
Ann Bonham & Son – application for Memorial in respect of E Armstrong
- c) **Village Handyman**
1. Additional work – Parish Council to discuss and agree (if any) – Parish Council resolved the following:-  
**Repair Noticeboard locks**  
**Clean 20 mph sign, Brixworth Road (covered in green algae).** **Action: Clerk to inform.**
- d) **Improving Village Matters** to discuss and make resolution (if any) – there were none.
- e) **Mowing/Maintenance Issues (if any)** – to discuss and make resolution.
1. Parishioner complaint about mess left by contractors in Holdenby Road – the contractors had been informed and had returned to rectify.
- f) **Spratton Recreation Field Committee** – proposal from Mr Vellam, Chairman to move the skip and purchase Rolly Banks, create a turning circle and plant memorial trees to replace those removed. Parish Council to discuss. After some discussion, Mr Vellam agreed to produce a sketch plan outlining the proposals. It was also suggested there might be some alternatives to a skip for disposing of Cemetery rubbish. **Action: Mr Vellam to provide a sketch**
- g) **Proposal for CCOS Advisory Group to assume responsibility for Annual Spring Clean** – to discuss and make resolution. Cllr Forster proposed deferring this item to the November meeting, seconded by Cllr Heaton and resolved to be deferred by Parish Council. **Action: Clerk to bring forward to the November meeting.**

**94.14 NATURAL SPRATTON INCLUDING SPRATTON POCKET PARK ADVISORY GROUP**

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

- a) **Jubilee Wood – to receive an update (if any).** The following report was received from Councillor Hunt:-  
*'Jubilee Wood is looking good. We have managed to get the trees well on their way with most growing above the grass and weeds this year. The few which have died have been replaced with others. I am just waiting for details fo a hedgerow scheme from Woodland Trust with a view to planting a hedge around the wood. We would have to find 40% of the cost and the cost is about £125 plus VAT per 100 meters. I measured the wood and it is 110 x 26 meters.'*
- b) **Spratton Pocket Park - to receive an update (if any).** The following report was received from Councillor Hunt:-  
*'that is now more or less dormant for the winter and Simon Barnett will be going in this week (subject to weather) with a flail mower to cut long grass and the hedge.'*

- 95.14 HIGHWAYS ADVISORY GROUP (including Streetlighting Advisory Group) – Chair: Councillor Mark Pacey**
- a) **Update on Highways Issues** – to receive a report/update, discuss and make resolution
1. Parishioner request for double yellow lines on Manor Road – Highways Advisory group recommended looking at alternatives to yellow lines as these were likely to move the problem. As an interim solution, it was suggested that a letter asking residents to park considerately should be done or a piece in the newsletter. **Action: Clerk to inform Parishioner and draft a letter in liaison with Cllr Pacey and Highways Advisory Group**
  2. Parishioner request for speed signs to be moved
  3. VAS Signs – to receive report on data – Cllr Pacey had circulated the data report which showed that there was a gap between the perceived and actual speed of traffic. Rather than speeding, the problem was with volume of traffic through the village. After some discussion, Parish Council resolved that a full report should be done for the next newsletter and that Mr Barber (NCC Highways) should be invited to Spratton to discuss the results. **Action: Cllr Pacey and Highways Advisory Group**
  4. NCC – List of planned works and Highways newsletter
  5. NCC owned Welford Road lights – it was reported that these had been changed to LED's and turned back on
  6. Visibility issues with Yew Tree Lane – after some discussion, a mirror was recommended. **Action: Cllr Pacey to investigate with NCC**
  7. Drains – It was reported that these all needed clearing out. In addition, there was standing water adjacent to Spratton Grange (possibly due to a Spring)**Action: Cllr Pacey to report to Streetdoctor**
  8. Salt Bins – the levels would need checking prior to Winter. **Action: Cllr Pacey kindly offered to do.**
- 96.14 POLICE**  
**September Reports** – There were no crimes or Anti-Social Behaviour reports.
- 97.14 POLICIES/PROCEDURES**
- a) **Complaints (Grievance) Procedure (previously circulated)** Parish Council to discuss and make resolution to approve. Cllr Forster proposed approval, seconded by Cllr Heaton and resolved by Parish Council. **Action: Clerk to add to Freedom of Information Publication list (Schedule) and publicise on website.**
  - b) **Freedom of Information Publication list (updated), previously circulated** – Parish Council to discuss and make resolution to approve. Cllr Heaton proposed approval, seconded by Cllr Heaton. Council noted that the schedule would be updated on a regular basis when new policies were added.
  - c) **Meeting Venues** – To Report: A Parish Council may lawfully hold meetings in any public meeting area, but excluding licensed premises. To discuss: resident's concerns on use of Café Doris (within St Andrews Church) as a meeting venue and make resolution. Council acknowledged resident's concerns and that a small minority might feel uncomfortable meeting in a Church, however, it had been intended by Spratton Parochial Church Council that the Church be opened up and used as a space for the whole community. After some discussion, Cllr Forster proposed using the venue (when possible) for Planning Executive Committee, Resources Committee and Advisory Group meetings but not Parish Council (Ordinary or Extraordinary) meetings or public meetings, seconded by Cllr Heaton and resolved to be approved by Parish Council.
- 98.14 STRATEGY ADVISORY GROUP (Cllrs Barry Frenchman, Michael Heaton and Jay Tindale)**  
To report that there will be a meeting on 11<sup>th</sup> November 2014, 7.30 pm at Cllr Heaton's residence to discuss outstanding policies due for review (list previously circulated). Clerk to attend. All Councillors welcome.
- 99.14 CORRESPONDENCE RECEIVED FOR DISCUSSION AND TO AGREE ACTION (IF ANY) (previously circulated)**  
**Parish Council discussed the following and resolved actions where necessary (Bold, Italics)**
- a) **NCC Title:** Town Transport Strategies for Corbv. Kettering and Wellingborough ,**Start Date:**15 Sep 2014, **End Date:** 27 Oct 2014, **Result Date:** 31 Dec 2014
  - b) **NCC LGSS - 2014 Employers Forum** that will be held on the 21<sup>st</sup> October at Knuston Hall, Irchester 9 am to 4 pm
  - c) **Green Community Project – offer of funding towards green projects**
  - d) **Letter from Daventry Villages Together** – Parish Council resolved to approve the draft response. **Action: Clerk to submit**
  - e) **DDC Polling Stations Review** - There are no changes proposed to the polling stations currently used, Spratton Village Hall, School Road, as no major issues were reported.
  - f) **Northamptonshire County Association of Local Councils Eupdate**
  - g) **NCC Consultation - Title:**Replace Community Asset Transfer Policy with Community Right To Bid Provision, **Start Date** 29 Sep 2014, **End Date** 31 October 2014, **Result Date** 7 November 2014
  - h) **NCC – Notice of adoption of the Minerals and Waste Local Plan w.e.f. 1<sup>st</sup> October 2014**
  - i) **Beckford Parish Council – Reference request regarding Navigus Planning (draft previously circulated)** – Parish Council resolved to approve the draft response. **Action: Clerk to submit**
  - j) **NCC LGSS – Letter confirming new management team**
- 100.14 GENERAL CORRESPONDENCE RECEIVED (For Information – Members file for circulation)**  
Parish Council noted the following:-
- a) **Daventry Calling**
  - b) **ICO – Confirmation of entry in the Data Protection register**
  - c) **NCALC September E Update**
  - d) **CPRE Road show** – conserving our past and questioning our future, parish council matters, ridge and furrow fields and solar farms Thursday 30 October from 6.00 to 9.00 pm at Great Houghton village hall.
  - e) **DDC - New service to check if a car is taxed:-** <https://www.vehicleenquiry.service.gov.uk/>

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

102.14 DATE OF NEXT MEETING –Tuesday 21<sup>st</sup> October 2014, 7.30 pm, Village Hall School Road, Spratton

**Meeting Closed: 9.45 pm**

Chairman Signature.....Dated:.....

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

**\*Dates of 2014/15 Ordinary Meetings – all held 7.30 pm, Spratton Village Hall unless stated otherwise**

November	Tuesday 18 <sup>th</sup> November 2014	December	Tuesday 16 <sup>th</sup> December 2014
January	Tuesday 20 <sup>th</sup> January 2015	April	Tuesday 21 <sup>st</sup> April 2015
February	Tuesday 17 <sup>th</sup> February 2015	May	Tuesday 19 <sup>th</sup> May 2015 (Annual Meeting of SPC)
March	Tuesday 17 <sup>th</sup> March 2015		

*\*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/>*

**Annual Meeting and Cheese and Wine Evening – Weds 6<sup>th</sup> May 2015, St Andrews Church Community Room (aka Café Doris)**