



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 21st January 2014** in the Village Hall, School Road, Spratton at **7.30 pm**

Present: Cllrs Barry Frenchman, Liz Tee, Rachel Baillie, Bill Blowfield, Tim Forster, Michael Heaton, John Hunt, Ruairaidh McDonald Walker, Mark Pacey and Jay Tindale

In attendance: Lynne Compton (Parish Clerk and RFO) and 7 members of the public.

146.13 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 7 members of the public present and the following was discussed:-

- a) Safety of Footpath to the Pocket Park – concerns were raised about how safe the footpath to the Pocket Park was (in view of the publicity given to the opening of the new Pocket Park encouraging people to visit and the recent request to promoters for a “safe” route to the Pocket Park as a community benefit in the Neighbourhood Plan. SPC noted the concerns and agreed to provide a formal written response as soon as possible. **Action: Clerk to draft written response to residents**
- b) Lack of necessary infrastructure available for additional houses – concerns were raised that the additional houses would cause sewerage issues and safety issues on the A5199 – SPC noted the concerns and agreed to provide a formal written response as soon as possible. **Action: Clerk to draft written response to residents**
- c) Neighbourhood Plan Process – Site 2 promoters were present and questioning aspects of the process in a hectoring manner un-befitting a Parish Council meeting. Cllr Frenchman indicated that they would be asked to leave if they persisted and that due to the impending Code of complaint about several councillors (made by the Site 2 promoters), no further questions could be answered whilst the complaint was being adjudicated (as to whether there was a case to answer by Daventry District Council monitoring officer). **NOTE: The complaint was later retracted by Site 2 promoters and a full apology given.**
- d) Visits by NP Plan Project Manager to confirm evidence of residency (for those who had completed and returned questionnaires and were not already on the Electoral Register) – It was confirmed that this was perfectly in order as SPC had agreed that the consultation was being run along the lines of a General Election (as the NP Referendum would be). **Action: Clerk to draft written response to residents**
- e) Community Benefits – Site 2 promoters (and family) re-iterated that their site could fulfil all the criteria and that the 3 points listed on the recent SPC circular to residents had not included a 4th point regarding the benefit of providing traffic calming on the Brixworth Road. Cllr Heaton responded that this had not been listed as an issue by many respondents to the November Consultation questionnaire and there had been no evidence e.g. letter from NCC Highways confirming that any scheme proposed would be acceptable therefore it would have been misleading to parishioners to include traffic calming on the Brixworth Road as a definitive community benefit.

147.13 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE – there were no apologies for absence. All present.

148.13 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL HELD ON 17TH DECEMBER (circulated prior to meeting) AND THE EXTRA ORDINARY MEETING HELD ON FRIDAY 17TH JANUARY 2014 (tabled) – proposed as approved by Cllr Frenchman, seconded by Cllr Heaton and resolved to be approved by Parish Council as an accurate record of the meeting. The minutes were subsequently signed by the Chairman.

149.13 MATTERS ARISING FROM PREVIOUS MINUTES (if any) – For Information only – there were none.

150.13 MEMBERS' DECLARATION OF INTEREST/DISPENSATION REQUESTS for relevant items on the agenda – none had been received.

151.13 NEIGHBOURHOOD PLAN - Project Manager: Councillor Michael Heaton

a) Update

1. November Consultation questionnaires – to report that in the original analysis answers to Q6 and Q7 which were not relevant to the question asked were not recorded, it has been agreed that Cllr Baillie will look at the un-recorded responses, record them and report back. Noted: Cllr Heaton had already re-visited the questionnaires and recorded any comments about a proposed development. These had been sent to the promoters to assist them with the list of community benefits. Cllr Frenchman proposed agreement of the additional analysis but pointed out that the analysis had already been done on the main questions and that this additional analysis should not hold up the process un-duly and re-iterated that there were tight deadlines to meet. **Action: Cllr Baillie to record all comments made under Q6 and Q7 as soon as possible and send to Navigus for comment.**
2. Contact with promoters – It was reported that Cllr Heaton had been following up with promoters to try and move the process along in order to meet the deadline. A draft circular to promoters (requesting urgent meetings to discuss community benefits and asking that any community benefits listed MUST be deliverable) was tabled for approval, after some discussion, the circular was proposed for approval by Cllr Heaton, seconded by Cllr Frenchman and resolved to be approved by Parish Council. **Action: Clerk to send to promoters**

b) Neighbourhood Plan Christmas Bulletin – Parish Council to discuss and make resolution to approve (retrospectively) – Cllr Heaton proposed the bulletin for approval, seconded by Cllr Frenchman and resolved to be approved by Parish Council. **NOTE: future NP correspondence for parishioners to be circulated to all Parish Council before issuing**

c) Landowners – questions raised on procedures – to receive report from Cllr Heaton. To discuss and make resolution as to response. This was not discussed as there was an impending Code of Conduct complaint from the Site 2 landowners against Parish Council. **NOTE: The Code of Conduct complaint was later retracted and a full apology given.**

d) Meeting with Daventry District Council to discuss partnership working on the Neighbourhood Plan – Notes – to discuss and approve any actions necessary – Following the initial meeting with Daventry District Council (Richard Wood and Thomas James), DDC to put preliminary observations to the draft plan on a word document. There would be a further meeting on Thursday 13th February with DDC to discuss their comments. In addition, DDC require SPC to document how the 2 sites were arrived at e.g. a timeline of how we got from A to B. Cllr Heaton reported that he had drafted this and would circulate to Chris Bowden, Navigus Planning for his comments. NOTED: If SPC agree the Plan prior to the Joint Core Strategy (JCS), DDC do not see this as a problem as long it doesn't conflict with the JCS (which will now run to 2029)

e) Timetable – to discuss revisions necessary (if any) and make resolution. Parish Council reviewed the timetable. Cllr Heaton reported that it was envisaged that the Referendum would take place in March 2015.

f) Meeting with Nick Boles MP (attended by Cllrs Frenchman and Heaton) – to receive a report and discuss if necessary – It was reported that Nick Boles was not willing to listen to any of the issues raised.

g) Next Steps

1. To consider whether there should be a site allocation in the Neighbourhood Plan, or alternatively the Plan to define, in accordance with the consultation responses, the parameters acceptable for any development, as suggested by Daventry District Council. Cllr Heaton proposed deferring the decision on site allocation until the site promoters had finalised their community benefits, seconded by Cllr Frenchman and resolved to be deferred by Parish Council.

152.13 RESOURCES COMMITTEE – Chair: Councillor Michael Heaton

a) Update

1. **Digger for Jubilee Wood** – It was reported: that Spratton Town and Land Charity had paid for the digger and not the Guides, Mrs Fletcher has re-imbursed Spratton Town and Land Charity.

b) Bank Balances – to receive and Parish Council resolution to approve. The following were proposed by Cllr Heaton, seconded by Cllr Frenchman and resolved to be approved by Parish Council.

BANK ACCOUNTS (as at 30/12/13)

Community A/C	£200.00
Reserve A/C	£52,530.49
TOTAL	£52,730.49

c) Income received for December/January 2014 – to report – The following were reported:-

Date	Details		Amount
19/13/2013	MOFFITT CSF LEARNING	Newsletter Ad	£40.00
19/13/2013	VOYAGER UK ADVERT	Newsletter Ad	£20.00

d) Receipts and Payments/Cash Book Summary report and Bank Reconciliation – Parish Council resolution to approve. Cllr Heaton proposed approval, seconded by Cllr Frenchman and resolved to be approved by Parish Council

e) **Payment of invoices for December 2013/January 2014** Parish Council resolution to approve. The following were proposed for payment by Cllr Heaton, 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
13/01/2014	BT	Office Phone	DD	£21.08	Office	GPC	LGA 1972 s111
21/01/2014	CGD CONTRACTORS LTD	Verge mowing Inv No 13/267 (dated 1st Nov Recd 18th Dec)	2656	£984.00	Greenworks	GPC	Open Spaces Act 1906 s9
21/01/2014	ALLAN PEACOCK STREETLIGHTING LTD	Streetlighting repairs and replacement	2657	£1,193.38	Streetlighting	GPC	PCA 1957 s3
21/01/2014	JIM PYE	Greenworks/Maint	2658	£270.40	Greenworks/Main tenance	GPC	Open Spaces Act 1906 s9
21/01/2014	EON	Streetlighting Electricity	2659	£550.82	Streetlighting Elec	GPC	PCA 1957 s3
21/01/2014	BARRY FRENCHMAN	Mileage and App Building Training course	2660	£69.00	Mileage/Training	GPC	LGA 1972 s112
21/01/2014	ASHLEY COLDWELL	Delivery of Newsletter	2661	£30.00	Newsletter	GPC	LGA 1972 s112
21/01/2014	SPRATTON VILLAGE HALL	Hire of Hall 21st January	2662	£18.00	Meetings	GPC	LGA 1972 s112
		TOTAL		£3,136.68			

f) Training – to discuss the following:-

1. Finance and Risk Management Management Course – 2 hrs, Weds 12th February – Clerk attendance - £35 – proposed by Cllr Frenchman, seconded by Cllr Heaton and resolved to be approved by Parish Council.
2. Online Apps Course (to assist with designing an app for the village (£39) – Cllr Frenchman and Clerk – proposed by Cllr Heaton, seconded by Cllr Frenchman and resolved to be approved by Parish Council.
3. Book keeping Course for Clerk - £1200 – 2 year course – details to follow – after some discussion, Parish Council resolved that the decision on the course should be deferred until further investigation had taken place.

g) NCC Draft Budget and Council Plan Consultation www.northamptonshire.gov.uk/draftbudget views and ideas by 4th February. To receive draft response, discuss and make resolution – Parish Council resolved “no response” due to lack of time and resources.

153.13 PLANNING EXECUTIVE COMMITTEE – Chair: Councillor Michael Heaton

a) Update (if any)

The following notification had been received from DDC:-

Application No: DA/2011/0197

Description: Construction of new dwelling and detached double garage

Location: Land Adjacent Copt Oak 15, Yew Tree Lane, Spratton, Northamptonshire, NN6 8HL

The application has been finally disposed of and the Council will not proceed further with a formal decision.

b) Resolution to sign and approve minutes of the Planning Executive Committee Meeting held on Monday 23rd December Cllr Heaton proposed adoption of the minutes, seconded by Cllr Frenchman and resolved to be approved by SPC Planning Executive Committee.

b) Planning Applications to consider and make resolution (if any) – there were none.

c) Planning application decisions to report (if any) – there were none.

154.13 CHURCHYARD CEMETERIES AND OPEN SPACES (CCOS) ADVISORY GROUP –

Chair: Councillor Bill Blowfield

a) Update

1. Damage to Lime Trees – to report that CGD have put guards on all the trees but there is one tree that might not survive the previous damage. To discuss and make resolution – Parish Council resolved to monitor the situation.
2. A replacement Silver Birch has been ordered (entrance to Sandhills) – Parish Council noted.
3. Althorp Estates – letter received informing SPC of major works to trees in the area (Libby Perry) – Cllr Hunt proposed the following response:- *“Many thanks for your email and thank you for keeping us in touch. The article will be included in the next newsletter (March). We understand that one of our Councillors had previously contacted your estates manager following a number of complaints from the public regarding the removal of trees on the Round Spinney and on the Welford Road between Spratton and Merry Tom. It may be that the article is a follow up from that but bearing in mind the concern when the trees were felled (and now replanted with saplings) we wonder if a slightly wider aspect of the tree management could be covered for an article to go in to the next Newsletter. This might for example, cover the difference between “routine maintenance” and the ongoing harvesting of timber, the ecological and environmental positives that Althorp brings to our area and whether there is any scope for adding to the very scarce woodland cover in and around the area of our particular parish.”*

We would be very happy to attend a meeting with your estate manager if this would be helpful to discuss the matter further.” Parish Council resolved that the response should be sent. **Action: Parish Clerk**

4. Handyman’s Greenworks Specification – Cllr Blowfield reported that he had removed Spratton Pocket Park (formally Brixworth Road Cemetery) from this as Mr Barnett was now undertaking this work plus the large annual clear up had become too big a job for Mr Pye. **Action: Cllr Blowfield to circulate the revised specification for discussion at the March meeting**
5. Spratton Pocket Park – Cllr Blowfield proposed devolving the maintenance for this to Natural Spratton (under the direct management of Mr D Cooke), seconded by Cllr Heaton and resolved to be approved by Parish Council. NOTE: all additional work (over and above that already budgeted for) to be approved by SPC prior to carrying out.
6. Village Mowing and Greenworks – Cllr Blowfield reported that CGD contractors had indicated that they would continue to do the work with no price increase if SPC entered into a 3 year agreement with them (to 2017). In addition, they suggested that they would do all the works necessary for a fixed monthly cost. Action: Clerk to let Cllr Blowfield know the total cost of Greenworks undertaken by CGD for 2013/14. Cllr Blowfield to discuss with CGD and bring back to the February 2014 Full Council meeting for discussion.

b) Burial/Memorial applications to approve (if any) – there were none.

c) Village Handyman – to agree additional work necessary (if any) there was no additional work necessary.

d) TPO 461 Horse chestnut Tree (School Road) It was reported that Mr Venton (DDC Tree Officer) had been in contact to advise of a forthcoming DDC Planning Committee meeting on 29th January 2014 (further details and pictures to follow) to discuss whether or not the TPO should be applied. To discuss and make resolution(s) – after some discussion, Cllr Heaton proposed that Cllr Frenchman should represent Parish Council at the forthcoming DDC Planning Meeting to re-iterate the Parish Council’s objections to losing the Horse Chestnut Tree, seconded by Cllr Blowfield and resolved by Parish Council. **Action: Cllr Frenchman to attend DDC Planning Committee meeting and report back to Parish Council.**

e) Community Payback (Probation Service) – to report that Harlestone Village have recommended the Saturday and Sunday teams and passed on contact details. To discuss and make resolution on:-

Cllr Blowfield proposed the following, seconded by Cllr Heaton and resolved by Parish Council

1. Whether to use the Community Payback team – **Agreed by SPC**
2. If using, who will organise – **Action Agreed: Parish Clerk to organise, Cllr Hunt to be main contact on Saturdays.**
3. What work should be included – **If possible siding out of the footpath adjacent to Brixworth Road. Action: Cllrs were asked to let the Parish Clerk know if they identified any other work that needed doing. Parish Clerk to contact Village Organisations and ask if they had any work that needed doing**

f) Improving Village Matters – To report and make resolution – the following have been reported and Parish Council resolved the following actions:-

1. 1 Sandhills - hedge alongside the angled piece of path between Brixworth Road and Sandhills is encroaching onto the path, making it very narrow, so needs cutting back. **Action: Clerk to find out if the house belongs to Daventry District Housing initially, if not a DDH owned, Clerk to send IVM letter**
2. 9 High Street - the hedge which borders the top end of the footpath between High Street and Sandhills needs cutting back. **Action: Clerk to send IVM letter asking for footpath to be kept clear and offer PC services (at a cost) to undertake the work. Note: Possibly could be done by Community Payback team if resident in agreement**
3. Dog Barking nuisance – report from resident who has reported to Dog Warden (and submitted recordings) but that no action had been taken. **Action: Clerk to contact the Dog Warden and ascertain what action had been taken.**

g) Recreation Field Committee – to receive an update (if any) – there was nothing further to report.

- h) **Village Spring Clean** – to discuss and make resolution – Parish Council resolved CCOS Advisory group (led by Cllr Blowfield) to organise the Spring Clean for Sunday 6th April 2014. **Actions: Cllr Blowfield to contact Chris Saul and Graham Smith (Scout leader) to ask if they are happy to assist with organisation as usual. Cllr Blowfield to notify when organised for Clerk to do the publicity for the event e.g. posters for Noticeboard and information in next newsletter.**
- i) **Suggested Date for next meeting:** Weds 5th February 2014, 7 pm, Café Doris – to discuss Handyman specification and mowing maintenance issues (if any) – **Action: Cllr Blowfield to organise.**

155.13 NATURAL SPRATTON INCLUDING SPRATTON POCKET PARK ADVISORY GROUP

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

- a) **Natural Spratton update – to receive report.** Parish Council noted the **attached report [Paper A1](#)**
- b) **Jubilee Wood – to receive report** – Parish Council noted the **attached report [Paper A2](#)**
- c) **Spratton Pocket Park (update) –**
1. **Maintenance** - to report that a resident has kindly used his petrol grinder to ease the gates to allow better closing. Unfortunately the blades on the grinder have worn away from doing this work. To discuss and make resolution (Cost of Blades £5.96 plus VAT) – **Cllr Heaton proposed that SPC pay for the blades (subject to receiving a receipt), seconded by Cllr Frenchman and resolved to be approved by Parish Council.**
 2. **Organised Walk and Insect House building on Sat 8th March** – Cllr Hunt reminded SPC that this would be taking place and asked councillors to spread the word to as many people as possible. Action: Cllr Hunt to provide Clerk with poster for the SPC noticeboard and for circulation to wider parishes.
- d) **Organisation of Opening Event 14th June 2014 – to discuss and agree the following:-**
1. Budget – SPC agreed it should be done at minimal cost to the Parish. **Action: Cllr Hunt to draft budget for the event at a meeting of Natural Spratton Advisory Group for discussion at March meeting of SPC.**
 2. Suggestions as to who will open the event. – (Note: Clerk has already approached Sarah Raven after discussion with Natural Spratton), in addition the following have been suggested:-Monty Don, Bill Oddie, Chris H-H MP, Rose Little. To agree: who will contact – **Action: Spratton Advisory Group to contact celebrities, Clerk to invite Chris Heaton-Harris MP and Rose Little to the event.**
 3. Date for Natural Spratton Advisory Group meeting to discuss organisation of the opening on 14th June 2014 – this was not agreed
 4. School Competition – it was suggested that the local schools could be asked if they would like to enter a competition to write a short speech for the event. The winner to open the event with the celebrities. **Action: Cllr Hunt to contact Schools**

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

- a) **Update on Highways Issues (if any) – to receive a report from Cllr Pacey**
1. Reflective Strip (on post opposite Sauls) – to report that Cllr Pacey has replaced the reflective strip. – Cllr Frenchman proposed a vote of thanks to Cllr Pacey which was unanimously endorsed by Parish Council. It was noted that the introduction of the new reflective strip appeared to have encouraged drivers to behave as if it was a single lane and giving priority to oncoming vehicles.
 2. Footpath to Brampton Valley Way – to discuss report received from Cllr Shephard (previously circulated) - After some discussion, Cllr Frenchman proposed that the Parish Clerk contact the Brixworth clerk to see if Brixworth Parish Council wanted to do a joint project and obtain funding (perhaps from National Lottery) for a new footpath between Brixworth and Spratton. **Action: Clerk to contact Brixworth Parish Council clerk.**
 3. Traffic flow counts – a resident has reported these are being carried out in 6 sites throughout the village inc Holdenby rd, Smith St, Brixworth Rd and others set up by NCC Highways - Parish Council resolved that the Clerk should investigate with NCC Highways. **Action: Parish Clerk to contact NCC Highways.**
 4. VAS Signage – Cllr Pacey reported that he had been investigating different options and would circulate a report prior to the February meeting of Parish Council for discussion. **Action: Cllr Pacey**
- b) **Streetlighting Steering Group – to receive an update**
1. It was reported: that the lights reported had all now been repaired
 2. It was reported there had been changes to some lantern PL types (advised by Mr Cooke) due to the original types now being too expensive. Cllr Frenchman proposed accepting the changes (detailed on the attached report – [Paper B](#)), seconded by Cllr Heaton and resolved to be approved by Parish Council.
- c) **Road Safety and objection to removal of speed bumps/increasing of speed limit** – letter from resident – to discuss and agree response (Clerk circulated draft response). After some discussion, Parish Council resolved to approve the draft response *“I can confirm that the Parish Council has asked on numerous occasions for enforcement but because of the lack of a suitable location, the Police have been unable to provide any assistance in this. Speedwatch (which was unfortunately cancelled previously prior to the Parish Council managing to obtain enough signatures) has now been re-introduced but we have not been able to find enough support from the village for this initiative (20% of the village needs to agree to it and we need someone to lead the project and at least 10 volunteers). We would welcome and support any residents who would like to come forward and take the lead and organise this initiative.*

In addition, we have consulted with Highways about improving the signage/road markings and are currently investigating purchasing Vehicle Activated (Electronic) signage.

Once again thank you for your comments. You are welcome to join our Highways Advisory Group (who meet informally and advise Parish Council on all issues Highways related). Commitment to attend meetings is minimal, a lot of the work is done via email with a few site meetings and all things Highways

related from the partner agencies (e.g. DDC/NCC/Police) would be circulated to you for information. Cllr Mark Pacey is the Chair to this group."

- d) **Bus Shelter** (Brixworth Road) – to report that this is need of attention – to discuss and agree action – after some discussion. Parish Cou ncil resolved that a price for works necessary should be obtained from the SPC Handyman. **Action: Cllr Blowfield to organise and report back to February meeting of Parish Council.**

157.13 SPRATTON LUNCH CLUB ADVISORY GROUP (Project Manager: Cllr Jay Tindale)

- a) **Update** – Cllr Tindale reported that the lunch held today (21st January) with the new catering company being trialled had gone very well. Feedback from customers had been excellent, they had commented that the portion sizes were better
- b) **Magician Event on Saturday 15th Feb, 7.30 pm, Spratton Hall School, Hunter Hall** – to discuss and make resolutions – It was reported this was an event organised by parishioners who would donate the proceeds to Natural Spratton and Spratton Lunch Club. After some discussion, Parish Council resolved to support the event by publicising it. **Action: Cllr Hunt to design flyer, Clerk to email out flyer to database of contacts and post on Noticeboard, Cllr Hunt to print leaflets and give to local schools for book bags.**

158.13 COMMUNICATIONS ADVISORY GROUP – Chair: Councillor Tim Forster

- a) **Update (if any)** – Cllr Forster reported that he had (due to work commitments) been unable to devote as much time to this as intended. There was due to be a meeting of the group (together with the Parish Clerk who maintains the website and assists with the newsletter) on Thursday 30th January to draft out a communications survey for parishioners (to go out with the next newsletter) and discuss the website. Cllr Frenchman suggested adding a car sharing forum to the website.
- b) **Newsletter – to discuss Feb issue**
1. Advertising - Cllr Forster reported he had trying to organise additional advertising to offset newsletter costs and that out of 8 emails sent, 2 had positively responded.
 2. Printing Costs – Cllr Forster reported that Poppy Print could save Parish Council up to 10% on Merland's costs. Parish Council resolved that Merland should be given the opportunity to reduce their costs before SPC used a different supplier.
 3. March Edition - Cllr that the next edition would be published in March with copy to be received by 18th February. **Action: Clerk to send reminder to village organisations**

159.13 MEETING DATES

- a) **Change of Annual Parish Meeting Date** - To report that due to the Elections on Thursday 22nd May 2014, The Annual Meeting of Parish Council will be changed to 2nd June 2014 – Parish Council to make resolution to approve. The Clerk informed Parish Council that under the Local Government Act 1972 Sch 12, Part II, s7(2) states "In a year which is a year of ordinary elections of parish councillors, the annual meeting of Parish Council shall be held on, or within 14 days after the day on which the councillors elected at that election take office, and in any other year the annual meeting shall be held on such day in May as the parish council may determine". Several parish councillors indicated that they were unable to attend on the 2nd June which would result in the meeting not being quorate (minimum of 1/3 councillors to attend to make quorate) . Cllr Frenchman proposed that the revised date for the Annual Meeting of Parish Council should be Weds 4th June (13th day following the elections), 7.30 pm in Spratton Village Hall (if available), seconded by Parish Council, voted on and unanimously resolved to be approved by Parish Council. **Action: Clerk to amend 2014 Meeting Dates, circulate and publicise (NB, Website, Newsletter, Facebook).**

- b) **2014 Meeting Dates** – Parish Council resolution to approve – After some discussion, Cllr Frenchman proposed that there should be no annual meeting in May due to the elections, seconded by Cllr Heaton and resolved to be approved by Parish Council. The following dates/Locations were proposed by Cllr Frenchman and unanimously resolved to be approved by Parish Council:-

Spratton Parish Council holds meetings at 7.30 pm, in the Village Hall, School Road, Spratton on the 3rd Tuesday of every month – unless otherwise stated:-

January	Tuesday 21 st January 2014
February	Tuesday 18 th February 2014
March	Tuesday 18 th March 2014
April	Tuesday 15 th April 2014
May	Annual Parish Meeting (not a Parish Council meeting) – Wednesday 7 th May 2014
May	No meeting - due to forthcoming Parish Council elections on 22 nd May.
June	Wednesday 4 th June 2014 (AGM)
June	Tuesday 17 th June 2014
July	Tuesday 15 th July 2014
August	NO MEETING – Village Walk and Risk Assess
September	Tuesday 16 th September 2014
October	Tuesday 21 st October 2014
November	Tuesday 18 th November 2014
December	Tuesday 16 th December 2014

Action: Parish Clerk to publicise.

160.13 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) **Chris Heaton-Harris MP** Chairman are invited to a Meeting with Nick Boles MP, the Parliamentary Under-Secretary of State for Planning at the Department for Communities and Local Government, on Thursday 9th January 2014 to ask the Minister any questions they may have in relation to Neighbourhood Plans. – (See also point 151.13 for report) – ***Parish Council had resolved via an email exchange that Cllrs Frenchman and Heaton should attend this meeting***
- b) **DDC** Communications with Parishes – additional assistance with website suggested.
- c) **NCC** **Title:** County Council Development Local Validation List Consultation

Subject: Heritage, Environment, Conservation, Planning, Building, Development

Start Date: 18 Dec 2013, **End Date:** 12 Feb 2014 **Result Date:** 28 Mar 2014

Overview: **Review of the Northamptonshire County Council's Local List for Validation of County Council Development Planning Applications**

- d) **DDC** Parish Council resolved “No response” due to lack of time and resources. Daventry District Council is responsible for preparing the draft Community Strategy on behalf of the Local Strategic Partnership. The Community Strategy is a key strategic document for the Council and its partners setting out the long term vision and key priorities for the district. I have attached a copy of the draft strategy for your information. The consultation will start on Friday 1st November 2013 and run until Friday the 24th January 2014. To agree response
- e) **DDC** Parish Council resolved “No response” due to lack of time and resources. Daventry District Council is currently consulting on its new Corporate Strategic Plan 2014 - 17. As part of the consultation we would like your feedback on the Vision, Values, Objectives, Priorities and Measures which form the basis of the plan. You can tell us what you think about these by completing the online survey. <https://www.surveymonkey.com/s/CorporateStrategicPlan2014> All responses need to be received by midnight on Tuesday 21st January, 2014.

Parish Council resolved “No response” due to lack of time and resources.

- f) **NCC** **Title:** Minerals and Waste Local Validation List
- Subject:** Waste, Environment, Mining and Minerals, Planning, Building, Development
- Start Date:** 18 Dec 2013, **End Date:** 12 Feb 2014, **Result Date:** 28 Mar 2014
- Overview:** **Review of the Northamptonshire County Council's Local List for Validation of County Council Development Planning Applications.**

- g) **Brixworth NP Steering Group** Parish Council resolved “No response” due to lack of time and resources. Letter advising of intention to produce an NP – ***Action: Cllr Heaton to contact***

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

- a) **Connexions** Apprenticeships and Jobs Fair 2014 – Poster circulated
- b) **NCALC** Eupdate and opinion against precept capping of parishes
- c) **NCC** Minerals and Waste Local Plan Submission (after consultation)
- d) **DDC** Christmas Hamper Campaign feedback
- e) **Parish and Town Councils Meeting** minutes (individual Electoral Registration slide information previously circulated)
- f) **Maria Taylor** *** Planning System upgrade *** from 7th February 2014 for 7 days – Daventry District Planning Portal will not be available.
- g) **Fiona Rye** How to become a District Councillor – notification of Open Evening on Wednesday 12th February at 6 pm in the Council Chamber, Daventry District Council, Lodge Road NN11 4FP
- h) **Alice Ellis** The Big Poppy Plant – Community Initiative to commemorate WW1 – Parish Council discussed and resolved not to join this initiative on the grounds that there were no appropriate sites for the poppies plus maintenance was an issue as poppies tend to spread like weeds.
- i) **LGPS** HR and Payroll Guides plus New Starter and variation forms
- j) **Spinal Injuries Assoc** Fish and Chip Supper – 16th May 2014 plus magazine
- k) **Police** **Crime Reports – Dec 2013**
11 Dec: Brixworth Road – report of loud party at Kings Head PH.
19 Dec: Welford Road – two males on scrambler bikes trespassing on private land (ongoing).
07 Dec: Brixworth Road – vehicle window smashed and items taken

- 162.13 URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting)**
- a) Code of Conduct Complaint** – Cllr Frenchman reported that a formal code of conduct complaint had been made against Parish Council, naming several individuals. The Clerk had sought advice and passed the complaint to Daventry District Council monitoring officer for adjudication. ***NOTE: The complaint had subsequently been retracted and a full apology made for the libellous comments made.***
 - b) Questionnaire Analysis** – It was reported that Navigus had completed their analysis of the November Questionnaire consultation and the full report would be circulated for comment.
- 163.13 DATE OF NEXT MEETING** – Tues 18th February 2014, 7.30 pm, Village Hall School Road, Spratton

Chairman Signature..... **Dated:**

Dates of 2013/14 Meetings – all held 7.30 pm, Spratton Village Hall unless stated otherwise

Tues 18 th March 2014	Weds 7 th May 2014	Mon 2 nd June 2014 (AGM)
Tues 15 th April 2014	Annual Parish Meeting	Tues 10 th June 2014