



Chairman: John Hunt

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**Minutes of the Meeting of Spratton Parish Council**  
 held on Tuesday 18<sup>th</sup> July 2017 in Spratton Village Hall, Spratton at **7.30 pm**

**Present:** Cllrs John Hunt (Chair), Jay Tindale (Vice chair), Bill Blowfield, Lydia Crawford, Janice Holmes, Paul Vellam and Sally Wilkes.

**In attendance:** Emma Gibson, Clerk and RFO, District Cllr John Shepherd DDC and 2 members of the public.

**Apologies:** Apologies received from Cllrs Chivers and Smith.

**109.17 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.

- One member of the public raised the issue of dog mess in the village. Council acknowledged this is always a problem and it is always being reviewed by DDC.
- District Cllr Shepherd addressed the Council regarding the possibility of a PCSO being funded by Spratton Ward Parish Councils, (Spratton, Boughton, Pitsford, Harlestone, and The Bramptons). An expression of interest from Parishes will be sought in a few months and a Heads of Terms document should be available in the next month for the Parishes to consider. If Parishes decide to have the PCSO the full cost will be split between the Parishes possibly along the lines of the tax base. It is envisaged that the PCSO's time will be split between the villages.

**110.17 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE-** Council **RESOLVED** to approve the apologies received from Cllrs Chivers and Smith.

**111.17 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUES 20<sup>th</sup> JUNE 2017** – Council **RESOLVED** to approve the minutes of the meeting held on Tuesday 20<sup>th</sup> June 2017.

**112.17 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE EXTRAORDINARY MEETING HELD ON WED 5<sup>TH</sup> JULY 2017** – Council **RESOLVED** to approve the minutes of the Extraordinary Meeting held on Wednesday 5<sup>th</sup> July 2017.

**113.17 MATTERS ARISING FROM PREVIOUS MINUTES (if any) – For Information only – None**

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

1. **Non-pecuniary** – None
2. **Disclosable Pecuniary Interest** – None

**115.17 RESOURCES (STAFFING AND STRATEGY) COMMITTEE**

a) **Income received – to report** – None

b) **Payment of outstanding invoices.** Parish Council **RESOLVED** to approve the following payments:

DATE	PAYEE	DETAILS	CHQ NO.	AMOUNT EX vat	VAT	TOTAL CHQ AMOUNT
18/07/2017	SLCC	SLCC Membership	3103			£121.00
18/07/2017	Peacocks	Gorse Road Lighting	3104	£8,393.85	£1,678.77	£10,072.62
18/07/2017	J Hunt	Newsletter Delivery	3105			£40.00
18/07/2017	Merland Copy	Pocket Park Posters	3106	£1.80	£0.36	£2.16
18/07/2017	J Hunt	Poster fastenings	3107	£12.54	£2.51	£15.05
18/07/2017	R & G	REC June mowing	3108	£192.60	£38.53	£231.13

18/07/2017	E.ON	Electricity street lighting	3109	£648.07	£129.61	£777.68
18/07/2017	4 Counties	June mowing	3110	£920.00	£184.00	£1104.00
18/07/2017	PCC of Spratton	Café Doris meeting hire	3111			£45.00
18/07/2017	J Pye	June Greenworks and Maintenance	3112			£356.00
22/07/2017	O2	Office Phone	DD	£31.18	£6.24	£37.42
25/07/2017	E Gibson	July Salary	Bank transfer			£833.39
T.B.C	NEST	Employer Pension contribution	DD			£8.62

- c) **Bank balances, Bank Reconciliation and Receipts and Payments report to 30<sup>th</sup> June 2017:** Parish Council **RESOLVED** to approve.
- d) **Budget Review:** Cllrs were given a copy of the budget review document. Council **RESOLVED** to approve the budget review and agreed the following changes to the remaining budgets for year 17/18:  
 An increase in the Training budget to £1080.  
 An increase in the Greenworks budget to £7000.  
 An increase in the Newsletter budget to £1,200.  
 An increase in the Election costs budget to £1,000.  
 An increase in Other budget to £250.00.
- e) **Newsletter:** Council to considered quotes regarding the newsletter printing and **RESOLVED** to continue to use the current printers for the newsletter. Council did however agree that the other printers that were considered should be used for other items of printing such as posters.
- f) **Training and development:** Clerk has written a training and development policy. Council **RESOLVED** to approve and adopt this policy. Council agreed one amendment to the policy. Point 2.3 to be changed to, *"Spratton Parish Council has an annual budget specifically for staff training which is reviewed annually."*
- g) **Training for Councillors:** Council discussed training opportunities for Cllrs in particular training for planning matters. Clerk suggests Cllrs nominate who they would like to attend on their behalf. For example, the Chair of the Committee that relates to the relevant training and then this Cllr disseminates the training to the rest of the Council. Council **RESOLVED** that the Clerk is to highlight to Cllrs training events available through NCALC. If an Cllr expresses and interest in attending any training this is then to be agreed at the next Council meeting.

#### 116.17 PLANNING EXECUTIVE COMMITTEE

##### a) Planning Applications to considered – None

Application No.	Description	Location	Respond by	Case Officer

- b) **Planning application decisions to report (if any):**  
**Article 4 Direction, Yew Tree Cottage, 21 Yew Tree Lane, and 19 Yew Tree Lane Spratton.** The Article 4 Direction was confirmed at a DDC planning committee meeting on 7<sup>th</sup> June 2017 and it will be confirmed and made permanent on 28<sup>th</sup> July 2017.
- c) **Planning appeals for information:** None.
- d) **Resolution to sign and approve minutes of the Planning Committee meetings held on 3<sup>rd</sup> May and 6<sup>th</sup> April 2017.** Council **RESOLVED** to approve these minutes.

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

- a) **Village Handyman:** Additional work (if any) – None
- b) **East View Cemetery Issues** (if any) to discuss and make resolution.
- 1) **Water supply to EVC:** Council discussed a water supply to be connected to EVC. Cllr Vellam suggested the connection should be made at the bottom of the Roly Banks. **ACTION:** Cllr Vellam to make further enquiries with Anglian Water, and Clerk to write to the nearby landowner outlining the proposal of a water supply.
  - 2) **Application for additional inscription to headstone:** Cllrs considered the application and **RESOLVED** to approve the application. **ACTION:** Clerk to advise Funeral Directors.
  - 3) **Path to EVC resurfacing:** Only one quote available at the moment. **ACTION:** Clerk to arrange further quotes.

- c) **St Andrew's Churchyard** – Letter received from St Andrew's PCC they have received their annual inspection report and the poor condition of the tarmac pathway through the churchyard has been identified. As the PCC state this area of the Churchyard is the responsibility of SPC the PCC have requested a meeting with the Council to discuss this matter. Only one quote obtained on a without prejudice basis for the footpath at present. **ACTION:** Clerk to obtain further quotes.
- d) **Mowing/Maintenance Issues (if any)** – None.

**118.17 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.** – A team worked hard recently tidying up. Cllr Hunt thanked the volunteers for their help and all the work that was undertaken.
- b) **Spratton Pocket Park.** – The pocket park was well visited during the Open Gardens day. The Churchyard Conservation Award Scheme judges will be visiting shortly.

**119.17 HIGHWAYS ADVISORY GROUP (including Street Lighting Advisory Group and Northampton Northern Orbital Consultation Sub-Committee)**

- 1) **Street lighting: Up-date** – the remaining obsolete lighting points that need upgrading have been identified by Dave Cooke. Council **RESOLVED** to obtain quotes for the replacement of these lights. **ACTION:** Clerk to contact Peacocks for a quote.
- 2) **Northern Orbital Sub-Committee:** Cllrs Crawford and Vellam informed the Council of exhibitions they had attended regarding this. The Committee was confirmed as Cllrs Crawford, Hunt and Vellam, and the Council **RESOLVED** to add Cllr Wilkes to the Committee. The Council agreed that the Committee should meet soon in order to send any views on the consultation in before the consultation deadline of 4<sup>th</sup> August.

**120.17 COMMUNITY ENGAGEMENT ADVISORY GROUP**

Parish Council discussed the re-naming of this group but no final decision was reached. Cllr Crawford informed the Council she is looking into setting up a Social Media page for Spratton independent of the Parish Council.

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

- a) **Northamptonshire Fire and Rescue Service:** The Office of the Police and Crime Commissioner is running a public consultation regarding proposals for the governance of Northamptonshire Fire and Rescue Service to transfer from the Fire Authority (currently part of Northamptonshire County Council) to the Police and Crime Commissioner. The Consultation closes on Tuesday 1st August, an online survey available at [www.northantspcc.org.uk](http://www.northantspcc.org.uk).

**122.17 GENERAL CORRESPONDENCE RECEIVED (For Information)- None**

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

- 1) **Planning decision received regarding DA/2017/0504, St Andrews Church Spratton, Work to tree subject of Tree Preservation Order DA 137.**  
Consent to carry out work has been granted. **ACTION:** Cllrs Hunt and Blowfield to liaise with DDC and the tree surgeon to get this work completed. This work has previously been agreed by the Council subject to the consent being granted.
- 2) **Ward Chairman's meeting:** Cllr Hunt attended a Chairman's meeting of Spratton Ward. Cllr Hunt had provided feedback to the Council on this via e-mail. Cllr Vellam commended Cllr Hunt for attending this meeting, however he was unhappy with Cllr Hunt attended the meeting without getting prior permission of the Council. It is Cllr Vellum's view that the Chairman may not speak to anyone without Council's permission. Clerk suggested that it be placed on September's agenda whether Council would like the Chair to attend these meetings and how the Chair could feedback to the Council. Clerk to also gain some clarification from NCALC.

**124.17 DATE OF NEXT MEETING – Tuesday 19<sup>th</sup> September 2017, 7.30 pm, Village Hall School Road, Spratton.**

Meeting closed 9.25pm.

Signed.....  
Cllr John Hunt – Chair

Date:

**2017/18 ORDINARY MEETINGS**

No Meeting in August 2017  
Tuesday 19<sup>th</sup> September 2017  
Tuesday 17<sup>th</sup> October 2017  
Tuesday 21<sup>st</sup> November 2017

Tuesday 19<sup>th</sup> December 2017  
Tuesday 16<sup>th</sup> January 2018  
Tuesday 20<sup>th</sup> February 2017  
Tuesday 20<sup>th</sup> March 2018  
Tuesday 17<sup>th</sup> April 2018  
Tuesday 15<sup>th</sup> May 2018 (Annual Meeting)

**ANNUAL PARISH MEETING (NOT A PARISH COUNCIL MEETING): TBC**

***\*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/>***