



Chairman: Councillor Barry Frenchman

Clerk: Mrs L Compton
12 Olde Forde Close
Brixworth
Northants NN6 9XF

Tel/Fax 01604-880727
Email: sprattonpc@tiscali.co.uk

Minutes of a Meeting of Spratton Parish Council

Held on **Tuesday 18th March 2014** in the Village Hall, School Road, Spratton at **7.30 pm**

Present: Cllrs Barry Frenchman (Chairman), Rachel Baillie, Michael Heaton, John Hunt, Mark Pacey and Jay Tindale

In attendance: Lynne Compton, Parish Clerk and Responsible Financial Officer plus 5 members of the public

192.13 PUBLIC FORUM Members of the public and press are invited to address the Council at its Open Forum from 7.30 pm to 7.45 pm. There were 5 members of the public present and the following was discussed:-

a) Spratton Neighbourhood Plan

- 1. Clarification of the letter received from Spratton Hall School** – Cllr Heaton reported that there was due to be a meeting with Spratton Hall School on 28th March to seek clarification and that both link routes would be discussed with a view to alleviating traffic within the village. Cllr Heaton re-iterated that all the options had to be explored otherwise it would be a dereliction of duty.
- 2. Community Benefits** – Cllr Heaton re-iterated that SPC had to try and ensure all the benefits (as far as it could be sure) would be delivered.
- 3. Site 1 Website issues** – the plan could not be opened. – **Action: Clerk to email a copy and investigate.**
- 4. Site 1 – residents said there appeared to be a number of doubts over what could be provided in the Site 1 plan.** Cllr Frenchman responded that it was an indicative plan.
- 5. Site 1 Highways Issues** – residents informed that previously Highways had indicated that they would not allow any further turnings off the A5199. Cllr Frenchman responded that under the NPPF with the presumption in favour of building, if a site was chosen, a way would be found to organise the infrastructure and address any highways issues.
- 6. Site 2 – There was the suggestion of changing the priority at the entrance to the village** (from the Brixworth Road) as other villages have done. Cllr Frenchman responded that this could not be answered as it was not within the remit of the Parish Council (as had been previously advised).
- 7. Site 2 – Objection and bias shown at the beginning towards Site 2** – Cllr Heaton responded that the Neighbourhood Plan was an inclusive and democratic process and that the Site currently known as Site 2 was not the same footprint as the site that had been put forward at the beginning of the process and wouldn't have supported the infrastructure. Promoters were, following consultation with the village, asked to go back and find a site to support 35 houses.
- 8. Neighbourhood Plan process** – A resident asked who made the final decision, Cllr Frenchman responded that the Parish Council currently felt that it had enough information from the detailed consultations to make a decision on site allocation and that ultimately, the village made the final decision through a referendum on the Neighbourhood Plan. If the Parish Council put an un-popular site in the NP, then it would not pass the referendum stage of the process. Cllr Baillie followed up that although the "free" boxes in the questionnaire were difficult to analyse, these had undergone further qualitative analysis and evidence backed up the results ascertained from the main questions.
- 9. Most appropriate site for sustainability of the village school and alleviating traffic**– there was a lengthy discussion on this. Cllr Frenchman informed that the facts were that at present, all the children from Smith Street attend Spratton Primary School and 75% of children walk to School. Cllr Frenchman further informed that this was something that there was no control over.
- 10. Concern over Next Steps with the NP** – a resident was concerned and asked if there would be further consultation with parishioners prior to the NP referendum – Cllr Heaton responded that this depended on further discussions with promoters and Spratton Hall School and at present the site allocation decision might be made on community benefits. Several residents expressed the view that if new information was received, Parishioners should be consulted on the new information and asked the Parish Council to consider further consultation with the village.

11. **Preparation of NP** – Cllr Frenchman outlined that the Spratton Village Design statement (VDS) had been used as the basis for the Neighbourhood Plan (NP) and that the VDS was planning guidance whereas the NP was planning policy.

- a) **Broomhill Care Home** – Residents asked if there was any further update on this. Cllr Frenchman responded that the owners had been contacted (on 2 separate occasions) to ask if they would consider being part of a liaison group with Parish Council and interested parties, there had been as yet no response.

Public Forum closed 8.15 pm

193.13 **RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE AND ATTENDANCE REPORT TO YEAR END**
Cllr Frenchman proposed acceptance of apologies from Cllrs Blowfield, Forster and McDonald Walker. The Clerk had not had time to prepare the end of year attendance report. **Action: Clerk to prepare the end of year attendance report for circulation prior to the April meeting.**

194.13 **RESOLUTION TO SIGN AND APPROVE MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL HELD ON TUESDAY 18th February 2014 (previously circulated) AND THE EXTRA ORDINARY MEETING OF 5TH MARCH 2014 (tabled).** Cllr Frenchman proposed approval (with addition in 187.13 i 2nd line after Brixworth Road “and a footpath through the fields”), seconded by Cllr Heaton and resolved to be approved by Parish Council.

195.13 **MATTERS ARISING FROM PREVIOUS MINUTES AND CLERK UPDATE REPORT (if any) – For Information only**
a) **West Northamptonshire Joint Core Strategy Examination (attended by Cllr Heaton and the Clerk)** - Cllr Heaton reported that this had been a battle between developers and everyone else (West Northants, Villages and DDC). The developers were concerned about a moratorium on building if the new criteria were to be introduced. 98% of building had been in rural areas in the last 2 years against 2% in urban areas. Daventry District Council had indicated that they could redefine village envelopes (possibly after they had been defined by individual villages). Cllr Heaton had come to the conclusion that the timescales were not in Spratton PC’s control and that it would be difficult to launch the Neighbourhood Plan until the Joint Strategy and Daventry Local Plan were both adopted.

196.13 **MEMBERS’ DECLARATION OF INTEREST/DISPENSATION REQUESTS** for relevant items on the agenda – there were none notified

197.13 **NEIGHBOURHOOD PLAN - Project Manager: Councillor Michael Heaton**

a) **Update** – The following was reported:-

1. **The outcome of the meeting on 5th March was that a decision on site allocation was not made pending further discussions with the promoters and Spratton Hall School**
2. **Because of this delay the plan is now likely to fall into the CIL regime which will come in force in April 2015**

b) **Further Analysis of consultation to receive and discuss if necessary (Cllr Baillie)** – Cllr Baillie informed that the further analysis had been done on the “Free” boxes as this contained comments on the non-planning items which could be looked at and taken into consideration for the final decision. Cllr Heaton commented that it would be difficult not to be subjective in this analysis. As the report had only been received at the meeting, Cllr Frenchman proposed that this item should be deferred to the March Meeting in order for councillors to be given time to consider any implications of the analysis, seconded by Cllr Heaton and resolved to be deferred by Parish Council. Cllr Frenchman thanked Cllr Baillie on behalf of Parish Council for all her hard work on the additional analysis. **Action: Clerk to bring forward to April meeting**

c) **Press Release Paper A - to consider and make resolution** – after some discussion, as no decision on site allocation had yet been reached, Cllr Heaton proposed deferring the press release, seconded by Cllr Frenchman, voted on and unanimously resolved by Parish Council. **Action: Clerk to add update to website**

d) **Letter from residents with concerns (draft response previously circulated)** – to discuss and make resolution as to response. Cllr Heaton proposed that the draft response should be approved, seconded by Cllr Frenchman, voted on and unanimously resolved to be approved by Parish Council. **Action: Clerk to submit response**

e) **Neighbourhood Plan – sharing of information with local parishes (25th Feb 2014)**– to receive a brief report – Cllr Heaton reported that this had been an excellent event and that over 40 people had attended. Some parishes had put forward questions that could not be answered and had been referred to other agencies. There had been lots of positive feedback from the event.

198.13 **RESOURCE COMMITTEE – Chair: Councillor Michael Heaton**

a) **Update**

1. **Autela Payroll** — there will be a price increase with effect from 1st April 2014 to £9 ex VAT per month (previously £8.75 ex VAT) – Parish Council to discuss and make resolution whether to continue using the service. Cllr Heaton proposed acceptance of the increase, seconded by Cllr Frenchman, voted on and unanimously resolved to be approved by Parish Council.

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 28/2/14)

Community A/C	£200.00
Reserve A/C	£48595.13
TOTAL	£48795.13

c) Income received for January/February 2014 – The following was reported:-

19/02/2014	DIGNITY FUNERALS (Ann Bonham & Son)	Pre-Purchase 0.5 plot plus burial of ashes	443	125.00
20/02/2014	JAY TINDALE	Misc. Cheqs and Cash from Music and Magic Event	444	544.27
06/03/2014	AJ MILLS MASTER MASONS	Table – JM Tite	445	£45.00
10/03/2014	DIGNITY FUNERALS (Ann Bonham & Son)	Pre-Purchase and burial C. Wykes	446	£286.00

d) Receipts and Payments/Cash Book Summary report and Bank Reconciliation (previously circulated) – Parish Council resolution to approve. Cllr Heaton reported, prior to the end of year report that SPC was running more or less on budget. The main variances were that there had been an additional newsletter as the March edition had fallen in the 2013/14 financial year rather than 2014/15 and the Clerk's wages, overtime plus March salary was paid in 2013/14 (due to new HMRC instruction and process with payroll providers) rather than as previously when the March Salary would have been paid in the April meeting.

e) Payment of invoices for February/March 2014 (see below), plus any additional payments Parish Council resolution to approve. Cllr Heaton proposed payment of the following, seconded by Cllr Frenchman and resolved to be approved for payment by Parish Council.

DATE	PAYEE	DETAILS	CHEQUE NO.	AMOUNT	ACCOUNT	POWER TO PAY	Previously
28/02/2014	LYNNE COMPTON	February Salary	2676	£879.99	Salaries/Office	GPC	LGA 1972 s112
28/02/2014	NCC LGPS	February Pension	2677	£291.16	Salaries	GPC	LGA 1972 s112
28/02/2014	AUTELA PAYROLL	January Payroll	2678	£10.50	Salaries	GPC	LGA 1972 s112
06/03/2014	BT	Office Phone	DD	£28.74	Office	GPC	LGA 1972 s111
18/03/2014	JIM PYE	Greenworks/Maint	2679	£70.40	Maintenance	GPC	Open Spaces Act 1906 s9
18/03/2014	MERLAND	March Newsletter printing (16632)	2680	£438.90	Newsletter	GPC	LGA 1972 s112
18/03/2014	SPRATTON VILLAGE HALL	Hire of Hall 5 th & 18 th March 2014	2681	£36.00	Meetings	GPC	LGA 1972 s112
18/03/2014	NAVIGUS PLANNING LTD	Support Services in preparation of Spratton NP SPR-086	2682	£1197.96	Neighbourhood Plan	GPC	Localism Act 2011
18/03/2014	NORTHAMPTONSHIRE ACRE	Subs	2683	£35.00	Subs	GPC	LGA 1972 s112
18/03/2014	DAVENTRY AREA COMMUNITY TRANSPORT	Affiliation fees (to enable organisations in the village to use the service)	2684	£25.00	Subs	GPC	LGA 1972 s112
18/03/2014	SOCIETY OF LOCAL COUNCIL CLERKS	Membership fees	2685	£92.00	Subs	GPC	LGA 1972 s112
				£3105.65			

f) Clerk Overtime/Time off in Lieu Request (report for Parish Council only previously circulated which had also been discussed with the Clerk) to discuss and make resolution. After some discussion, Parish Council agreed that :-

1. 85.75 additional hours had been worked by the Clerk during the period November 2013 to February 2014 (as per timesheets provided) of which 73.75 hours had been spent on the Neighbourhood Plan
2. That the standing orders or her contract would only allow 1 week's holiday to be carried over at the year-end, but may allow TOIL to be carried over at the sole discretion of the Parish Council.
3. That about £350 of this batch of overtime (27.25 hours) will be chargeable to the Awards for All Grant.

After some discussion, Cllr Heaton made the following proposals:-

1. 45.75 hours to be paid in 2013/4 (18.5 from SPC Parish Development and Property Reserve, 27.25 chargeable to NP Awards for all grant) and that 40 hours of time off in lieu (TOIL) should be carried forward to 2014/15 (as it is expected that this time off will be able to be given in the summer holiday period 2014).
2. The Clerk should take 1 week's holiday week commencing 24th March 2014 and that 1 week of holiday (20 hours) should be carried over to the 2014/15 financial year.
3. Clerk contract to be amended (for Financial and Administrative reasons – in line with SLCC guidelines) – that details of hours spent on a monthly basis be submitted, covering the preceding month. The Parish Council will not be under any obligation to pay for overtime hours incurred over a

period which includes earlier months than the immediately preceding month, but may at its discretion pay such overtime, or give time-off in lieu. **Action: Clerk to amend contract accordingly**

Cllr Frenchman seconded the proposals which were resolved to be approved by Parish Council

- g) **Clerk Annual Increment to next point on scale (subject to satisfactory progress)** to discuss and make resolution. Cllr Heaton proposed the increase from LC2 Point 26 (11.665 ph) to LC2 Point 27 (12.052 ph) with effect from 1st April 2014, seconded by Cllr Frenchman, voted on and unanimously resolved to be approved by Parish Council. **Action: Clerk to inform Autela Payroll of increase**
- h) **Lunch club –proposal to transfer Lunch Club reserve funds to a newly formed Spratton Lunch Club** – to discuss and make resolution. Cllr Heaton proposed transfer of the funds (£400.62) to Spratton Lunch Club, subject to a satisfactory community bank account being opened, seconded by Cllr Frenchman and resolved to be approved by Parish Council.
- i) **WW1 Commemoration Event – proposal to do a partnership project with Spratton Local History Society and to make an application to awards for all for £10,000** – to discuss and make resolution (**report previously circulated**). The following was discussed:-
1. **Shortfall** - Cllr Heaton explained that the HLF grant didn't cover every aspect of the event and there would be a shortfall of about £15,000 and that if the event was just put on by the History Society it might limit the appeal. There would not be a financial risk to the Parish Council as money would be used to fund the joint event (Clerk note: event insurance will need to be investigated).
 2. **Parish Council Support** - It was suggested that the Parish Council could support the event by engaging with community groups and organisations.
 3. **Lasting Legacy** - Cllr Hunt suggested that there should be a lasting legacy especially for the young people of the village and that perhaps some sessions on conflict resolution could be rolled out into Spratton Schools. Cllr Frenchman asked that if anyone else had ideas relating to a lasting legacy from the event, to let the Clerk know. **Action: Spratton Parish Councillors**
 4. **Awards for all Form** - The Clerk had reviewed the Awards for All Application form and commented that the name of the event exceeded the word limit (10) plus that the responses to Q16 and Q17 needed to be re-worded to reflect the expected outcomes. Cllr Baillie kindly agreed to do this. **Action: Cllr Baillie to re-word.**
 5. **Change of Name of Event** – After some discussion, it was agreed that the name should be change to “Commemoration of the Spratton Men who went to War”
 6. **Applying what the children will learn from the event experience** – Cllr Hunt suggested that perhaps there should be a prize in the form of a School trip to the Menon Gate. The Chairman thanked Cllr Hunt for his excellent proposal and asked if he could work up some detail and approximate costs for a formal proposal. **Action: Cllr Hunt to bring back to May Parish Council**

Cllr Frenchman proposed that the Awards for All Grant for £10,000 should be applied for (after form had been reworded in Q16 and Q17), the grant to be used in partnership with the History Society to fund a free to attend Commemorative Event of wide appeal, seconded by Cllr Baillie, voted on and unanimously resolved to be approved by Parish Council. **Action: Resources Committee and Clerk to review risk assessment and insurance.**

4. **Financial Risk Management Policy** – to receive amendments (to be tabled) – Parish Council to discuss and make resolution. The Clerk reported that this now needed further revision. **Action: Clerk to delete Lunch Club and review for 2015 event.**

199.13 PLANNING EXECUTIVE COMMITTEE – Chair: Councillor Michael Heaton

- a) **Update** – there was nothing further to update.
- b) **Community Right to Bid** –
1. **Update** – It was reported that moratorium period on the Community Right to Bid lapsed on the 13th March
 2. **Letter to Spratton Stores detailing agreement** – to discuss and make resolution – after some discussion, Cllr Heaton proposed sending the attached letter – **Paper A**, seconded by Cllr Frenchman and unanimously resolved to be approved by Parish Council.
- c) **Planning Applications to consider and make resolution** there were none.
- d) **Planning application decisions to report** there were none.

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

- a) **Update**
1. **New Garden of Remembrance** –It was report that Thurmaston Parish Council had been approached to provide details of specifications and costs to set up their Garden of Remembrance. Nothing had been received as yet. **Action: CCOS Advisory to pursue**
 2. **Spratton National Garden Scheme Open Gardens Event** – Cllr Heaton reported that this was due to be held on Sunday 11th May 2014. **Action: Clerk to inform contractors and ask them to ensure the village was looking its best for this event.**
- b) **Burial/Memorial applications** to approve
1. **Ann Bonham & Son** – Purchase of single plot and burial Cecil Wykes – Monday 10th March 2014 – Parish Council noted

- c) **Village Handyman**
 1. **Additional work – Parish Council to discuss and agree** –there was no additional work.
- d) **Improving Village Matters** to discuss and make resolution – there were none.
- e) **Recreation Field** – to receive a report and discuss – Cllr Baillie reported the following:-
 1. Extension of Field - Spratton Recreation Field Committee had aspirations to extend the Recreation Field
 2. Neighbourhood Plan – Site 1 promoters had not yet approached the Recreation Field Committee and as a result may have to re-think their plans in light of the possible extension of the field.
 3. Formal Opening of Playground – Cllr Baillie would discuss again with Recreation Field Committee.
Action: Cllr Baillie
- f) **Community Enhancement** – completed form previously circulated – Parish Council resolved to request items as per the attached form – **Paper B**
- g) **Village Spring Clean Sunday 6th April 2014** – to receive an update and discuss if necessary – It was reported that it had been agreed in an email exchange that the venue for this event should be changed from the Village Hall back to the King’s Head (where under old ownership the event used to be held) after successful negotiation by Cllr Tindale. This had been advertised in the March Newsletter. After some discussion, Cllr Heaton proposed allocating up to £250 from the Parish Development and Property Reserve for lunch and refreshments for the volunteers at this annual event, seconded by Cllr Frenchman and resolved to be approved by Parish Council. **Action: Clerk to send a reminder email round to Village Organisations and put poster on Noticeboard**

201.13 NATURAL SPRATTON INCLUDING SPRATTON POCKET PARK ADVISORY GROUP

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

- a) **Spratton Pocket Park** –
 1. **Organisation of Opening Event 14th June 2014** – to receive update, discuss and agree actions - It was reported that a suitable dignitary had not yet been found to open this event. **Action: Cllr Hunt to try Sarah Raven once more, Cllr Baillie to inform her contact at Northamptonshire Radio.**
 2. **Bug “House”** - Cllr Hunt reported that a Bug House had been created in the Pocket Park after a successful community event to build one. **Action: Cllr Hunt to provide a report for the website and Heritage Lottery Fund, Clerk to put photos (previously circulated) and a report from Cllr Hunt on the website.**
 3. **Painting of Railings** – after some discussion, the 17th May was agreed for painting the railings. **Action: Cllrs Hunt and Pacey to organise sourcing and purchase of the black bitumen based paint (10 litres) and suitable brushes (5).**
 4. **Request from Fitzpatrick Woolmer (designers of the Pocket Park Logo, leaflet and Interpretation board)** – The Clerk reported that a request had been made (by Chistina Carapiet) to use some of the photos of the Pocket Park (from the Facebook Page) in a case study on their website. Mr Cooke who had taken the photos was more than happy with this. Parish Council resolved that Fitzpatrick Woolmer should be allowed to use the photos. **Action: Clerk to contact Fitzpatrick Woolmer with decision**

202.13 HIGHWAYS ADVISORY GROUP (including Streetlighting Advisory Group) – Chair: Councillor Mark Pacey

- a) **Update on Highways Issues** (if any) – to receive a report. Cllr Pacey reported the following:-
 1. Roundels and Patching on Brixworth Road – these were due to be done by NCC Highways Late Spring/Early Summer
 2. Speed Cameras active in Spratton – It was reported that PCSO Jo Hillery had been seen with a speed camera in Brixworth. **Action: Clerk to find out the results**
 3. Teeton Road Signs – new 40 mph signs had been installed by NCC Highways but unfortunately the old signs had just been left. **Action: Clerk to contact NCC Highways and arrange removal. NOTE: Since the meeting the Clerk has been informed that Cllr Blowfield and Mr Pye have taken possession of the signs**

- b) **Vehicle Activated Signs** – to receive quotations, discuss and make resolution as to provider. The following quotations had been received:-

Company	Specification	Cost (Ex VAT)	Possible additions
SWARCO	Sign with data logging, SLOW DOWN Legend beneath. additional battery pack, sign/post bracket set and 2 no tamtorque clips with padlock. Delivery included. On Site training. 12 month warranty. 3000 activations per day. Easily moveable	£2570.80	Protective bag - £100 Heavy duty clip - £9.45 Clips - £8.00 Configured laptop - £500 12 month extended maintenance contract - £124
Westcotec	Sign with SLOW DOWN Legend beneath, battery powered complete with spare battery, intelligent charger, sign cover and clamps. On-site training. 12 month warranty. 3000 activations per day. Easily moveable	£2625.00	Data collection - £250 Additional Bracket £80

Cllr Pacey reported that he was happy to put the data on his own laptop and that no additional brackets would be necessary (as they could be fabricated). Cllr Pacey further reported that due to the strength of

the brackets the risk of theft of the moveable signs was low and there was always a risk of vandalism. NCC Highways had agreed to put £1,000 towards the VAS signs. As there was so little to choose between the quotations, a view would need to be taken on the quality of the products. After some discussion, Cllr Pacey proposed that Parish Council spend up to £2,000 on the VAS sign to be chosen by Highways Advisory Group, in liaison with NCC Highways and after an investigation on comparative quality of each product, seconded by Cllr Frenchman and resolved to be approved by Parish Council. RFO Note: Maintenance of sign to come from Parish Development and Property fund. **Actions:- Highways Advisory to undertake further investigation, liaise with NCC Highways, purchase sign, inform Clerk (for adding to Parish Council Asset Register and insurance schedule)**

- c) **Complaints from residents on lorries damaging verges** – to discuss and make resolution – It was thought that this was being caused by the contractors to the new development in Spratton. It was reported that the Clerk had already contacted the developers who had confirmed that they would pass on the Parish Council concerns and resident complaints to their contractors. After some discussion, Parish Council resolved that an Improving Village Matters letter should be sent asking for the verges to be made good/reinstated to the Parish Council's satisfaction at the various sites round the village at the end of the project plus a request to inform the Parish Council when the work had been completed so that it could be inspected. **Action: Clerk**
- d) **Intrusion of trees on grass verge in Holdenby Road (complaint from resident)** – to discuss and make resolution – After some discussion, Parish Council resolved that the resident and NCC Highways should be invited to attend a site meeting. **Action: Cllr Pacey to obtain resident telephone number and pass to the Clerk. Clerk to organise meeting.**

203.13 COMMUNICATIONS ADVISORY GROUP – Chair: Councillor Tim Forster

- a) **Newsletter –feedback from March issue** – It was reported (in Councillor Forster's absence) that the feedback from the March newsletter had been excellent

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

The following were discussed or noted and actions agreed where necessary (Bold, italics)

- a) **Homeless Health** Conference – Weds 5th to Thurs 6th March – Integrated Health and Local Govt Solutions
- b) **NCALC** Vacancy Notice - Old Update and opinion against precept capping of parishes
- c) **POLICE** The following crimes were reported:-
03 Feb: Church Road – report (belated) of sellotape across road at head height
- d) **ACRE** 06 Feb: Church Road – window broken by thrown stone.
Best Village Competition and churchyard Award – Closing Date 31st March 2014 – proposal to enter Spratton Pocket Park at a cost of £5 – Cllr Frenchman resolved Spratton Pocket Park should be entered for the Churchyard Award, seconded by Cllr Heaton and resolved to be approved by Parish Council. **Action: Mr Cooke and Clerk to complete entry form**
- e) **DDC Parish and Town Councils meeting** Minutes and papers received from DDC
- f) **WNJPU** **CD and letter regarding West Northants Joint Core Strategy**
- g) **NALC** What next for Localism – conference Weds 26th March 2014, Royal National Hotel London
- h) **NCALC** As an employer is your Council aware of its responsibilities under the Pensions Act 2008? If not, see details below of a Pensions Briefing being held on Monday 12 May 2014 9.45 start, to be finished by 12 noon. – Cost £15 proposal for the Clerk to attend – Cllr Heaton proposed that the Clerk should attend, seconded by Cllr Frenchman and resolved to be approved by Parish Council. **Action: Clerk to organise booking.**

205.13 GENERAL CORRESPONDENCE RECEIVED (For Information – Members file for circulation)

- a) **DDC Local Provision Guide - Welfare Reform Support**
- b) **CPRE Northants Spring Road Show (Planning) - April 10** - Spring Road Show this year will be on **Thursday April 10** at Great Houghton Village Hall. The meeting will start at 6.00 for 6.30pm and refreshments will be provided. It will end at around 9.00 pm.
- c) **Northamptonshire Carers – National Carers Week 9th to 14th June 2014 – request for information on market days in the area**
- d) **DDC Notice of new Community Development Officer (Tim Cantwell) and advising of community grants available for 2014/15**
- e) **DDC Year book 2014/15**
- f) **NCALC – confirmation parishes will not be capped in 2014**
- g) **NCC – Can do guide for putting on community events**
- h) **Daventry Over Fifties (DOF) – Event on 27th March 2-4 Daventry Leisure Centre**
- i) **Northants Assoc Blind (NAB) – visit to Moulton on 26th March**
- j) **NCC – Community and Flood Plans and don't be a Numpty campaign**
- k) **NCC – Principal Councillor attendance at meetings**
- l) **Navigus – Journal of local planning issue 14**
- m) **Daventry Over 50's Newsletter**

206.13 ANNUAL VILLAGE SOCIAL – Weds 7th May 2014 Previously Annual Parish Meeting (report previously circulated)

- a) **Proposal to allocate a budget of up to £200** for this event (under General Power of Competence) – to discuss and make resolution – Cllr Heaton proposed spending up to £200 from the Parish Development and Property reserve for refreshments and materials for this event, seconded by Cllr Pacey, voted on and unanimously resolved to be approved by Parish Council
- b) **To discuss arrangements and organisation thereof.** Cllr Frenchman reported that (in his capacity as District Councillor) that other Parish Councils had been trying different approaches to try and encourage participation such as disco, hog roast etc. After some discussion, Parish Council agreed the following arrangements:-
 1. The event to comprise an informal meeting with reports on noticeboards.
 2. Village Organisations and Parish/District/County Councillors to be invited and be on hand to chat to parishioners
 3. Wine to be requested from Spratton Village Stores on a sale or return basis (glasses from Waitrose)
 4. Light buffet/canapes to be provided by Spratton Caterer
 5. Background music (from a suitable device) – Cllr Frenchman kindly agreed to provide this

Parish Council resolved the following actions:-

Cllr Heaton to organise display boards

Cllr Forster to be asked to design a poster

Clerk to do invitations to parishioners (via email database), Councillors and Village Organisations plus advertise on Facebook and website

Clerk to organise Temporary Event Notice licence

Clerk to organise informing insurers and reviewing for Risk Assessment

Clerk to draft agenda

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

- a) **Welcome Packs** – Cllr Frenchman had been given Moulton’s Welcome Pack with a view to adapting and producing something similar for Spratton (in view of the new development that will be completed shortly).
Action: Clerk to bring forward for discussion at April meeting

208.13 DATE OF NEXT MEETING – Tues 15th April 2014, 7.30 pm, Village Hall School Road, Spratton

Chairman Signature.....

Dated:

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

May	No meeting (due to forthcoming Parish Council elections on 22 nd May)	August	NO MEETING – Village Walk and Risk Assess
June	Wednesday 4 th June 2014 (AGM)	September	Tuesday 16 th September 2014
June	Tuesday 17 th June 2014	October	Tuesday 21 st October 2014
July	Tuesday 15 th July 2014	November	Tuesday 18 th November 2014
		December	Tuesday 16 th December 2014