



Chairman: Councillor Barry Frenchman

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Minutes of a Meeting of Spratton Parish Council

Held on Tuesday 15th July 2014 in the Village Hall, School Road, Spratton at 7.30 pm

Present: Cllrs Barry Frenchman (Chairman), Tim Forster (Vice-Chairman), Bill Blowfield, John Hunt, Fiona Keable, Rachel Baillie, Michael Heaton, Ruairaidh McDonald Walker, Mark Pacey and Jay Tindale – 10 members

In attendance: 16 members of the public

Cllr Frenchman welcomed everyone to the meeting and informed that a notice of adjournment of the motion to consider the recommendation of site 1 in the neighbourhood plan (see attached Paper A) had been publicised prior the meeting due to new information recently becoming available from Daventry District Council (see 47.14 c Briefing on 5 Year Land Supply – Weds 2nd July, feedback and notes released 11th July – after publication of agenda on 7th July). This new information from DDC together with additional qualitative analysis from people's handwritten comments in the boxes from the November 2013 consultation (which has not been considered by Parish Council as yet and therefore not public) will need to be looked at more closely by Spratton Parish Council prior to making a decision on how to proceed.

Cllr Frenchman added that the Parish Council had been asked by Spratton Hall School not to release the letter recently sent to Parish Council to the Public, but that comments could be extracted from it. Anyone who takes issue with this will need to take it up with Spratton Hall School

Cllr Frenchman instructed that as a result of the adjournment, there would only be 1 public forum and not 2 (as stated in the agenda).

39.14 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 16 members of the public in attendance and the following was discussed. Please note the replies (shown in Blue and italics are those given by Parish Council after the meeting but shown in the minutes so they can be shown in context):-

- a) **Hall School Letter** – the Parish Council was asked if it would use the contents of the letter and the Hall School's opinion when deciding on the allocation of a site – Cllr Frenchman responded that due to the new information, the decision on site had been deferred and a decision would be made after full assimilation of the new information together with the result of the confirmation of the Joint Core Strategy figures and the outcome of DDC preparations of the 5 year "land bank" requirement of the government
- b) **Further Analysis** – It was asked what the further analysis showed. Cllr Frenchman responded that this had not been fully explored yet and the results would be released when known.
- c) **Additional Housing for Rural Locations** – Cllr Frenchman explained that the Government and DDC were currently changing the number of houses required and that the decision had been made not to push forward with a Neighbourhood Plan which might conflict with the Joint Core Strategy. The Joint Core Strategy (this is the overarching strategy for Northamptonshire which the DDC Local Plan will be formed from) has been referred back to the Planning Inspectorate and it may not be known for about 6-8 weeks whether or not it (and the rural housing numbers) have been accepted.
- d) **Protocol for Consultation** – The Site 2 Landowner referred to point 3.14 of the Protocol which the developers and promoters had agreed to which states *"On completion of the community assessment, all of the responses will be collated and summarised by the Spratton Neighbourhood Plan Steering Group and Navigus Planning. A full list of individual responses and the summary will be provided to each site promoter in order to establish agreement with the summary of issues. Any amendments must be agreed between the site promoter and the Spratton Neighbourhood Plan Steering Group."* The Site 2 Landowner asked what part Navigus Planning played in this. After some discussion, it was established that Cllr Heaton, Project Manager had undertaken the data entry with a thorough audit on accuracy and interpretation carried out by the Parish Clerk. Cllr Frenchman said a letter would be sent when discussed. The Site 2 Landowner asked if the Protocol could be published. Cllr Frenchman responded that he saw no reason why this should not be done.

Reply

The data collection included clear indications of opinions from the free entry text boxes, allocating a summary column for each distinct and separate opinion. The Clerk had then carried out a thorough audit on accuracy of data entry and interpretation of the free entry text boxes over 20% of the forms (as has been previously reported). The resultant spreadsheet was then sent to Navigus Planning for analysis. Later Cllr Baillie recorded the long hand comments in full, and still later carried out further analysis on these long hand comments, the results of which have only just been received and not yet considered by Parish Council.

- e) **Independent Analysis** – 2 residents said that as the Parish Council had employed independent consultants they should have done the work on the analysis and come to the meeting. Cllr Frenchman responded they had originally been due to attend but in view of the recommendation being adjourned, it had been agreed that the costs involved in paying the consultants to attend would outweigh the benefits and that the money would be best spent on other aspects of the project.

Reply

It was only practicable for one person to enter the data on an Excel form that eventually became 144 columns wide due to the need to capture opinions expressed in the free box entries. This Excel form has been on the Parish Council website for some time and there has been no challenge to its content. No subjective assessment was involved in this data collection.

- f) **Site Selection** – The site 2 landowner could not understand why the Site recommendation had been made (although the consideration by the Council has now been adjourned) when Navigus Planning said the decision was too close to call. Cllr Frenchman said that this comment would be responded to in writing.

Reply

The process of evaluating the responses and the deliverability of community benefits has been carried out in accordance with para 3.14 of the protocol, and the Project Manager's recommendation was based on the matrix of deliverable benefits agreed unanimously by the Parish Council at its meeting on 17 June 2014. In order to progress any item of business, it is normal practice for a councillor to make a proposal and for this to be debated and then voted upon. In this case, due to the emergence of new information, the Project Manager sought adjournment of the motion to give time for this new information to be properly considered.

- g) **Feasibility Test** – The Site 2 Landowner referred to Point 3.15 of the Protocol which states “Following Stage 2 and regardless of whether this stage results in a clear choice of site, or the need to take a deciding vote between the two competing sites in accordance with paragraph 3.8, any of the site promoters may then be asked to provide a full cost feasibility analysis to demonstrate that the requirements associated with a proposed allocation of their site is 'deliverable'. To be considered 'deliverable', the assessment must consider site viability factors, particularly where there may be costs involved because of a need for specific infrastructure, open space, community facilities, employment opportunities and affordable housing. This will be informed by the policies in the emerging Daventry Local Plan and Spratton Neighbourhood Plan.” Asking if Wilbraham's had been asked to do a feasibility test. Cllr Frenchman responded that this point would be responded to in writing.

Reply

The process required by para 3.5 of the protocol has been undertaken by separate discussions with promoters and the Parish Council satisfied itself from promoters' responses that both schemes were deliverable. The process has not yet reached the end of Stage 2, so procedures from stage 3 are not relevant at this time

- h) **Suitability of Site** – The Site 2 landowner referred to Point 3.2 of the Protocol which states “Each site will be assessed using the recognised Government guidance^[1] on undertaking SHLAA assessments. For the assessment to determine that a site has potential to deliver housing, it must be demonstrated as being (i) available, (ii) suitable and (iii) deliverable. Given that the sites have been put forward for consideration within the Neighbourhood Plan, it is assumed that they are all 'available' so this part of the assessment has been completed.” It was asked if drainage of the site would be considered as where a site cannot be drained, Parish Council could be in the position where the site would not be deliverable.

Reply

Para 3.5 of the protocol states that promoters will not be required to undertake full feasibility studies, but need to be aware of any infrastructure elements which could affect the viability of their scheme. Site 1 promoters are aware of the drainage issue. The Parish Council may, if it wishes and after the stage 2 site selection has been made, require a full cost feasibility study in accordance with para 3.15 of the protocol.

- i) **Clarification of JCS** – Cllr Frenchman explained that the next steps would be agreed on after the publication of the Joint Core Strategy (JCS) result from the Planning Inspectorate which would be in about 6-8 weeks. Parish Council would inform the community as to developments

- j) **Site 1** – One resident indicated that Site 1 was the best option as it was the only site that would deliver a suitable link road (this had been most requested by parishioners) to alleviate traffic.

- k) **Site 2** – One resident expressed no preference on either site but said that Site 2 should have been in contention as it would mean the Cemetery was left a clear and open space with no houses encroaching on it, it was only 1 person's view that a pond was not a community benefit and the Site 2 pond should have been seen as an asset that improved the landscape and provided an additional amenity to encourage wildlife and for parishioners to sit by. The resident suggested it was a choice between a link road or a greener village.

Reply

These are perfectly valid personal preferences but there is no guidance from the consultations as to whether these opinions might be generally supported.

- l) **Confirmation of Next Steps** – A resident asked how the community would be informed as to the next steps and, given the importance of the subject, perhaps a letter could be sent to each household as not everyone is on email. It was confirmed that the next steps would be communicated via the usual channels e.g.

^[1] Department for Communities and Local Government (2007) *Strategic Housing Land Availability Assessments – Practice Guidance*

website, Facebook, Newsletter and Noticeboard. Parish Council would discuss whether an independent communication to each household was needed Clerk Note: this would be dependent on when the information was available and if it coincided with publication of a newsletter.

- m) **Sewerage** – the issue of the flow from the new developments was discussed. Liberty Stones (Fisher German) – Site 1 promoter said she would obtain answers and respond as soon as possible.
- n) **Relief Road** – the Site 2 promoter raised the issue that because of the wording of the consultation, the differentiation between the 2 link roads was not clear and therefore the Project Manager could not clearly say that the majority wanted a link road which would only be deliverable by Site 1. A resident said it was wrong to single out one person (Cllr Frenchman later commented that the Parish Council was a corporate body and all recommendations made by Advisory Groups/Project Managers were discussed at Full Council) and that it had been completely clear which link road related to which site and in his own response he had made it clear using the freehand comment box. Cllr Frenchman commented that at the time of the recommendation, Parish Council did not know then what it knows now.
- o) **Further Consultation** – several parishioners recommended a further consultation with parishioners.
- p) **Other Town/Parish Consultations** – The Site 2 landowner said that some other consultations had been carried out in a different manner eg Information given by the Site Promoter to parishioners whereas in Spratton, the information had been given in by promoters and fed out to parishioners by the Project Manager. Cllr Frenchman made the point that the Parish Council is a corporate body and all recommendations are discussed by Full Council.

Reply

The Neighbourhood Plan process is a very new one and when it was introduced there was no prescribed process for this. Each Plan has different issues and requires different approaches.

Public Forum finished at 8.05

- 40.14 **RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE** – there were none, all present.
- 41.14 **RESOLUTION TO SIGN AND APPROVE MINUTES OF THE ANNUAL MEETING OF PARISH COUNCIL HELD ON TUESDAY 17th JUNE 2014 (previously circulated) I** – The minutes were proposed for approval by Cllr Heaton, seconded by Cllr Baillie and resolved to be approved by Parish Council. The minutes were subsequently signed by the Chairman as an accurate record of the meeting.
- 42.14 **MATTERS ARISING FROM PREVIOUS MINUTES AND CLERK UPDATE REPORT (if any) – For Information only**
 - a) **First Responders and Heart Start (209.13 b April Minutes)** – It was reported that speakers have been invited to attend the Full Council meeting on 16th September to give Parish Council more information.
- 43.14 **MEMBERS' DECLARATION OF INTEREST/DISPENSATION REQUESTS** for relevant items on the agenda
There were none.
- 44.14 **NEIGHBOURHOOD PLAN - Project Manager: Councillor Michael Heaton**
 - a) **Update** – To report:-
 1. Awards for All end of grant Report – It was reported that this was approved by Awards for All and no further communication would be necessary.
 - b) **Recommendation from the Project Manager for Site 1 (Sales/Kelly Land, Agents: Fisher German/Wilbrahams) to be included in the Draft Plan** – (previously circulated Paper A – rescinded) – Parish Council to discuss and make resolution. Cllr Frenchman proposed deferral of the recommendation on the grounds that new evidence had come to light regarding the overarching strategy for Northamptonshire (Joint Core Strategy) which could change the numbers of additional rural housing necessary plus some additional analysis from the consultation had just been received (from a Councillor) which would need to be investigated further. Cllr Heaton seconded the motion which was voted on and unanimously resolved to be deferred by Parish Council. It was suggested that there might have to be an extraordinary meeting to discuss the matter further.
 - c) **Draft Plan** – To discuss Councillors observations on the Draft Plan (previously circulated and available on the website www.spratton.org.uk). Parish Council to discuss, agree any amendments and make resolution as to continuing forward to the next step (Formal Consultation period). Cllr Heaton reported that amendments had only been received from 3 Councillors. It was acknowledged that the Policies had been written by Navigus Planning (SPC appointed consultants) and that the policies had been based on the evidence from Village consultations and Village Design Statement whilst conforming to what was known from the emerging West Northamptonshire Joint Core Strategy “WNJCS” (the overarching strategy for West Northamptonshire). Unfortunately, Section 5 of the Draft Plan could not be written yet as there were still some “unknowns” as the WNJCS had been referred back to the Planning Inspectorate and it could be up to 8 weeks before it was either adopted or referred back for further amendments. This delay in the WNJCS had also held up the DDC Local Plan 2. Cllr Heaton proposed deferral of the agenda item seconded by Cllr Frenchman and resolved to be deferred by Parish Council. It was suggested that there might need to be a further consultation or opinion poll and acknowledged that there needed to be a clear mandate. It was agreed that residents should be made very clear as to the reasons for and what the next stage of the process will be. The following points were also made:-
 - *Daventry District Council (DDC) were being challenged on the claim of a 5 year land bank and as this had not been met previously, the 5 year land bank requirement may be increased to nearly 6 as a penalty.*
 - *It is possible that if DDC do not have the required land supply, Neighbourhood Plans within the District could be challenged and may not be defensible.*
 - *DDC could say that no further growth (in rural areas) is necessary as the rural housing target is nearly met, although this would not mean that no further housing would be built (because of the Government. The targets are best described as minimums and not maximums.*

- *Regardless of the WNJCS and indicated rural housing numbers, the Housing Needs Survey still showed a need for a small amount of affordable housing in Spratton.**

*Extract from DDC Spratton HNS September 2012

Conclusions:

The analysis done by this survey identified nine potential households in need of affordable housing as follows in Spratton:

- 4 x 1 bed flats
- 1 x 4 bed house
- 4 x 2 bed bungalows

The survey also identified 3 people who were interested in buying on the open market.

Action: Cllrs and Clerk to read and comment on the Plan as soon as possible, Cllr Heaton to inform Parish Council as to developments at County and District level.

45.14 ADDITIONAL PUBLIC FORUM Members of the public and press are invited to address the Council at its Open Forum following on from the Neighbourhood Plan discussions (3 mins per speaker, not all questions will be able to be answered on the night) – It was not necessary to hold this additional public forum due to deferral of the discussion on the site selection recommendation (see introduction from the Chairman)

46.14 RESOURCES (STAFFING AND STRATEGY) COMMITTEE – Chair: Councillor Michael Heaton

a) Update (if any)

1. **Newsletter Printing** – It was reported that Cllr Heaton had managed to secure a 7% discount from Merland after seeking alternative quotes to ensure the Parish Council was still obtaining good value for money. It was also reported that Cllr Forster had approached other companies, the cheapest of which was based in Wiltshire which would not be practical. Note: Merland had just increased their prices so the discount would now be worth more.

b) **Minutes of Resources Committee Meeting held on Weds 9th July 2014 (to discuss and agree changes to Financial Policies after recent changes to legislation)** – Parish Council to discuss and make resolution to adopt minutes and recommendations therein. The Clerk reported that she had been unable to complete these due to lack of time. Cllr Heaton proposed deferral to the September meeting, seconded by Cllr Frenchman and resolved to be deferred by Parish Council.

c) **Bank Balances** – Parish Council resolution to approve. Cllr Heaton proposed approval of the bank balances, seconded by Cllr Frenchman and resolved to be approved by Parish Council.

BANK ACCOUNTS (as at 30th June 2014)

Community A/C	£200.00
Reserve A/C	£54,973.81
TOTAL	£55,173.81

d) **Income received** – to report (if any). Parish Council noted the following:-

Dignity – Burial Fees - £136.00 – credit 100448

Nat West Bank – Interest £6.53

e) **Clerk Timesheet, Time of in Lieu/Overtime/Holiday request (circulated prior to the meeting** – Parish Council to discuss and make resolution. Cllr Heaton proposed approval of the Clerk's overtime payment of 10 hours (from the Neighbourhood Plan Reserve) and Time off in Lieu – to be taken in July and August plus 3 weeks Annual Leave (out of 6 owing) to be taken between 4th and 22nd August, seconded by Cllr Frenchman and resolved to be approved by Parish Council. **Action: Clerk to organise out of office messages for phone and website plus transfer of the burial records and instructions to Cllr Blowfield.**

f) **Receipts and Payments/Cash Book Summary report and Bank Reconciliation (circulated prior to the meeting)** – Cllr Heaton proposed approval, seconded by Cllr Baillie and resolved to be approved by Parish Council.

g) **Payment of invoices for July 2014** (see below), plus any additional payments Parish Council resolution to approve. Cllr Heaton proposed approval, seconded by Cllr Baillie and resolved to be approved by Parish Council:-

DATE	PAYEE	DETAILS	CHEQUE NO.	AMOUNT EX vat	VAT	TOTAL CHQ AMOUNT	ACCOUNT	POWER TO PAY	
PAYMENTS									
01/07/2014	CGD CONTRACTORS LTD	Greenworks	2732	£820.00	£164.00	£984.00	Greenworks	Open Spaces Act 1906 s9	GPC
01/07/2014	LYNNE COMPTON	June Salary (903.27) plus Use of Office (£18) and Broadband/Mobile contribution (£2)	2733	£923.27		£923.27	Salaries/Office	LGA 1972 s112	GPC
01/07/2014	LGSS	Clerk Pension	2734	£311.26		£311.26	Salaries	LGA 1972	GPC

								s112	
01/07/2014	HMRC ONLY	PAYE (quarterly)	2735	£404.54		£404.54	Salaries	LGA 1972 s112	GPC
04/07/2014	BT	Office Phone	DD	£24.68	£4.40	£29.08	Office	LGA 1972 s112	GPC
15/07/2014	EON	Electricity Account July 2014	2736	£454.90	£90.98	£545.88	Streetlighting	PCA 1957 s3	GPC
15/07/2014	JIM PYE	General Maintenance	2737	£156.40		£156.40	Maintenance	Open Spaces Act 1906 s9	GPC
15/07/2014	NCC	VAS Signs	2738	£1500.00	£300.00	£1800.00	VAS sign Reserve	LGA 1972 s112	GPC
15/07/2014	SPRATTON VILLAGE HALL	hire of hall 15th July	2739	£18.00		£18.00	Meetings	LGA 1972 s111	GPC
15/07/2014	JIM PYE	Greenworks	2740	£150.00		£150.00	Greenworks	Open Spaces Act 1906 s9	
		TOTAL		£4,613.05	£559.38	£5,172.43			

47.14 PLANNING EXECUTIVE COMMITTEE – Chair: Councillor Fiona Keable

a) Update

1. **Old Barn (Spratton Grange, Welford Road)** – it was reported that there appeared to be works being done to the barn. Cllr Hunt kindly agreed to discuss with the owner and report back to Parish Council

b) **Plan Sim – verbal report from Cllr Keable on DDC new Planning System** – to discuss and agree any action necessary. The attached report was received from Cllr Keable – **Paper B**. Parish Council noted the report.

c) **DDC Briefing on 5 year Land Supply and Update on other Policy Matters** – to receive a report and discuss any action necessary. The attached report was received from Cllr Keable – **Paper C**. Parish Council noted the report. There was further discussion on the 5 year land supply (re-iterating points in 34.14 c) and the additional point was made that if the Sustainable Urban Extension was approved in Harlestone then DDC would have a land supply in excess of 6 years. It was agreed that the DDC’s presentation on the 5 year land supply together with Cllr Keable’s report should go on the website. Action: Clerk to put agreed documents on the website.

d) **Community Infrastructure Levy (CiL) - Draft Charging Schedule Consultations From 26 June to 07 August 2014** – to discuss and agree response. Cllr Heaton had drafted a response. After some discussion, Cllr Frenchman proposed (as not everyone had had the chance to read) that the Parish Council response should be agreed in an email exchange (responses collated by the Clerk) then Clerk to submit the Parish Council response. Cllr Heaton also reported the following:-

- *CiL should be in place by March 2015*
- *100% of CiL from future developments goes to DDC to be distributed as follows: 15% to Parish Councils who don’t have a Neighbourhood Plan, 25% to Parish Council’s with a Neighbourhood Plan and 75% to the registered list of projects within DDC*
- *Councils cannot have a CiL policy unless they have a current Joint Core Strategy in place.*

Clerk Note: For further information on CiL, please go to:-

<http://www.westnorthamptonshirejpu.org/connect.ti/website/view?objectId=2737520>.

Action: Clerk to re-circulate draft response, Cllrs to read and respond by 30th July, Clerk to submit response

e) **Rural Housing Policy Review (Lord Best)** – Questionnaire for return by 25th July (draft response circulated by Clerk) – Parish Council to discuss and make resolution as to response. After some discussion, Parish Council resolved to approve the Clerk’s draft response. **Action: Clerk to submit.**

f) Planning Applications to consider and make resolution

Application No: DA/2014/0481

Description: Alterations to existing canopy porch to form enclosed porch

Location: Hunters House 11B, Holdenby Road, Spratton, Northamptonshire, NN6 8JD

Respond by: 11 July 2014

Case Officer: S Barnes on 01327 302528 or email sbarnes@daventrydc.gov.uk

After some discussion, Cllr Keable proposed “no observations”, seconded by Cllr Heaton and resolved by Parish Council. **Action: Clerk to submit response**

g) Planning application decisions to report (if any)

Parish Council noted the following:-

Application No: DA/2014/0346

Description: Construction of replacement storage building and 2.1m high fence

Location: Standhills, Holdenby Road, Spratton, Northamptonshire, NN6 8LB

Respond by: 28 May 2014

Cllr Heaton informed that there were a lot of conditions attached which took into account the observations made by Parish Council.

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

a) Update– To receive a report and Parish Council to discuss and make resolution (where necessary)

1. Memorial Churchyard Seat – there have been some concerns about the workmanship of the bench, however on inspection, the bench was of an acceptable quality and the base around the bench needs to be paved. Cllr Blowfield reported that the Parochial Church Council did not want the base around the bench paved (currently grass seeded), also brackets that were not fit for purpose had been supplied with the bench plus they were not sure which oil to use to treat the bench. After some discussion, Parish Council resolved that Cllr Blowfield should contact the bench suppliers to discuss issues and report back to Parish Council. **Action: Cllr Blowfield**
2. Spratton to Creton Footpath (29.14 a) 3.) – it was reported that this was in a terrible state North of Brixworth Road. The Clerk confirmed that the Community Enhancement Gang was due in the village to side out the footpath and clean signage. **Action: Cllr Blowfield to meet Community Enhancement Gang**
3. EVC/Recreation Field Gate (29.14 a) 4.) – The handyman had submitted a quotation of £90 to make and install a replacement gate between the Recreation Field and the Cemetery. Cllr Heaton proposed acceptance of the quotation, seconded by Cllr Blowfield and resolved to be approved by Parish Council. **Action: Clerk to instruct handyman to commence with the work.**
4. Problem of Dogs running loose in East View Cemetery – It was reported that the Clerk had put a reminder in the Newsletter that Dogs should be on leads whilst in the Cemetery (29.14 a) 4.).
5. Probation Trust – Previous works, Un-finished ditch – It was reported that: the drainage ditch, as it nears Westaways had numerous tree roots growing in it, their supervisor pointed this out and, as it was obviously going to be a big job to cut them out, Cllr Blowfield agreed that they just get as far as they could and he was satisfied with their efforts.
6. Probation Trust – Future Works – It was reported that the Community Payback Team was booked in for 12th, 19th and 26th July to undertake works at the Village Hall. Mr Baker (Chair Spratton Village Hall Committee) to act as liaison. Cllr Hunt reported that the Bees had caused an issue and it had been suggested by the Village Hall Committee that pest control be employed. Cllr Hunt strongly objected to this action. Cllr Frenchman advised Cllr Hunt to raise the issue with Mr Baker (Chairman, Spratton Village Hall Committee). **Action: Mr Baker, Spratton Village Hall Committee**
7. Village Spraying(29.14 f)) – The Clerk ascertained that NCC (MGWSP) had already carried out spraying of the village and Parish Council was advised to wait to see if this took effect. It was reported that the weed-spraying had taken effect.
8. Funeral Director, issues with access – The Clerk reported that she had received a request to see if anything could be done to increase the space for vehicles at the Cemetery as it is very tight perhaps either lifting the gates off when a funeral is due or making the gates larger. It had also been commented that Rollybanks was quite narrow and the turning space (when you get into the cemetery) not adequate. After some discussion, Parish Council resolved that CCOS Advisory Group should investigate and report back to Parish Council with a recommendation and estimate of costs prior to the September Parish Council meeting.
9. Dog Fouling in Fields – Cllr Hunt suggested that dog owners might not be aware that they should not allow fouling in fields where livestock are due to the diseases that can be passed onto them. Cllr Hunt had already undertaken to write a piece for the next newsletter (June Minutes 29.14 a)8.) and further suggested that large notices should be purchased and installed informing owners. Parish Council resolved this was a good idea and Cllr Hunt kindly agreed to look into the possibilities and costs. **Action: Cllr Hunt.**
10. Environmental Crime Reporting Leaflet – Cllr Frenchman reported that this Daventry initiative encouraged parishioners to report any Environmental Crimes e.g. dog fouling. After some discussion, Parish Council resolved that the Clerk should request enough copies from DDC so that one could be distributed to every household with the next newsletter. **Action: Clerk to contact Daventry.**

b) Burials/Memorials

The following was noted:-

Ann Bonham & Son – Burial: Thomas Albert SMITH, Plot B231, re-opening of Priscilla K A Smith, Weds 9th July 2014, 12.30 pm at St Andrews, 1.30 pm at East View Cemetery.

c) Village Handyman

1. **Additional work – Parish Council to discuss and agree.** The Clerk reported that the Noticeboard was in need of sanding and treating plus the board that had been installed previously by the handyman was not very easy to get pins into. Cllr Frenchman suggested replacing the board with Sundela board which is specially made for noticeboards. Parish Council resolved that the clerk should instruct the Handyman to carry out the requested works. **Action: Clerk**

d) Improving Village Matters to discuss and make resolution. The following issues were reported:-

1. Rollybanks (through swing gate) it was reported that Public Footpath that goes across field from Rollybanks was impassable and the Trees needed trimming back (that could damage a hearse). After some discussion, Parish Council resolved that a polite improving village matters letter should be sent to the landowner. **Action: Clerk to write to landowner**

2. Hedge adjacent to 5199, North of Golby's Nurseries to Grooms Lane – it was reported that this was overgrown and that a polite request should be made to the landowner that when the hedge is flailed that the debris should be swept up as it caused damage to bicycles and pedestrians. **Action: Clerk to write to landowner.**
3. Hedge Adjacent to Sandhills (owned by Daventry District Housing - DDH) – Despite a previous assurance that this would be cut back, nothing had happened. Parish Council resolved that a strong letter should be written to DDH reporting that the hedge was encroaching over the footpath and could cause an injury. **Action: clerk to write to DDH**
4. **Leylandii Hedge (King's Head) encroaching onto High Street** – Parish Council resolved that the clerk should write to the owners. **Action: Clerk to write to owners**

e) **Garden of Remembrance** – The following recommendation had been received from CCOS Advisory Group:-

Location:-East View Cemetery, left hand side of cemetery as you enter the cemetery from Rolly Banks

Specification: standardise on the size and material of the marker stones to present a more uniform and tidy layout. polished black granite stone with gold inscription. Also, to keep maintenance simple, the flower holder(s) would be best integrated into the stone - stops separate flower pots in the grass. As a suggestion, I would propose a stone 12" wide by 15" deep with the flower holder(s) towards the top edge - we could come up with a standard stone for everyone.

Approx. Costs: It was reported that Peterborough Diocese could not give a quotation until the full extent of the work was known. As the suggestion was to leave the area as grass, the only other costs would be for a Chain and Post fence to mark out the area – approximately £500 and possibly some additional administration costs for the Clerk if the work for this new project could not be fitted in the usual hours (Clerk Note: this will need to be monitored and responsibility for ongoing administration for sale of plots in the new Garden of Remembrance discussed e.g. if adding to the Clerk Job Description).

Next Steps: Risk Assessment prior to commencement, Organise consecration of ground, agree fees and addition to Burial Regulations

The Clerk reported that several people had been in contact asking when the remembrance garden would be ready. Cllr Blowfield reported that although the Churchyard was still open to burial of ashes, not everyone wanted to inter their loved ones ashes in a religious setting. After some discussion, Cllr Blowfield proposed commencing with the project to install a Garden of Remembrance within East View Cemetery, seconded by Cllr Frenchman, voted on and unanimously resolved to be approved by Parish Council. **Action: Cllr Blowfield to organise CCOS meeting to draw up location plan and estimate of costs (once Diocese Fees are known) and liaise with Clerk to do Risk Assessment. Clerk to pass Cllr Blowfield's number onto those that had expressed a wish to inter ashes in a new Garden of Remembrance.**

f) **Mowing/Maintenance Issues**

The following report has been received from Cllr Heaton:-

1. The bank by the Church Road entrance was strimmed to remove daffs, which is why that was so bad.
2. The bank alongside Brixworth Road is strimmed per instructions.
3. The triangle at the junction of Church Road and Brixworth Road was not well collected at the last cut.
4. The verge above the shop is part strimmed and part mowed and there may have been some of the mowed parts which were not well collected last time.

But the over-riding problem, which I know from my own grass, is that the growth has been phenomenal this year and this will have made the strimmed areas look much worse because of the quantity of grass that had to be strimmed. CGD have informed that some councils have gone to a 10 day cycle because of the exceptional growth.

Parish Council to discuss and agree action (if any).

Cllr Blowfield further reported that the Pathway in the Cemetery had not been kept clear in accordance with the specification plus the short length of pathway as you turn left out of Brixworth Road towards Westaways Garage had not been done according to the specification either, dead grass had been left on the verges (rather than being picked up). After some discussion, Parish Council resolved that a further letter should be sent to CGD Contractors outlining the issues. **Action: clerk to send letter to CGD**

g) **2015 Village Spring Clean** – to agree date for publication – After some discussion, Parish Council resolved that the Clerk should approach Chris Saul (Saul's the Butchers) and enquire if he was able to continue organising this event with the Parish Council's support, and if so, which date was best for him. The time span suggested was end of April to Mid-May. **Action: Clerk to contact Mr Saul**

h) **Dog Bins**

Cllr Frenchman proposed deferral of the following 2 Agenda items to a meeting of CCOS Advisory Group, seconded by Cllr Blowfield and resolved to be deferred by Parish Council. The Clerk re-iterated that until there was a map provided showing the location, a request could not be made to NCC for permission to install/move a bin (NCC needed to give permission as they empty the bins). **Action: Cllr Blowfield to**

organise a CCOS meeting and report back with recommendations to the Full Parish Council meeting on 16th September

1. Moving of Dog Bin adjacent to Westaways – to receive a quotation from Mr Pye, discuss and make resolution - deferred
2. Additional Dog Bins – The following quotations have been received :-
GLASDON: 50 litre = £175 ex VAT
BIN SHOP: 40 litre = £80 plus £10 delivery ex VAT
Parish Council to receive a recommendation as to suitability of the options, discuss and make resolution - deferred

49.14 NATURAL SPRATTON INCLUDING SPRATTON POCKET PARK ADVISORY GROUP

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

- a) **Jubilee Wood – to receive an update (if any)** – Cllr Hunt reported that Jubilee Wood was progressing very well and that less than 10% of trees had been replaced. Some Field Maple had recently been planted to replace trees that had failed to thrive.
- b) **Spratton Pocket Park**
 1. The Wildlife Trust Churchyard Award –to receive a report - it was reported that the judging had taken place and the award ceremony was this evening! **Action: Await report from Mr Cooke**
 2. Amendment to Pocket Park cutting specification – proposal from Mr Cooke to bring the first cut forward to June (starting in 2015) – Cllr Hunt proposed amending the specification as proposed, voted on and unanimously resolved to be approved by Parish Council. **Clerk Note: This may mean an additional cut (and cost to Parish Council) depending on the weather. Action: Clerk to amend specification and circulate.**

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

- a) **Update on Highways Issues** – to receive a report/update, discuss and make resolution
 1. VAS Signs – Cllr Pacey reported that the VAS sign had been ordered and would be installed (using existing poles) within the next 4-6 weeks. It was suggested that the sign should be moved fortnightly or 6 weekly (when the battery needs charging), Parish Council resolved that this should be left to Cllr Pacey's discretion. The Clerk reported that the invoice had been received but seemed to indicate that NCC would own the sign when it had been previously understood that Parish Council would own the sign. **Action: Clerk to clarify and request new invoice**
 2. Traffic Calming Measures – Cllr Pacey reported that Highways Advisory Group was in discussion with NCC Highways to find a suitable solution (for the Brixworth Road).
 3. Fencing adjacent to Churchyard Wall – Cllr Heaton was present when the NCC contractors were on site and reported the following:-
 - I. The fencing is complete.
 - II. They are going to tarmac below the fencing where the water gets in behind the stone wall.
 - III. They are re-pointing the wall where necessary
 - IV. They are going to tarmac the base of the wall from the pavement in Church Road all the way down to Yew Tree Lane. The foreman had a moan about the strimmed grass from the Churchyard which they would have to clear up to enable this work to be done. I told him that the contractor was not allowed close to the edge of the wall (and the reason why) and thus that this could not be avoided.
 4. Report from resident on damaged verges (caused by Country Lion buses) – Parish Council resolved that the Clerk should write to the bus company and request that the verges be repaired. **Action: Clerk**
 5. Inadequate Temporary Repair of kerbstone on the corner of High Street and Smith Street – Parish Council resolved that the Clerk should bring this to the attention of the developers who had carried out the repair.

51.14 POLICE

June Reports – The following crimes were reported in June:-

btwn 05-06 Jun: Ryefields – section of fence damaged.

btwn 21-22 Jun: Holdenby Road – iPhone dropped and taken by other person(s), located by tracker to nearby location.

btwn 21-30 Jun: Sandhills – items taken from garden.

There were no ASB's reported.

Parish Council to discuss and agree action, if any. Parish Council noted.

52.14 PARISH AND TOWN COUNCILS MEETING – 19th June 2014 – to receive a brief report, discuss and agree actions. The minutes had been circulated prior to the meeting. It was commented that the majority of the discussion at the meeting had been about Potholes. Parish Council noted the minutes.

53.14 CORRESPONDENCE RECEIVED FOR DISCUSSION AND TO AGREE ACTION (IF ANY) (previously circulated)
Parish Council reviewed the following and agreed action where necessary (Bold, italics)

- a) **NCC Lights Out Event to commemorate WW1** – Request to participate. Parish Council resolved that it was impracticable for Parish Council to support by having the streetlights turned off due to the costs involved but individuals could support and the Parish Council would advertise the event in the usual way. **Action: Clerk to advertise on website and Noticeboard**
- b) **Sustainable Communities Act** – Request for Parish Council to put forward a proposal regarding selling electricity. Cllr Heaton proposed deferring discussion of this agenda item as it was due to be discussed at a forthcoming NCCALC Directors Board meeting from which a recommendation would be made by NCCALC,

seconded by Cllr Frenchman and resolved to be deferred. Action: Clerk to bring forward for September 16th meeting.

c) Changes to County Connect in the west of Northamptonshire - Summary of service changes:

Parish Council noted the following changes:-

The County Connect services in the Welland Valley, Daventry, Towcester and Brackley area, with present require 4 buses to operate at peak commuting times and 5 buses to operate during the daytime, will be restructured into a four bus service all day by consolidating the Daventry and Welland Valley daytime services from 3 to 2 vehicles.

As a result of these changes, there will not be a reduction to the services available at peak commuting times, but it will now no longer be possible to travel directly between Towcester and Daventry. Passengers who do wish to make this journey will be advised to change in Woodford Halse or Northampton.

More detailed maps and publicity will be available closer to the commencement of the new service, but broadly otherwise passengers will be able to continue making their journeys to Banbury, Brackley, Towcester, Daventry and Market Harborough as now.

The bus which operates to and from Banbury will be increased in size to carry 24 seated passengers to meet passenger demand.

In an attempt to further increase usage, and to increase the reach of services to Brackley, three additional parishes in Buckinghamshire will be added to the Brackley/Towcester service.

Telephone number:

It will still be required to telephone to book for County Connect. This number will change to be 0345 456 4474 to comply with new regulations over use of 0845 numbers.

Operator:

The County Connect contract will now be operated by Kier, who presently operate the Call Connect services in the East of the County and Lincolnshire.

The changes come in to effect from 1st September 2014. County Connect additionally operates two vehicles in East Northants, which will also be revised from this date.

Parish Council to discuss and agree any action necessary. Parish Council noted the changes and resolved they should be advertised as widely as possible. Cllr Frenchman reported that he had (as District Councillor) recently written a report on Rural Transport. **Action: Clerk to advertise the changes to the service.**

d) NCC Consultation - Title: Consultation regarding the proposed closure of Daventry East Children's Centre

Start Date: 03 Jul 2014 **End Date:** 13 Aug 2014

Result Date: 14 Sep 2014

Overview: Northamptonshire County Council has gone through a process of re-commissioning its Children's Centre Services. This has involved inviting organisations to bid to deliver children's centre services within the county.

We are undertaking this consultation because it is proposed that Daventry East Children's Centre should be closed and replaced with service delivery from a range of community venues.

Parish Council noted and resolved that no response was necessary.

e) Village SOS (ACRE) – short survey – Parish Council resolved that the Clerk should respond. **Action: Clerk**

f) DDC WW1 Centenary Commemorations Ceremony - Monday 4th August 10.30am - DDC will be holding a short ceremony outside the Council offices at 10.30 am and will be raising the Union Jack flag at 10.45am as a mark of respect.

Photographs will be taken during this event as these images will form an evidence base of this special date/gathering for future Daventry generations to relate to when it comes to planning their WW1 bi-centennial commemorations one hundred years from now.

If any Parish Councillors are available to join us on this very special date in history you would be made very welcome. **Cllr Frenchman reported that he would be attending.**

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

Parish Council noted the following and resolved that the Clerk should advertise. **Action: Clerk**

a) Northampton County Council – Summer Safety Campaign

b) NAB visits – locations and times

c) Daventry North Choose Well Campaign – poster received

d) NCC Development in Northamptonshire newsletter

e) DDC Grants for Winter Activities - information

f) NCC Emergency Response Corp Facebook page – request to publicise

g) NCC Flood Bus – details of dates and locations – giving out public information

- h) DDC WW1 Centenary Events – Sat 9th August – posters received
- i) ACRE Community Website Workshop Evening – 17th July 2014, 7-9 pm, Hunsbury Hill Centre, Northampton
- j) NCC – Animals in Emergencies – information video
- k) DDC Year Book 2014/15

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

56.14 DATE OF NEXT MEETING –August – No meeting, Tuesday 16th September 2014, 7.30 pm, Village Hall School Road, Spratton

Chairman Signature..... **Date:**

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

October	Tuesday 21 st October 2014	December	Tuesday 16 th December 2014
November	Tuesday 18 th November 2014		

DDC Stakeholder Planning Workshop – Paper B Minutes SPCM 15th July 2014

This event took place in the council chamber. The session was run by *i-three analytics* in conjunction with the Planning Advisory Service. DDC is one of ten councils involved in a national project to identify possible ways of improving the planning system using a simulator called Plan-Sim.

The presentation looked at data gathered by a different council and showed exactly where the entire planning process gets held up. Most delays in the planning system are not within a council's control. 98% of the time that an application is in the system it is simply 'awaiting action'.

It has been shown that applications made on the Planning Portal have a significantly higher chance of being invalid than those done by an agent, they also take between 2 and 9 days longer than posted applications and are more likely to be refused. This is in conflict with the Government's drive to increase planning portal applications. There are also hold ups at the consultation stage in particular when dealing with external consultees such as English Heritage and Highways. Which agent you use also has a large impact on the time and success of the application. A possible 'league table' of planning agents was discussed. Almost all refusals happen in the last few days of the consultation period as the government target runs out.

We were asked to consider ways in which we felt DDC could speed up the whole process. The emphasis is definitely on the speed at which applications get approval. Generally it was felt that DDC could improve communication, pre-application advice should be more readily available and there should be a much higher take up of it whether it is advice given over the phone or face to face with the planning officers. There should be greater communication from planning officers to the parish councils, and more education for parish councillors of the whole planning system. The DDC website needs improving and needs to be far more user friendly.

All the suggestions that were given are then put into a working model which shows whether they would work in practice or not. The model showed that by increasing pre application advice alone the entire process would slow up a lot. If pre application advice was increased and the spending on administration tasks was also increased it would have a very positive impact on the system.

Our results will then be collated with the other nine councils and presented to central government.

Cllr F Keable

DDC Five year land supply briefing – Paper B Minutes SPCM 15th July 2014

Presented by

Richard Wood – Local Strategy Manager,

Tom James – Senior Policy Officer

Keith Thursfield – Development Control Manager.

Several key points –

DDC needs to have a 5 year supply of building land, if it is proven not to have a 5 yr supply all of the adopted policies cease to be material considerations in determining applications. This means that there is no protection against development.

Material considerations include Emerging Plans. The question was asked, 'At what stage is a Neighbourhood Plan classed as 'Emerging'.' The answer was at the 2nd round of formal consultations, before the plan reaches this consultation stage it will not be classed as a material consideration.

There is much debate as to whether DDC has a 5 yr land supply. At a recent appeal for an application at Byfield (Dec 2013) the Planning Inspector ruled that DDC had a 4.38 yr supply. In Jan 2014 at an appeal for a Moulton application it was ruled that the DDC Land supply was 3.74yrs.

There are three key appeals coming up, West Haddon, Woodford Halse (Farndon Rd) and Woodford Halse (Grants Hill) The results of these appeals will show whether DDC has a 5 yr land supply or not.

The question was asked ' Does having a Neighbourhood Plan protect an area even if DDC does not have a 5 yr land supply?' The answer was No, it will not.

The application on the North Northants SUE site at Overstone is key to DDC's 5 yr land supply. If it fails to get approval DDC will not have enough land.

The Inspectors report on the West Northants Joint Core Strategy is expected in September 2014.

The Settlements and Countryside Local Plan will then be started, this will include the Settlement Hierarchy.

This will definitely include an update to the Strategic Housing Land Assessment or SHLA. This will involve the identification of all deliverable land in the entire District including each parish.

The above are the key points, the handouts from the meeting will be circulated by DDC later in the month.

Cllr F Keable