



Chairman: Councillor Lynn Hogg

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## Minutes of the Meeting of Spratton Parish Council

held on Tuesday 16<sup>th</sup> June 2015 in the Village Hall, School Road, Spratton at 7.30 pm

**Present:** Cllrs Lynn Hogg, (Chair), Michael Heaton, John Hunt, Fiona Keable (Vice-Chair), Mark Pacey, Jay Tindale and Paul Vellam

**In attendance:** Lynne Compton, Clerk and RFO plus 10 members of the public.

**Apologies:** Parish Council resolved to approve apologies from Cllr McDonald Walker

### 29.15 PUBLIC FORUM

There were 10 members of the public present and representation was received on the following:-

- a) **Parishioner Letter** with queries over conduct of councillors in respect of the Neighbourhood Plan, Planning Applications: this was handed to the Clerk
- b) **DA/2015/0514 Outline application for construction of two dwellings and garaging with access from Yew Tree Lane:** Concerns over access and opening the land up for more housing plus queries over inaccuracies in the plans
- c) **Former Cllr Frenchman's resignation notice in the newsletter:** concerns over inaccuracy in respect of the Arts Council grant. **Action: New Chair to look into**

**31.15 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE MEETING OF PARISH COUNCIL HELD ON TUES 19<sup>th</sup> MAY 2015.** Parish Council resolved to approve the minutes with three amendments: **Add Paul Vellam as present and 18.15b add Note: DA/2015/0369: SPC Planning Executive Chairman asked for it to be minuted that she had not invited the adjacent neighbours to the site meeting. 7.15 c) Resources Committee: Removal of Cllrs Vellam and McDonald Walker who had been added to the Committee in error.**

**32.15 MATTERS ARISING FROM PREVIOUS MINUTES (if any) – For Information only:** There were none.

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

1. Non-pecuniary: there were none
2. Disclosable Pecuniary Interest: there were none.

### 34.15 CO-OPTION OF COUNCILLOR TO FILL VACANCY

To receive applications (if any) and make resolution

Parish Council resolved to co-opt Carol Bull. Cllr Bull completed the relevant forms and joined the meeting.

**Action: Clerk to submit Register of Interests form to DDC and retain a copy.**

### 35.15 RESOURCES (STAFFING AND STRATEGY) COMMITTEE

#### a) Update

1. Nat West Kingsthorpe: the Clerk reported that this was closing: **Action: Resources Committee to ensure internet banking actioned as soon as possible**

#### b) Local Government Pension Scheme, administered by Local Government Shared Services (LGSS) for Northamptonshire and Cambridgeshire:-

1. To receive report, discuss and agree any actions necessary: Cllr Heaton gave a verbal report.
2. Northamptonshire County Council (NCC) Local Government Pension Scheme: Pensions Advisory Group report on exiting from the scheme (due to a shortfall in scheme funding) and transfer of employee to the Government National Employment Saving Trust (NEST) \*Paper A. Parish Council to discuss and make resolution. Parish Council resolved to approve the report and course of action.
3. To approve letter to LGSS outlining arguments for mis-selling of the scheme (confidential paper due to sensitivity circulated to Councillors only). Parish Council resolved to approve. **Action: Clerk to submit letter as soon as possible.**

4. To report that there will be a meeting of the SPC Local Government Pension Scheme Advisory Group and LGSS on Monday 29<sup>th</sup> June 2015. The Chairman proposed a vote of thanks to Cllr Heaton for all his many hours of hard work investigating this issue, this was carried unanimously.

c) **Informal Meeting of SPC Representatives (Cllr Lynn Hogg, Chairman and Cllr Fiona Keable) and Recreation Field Management Committee Representatives (Rachel Baillie and Jeff Buckby) to discuss future funding arrangements and how best the Parish Council can assist to be held on 8<sup>th</sup> June 2015:** To receive a report, discuss recommendations and make resolutions as to actions. The SPC Chairman reported that the meeting had gone well and gave a verbal report of the discussions. It had been agreed at the meeting that further research needed to be done and estimates for necessary works. There would be a further meeting on 22<sup>nd</sup> June 2015.

d) **Income received** – The following was reported:-

Date	Payer	Transaction Details	Ref	Amount
21/05/2015	RGR MEMORIALS	G Pickles memorial (re-issue as originally written out to PCC)	69	£117.00
21/05/2015	SE WILKINSON & SONS	Burial Fees (Barrett)		£190.00
27/05/2015	ETERNAL BEAUTY	Newsletter Advertising	AC	£50.00
28/05/2015	ELSBY & CO	Newsletter Advertising	AC	£30.00
29/05/2015	NAT WEST	May interest	STAT	£2.69
			<b>TOTAL</b>	<b>£389.69</b>

e) **Payment of outstanding invoices.** Parish Council resolution to approve those listed plus additional (if any).  
Parish Council resolved to approve the following:-

DATE	PAYEE	DETAILS	CHEQ NO.	AMOUNT EX vat	VAT	TOTAL CHQ AMOUNT	ACCOUNT	POWER TO PAY	
<b>PAYMENTS</b>									
29/05/2015	LYNNE COMPTON	May Salary (£944.19), plus use of office (£18), broadband/mobile (£2)	2871	£964.19		£964.19	Salaries/Pension/Office/Mileage	LGA 1972 s112	GPC
29/05/2015	NCC LGSS	May Employer Pen cont: £259.40, Employee Pen cont: £58.71	2872	£318.11		£318.11	Salaries & Pension	LGA 1972 s112	GPC
29/05/2015	M BLOWFIELD	Re-imburement for Holm Oak	2873	£45.00		£30.00	Parish Property	LGA 1972 s112	GPC
29/05/2015	INSCRIBE LTD	INV 2974 Signage for East View Cemetery	2874	£20.00	£4.00	£30.00	Parish Property	LGA 1972 s112	GPC
	<b>TOTAL SIGNED BETWEEN MEETINGS</b>			<b>£1,347.30</b>	<b>£4.00</b>	<b>£1,342.30</b>			

11/06/20185	BT	Office Phone	DD	£26.80	£5.36	£32.16	Office	LGA 1972 s112	GPC
16/06/2015	CGD CONTRACTORS LTD	Verges: 13th May £45, Churchyard: £60, EVC: 60, mowing, strimming and removing grass from all sites: £245	2875	£410.00	£82.00	£492.00	Parish Property	Open Spaces Act 1906 s9	GPC
16/06/2015	MERLAND COPY SHOP LIMITED	INV: 18000 523 4 page A4 Questionnaire - £94.40, INV 18877: 3 x Annual Report 9 pages £22.75	2876	£117.15		£117.15	Newsletter	LGA 1972 s112	GPC
16/06/2015	RICOH UK LIMITED	INV No: 100185361, 01/01/2015 - to 31/03/2015	2877	£51.97	£10.39	£62.36	Office	LGA 1972 s112	GPC
16/06/2015	NORTHANTS CALC	INV 5153: Off to a Flying Start Training Course for Cllr Vellam	2878	£39.00		£39.00	Training	LGA 1972 s112	GPC
16/06/2015	SPRATTON VILLAGE HALL	Hire of hall 16/6	2879	£18.00		£18.00	Meetings	LGA 1972 s112	GPC

16/06/2015	JIM PYE	General Maint: 2 hours - £17.60, Weed and Tidy Pound area £10, Greenwork (including EVC bins): £245.20	2880	£272.80		£272.80	Maintenance/Greenworks	LGA 1972 s112	GPC
16/06/2015	MISS PACEY	Delivery of June Newsletter	2881	£30.00		£30.00	Newsletter	LGA 1972 s112	GPC
16/06/2015	LYNNE COMPTON	Mileage and expenses	2882	£25.44		£25.44	Mileage/Office	LGA 1972 s112	GPC
	<b>TOTAL FOR SIGNATURE ON 16/06/2015</b>			<b>£991.16</b>	<b>£97.75</b>	<b>£1,088.91</b>			
	<b>TOTAL CHEQUES 29/05/2015 TO 16/06/2015</b>			<b>£2,338.46</b>	<b>£101.75</b>	<b>£2,440.21</b>			

- f) **Bank balances, Bank Reconciliation and Receipts and Payments report to 30<sup>th</sup> May 2015:** Parish Council resolved to approve.
- g) **Grant Applications: Parish Council to discuss and make resolution:-**
1. Spratton Photography Group\*Paper B: Parish Council resolved to approve a grant of £150 to Spratton Photography Club under the General Power of Competency.
- h) **Policies: Parish Council reviewed and resolved to adopt the following new policies subject to amendments:-**
1. **Equal Opportunity (circulated 9/6/2015)**
  2. **Health and Safety (circulated 9/6/2015): Replace contractors with councillors**
- i) **Committees and Advisory Groups List and Terms of Reference (circulated 9/6/2015):** Parish Council to review and make resolution to adopt. Parish Council resolved to adopt with the addition of newly co-opted Cllr Bull to the Communications Advisory Group.
- j) **Suggested New Projects:** Parish Council to discuss and make resolution as to action:-
1. Meals on Wheels: under the Localism Act 2011, Parish Councils have the right to challenge authorities to run their own services: After receiving a verbal report from the Chairman and some discussion, Parish Council resolved not to proceed with this project due to the amount of additional work and number of agencies involved.
  2. Community Bus Service: The Chairman gave a verbal report and after some discussion, Parish Council resolved to consult with the village, via the newsletter on whether or not the service was necessary. It was also reported that the Daventry Area Community Transport (DACT) service was already in existence and buses could be ordered and booked. Clerk Note: Parish Council pays an annual subscription to DACT. **Action: Communications Advisory group to draft article/survey for the next newsletter**
- k) **Un-metered Electricity Supplies for Parish Lighting:** to receive an update from Northants County Association of Local Councils (NCALC), discuss and agree action (if any). After some discussion, Parish Council resolved no action.

### 36.15 SPRATTON NEIGHBOURHOOD DEVELOPMENT PLAN

- a) **Community Infrastructure Levy:** Clarification concerning CIL expenditure by Parishes Report\*Paper C. Parish Council noted the report.
- b) **Consultation update:** Parish Council noted the update and it was reported that Daventry District Council would recommend an examiner. Parish Council resolved that the Chairman and Clerk should attend a meeting with DDC to discuss the choice of examiner on Tuesday 23<sup>rd</sup> June 2015.

### 37.15 PLANNING EXECUTIVE COMMITTEE

- a) **Update (if any) for information only.**  
**DA/2015/0240** Change of use of land from agriculture to equestrian, construction of 6 stables, haybarn and menage, **Yew Tree Lane** – It was reported that a Certificate D had been issued for the access track as the owners of the field had tried but been unable to ascertain ownership. Further details for the application had been submitted on Monday 15<sup>th</sup> June 2015. Parish Council resolved to discuss the additional information at a meeting of SPC Planning Executive Committee on Tuesday 23<sup>rd</sup> June 2015.  
**Action: Clerk to organise**
- b) **Planning Applications: Parish Council considered and resolved the following responses and actions:-**

Application No.	Description	Location	SPC PEC Response
DA/2015/0350	Construction of temporary car park (retrospective)	The Broomhill, Holdenby Road, Spratton, Northamptonshire, NN6 8LD	Observation: The proposals should not have gone ahead until planning permission had been granted.
DA/2015/0351	Non-illuminated signs (retrospective)	The Broomhill, Holdenby Road, Spratton, Northamptonshire, NN6 8LD	Observation: The proposals should not have gone ahead until planning permission had been granted.
DA/2015/0514	Outline application for construction of two dwellings and garaging with access from Yew Tree Lane	Land Adjoining 20, Yew Tree Lane, Spratton, Northamptonshire	SPC Site Visit Clarification on S106 Consider at SPC PEC meeting on Tuesday 23 <sup>rd</sup> June 2015

**Action: Clerk to submit responses to DDC and organise site visit for DA/2015/0514**

- c) **Planning application decisions to report:** There were none.
- d) **Brixworth Neighbourhood Development Plan Consultation** (draft response circulated 28/05/2015): Parish Council discussed and resolved the following response:-
  - 1. LGS1 is mis-numbered on the map.
  - 2. Page 35: There is no view arrow from Spratton, please could this be included.
- e) **Possible development of homes at the end of The Walk:** email from a parishioner outlining concerns: to discuss and make resolution. Parish Council noted. Action: Clerk to acknowledge and inform them of SPC PEC meeting Tuesday 23<sup>rd</sup> June 2015.
- f) **Parishioner Request for shed in front garden:** Parish Council to discuss and make resolution as to action. It was reported that freestanding sheds were not permitted in front gardens under DDC Planning Policies, the parishioner had been informed.

### 38.15 CHURCHYARD CEMETERIES AND OPEN SPACES (CCOS) ADVISORY GROUP

- a) **Update** – To receive and Parish Council to discuss and make resolutions
  - 1. Verges: these would be sprayed by 19<sup>th</sup> June by NCC
  - 2. Siding Out (areas as marked on map proposed by CCOS): Parish Council resolved to accept the quote of £200 for siding out. **Action: Clerk to inform Handyman**
  - 3. J Pilkington memorial: **Action: Clerk to do necessary paperwork and invoice including a reminder to put the grave number on the headstone.**
  - 4. Quote from Tim Forster for repair of the Churchyard Wall: this had still not been received. **Action: CCOS to follow up and pass to Clerk**
- b) **Village Handyman**
  - 1. Additional work (if any): there was none.
- c) **Improving Village Matters:** there were none.
- d) **East View Cemetery Issues**
  - 1. Additional Signage in East View Cemetery: Dogs on leads signs and bin location signs had been put up, unfortunately people were still leaving rubbish in the area the skip used to be. **Action: CCOS to do reminder in next newsletter.**
- e) **Mowing/Maintenance Issues (if any)** – to discuss and make resolution  
A formal warning had been issued to CGD due to compliance issues. Parish Council resolved that the contractors should be closely monitored and regular reports given.
- f) **Smith Street Bank:** Parish Council resolved to assume responsibility for maintenance. **Action: Clerk to draft a letter to parishioners in liaison with Cllr Hunt (who had been liaising with residents)**
- g) **Parishioner requests for dog tie up points in the village** (report circulated 9/6/2015): Parish Council discussed and resolved not to proceed due to liability issues.
- h) **Dying Tree on Smith Street Verge (adjacent to Rec), proposal not to replace** (report circulated 9/6/2015): Parish Council discussed and resolved not to replace the tree. **Action: Clerk to request quote for removal from the handyman**

### 39.15 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:** the following issues were reported:-
  - 1. Inconsiderate owners who had let their dogs frighten a horse: this was a Police matter
  - 2. Walkers hampered by small gaps between trees: **Action: NS to cut back vegetation**
- b) **Spratton Pocket Park**
  - 1. Photos and report (circulated 9/6/2015) to note and approve for publication on website. Parish Council resolved to approve for publication.
  - 2. Damaged memorial: Arthur Page: to receive a report and agree any actions necessary. It was reported that it was the responsibility of the family for repair of the memorial. **Action: Clerk to inform family**
- c) **Proposal for SPC to Campaign for/Promote an SPC Policy to encourage growing of wild flowers on verges and other open spaces where possible and where health and safety permits:** Parish Council to discuss and agree action (if any). After a lengthy discussion, Parish Council resolved not to support the proposal.

### 40.15 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**
  - 1. Bus parking in layby: NCC Highways would be contacting the bus company and may eventually put in double yellow lines if there was no satisfactory outcome.
  - 2. Puddle at the top of Smith Street: this was due to drain capacity
  - 3. Overhanging Bushes and Trees junction of Gorse Road and Holdenby Road: the Highways Warden had requested a site visit
  - 4. Potholes: **Action: Highways Warden to discuss with Community Liaison Officer and report back to PC**
  - 5. Drains: **Action: Highways Warden to discuss with Community Liaison Officer and report back to PC**
  - 6. Councillor Responsibilities for Village Areas: **Parish Council resolved the following changes to Councillor responsibilities:-**
    - Cllr Bull:** Sandhills and Brixworth Road
    - Cllr Vellam:** Smith Street
    - Cllr Tindale:** Manor Road and Haynes Lane

- b) **Streetlighting:** The following lights were reported:-  
 PL3 Gorse Road  
 Bottom of Glebelands  
 Bakers Lane  
**Action: Clerk to report**

**41.15 POLICE**

- a) **Reports:** the May reports had not yet been received. **Action: Website administrators to post on website when received**  
 b) **Rural Crime Survey** (circulated 8/6/2015): **to agree response (if any):** Councillors had completed this as individuals, Parish Council resolved that a corporate response was not necessary  
 c) **Request from Adam Simmonds, Police Commissioner for SPC to host a walkabout in August:** Parish Council to discuss and agree action. Parish Council resolved to approve in principle but commented that August was a quiet time of year so there were unlikely to be that many issues plus councillors maybe on holiday. **Action: Clerk to respond**

**42.15 TRAINING** to discuss requests (if any) and make resolution

- a) **SLCC Roadshow** Weds 19<sup>th</sup> August: Parish Council resolved Clerk to attend: Cost £69 if booked before 22<sup>nd</sup> July. **Action: Clerk to make the booking**  
 b) **Plunkett Community Co-operative Networking and Training Event** - 25 June: Parish Council agreed this might be of interest to village organisations: **Action: Clerk to circulate**  
 c) **Off to a Flying Start Course for New Councillors:** **Action: Clerk to book for newly co-opted Cllr Bull.**

**43.15 PARISH AND TOWN COUNCILS MEETING 11TH JUNE 2015:** to receive a report and agree any actions necessary. Parish Council noted the verbal report and resolved that an article should go in the next newsletter asking people to report any issues with bin collection and rubbish left on the streets. **Action: Clerk to circulate minutes when received and website administrators to put on website. Communications Advisory Group to draft article for newsletter.**

**44.15 CORRESPONDENCE RECEIVED FOR DISCUSSION AND TO AGREE ACTION (IF ANY) (previously circulated)**  
 There was none that required any action.

**45.15 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.

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

**47.15 DATE OF NEXT MEETING – 21<sup>st</sup> July 2015, 7.30 pm, Village Hall School Road, Spratton**

Meeting Closed: 9.43 pm

Chairman Signature.....

Dated:.....

**2015/16 ORDINARY MEETINGS**

August	<b>NO MEETING</b>	January	Tuesday 19 <sup>th</sup> January 2016
September	Tuesday 15 <sup>th</sup> September 2015	February	Tuesday 16 <sup>th</sup> February 2016
October	Tuesday 20 <sup>th</sup> October 2015	March	Tuesday 15 <sup>th</sup> March 2016
November	Tuesday 17 <sup>th</sup> November 2015	April	Tuesday 19 <sup>th</sup> April 2016
December	Tuesday 15 <sup>th</sup> December 2015	May	Tuesday 17 <sup>th</sup> May 2016

*\*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/>*