



Chairman: Councillor Barry Frenchman

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

Held on Tuesday 16<sup>th</sup> April 2013 in the Village Hall, School Road, Spratton at 7.30 pm

**Present:-** Cllr Barry Frenchman, Chair, Cllr Liz Tee, Vice-Chair, Cllr Rachel Baillie, Cllr Bill Blowfield, Cllr Michael Heaton, Cllr John Hunt, Cllr Ruairaidh McDonald Walker, Cllr Jay Tindale **8 members**

**In attendance:-** Lynne Compton, Clerk and RFO and 2 members of the public.

- 179.12 7.30 to 8 pm CLOSED SESSION – Interviews for Parish Councillor Vacancy –** 2 candidates had sent in letters of application for the position of Councillor. Each candidate introduced themselves to the Parish Council and gave a brief overview of what they felt they could bring to the Parish Council. There followed a question and answer session. A “secret” ballot was then done. **See 185.12**
- 180.12 PUBLIC FORUM** members of the public and press are invited to address the council at its open forum (15 mins) – See above point 179.12
- 181.12 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE –** Cllr Frenchman proposed acceptance of apologies from Cllr Mark Pacey, seconded by Cllr Heaton and resolved to be approved by Parish Council.
- 182.12 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE MEETING OF PARISH COUNCIL HELD ON Tues 19<sup>th</sup> March 2013**
- 183.12 MATTERS ARISING FROM PREVIOUS MINUTES (if any) – For Information only**
- a) **Annual Spring Clean – to receive an update –** Cllr Heaton reported that the Spring Clean had been postponed from the 24<sup>th</sup> March due to the snow and had gone ahead on Sunday 7<sup>th</sup> April instead. As the pub was shut for refurbishment, Chris Saul organised Hot Pork Rolls and drinks at the Village Hall after the event for 30 parishioners (all ages) who had taken part (paid for by the Parish Council). Chris had also organised a litter inspired poster competition for the children with Easter Eggs as prizes. There were 37 cans of beer left over and 4 bottles of wine. It was noted that Chris Saul had not yet presented the Parish Council with an invoice for the refreshments. Cllr Heaton proposed that the remaining refreshments should be used at the next Neighbourhood Plan consultation, seconded by Cllr Frenchman and resolved to be approved by Parish Council. **Action: Clerk to add left over refreshments to sundry items on asset register together with their location (Cllr Heaton’s house).**
- 184.12 MEMBERS’ DECLARATION OF INTEREST/DISPENSATION REQUESTS** for relevant items on the agenda Cllr Heaton declared an interest in 187.12 a)1. Broomhill as he had donated to the fund for the Judicial Review.
- 185.12 PARISH COUNCILLOR VACANCY – To discuss applications and agree co-option**  
After prolonged discussions, Tim Forster was co-opted to the post of Councillor to Spratton Parish Council. **Action: Clerk to urgently ring Mr Forster and the other candidate and let them know of the decision and ask if there were any Advisory Groups/Committees Mr Forster would like to join. A more formal letter of appointment to be done prior to the Annual Meeting (21<sup>st</sup> May) which would be Cllr Forster’s first meeting.**

## 186.12 RESOURCES COMMITTEE – Chair: Councillor Michael Heaton

### a) Update (if any)

- 1. Stock Proof Fence (put in by The Conservation Volunteers – TCV)** – It was reported that the fence had been put in upside down and was not tensioned adequately. After some discussion, Cllr Heaton proposed that the invoice submitted from TCV for payment should not be paid on the grounds that the fence installed was not fit for purpose, seconded by Cllr Blowfield and resolved to be approved by Parish Council. **Action: Cllr Blowfield to arrange a meeting with TCV to view the fence and arrange remedial action.**

*In view of the time and the amount of business to be transacted, Cllr Heaton proposed a deferral of items a, e, f, g and h to a Meeting of SPC Resources Committee on 25<sup>th</sup> April at 8 pm in the Village Hall., seconded by Cllr Frenchman and unanimously resolved to be approved by Parish Council*

### a) Bank Balances as at 31<sup>st</sup> March 2013 – deferred to SPC Resources

- b) **Income** received for March/April 2013– to report – Parish Council noted the income as follows:-

NCC Pocket Park Grant	£3,000.00
B HOLLOWELL AND SON	£200.00
	<b>£3,200.00</b>

- c) **Payment of invoices** for March/April- Parish Council resolution to approve – The following were proposed by Cllr Heaton, seconded by Cllr Frenchman and resolved to be approved for payment by Parish Council.

DATE	PAYEE	DETAILS	AMOUNT	ACCOUNT
<b>PAYMENTS</b>				
16/04/2013	BT	Office Phone	£31.20	Office
16/04/2013	LYNNE COMPTON	March Salary 656.82, Mileage to be claimed April, Office 20	£676.82	Salaries/Mileage /Office
16/04/2013	HMRC ONLY	PAYE	£22.95	Salaries
16/04/2013	NCC LGPS	Clerk pension	£202.12	Salaries
16/04/2013	JIM PYE	Maintenance March	£115.40	Maintenance
16/04/2013	SPRATTON VILLAGE HALL	hire of hall 16th April	£18.00	Meetings
16/04/2013	JOHN HUNT	Reimbursement for Tree Guards	£35.43	Parish Property
16/04/2013	RICOH	office copier	£28.82	Office
16/04/2013	EON	Streetlighting Elec	£537.92	Streetlighting
16/04/2013	CGD	Verge mowing	£984.00	Greenworks
16/04/2013	TCV	Stock Proof Fence	£522.62	Pocket Park
16/04/2013	MERLAND	Newsletter	£399.00	Newsletter
16/04/2013	CALICO uk	Web domain	£18.00	Website
16/04/2013	DAVE COOKE	Hip tiles	£23.10	Pocket Park
16/04/2013	DDC	Cemetery Rates	£92.40	Parish Property
		<b>TOTAL</b>	<b>£3,707.78</b>	

- d) **VAT Return** – Parish Council to receive and approve – *deferred to SPC Resources*

- e) **Receipts and Payments plus Bank Reconciliation to 31<sup>st</sup> March 2013** – to approve – *deferred to SPC Resources*

- f) **Timetable for audit** – to approve - *deferred to SPC Resources*

- g) **Draft Annual Return** – to approve - *deferred to SPC Resources*

## 187.12 PLANNING EXECUTIVE COMMITTEE – Chair: Councillor Liz Tee

### a) Update on Planning Applications

- 1. Broomhill** – It was reported that Mr Honeywell had started proceedings to take the matter to Judicial Review. A request had been sent out to known interested parties asking for contributions to the fund.

- 2. Village Design Statement** – Cllr Frenchman reported that this had passed DDC Strategy Committee with a few minor changes which would be done by DDC. It was due to be ratified at the next DDC Full Council meeting.

- b) **Applications received** (previously circulated) - to consider (if any) – there were none.

- c) **Planning application decisions received** (if any) – there were none.

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

### a) Update/Matters to report (if any)

- 1. Memorial Bench** – The Clerk reported that a request had been sent to the benefactor (See March 19<sup>th</sup> Minutes 171.12) but a response had not yet been received.
- 2. BRC Deeds** – these had still not been received from the resident who had indicated she had a copy to return to the Parish Council.

b) **Burial/Memorial applications (if any)** – In the Burial Clerk’s absence, the following burial was organised by Cllr Heaton, the site double-checked as being correct by Cllr Baillie:-

**Funeral Directors:** B Hollowell and Son

**Deceased:** Annabelle White (Guilsborough Resident)

**Date:** Thursday 11<sup>th</sup> April 2013

**Plot:** **186 Section B** – previously purchased by Mrs A Taylor (Mother to the partner of the deceased) for Mr Taylor who was subsequently cremated. Mr Hollowell (B Hollowell and Son) confirmed in an email that Mrs Taylor has agreed for the plot to be used by Ms White. One further space remaining in plot.

c) **Village Handyman** - To consider any additional work necessary for May 2013 – there was nothing further to add to the usual list.

d) **Improving Village Matters** – To report (if any) – there were none.

e) **Playground Phase 2**- to receive an update and agree actions (if any) – Cllr Baillie reported that she had signed off the installation of the equipment. Subsequently, several issues had arisen:-

1. Zip Wire – Tensioning on cable inadequate plus slope did not appear to be high enough
2. Area underneath the swing basket – this had previously been level but now had deep tractor tracks going through it with the grass matting laid over the top. It had been reported by one resident as a trip hazard.
3. Area underneath the supernova – this was very uneven

Cllr Baillie proposed that the Contractors (Miracle) should be asked to return to discuss remedial action and that the final payment should be withheld for the moment, seconded by Cllr Frenchman and resolved to be approved by Parish Council. **Action: Cllr Baillie to organise meeting and RFO to attend meeting.**

4. Biffa Plaque – It was reported that the Handyman had put this in the wrong place (at BRC). **Action: Cllr Blowfield to organise re-siting.**

5. Trim Trail – Cllr Baillie reported that this had to be moved to a corner of the playing field as it had interfered with the football pitch.

Cllr Frenchman proposed a vote of thanks to Cllr Baillie for all her hard work on this project and to Spratton Recreation Committee for their support.

f) **BRC Pocket Park** – to receive an update and agree actions – It was reported that the path had been finished and on the whole a good job had been done on this by TCV. A few large stones had come to the surface. **Action: Cllr Blowfield to address with TCV at the same time as the “Stock-proof” fence.**

Cllr Frenchman proposed a vote of thanks to David Cooke for all his unstinting hard work creating the Wildflower Garden together with the team of Natural Spratton, Rose Little (NCC Pocket Parks Officer) and the Clerk for all their hard work on the Pocket Park project.

#### 189.12 HIGHWAYS ADVISORY GROUP – Chair: Councillor Mark Pacey

a) **Update/Matters to report** (if any)

1. Electronic Speed signs – there was nothing further to report at present.
2. Parking on verges in Holdenby Road – After some discussion, it was agreed that this matter needed to be urgently addressed. **Action: Clerk to ask NCC Highways to do a site visit.**
3. Verges with Posts on – It was reported that a letter had been sent to the owner of the verge who had subsequently replaced the posts with a fence. This no longer presented a trip hazard.

b) **Speedwatch** – to receive an update and discuss if necessary – the Clerk reported that PC John McQuaid had confirmed that the 20 mph zones could not be covered by Speedwatch. After some discussion, it was suggested that the possibility of the speed humps being removed and the 20 mph reverting to a 30 mph zone. **Action: Clerk to investigate with NCC Highways.**

c) **Streetlighting Survey** – to receive report. The Handyman had reported that the following lights had still not been repaired:- PL3 (Brixworth Road) and PL53 Yew Tree Lane plus the lantern above the hairdressers. **Action: Clerk to urgently follow up with EON these lights had been reported on numerous occasions now.**

#### 190.12 ANNUAL PARISH MEETING – WEDS 8<sup>TH</sup> MAY 2013 – 7.30 pm

To discuss arrangements

Parish Council resolved to provide refreshments as usual and that the Chairman and the Clerk should draft the agenda. **Action: Clerk to meet Chairman 11.30 am Friday 19<sup>th</sup> April.** Cllr Heaton very kindly offered to put a montage of photos together from village events to run in the background on the evening.

**191.12 NEIGHBOURHOOD PLAN**

To receive an update and discuss

Cllr Heaton reported that one of the landowners of a possible site had very sadly died. Cllr Heaton had requested an extension to the project end-date with the grant funding body, Awards for All. After some discussion, Parish Council resolved the following:-

- Await final housing numbers in Joint Core Strategy (currently being reviewed by Planning Inspectorate)
- Aim for further consultation 2<sup>nd</sup> week of July
- Discuss at May AGM and finalise next Village Bulletin
- Next consultation to have limited free drinks.
- 6 ft Banners to be purchased and put in 5 different locations advertising the event (after comments from parishioners that the A4 and A3 posters did not have enough impact. 3 quotations had been received (per banner):- Signorama - £57, Vista £51 and Venture £33.60.

**192.12 NEWSLETTER**

To discuss applications for the post of assistant editor (if any) – the Clerk reported that there had been no applications for the post of assistant editor. It was suggested that the Clerk should contact Guilsborough School and ask if they had any likely candidates for some training. **Action: Clerk.**

**193.12 CORRESPONDENCE RECEIVED FOR DISCUSSION – not already on agenda (previously circulated), to discuss and agree action/response**

- a) **National Citizenship Scheme – Action** – Cllr Baillie to provide Clerk with advert for Noticeboard and website.
- b) **Police** – the following crime(s) had been reported:-  
02 Mar: The Piece – forced entry to garage, offenders disturbed – nothing taken.
- c) **National Open Gardens Spratton-** Sunday 12<sup>th</sup> May – Action: Clerk to inform CGD contractors that the verges should be mown and the village looking tidy for the event.

**194.12 GENERAL CORRESPONDENCE RECEIVED For Information – (Members file circulated via email)**

**195.12 URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting) – there were none.**

**196.12 DATE OF NEXT MEETING – Tues 21<sup>st</sup> May 2013 Annual Meeting of Parish Council, 7.30 pm, Village Hall, School Road, Spratton**

**Meeting Closed: 9.40 pm**

**Chairman Signature**.....

**Dated:** .....

**2013 Meeting Dates**

Tues 18<sup>th</sup> June 2013  
Tues 16<sup>th</sup> July 2013  
August – No meeting  
Tues 17<sup>th</sup> September

Tues 15<sup>th</sup> October  
Tues 19<sup>th</sup> November  
December - tba