



Chairman: Councillor Barry Frenchman

Clerk: Mrs L Compton
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Minutes of a Meeting of Spratton Parish Council

Held on **Tuesday 16th December 2014** in the Village Hall, School Road, Spratton at **7.30 pm**

Present: Cllrs Barry Frenchman, Chairman, Bill Blowfield, Tim Forster, Michael Heaton, Lynn Hogg, John Hunt, Fiona Keable, Ruairaidh McDonald Walker, Mark Pacey, Jay Tindale (10 members)

In attendance: Claire Radd, Head, Spratton Primary School, Mrs Enid Jarvis, Chair of Governors, Spratton Primary School and Nick Boutle, Chair of Finance, Spratton Primary School, Lynne Compton, Clerk and RFO and 8 members of the Public.

The Chairman welcomed and wished Seasons Greetings to all. The Chairman informed that recording of the meeting was being trialled. Clerk Note: The recording to be kept (to check any discrepancies) only until the minutes had been adopted at the next meeting.

120.14 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. 3 Representatives from Spratton Primary School (listed above) and 8 members of the public were in attendance. Representation was made on the following:-

a) Spratton Primary School

1. Request for more prominent Inclusion of Spratton Primary School in the Spratton Neighbourhood Plan – **Action: Cllr Frenchman, Cllr Heaton and the Clerk to meet with School representatives to discuss**
2. Allegation of derogatory remarks made against Spratton Primary School by a Councillor – Cllr Frenchman apologised on behalf of the Parish Council and reminded all Councillors of their public duties.
3. Spratton Primary School OfSTED report (Good) – Mrs Jarvis outlined the main points of the report which showed the School was continually improving and numbers of pupils rising. Mrs Jarvis invited Councillors to come to the School to see for themselves and informed that there was due to be an Open Day on Weds 7th January 2015.
4. Future of Spratton School – Mr Boutle informed that the budget was in good shape and the projection of pupil numbers were such that the Primary School was secure well into the future. Pupil numbers had risen by 10%. It was also reported that currently there were 60 children (spread over 3 classes) in the School and the optimum would be 4 classes (of approx. 70 children spread over the classes).
5. Additional Services at Spratton Primary School – wrap around care (Before and after school care) would be up and running by Sept 2015. This is recognised to be a significant benefit to increasing pupil numbers.

b) Hopscotch Pre-School – it was reported that this was attempting to be re-started.

c) Spratton Toddler Group (based in the School) – This had an approximate roll of 30 and was doing well.

d) Ex Councillor Baillie's resignation (personal commitments) and a request for a retraction of the note in Clerk's tweets about the reason for the resignation. **Clerk Note: An apology for the error has already been made and the correct reason for resignation 'personal circumstances' will be cited as the reason for resignation.**

e) Cannabis Farm – a resident requested that it be noted that it was not a Spratton family who were responsible.

f) Spratton Neighbourhood Plan

1. Spratton Neighbourhood Plan update – Cllr Frenchman read the following statement which would be put up on Noticeboard and asked if anyone had any new points. Parishioners had been given ample opportunity through written consultation and opportunities to attend one-to-one Councillor surgeries (which no one attended):-

Spratton Neighbourhood Plan Update

'Parish Council is putting forward a robust response in regards to recent unfounded allegations against the processes in preparing Spratton Neighbourhood Plan. We are satisfied that the proper procedures and processes have been followed and would like to take this opportunity to address some concerns raised:-

- **Timing of Pre-Submission consultation** – there was deliberately no time for the end of the consultation to try and ensure those that work outside usual working hours were given ample opportunity to get their responses in i.e. up to midnight on the 10th December.
 - **Accessibility of the Pre-Submission Draft Plan** – hard copies were available in The King’s Head, Cafe Doris in Spratton plus the Library in Brixworth. Electronic copies were available on the website or via the Clerk. Open Councillor ‘Surgeries’ were also organised so that Parishioners could discuss any issues on a one to one basis with Council representatives.
 - **Walls Issue** - Through a simple error, the wrong plan was inserted as Figure 8.1. This plan should have had NO walls marked on it (and this one will be substituted) as this plan was used only for defining important views. Protection of walls, which is in the next section of the Plan (Section 9), does not need a map as the policy protects **all** distinctive cob, stone and brick walls. The Parish Council will consider possibly reinforcing the walls-protection policy. Even if the error had not been spotted, this mistake would have had no practical effect as the Section 9 policy is totally unambiguous and un-referenced to the map in the earlier section.
 - **Website** – the website clearly shows the plan process with past and current editions of the emerging Neighbourhood Plan to enable parishioners the opportunity to compare the latest Plan with any previous ones.
 - **School** – Spratton Primary has requested greater prominence in the Spratton Neighbourhood Plan and Parish Council is organising a meeting with Spratton Primary School Governors and the Head Teacher early in the New Year.’
2. Lack of Affordable housing within the Plan –Council explained that there had been recent changes to Government Policy and that Council were examining opportunities and were raising issues with Daventry District Council plus MP Chris Heaton Harris had been asked to raise, MP Eric Pickles (with Secretary of State for Communities and Local Government)
 3. Neighbourhood Plan Process – Council explained that Pre-submission Consultation was the first **formal** part of the process. Adjustments would be made to the Plan after review of the representations made, the revised Plan would then be submitted to DDC who then continue with the process. Parishioners will then be given another chance to comment. It was further explained that the tick box asking if in general, parishioners agreed with the Plan was just for guidance and the consultation was not a referendum. The referendum stage comes at the end of the Process and is conducted
 4. Response Form – Council explained that the form was provided purely to aid collation of the comments. It was pointed out that if everyone was asked to respond on a blank form, it would cause un-necessary additional Council time and money to extract the relevant points. It was also pointed out that the comments from those parishioners who chose not to use the form were still included but that it had caused an additional burden on the limited Parish Council resources.
 5. Accusation by Site 2 landowners of lack of support for their Site and offering Site 1 landowners more support (through additional meetings). The Site 2 landowner was unsure of the date of the meeting and would get back to Parish Council. Council reiterated that both landowners had been met with on several occasions and there was evidence from letters and emails sent that equitable support was given to both landowners. ***Clerk Note: Parish Council is a corporate body and reports from fact-finding/advisory group meetings (which do not have delegated powers) are discussed at Parish Council and resolutions made accordingly. I can confirm that both parties have been treated equitably through the process.***

A resident was then repeatedly asked to allow the meeting to continue in an orderly fashion to no avail. Cllr Heaton proposed closing the meeting to the public. The proposal was not supported. Cllr Frenchman asked the resident to curtail his behaviour and the meeting could then continue.

Public Session closed: 8.20 pm

121.14 PARISH COUNCIL RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE

There were none. All members present.

122.14 PARISH COUNCIL RESOLUTION TO APPROVE AND SIGN MINUTES OF THE MEETINGS OF PARISH COUNCIL HELD ON TUESDAY 18th NOVEMBER 2014 (previously circulated)

Cllr Heaton proposed approval of the minutes as an accurate record of the meeting, seconded by Cllr Pacey and resolved to be approved by Parish Council.

123.14 MATTERS ARISING FROM PREVIOUS MINUTES AND CLERK UPDATE REPORT (if any) – For Information only

a) Revised Welcome Pack – Cllr Hunt was progressing well with this and was confident it should be ready for despatch early in 2015. School prospectuses and details of businesses had been included

b) Streetlighting – it was reported that the Streetlight outside 9 Glebelands had been reported for repair.

124.14 MEMBERS’ DECLARATION OF INTEREST/DISPENSATION REQUESTS for relevant items on the agenda (if any)

There were none.

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

a) Update (if any)

1. Forecast to year end – it was reported that this was spot on. The unknown was the Neighbourhood Plan and decisions made may have an impact on this. There is Government Bridge Funding available up to £7,000 which would be applied for if necessary.

2. **Mowing** – The contractors had been instructed that additional mowing would only be done at Parish Council's discretion, not at the contractors.

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

BANK ACCOUNTS (as at 30TH November 2014)

Community A/C	£200.00
Reserve A/C	£51,194.50
TOTAL	£51,394.50

c) **Income received** - to report
Parish Council noted the following:-

31/10/2014	NAT WEST	Interest	STAT	£2.58
28/11/2014	NAT WEST	Interest	STAT	£2.14
		TOTAL RECEIPTS AS AT 30/11/2014		£4.72

d) **Receipts and Payments/Cash Book Summary report and Bank Reconciliation (previously circulated)** – Parish Council resolution to approve.

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

e) **Payment of invoices** (see below), plus any additional payments Parish Council resolution to approve. Cllr Heaton proposed approval, seconded by Cllr McDonald Walker and resolved to be approved by Parish Council.

DATE	PAYEE	DETAILS	CHEQUE NO.	AMOUNT EX vat	VAT	TOTAL CHQ AMOUNT	ACCOUNT	POWER TO PAY	
24/11/2014	AUTELA LIMITED	One off pension consultation and payroll re-adjustment	2794	£50.00		£50.00	Projects	LGA 1972 s112	GPC
28/11/2014	LYNNE COMPTON	November Salary (£911.71) Less tax, NI and pension plus use of office (£18) and broadband/mobile contribution (£2)	2795	£931.71		£931.71	Salaries/Office	LGA 1972 s112	GPC
28/11/2014	LYNNE COMPTON	Re-imbursment for receipted office stationery	2796	£20.83		£20.83	Salaries	LGA 1972 s112	GPC
03/12/2014	BT	Office Phone	DD	£24.93	£5.02	£29.95	Office	LGA 1972 s112	GPC
		TOTAL SIGNED BETWEEN MEETINGS		£977.47	£5.02	£982.49			

16/12/2014	JIM PYE	Greenworks - EVC Hedge £150, General Maintenance: 4 hours £35.20 Additional Maintenance: Hedge on Rec side of EVC £20, Fell and process 3 trees - £220	2797	£425.20		£425.20	Greenworks/Maintenance	Open Spaces Act 1906 s9	GPC
16/12/2014	MERLAND COPY SHOP LIMITED	Printing of Christmas Newsletter plus 2 bks	2798	£470.98		£470.98	Newsletter	LGA 1972 s112	GPC
16/12/2014	MR G ASHTON	Re-imbursment for NAYC membership for Youth Club. Receipt awaited	2799	£37.00		£37.00	Youth Club	LGA 1972 s112	GPC
16/12/2014	SUPASKIPS	Credit for invoice for £675.00. New invoice for £225.00 en route.	2800	£225.00		£225.00	Maintenance	Open Spaces Act 1906 s9	GPC
16/12/2014	SPRATTON VH COMMITTEE	Hire of Hall 16th December	2801	£18.00		£18.00	Meetings	LGA 1972 s112	GPC
16/12/2014	SIMON BARNETT	#37 £200.00 for the final grass cut at BRC and #38 £200.00 for the hedge cutting at BRC	2802	£400.00		£400.00	Maintenance	Open Spaces Act 1906 s9	GPC
16/12/2014	MICHAEL HEATON	Printing of Welcome Pack	2803	£12.60		£12.60			

		TOTAL FOR SIGNATURE ON 16/12/2014		£1,588.78	£0.00	£1588.78			
		TOTAL CHEQUES 24/11 TO 16/12/2014		£2,566.25	£5.02	£2,566.25			

Cllr Heaton further proposed an additional payment to the Clerk for 20 additional hours carried out during November and December due to additional Neighbourhood Plan work, lengthy requests and unfounded allegations etc. from members of the public. These at a cost to the Council of approximately £250 (pension contributions now have to be paid on overtime) Seconded by Cllr Keable, voted on and unanimously resolved to be approved by Parish Council.

- f) **2015/16 Draft Budget** – Parish Council to discuss budget (formulated by Clerk and scrutinised by SPC Resources Committee) and make resolution. After some discussion, Cllr Heaton proposed approval of the draft budget (attached Paper A), seconded by Cllr Frenchman, voted on and unanimously resolved to be approved by Parish Council.
- g) **2015/16 Precept Demand to Daventry District Council** - Parish Council to discuss RFO and SPC Resources Committee recommendation for the Precept to remain at £39,000 (representing a zero increase). Cllr Heaton proposed approval, seconded by Cllr Frenchman, voted on and unanimously resolved to be approved by Parish Council.

Clerk Note: Electors Council Tax bills may still increase as the number of electors the precept is split between is dependent on the number paying Council Tax. This will not be known until April 2015 at the earliest.

126.14 PLANNING EXECUTIVE COMMITTEE – Chair: Councillor Fiona Keable

a) Update

1. **West Northamptonshire Joint Core Strategy (Part 1)** - notification of adoption by West Northamptonshire Joint Strategic Planning Committee on 15th December 2014.

- b) **DDH Housing** – Request for available land in Spratton for Affordable Housing. To discuss and make resolution as to response. After some discussion, Parish Council resolved that the Clerk should refer them to Mark Pople (Daventry District Council) who was fully conversant with Spratton’s situation vis a vis affordable housing. **Action: Clerk**

c) Planning Applications to consider and make resolution

There were none.

d) Planning application decisions to report:-

Parish Council noted the following:-

Application No: DA/2014/0683

Description: Outline application for residential development for up to 37 dwellings, school amenity space, drop-off/pick-up area and 6 parking spaces for primary school, vehicular access onto Brixworth Road, public open space and associated infrastructure

Location: Land Off Brixworth Road, Spratton, Northamptonshire

SPC: Planning Objections 26th August 2014

DDC Planning Permission refused: 20th November 2014

Application No: DA/2014/0806

Description: Demolition of existing conservatory. Construction of single storey rear extension

Location: 9, Holdenby Road, Spratton, Northamptonshire, NN6 8JD

Respond by: 9th October

Case Officer: K Collins on 01327 302578 or email kcollins@daventrydc.gov.uk

SPC: No observations

DDC Planning Permission Granted: 11th November 2014

Application No: DA/2014/0813

Description: Two storey side extension and single storey kitchen extension to rear

Location: 33, Brixworth Road, Spratton, Northamptonshire, NN6 8HH

Respond by: 14th October

Case Officer: S Barnes on 01327 302528 or email sbarnes@daventrydc.gov.uk

SPC: No observations

DDC Planning Permission Granted: 11th December 2014

127.14 POLICE

- a) **November Reports** – Parish Council to discuss (if necessary) and make resolution as to action. Parish Council noted the following:-

Anti-Social Behaviour (ASB)	Crime
. 12 Nov: Holdenby Road – report of fly tipping, mattress and grass in road. 15 Nov: Brixworth Road – vehicle blocking driveway. 17 Nov: Smith Street – report of youths fighting in street. Officer attended, they were play fighting, words of advice given.	btwn 02-06 Nov: Manor Road – cannabis plants with equipment in an attic.

- b) **Theft from allotments and Residence** - It reported that the iron gates had been removed from the allotments and other items had been stolen plus iron wing gates had been stolen from a residence in Holdenby Road. **Action: Clerk to include a note in next newsletter and ask people to be vigilant**
- 128.14 **URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting)**
- a) **Fly-tipping** – Cllr Frenchman reported that as District Councillor, he had been allocated a camera with the facility to take a picture which relayed the date, time and location of fly-tipping incidences. **Action: Clerk to publicise in next newsletter.**
- 129.14 **DATE OF NEXT MEETING –Tuesday 20th January 2015, 7.30 pm, Village Hall School Road, Spratton**
- 130.14 **SPRATTON NEIGHBOURHOOD PLAN**
- a) Pre-submission consultation responses – **attached Paper A.**
The responses were noted and had been put on the website.

The following items are CLOSED to the PRESS and PUBLIC due to their sensitive nature.

Parish Council to discuss and make resolutions on the following:-

- b) **Responses to parishioners who have made representations on the draft Spratton Neighbourhood Plan** – Parish Council resolved that a document with standard wording should be drafted by the Project Manager, Chairman and Clerk for approval at the January 2015 Spratton Parish Council meeting for circulation to all those who had responded to the consultation. The Clerk recommended that this document should also go on the website and a link from the Facebook page
- c) **Consultation Statement** (previously circulated) – Cllr Heaton proposed adoption and publication of the Consultation Statement, seconded by Cllr Frenchman and resolved to be approved by Parish Council.
- d) **Changes to the Draft Neighbourhood Plan** (as a result of changes in Government Legislation on Affordable Housing and Parishioner/Statutory Consultee representation)
1. **Affordable Housing** - It was reported that was when the Pre-submission consultation was started, any developments over 5 houses, had to include an element of affordable housing. The Government had recently changed its guidance to 'any developments over 10 houses have to include affordable housing'. Therefore any developments up to 10 houses were not obliged to include affordable housing. These new guidelines were a particular problem for Spratton where developments tended to be smaller. After some discussion, Parish Council resolved that the options would be explored and the results from queries raised with Daventry District Council plus the outcome from MP Chris Heaton-Harris's approach to Government, awaited. **Action: Clerk to follow up with Daventry District Council**
 2. **Pavements and Walking** - , Parish Council resolved to add to the NP regarding Pavements and Walking – 'and improved where possible in particular related to School and Pupil movements'.
 3. **Jubilee Wood** - It was noted that Jubilee Wood could not be included in the Plan without some form of agreement with the landowner.
 4. **Spratton Primary School** – Parish Council resolved to hold any changes in abeyance subject to the result of a meeting with Spratton Primary School to discuss their aspirations regarding the Plan.
 5. **Village Hall** – this item would be revised. Action: Cllr Heaton to revise and bring forward, at the next meeting of Parish Council.
 6. **Typographical Errors** – A few more had been identified and would be corrected as necessary.
- e) **Incorrect information** (in the public domain) regarding Spratton Neighbourhood Plan – It had been reported that an article in the Chronicle and Echo incorrectly stated that Spratton would lose the possibility of a School because of the refusal to include Site 2 in the Neighbourhood Plan.

131.14 **SPC RESOURCES COMMITTEE**

- a) **Recommendations for payment of Clerk overtime** – Parish Council to discuss and make resolution. SPC Resources Committee recommended that the 20.25 hours of overtime accrued through the year (to the end of October (detailed timesheets produced to support) which the Clerk had requested as time off in lieu should be paid. Cllr Heaton proposed the payment, seconded by Cllr Frenchman, voted on and unanimously resolved to be approved by Parish Council. **Action: Cllr Heaton to inform Autela** (Payroll Services provider).
- b) **Notification of 2.2% rise on NJC pay scales** (2 year pay award) and an interim payment in December (in lieu of being backdated to April 2014) applicable to sole employee. SPC Resources Chairman to instruct payroll providers, Autela, accordingly. This was implemented in compliance with the employee's current contract.
- c) **Changes to LGSS Pension provision** – To note: Employee pension contributions are now paid on the actual salary rather than the Full Time Equivalent (FTE) plus pension contributions must be paid on all salary including overtime. Parish Council noted. Cllr Heaton was awaiting the result of a Government Consultation on employer pension contribution rates and future funding of the Local Government Pension Scheme. Cllr Heaton informed that the current cost to the employer was 23.35% of actual salary which would rise to 24.3% from April 2015 and whilst in percentage terms this was high, the overall cost of employing the clerk would be about £15.80 per hour which was a rate commensurate with the responsibility and complexity of the role.

d) **Changes to contract** – SPC Resources Committee had put forward a number of suggestions for changes to the Clerk Role and contract. **Action: Cllr Heaton to arrange a meeting with the Clerk early in 2015 to discuss suggestions (Note: this has subsequently been organised for Thursday 15th January 2015, 10.15 am at Cllr Heaton’s residence)**

Meeting Closed: 9.55 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**

February	Tuesday 17 th February 2015	April	Tuesday 21 st April 2015
March	Tuesday 17 th March 2015	May	Tuesday 19 th May 2015 (Annual Meeting of SPC)

****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 6th May 2015, St Andrews Church Community Room (aka Café Doris)