



Chairman: Councillor Barry Frenchman

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

Held on **Tuesday 21st April 2015** in the Village Hall, School Road, Spratton at **7.30 pm**

Present: Cllrs Barry Frenchman (Chairman), Bill Blowfield, Michael Heaton, Lynn Hogg, Fiona Keable, Ruairaidh McDonald Walker, Mark Pacey, Jay Tindale and Paul Vellam

In attendance: Lynne Compton, Clerk and RFO plus 14 members of the Public (signed attendance sheet held by the Clerk)

194.14 CO-OPTION OF NEW COUNCILLOR TO FILL CASUAL VACANCY

Parish Council to discuss any applications received and make resolution to approve. One application had been received for the single casual vacancy. Parish Council unanimously resolved to approve co-option of Mr Paul Vellam. Mr Vellam subsequently signed the Declaration of Acceptance of Office and Code of Conduct form. Cllr Frenchman welcomed Cllr Vellam to join the meeting. **Action: Clerk to ensure Register of Interest form completed and submitted to DDC within 28 days.**

195.14 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. There were 14 members of the public present and representation was received on the following:-

- a) **DA/2015/0240 - Change of use of land from agriculture to equestrian, construction of 6 stables, hay barn and menage, Land At Yew Tree Lane, Spratton, Northamptonshire.** The Chairman informed those present that it was unlikely that the Parish Council would be able to consider the application as further information was needed.

Public Forum finished: 8:05 pm

196.14 PARISH COUNCIL RESOLVED TO APPROVE APOLOGIES FOR ABSENCE from Cllr Hunt.

197.14 PARISH COUNCIL RESOLVED TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF PARISH COUNCIL HELD ON TUESDAY 17th March 2015 (previously circulated).

198.14 MATTERS ARISING FROM PREVIOUS MINUTES AND CLERK UPDATE REPORT (if any) – For Information only
There were none.

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

200.14 RESOURCES (STAFFING AND STRATEGY) COMMITTEE

- a) **Resources Committee Meeting held on 9th March 2015 (deferred from March Meeting):** Parish Council to discuss recommendations and make resolutions. Cllr Heaton reported that the recommendations were all on this agenda for discussion. Resources Committee resolved to approve the minutes of the March meeting.
- b) **Request from Spratton Local History Society to borrow the Parish Litter picking Equipment:** to consider. Parish Council resolved to approve. **Action: Chairman to organise**
- c) **Report on receipts and expenditure for the year ended 31st March 2015: to receive and consider.** Parish Council resolved to approve the report.
- d) **Update (if any)**
1. **Bus Incident:** to report that the Clerk has requested £1,000 towards the cost of repairs. To discuss and agree any further action necessary. Parish Council resolved the Clerk to organise a meeting with Centrebus as soon as possible. **Action: Clerk**
- e) **Bank Balances** – Parish Council resolved to approve: Current: £200, Reserve: £52167.48 to 30th March.
- f) **Income received** - to report
- g) **Receipts and Payments/Cash Book Summary report and Bank Reconciliation (previously circulated)** – Parish Council resolved to approve.
- h) **Payment of invoices (listed below),** plus any additional payments (to be tabled) Parish Council resolved to approve the following:-

DATE	PAYEE	DETAILS	CHEQUE NO.	AMOUNT EX vat	VAT	TOTAL CHQ AMOUNT	ACCOUNT	POWER TO PAY	
PAYMENTS									
31/03/2015	LYNNE COMPTON	March Salary and Overtime (1110.89), plus use of office (£18), broadband/mobile (£2) and receipted office expenses (£67.75)	2838	£1,178.64		£1,178.64	Salaries/Pension/Office/Mileage	LGA 1972 s112	GPC
31/03/2015	NCC LGSS	March Employer Pen cont: £314.73, Employee Pen cont: £74.29	2839	£389.02		£389.02	Salaries & Pension	LGA 1972 s112	GPC
31/03/2015	HMRC ONLY	PAYE Months 10-12	2840	£566.90		£566.90	Salaries & Pension	LGA 1972 s112	GPC
31/03/2015	ALLAN PEACOCK STREETLIGHTING LTD	Streetlighting repairs: Inv No. 16095	2841	£563.72	112.74	£676.46	Streetlighting	PCA 1957 s3	GPC
31/03/2015	MICHAEL HEATON	Parish Council keys cut for NB	2842	£12.00		£12.00	Parish Property	LGA 1972 s112	GPC
01/04/2015	DAVENTRY DISTRICT COUNCIL	Non-Domestic Rate bill for EVC and Spratton PP	2843	£96.00		£96.00	Cemeteries	LGA 1972 s112	GPC
TOTAL SIGNED BETWEEN MEETINGS				£2,806.28	£112.74	£2,919.02			

21/04/2014	MERLAND COPY SHOP LTD	2 copies of NDP submission draft final in colour Inv. 18425 -and 18513	2844	£78.00		£78.00	Spratton Neighbourhood Dev Plan	Localism Act 2011	GPC
21/04/2015	WOODLAND TRUST	MoreWoods Scheme: Jubilee wood trees - contribution	2845	£200.00	£40.00	£240.00	Open Spaces Act 1906 s9	GPC	
21/04/2015	EON	Streetlighting Electricity 1/1/2015 to 31/03/2015	2846	£429.30	£85.86	£515.16	Streetlighting	PCA 1957 s3	GPC
21/04/2015	BT	Office Phone	DD	£21.93	£4.31	£26.24	Office	LGA 1972 s112	GPC
21/04/2015	SPRATTON VH	Hire of Hall 21st April 2015	2847	£18.00		£18.00	Meetings	LGA 1972 s112	GPC
21/04/2015	HAZEL PETERSEN	Plants for Millenium Garden kindly planted by Spratton WI	2848	£17.40		£17.40	Parish Property	Open Spaces Act 1906 s9	GPC
21/04/2015	NAVIGUS PLANNING LTD	Support on Neighbourhood Development Plan: Inv 200 - £2700 and inv	2849	£2,500.00	£500.00	£3,000.00	Spratton Neighbourhood Dev Plan	Localism Act 2011	GPC
21/04/2015	JIM PYE	March 2015 Maintenance: General maint: 4 hours £35.20. Millenium Sign: £35.00, Rose Garden and Path edges 4 hours: £35.20	2850	£105.40		£105.40	Maintenance	Open Spaces Act 1906 s9	GPC
21/04/2015	NCALC	Inv 4999: Internal Audit Service for year ending 31/03/2016: £190.00, NCALC Subs: £414.23	2851	£604.23		£604.23	Subs	LGA 1972 s112	GPC
21/04/2015	PERSONNEL ADVICE & SOLUTIONS LTD	Advice on personnel matters	DD	£100.00	£20.00	£120.00	Projects	LGA 1972 s112	GPC

21/04/2015	J TINDALE	Re-imbursement for Sundry items for Litter Pick (receipts provided)	2852	£82.62		£82.62	Parish Property	LGA 1972 s112	GPC
21/04/2015	SAULS THE BUTCHERS	Supply of cold food for Litter Pick	2853	£33.80		£33.80	Parish Property	LGA 1972 s112	GPC
21/04/2015	SPRATTON VH	Hire of Hall Extra meeting 31st March 2015	2854	£18.00		£18.00	Meetings	LGA 1972 s112	GPC
		TOTAL FOR SIGNATURE ON 21/04/2015		£4,208.68	£650.17	£4,858.85			
		TOTAL CHEQUES 18/03/2015 TO 21/04/2015		£7,014.96	£762.91	£7,777.87			

i) Three year plan (previously circulated):

1. Parish Council resolved to approve the draft 3 year plan for consultation.
2. **Consultation on the 3 year Plan.** Parish Council considered and resolved to approve the following recommendations from the Project Manager:-
 - 2.1 With June 2015 newsletter
 - 2.2 Door drop 3-year Plan + survey + Zoho link to all households.
 - 2.3 Questions based on those 'thrown up' by the 3 year Plan.

j) Terms of Reference for Committees (previously circulated). To discuss and make resolution to approve. Parish Council resolved to approve.

k) Heritage Lottery Fund submission of final report: Parish Council resolved to approve the draft report and delegated powers to the Clerk to finalise and submit in liaison with Chair of Resources Committee. It was reported that Council would not receive the final payment of £1,000 as the project had come in under budget. **Action: Clerk to finalise in liaison with the Chairman of Resources Committee.**

201.14 SPRATTON NEIGHBOURHOOD DEVELOPMENT PLAN

Parish Council considered and made resolution to approve the following recommendations from the Project Manager:-

1. DCLG Grant Completion statement
2. Submission to Daventry District Council of the following (previously circulated):-
 - 2.1. Submission version of the Plan
 - 2.2. Consultation statement
 - 2.3. Basic Conditions statement

202.14 PLANNING EXECUTIVE COMMITTEE

a) Update (if any) for information only.

b) Planning Applications to consider and make resolution. Planning Executive Committee recommended that no decision could be made on application DA/2015/0240 until further details were known. This concurred with the DDC Case Officer's opinion. Parish Council resolved to defer the decision. **Action: Chair of SPC Planning Executive Committee to contact DDC Case officer with decision.**

Application No.	Description	Location	Respond by	Case Officer
DA/2015/0240	Change of use of land from agriculture to equestrian, construction of 6 stables, hay barn and menage	Land At Yew Tree Lane, Spratton, Northamptonshire	23 April 2015	C Phillips on t: 01327 302579 or e: cphillips@daventrydc.gov.uk

c) Planning application decisions to report. Parish Council noted the following:-

Application No.	Description	Location	SPC Response	DDC Decision
DA/2015/0054	Side extension to form garage with extension above and conservatory to rear	Moore Bank 1A, School Road, Spratton, Northamptonshire, NN6 8HY	No observations 17/03/2015	Planning Permission Granted 17/03/2015
DA/2015/0073	Construction of dwelling with integral double garage	Land Adj 19, High Street, Spratton, Northamptonshire, NN6 8HZ	Observations – concerns over Ridge Height and possible loss of light for adjacent property 17/03/2015	Planning Permission Granted with conditions 13 th March 2015

d) Tree Preservation Orders (TPO's)

DA/474 2015 Parish Council resolved to support the application for a Tree Preservation Order being applied to a Sycamore on the corner of land associated with 15a Brixworth Road, Spratton. **Action: Clerk to submit response to Daventry District Council.**

203.14 CHURCHYARD CEMETERIES AND OPEN SPACES (CCOS) ADVISORY GROUP

a) Update – To receive and Parish Council to discuss and make resolutions

- 1. Dogs roaming in East View Cemetery:** It was reported that this was still a problem. **Action: CCOS Advisory Group to investigate possible solutions and make recommendations for discussion at the Meeting on 19th May, Clerk to put on May agenda.**
- 2. Holm Oak:** It was reported that this had now been planted. Parish Council resolved to approve the £45 for supply of the oak from Covey Garden Centre (paid for by Cllr Blowfield and receipt passed to Clerk. **Action: Clerk to organise re-imburement for Cllr Blowfield.**
- 3. 2015 Litter Pick:** Parish Council noted the feedback and resolved that a letter of thanks should be sent to Mr Chris Saul and Mr Graham Smith for assisting with the organisation and for offering to organise the 2016 Litter Pick. The Chairman proposed a vote of thanks to Cllr Tindale for organising the food and refreshments. **Action: Clerk to send letters**

b) Remembrance Garden:

- Parish Council resolved to approve the report and recommendations on the layout of the site. **Action: CCOS Chair to write an article for the next newsletter.**
- Consecration:** It was reported that the Consecration of the ground had cost £500.00 for the legal paper work and attendance by the Bishop of Peterborough. Parish Council resolved to approve the cost. **Action: CCOS Chairman to pass invoice to Clerk for payment together with the legal documentation.**

3. Materials and Labour Costs for the extension to the Burial Area: Parish Council resolved to approve the following quotations from the Parish Council Handyman (Jim Pye):-

Phase 1 (May/June) – Spray area level in preparation for laying Turf, make entrance through existing hedge, remove brambles on wire fence side prepare to plant whips (Autumn time) and secure existing gate.

Supply Turf: £80, Posts and concrete: £30 Labour: £160.00 – Total: £270.00

Phase 2 – (Oct/Nov) – Supply and plant Portuguese laurel plants to hide grave diggers work box, supply and plant hawthorn whip, canes and guards for old entrance and side fence. Materials: £90.00, Labour: £100.00. Total: £190.00

Action: Clerk to confirm acceptance of quotation and contract

c) Village Handyman

- Additional work – Parish Council to discuss and agree (if any) – there was none.

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 – there were none.

f) Damage to memorial stone in East View Cemetery: to receive and discuss recommendations in respect of actions required. It was reported that the Clerk had been in touch with the contractors (CGD) who had agreed to do a site visit. **Action: Clerk to follow up and keep owner of memorial stone informed.**

204.14 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: Parish Council noted the update report from the SPC Chairman (in Cllr Hunt's absence)

b) Spratton Pocket Park:

- Parish Council noted the update report previously circulated by the Clerk and Mr Cooke
- Parish Council resolved to approve the £5 cost to enter the Wildlife Trust's Northamptonshire Conservation Churchyard Award Scheme. **Action: Natural Spratton to complete relevant forms**

205.14 HIGHWAYS ADVISORY GROUP (including Street lighting Advisory Group)

Parish Council to receive and consider update reports and Advisory Group recommendations in respect of the following:-

a) Highways Issues: Parish Council noted the report and resolved the following:

- The Highways Chairman should initially speak to the owner of the bus parking in the layby before any further action was taken
- Statistics for car speeds through the village from the VAS signs to be provided for the forthcoming Annual Parish Meeting. **Action: Chairman Highways Advisory Group**

b) Streetlighting: It was reported that there were two streetlights in need of repair, No 3 in Gorse Road and No 24 in Brixworth Road. **Action: Clerk to report**

206.14 POLICE REPORTS to receive. Parish Council noted the following reported in Spratton:-

Anti-Social Behaviour:

18 Feb: Brixworth Road – report of verbal abuse and threatening behaviour.

Crime

o/n 03-04 & o/n 06-07 Mar: Smith Street – two incidents of same vehicle being scratched.

- 207.14 SPRATTON ANNUAL MEETING AND CHEESE AND WINE EVENING** - Weds 6th May 2015, St Andrews Church Community Room (aka Café Doris)
1. Committee and Advisory Group Reports: Parish Council to receive and consider – Parish Council resolved to approve the reports from Spratton Neighbourhood Development Plan Project Manager, Planning Executive Committee, Resources Committee, CCOS and Highways Advisory Groups. Reports were still outstanding from the SPC Chairman and Natural Spratton.
 2. Update on arrangements: Cllr Tindale kindly offered to organise refreshments and Cllr Heaton kindly offered to organise the display boards for the village reports plus adapt the poster. **Action: Clerk to draft agenda and contact village organisations**
- 208.14 PARISH AND TOWN COUNCILS LIAISON MEETING:** Thurs 11 June 2015, 6.30 pm in the Council Chamber, Daventry District Council (DDC) Offices. Parish Council to discuss and approve the following:-
1. Items for the agenda (deadline 22nd May): Parish Council resolved that the issue of litter being deposited from refuse lorries should be raised.
 2. Attendance at the meeting: Parish Council resolved Cllr Keable to represent Spratton Parish Council at the meeting.
Action: Clerk to inform DDC
- 209.14 CORRESPONDENCE RECEIVED FOR DISCUSSION AND TO AGREE ACTION (IF ANY) (previously circulated)**
- a) **Consultation - Draft Community Engagement Strategy 2015-2020** – Parish Council resolved that the Chairman should review and make a recommendation as to response. **Action: SPC Chairman**
 - b) **Letter from new owners of Spratton Stores:** Parish Council delegated the Clerk to respond. **Action: Clerk**
 - c) **Letter from parishioner regarding SPC Complaints Committee:** The Chairman requested that a vote be taken on the request and proposed that the vote be recorded. Parish Council resolved that the vote should be recorded and voted by a majority (6 in favour, 1 against, 2 abstentions), that the complainants request to omit 2 Cllrs from the SPC Complaints Committee Panel should not be met. **Action: Clerk to draft suitable letter.**
- 210.14 GENERAL CORRESPONDENCE RECEIVED (For Information – Members file for circulation)**
Items received of interest to parishioners will be displayed on the Noticeboard or Social media where relevant.
- 211.14 URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting)**
There were none.
- 212.14 DATE OF NEXT MEETING** – Annual Meeting of Parish Council Tuesday 19th May 2015 7.30 pm, Village Hall School Road, Spratton

Meeting Closed to the Public 9.06 pm. The Clerk also left the meeting.

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

- 213.14 EMPLOYEE PENSION ARRANGEMENTS:** To discuss. Parish Council resolved to commence with a consultation on future pension arrangements.

Chairman Signature.....

Dated:.....

2015 ORDINARY MEETINGS

June Tuesday 16th June 2015

July Tuesday 21st July 2015

August **NO MEETING**

September Tuesday 15th September 2015

October

Tuesday 20th October 2015

November

Tuesday 17th November 2015

December

Tuesday 15th December 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/>***