



Chairman: Councillor Barry Frenchman

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Minutes of a Meeting of Spratton Parish Council

Held on Tuesday 17th September 2013 in the Village Hall, School Road, Spratton at 7.30 pm for the purpose of transacting the following business.

Present:- Cllr Liz Tee (Vice-Chair), Cllr Bill Blowfield, Cllr Michael Heaton, Cllr John Hunt, Cllr Mark Pacey, Cllr Jay Tindale, Cllr Rachel Baillie **7 members**

In attendance – Lynne Compton, Clerk and RFO, County Councillor Judy Shephard plus 7 members of the public.

66.13 PUBLIC FORUM members of the public and press are invited to address the council at its open forum (15 mins)

There were 7 members of the Public present. The following was discussed:-

a) Neighbourhood Plan – Residents present strongly objected to the following:-

1. **Consultation process** – currently the questionnaire was due to go out 1 per household (consistent with how District Council conducted the recent housing needs questionnaire). They argued that it should be done one questionnaire per elector in the same way the ultimate referendum on the Neighbourhood Plan would be done. **Action: Parish Council to look into.**
2. **Site Choice evaluation** – Residents felt there should be a single question at the end asking which site was preferred. Cllr Heaton (project manager) clarified that the Independent consultants had advised that in order for the Neighbourhood Plan process to pass the scrutiny of the Independent Planning Examiner, it was necessary to ask questions around this so as to ascertain resident's choices. Ultimately, if a clear choice did not emerge from the next consultation, a further consultation might be necessary. Cllr Heaton also pointed out that a referendum had to be held and a majority vote was needed to pass the Neighbourhood Plan so it made sense to put the site in that the majority of village preferred, otherwise the whole process would be in vain.

In addition, residents were concerned about the following:-

1. **How the views were depicted in the Information Pack (due to go out with the questionnaire)** – The arrows were in a different format to that shown in the Village Design Statement (VDS) – Cllr Heaton explained that this was due to the fact additions after were done on a different computer. A new version would be prepared.
2. **Why 20 original sites weren't brought forward, some of which the only reason appeared to be because the views conflicted with the VDS.** – Cllr Heaton informed residents that the majority of sites that were discounted in the original list of sites looked at, views were not the only issue. One exception was the site on the opposite side of the A5199. This site had been discounted as being suitable by parishioners in the first consultation. **Action: Cllr Heaton to double check original list to see if any other sites met the criteria.**
3. **Affordable Housing** – that the original reason for the Neighbourhood Plan was not lost i.e. that housing would be provided to help the young people of the village to be able to stay in the village and older residents had smaller properties to be able to downsize to. The Clerk pointed out the Parish Council had been trying to do this for at least 10 years but unfortunately there were no exception sites suitable or available for a Rural Affordable Housing development, thus the need for a Neighbourhood Plan to allow the Parishioners to have their say on where a mixed development should be sited. The market housing was needed to offset the cost of the Affordable housing.
4. **Steering Group** – there was some confusion as to whether the Steering Group had been disbanded or not. Cllr Heaton clarified that members of the original "Steering Group"

who had started the process and carried out the valuable initial work had gradually dropped out. The Parish Council was the only body that could produce a Neighbourhood Plan. A small group of Councillors met on a regular basis (sometimes with the consultants Navigus Planning) to discuss the finer detail of the Neighbourhood Plan and draft out documents. All documents were presented to Parish Council for discussion and resolution.

- b) **Village Design Statement** – the version on the Parish Council website appeared to be a different version to the one on the DDC website. Cllr Heaton confirmed that this was not the case as he had personally checked it. There was the possibility that the resident’s computer had “cached” the old draft version rather than accessing the current one.
- c) **High Street and Smith Street in poor repair** – residents were concerned about the state of High Street and the number of pot holes. It was pointed out that this had never been re-tarmacked. Cllr Pacey pointed out this had been raised on numerous occasions with NCC but it was not their policy to re-tarmac, they filled pot-holes that met the criteria. **Action: Clerk to contact NCC to see if anything could be done.**
- d) **High Street** – water flowing under stone retaining wall – residents were very concerned that this would undermine their wall. County Cllr Shephard kindly agreed to look into the matter and advised the residents to contact their local MP as well.
- e) **Volume of Traffic in Spratton causing a hazard to local children** – A resident was very concerned about this matter and asked if a no drive zone could be introduced together with “Walking Buses”. Cllr Tee reported that this had been raised a number of years ago (when she was a Primary School Governor) and discounted. Unfortunately there were not many pavements in Spratton plus the previous drop off point in the King’s Head Car Park had been lost due to the recent improvements. It was suggested that the car park of the Sports and Social Club could be used as a drop off point if safe access could be provided to the Primary School via a footpath. Cllr Tee suggested that residents should raise this matter with the Primary School.

67.13 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE

Cllr Tee proposed acceptance of apologies from Cllrs Frenchman, Forster and McDonald Walker, seconded by Cllr Heaton and resolved to be approved by Parish Council.

68.13 GENERAL POWER OF COMPETENCY (Localism Act 2011 s8) – To report that the Clerk has passed Section 7 of CiLCA 2012. Parish Council resolution to approve eligibility. Parish Council congratulated the Clerk and Cllr Tee proposed approval of eligibility to use this new power (on the grounds that in excess of 2/3 of Parish Council were elected members and the Clerk was qualified), seconded by Cllr Heaton, voted on and unanimously resolved to be approved by Parish Council.

69.13 RESOLUTION TO SIGN AND APPROVE MINUTES OF THE MEETING OF PARISH COUNCIL HELD ON 16th July 2013.

Cllr Heaton proposed approval of the minutes as an accurate record of the meeting, seconded by Cllr Blowfield and resolved to be approved by Parish Council. The minutes were subsequently signed by the Vice-Chair (in the Chairman’s absence).

70.13 MATTERS ARISING FROM PREVIOUS MINUTES (if any) – For Information only

a) **VDS – (51.13 a)** – As concerns had been raised about the version on the Parish Council website, it was suggested that 2 other councillors checked that it was correct. Action: Cllrs Baillie and Blowfield kindly agreed to check and report back.

71.13 MEMBERS’ DECLARATION OF INTEREST/DISPENSATION REQUESTS for relevant items on the agenda
There were none.

72.13 RESOURCES COMMITTEE – Chair: Councillor Michael Heaton

a) **Update (if any)**

1. CPRE Membership (expired on 8th August 2014) – The RFO had reviewed the subscription and recommended not to renew on the grounds that the main reason for membership was for planning advice which was available from a number of other sources including the Neighbourhood Plan Consultants, Navigus Planning. Cllr Heaton proposed not renewing CPRE membership, seconded by Cllr Tee and resolved to be approved by Parish Council.

b) **Bank Balances** – to receive and approve – Cllr Heaton proposed approval of the bank balances, seconded by Cllr Tee and resolved to be approved by Parish Council

Community A/C	£200.00
Reserve A/C	£49,350.71
TOTAL	£49,550.71

c) **Income received for July to Sept 2013** – to report. The following was reported

Date	Details	Amount
24/07/13	Barham Stone Memorial with vase base J C Attwood	£100.00
24/07/13	B Hollowell Re-issue of incorrectly made out cheque for B.Toombes burial	£196.00
05/08/13	RGR Memorials J Troop Memorial & Inscription	£85.00
05/08/13	Blenkharn Wilson memorial (non-resident fees)	£170
	TOTAL	£551.00

d) **Payment of invoices for August/Sept 2013** Parish Council resolution to approve (previously circulated)

Cllr Heaton proposed approval to pay the following, seconded by Cllr Tee and resolved to be approved by Parish Council.

Date	Payee	Details	Amount	Cheque No.	Power to Pay	Account
09/08/2013	TGP TRUCKING	moving of container	£240	2593	Misc Prov Act 1976	Maintenance
09/08/2013	LYNNE COMPTON	purchase of new Arnold Baker through Lexis Nexis using NALC discount (1/3 – total £60 to be shared between Spratton, Creaton and Pitsford)	£20	2594	LGA 1972 s112	Office Expenses
09/08/2013	NAVIGUS PLANNING	Support Services for Neighbourhood Plan Invoice Ref SPR-031 (should have been raised for payment at July meeting)	£953.76	2595	Localism Act	Neighbourhood Plan
09/08/2013	NAVIGUS PLANNING	Annual Subscription to Journal of Local planning	£50	2596	Localism Act	Neighbourhood Plan
09/08/2013	JAY TINDALE	purchase of goods to set up luncheon Club (as previously detailed)	£466.26	2597	LGA 1972 s.145	Projects (money from CC Empowerment Fund)
09/08/2013	DAVE COOKE	Sand Cement and Ballast for Pocket Park benches	£47.22	2598	Misc prov Act 1976	Spratton Pocket Park
09/08/2013	CHRIS NANGLE FURNITURE DESIGN	2 Green Oak HD Benches Invoice No. 00869 (approved in budget)	£1968	2599	Misc prov Act 1976	Spratton Pocket Park
27/08/2013	LYNNE COMPTON	Re-imburement for gifts purchased	£65	2600	Chairmans Allowance	Chairman's Allowance
30/08/2013	LYNNE COMPTON	August Salary	£712.79	2601	GPC	Salaries
17/09/2013	COMMUNICORP	Clerks and Councils Direct Subs	£12	2602	GPC	Subs
17/09/2013	CAME & CO	Parish Council Insurance	£1245.50	2603	GPC	Insurance
17/09/2013	BDO	Audit Fees	£396	2604	GPC	Audit

17/09/2013	RICOH	Office Copier	£34.03	2605	GPC	Office
17/09/2013	JIM PYE	Green Works & Maint	£860.80	2606	GPC	Greenworks/Maint
17/09/13	CGD	Mowing and Maint July & Aug	£1968	2607	GPC	Greenworks
17/09/13	JAY TINDALE	Lunch club items	£44.36	2608	GPC	Lunch Club (from County Councillors Empowerment Fund)
	TOTAL		£9083.72			

- e) **Receipts and Payments report and Bank Reconciliation** (tabled) – Parish Council resolution to approve. Cllr Heaton proposed approval, seconded by Cllr Tee and resolved to be approved by Parish Council.
- f) **BDO External Audit Report** (no issues arising) – Parish Council resolution to approve. Cllr Heaton proposed approval, seconded by Cllr Tee and resolved to be approved by Council.
- g) **National Pay Award for Clerks – To report** that the local government pay settlement for 2013/2014 has been announced as a **1% increase effective from 1 April 2013 (below inflation which is currently running at 2.9%)**. The National Association of Local Councils has confirmed the new salary scales (previously circulated). Cllr Heaton proposed approval in line with NALC recommendation, seconded by Cllr Tee and resolved to be approved by Parish Council. **Action: Clerk to inform Autela**
- h) **NCALC Finance Training Course for RFO's and Clerks Monday 23rd September 2013, 10.30 to 3 pm** – Clerk request to attend and update knowledge (approx. cost including fees and clerk time but excluding mileage - £42.77 per Council. Parish Council to discuss and make resolution. Cllr Heaton proposed approval, seconded by Cllr Tee and resolved to be approved by Parish Council.
- i) **Moorhouse Event (25/26th April 2015)** – to discuss funding. Cllr Heaton gave an outline of the proposed event (attached Paper A) and reported that the Heritage Lottery Fund had provisionally agreed to donate £26,000 towards the event for long term heritage e.g. paving stone, book, memorial but not the on the day “entertainment” eg flyby, band etc. The total cost would be approximately £42,000. After some discussion, Cllr Heaton proposed that the Parish Council should apply for an Awards for All Grant of £10,000 to assist with costs, seconded by Cllr Tee, voted on and unanimously approved by Parish Council. Note: This would mean that the Parish Council could not apply for another Awards for All Grant for 2 years. **Action: Cllr Heaton, Cllr Baillie and Clerk to complete**
- j) **Bins for East View Cemetery** (Quotations from Amey previously circulated) – to discuss and make resolution. It was reported that the Recreation Field Committee were concerned about large vehicles driving across the field where the children are playing. It was not felt that 2 large bins instead of the skip was the solution. After further discussion, Cllr Tee proposed deferring the item until the October meeting in order for other options to be investigated. **Action: CCOS and Clerk to look into**
- k) **Parish Council Insurance** (expires 30th Sept) – quotation from current providers (Came and Co) £1245.50 – to review, discuss and make resolution. Cllr Heaton proposed acceptance of the quotation, seconded by Cllr Tee and resolved to be approved by Parish Council. **Action: Clerk to complete renewal**
- l) **Quotation for Questionnaire** – to receive and make resolution. A quotation of £526.50 had been received from Merland for 650 questionnaires (1 per household). As the decision had been made to send out 1 per elector (see 77.13), it was felt that the quote would probably be in the region of £900. After some discussion, Cllr Heaton proposed reserving up to £1000 from the Neighbourhood Plan budget for production of the questionnaire, seconded by Cllr Tee and resolved to be approved by Parish Council. **Action: Clerk to obtain further quotes and ask Merland to re-quote.**

73.13 PLANNING EXECUTIVE COMMITTEE – Chair: Cllr Heaton

To report: a meeting was held prior to the Full Parish Council meeting. Minutes attached Paper B. It was also reported that Cllr Heaton had been voted in as Chair to the Planning Executive Committee.

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

- a) **Update (if any)** – there was nothing further to report.
- b) **CCOS Advisory Group** meeting held on 7th August 2013 (previously circulated): Parish Council to discuss and make resolution(s) on recommendations made. After some discussion, Cllr Tee proposed that the following recommendations were approved, seconded by Cllr Blowfield and resolved to be approved by Parish Council:-
- Increases/changes to Burial fees
Proposals (as outlined by the Clerk) were agreed (with effect from 1st November)

Purchase of Plots:

6ft x 3ft double depth	£150.00
Children (up to age16 – single depth only)	£20.00

Burials:

Burial of adult	£136.00
Burial of child (up to age16)	£20.00
Burial of a still-born child (or whose age did not exceed 1mth)	£no fee
Burial of Ashes in a Purchased Grave (Resident)	£50.00
Burial of Ashes in a Purchased Grave (Child)	£20.00

Monuments and Gravestones:

Headstone & Inscription	£117.00
Additional Inscription	£25.00
Vase (must be included in Headstone base)	£50.00
Tablet	£50.00
Tree	£50.00

Grave Surround £50.00 – remove option as grass areas need to be left clear for mowing.

Action: Clerk to revise fees schedule accordingly and post on Notice Board, website, newsletter plus circulate to local Funeral Directors

Noted: The increases were broadly in line/less than Church of England fees

2. Formal opening of the Playground Phase 2
Agreed to ask Councillor Baillie to liaise with the Rec. committee and if they wanted to organise, SPC would support. **Action: Clerk**
3. Parking on verges in Holdenby Road
Clerk to write to Highways to ask if they could erect bollards to prevent such parking. **Action: Clerk**
4. Green Open Spaces for Neighbourhood Plan
Councillor Hunt to specify potentially 5 wider verges for inclusion in this schedule, with short (2 lines) reasons as to the merit of these as Open Spaces. This to be circulated well ahead of the **October** SPC meeting and these spaces to be debated at that meeting for inclusion or not.
Two former village greens (one in Yew Tree Lane and one in Manor Road) to be included in the schedule.
5. Millennium Garden
Programme of works is that the tree canopies will be raised about mid November by Councillor Heaton and Dave Cooke, and the shrubs (on order from Covey Nurseries) planted (with soil improver, also on order) thereafter by Jim under supervision of Councillor Heaton.
6. Siding out footpath from Graham Smith's house down to Pocket Park
This was still outstanding. **Action: Clerk to follow up**
7. Railings to Pocket Park
Graham Smith had agreed to store these securely. Agreed that it would be better to paint them on site with Hammerite after re-installation. Councillors Tindale, Heaton, Hunt and Pacey volunteered to help

The following points were discussed further and decisions made by Parish Council:-

8. Mowing regime in Pocket Park.
 9. Formal liaison meetings between SPC and Rec. committee
Parish Council resolved that there should be the minimum of 1 meeting a year between CCOS and Spratton Recreation Field Committee. **Action: Cllr Baillie to organise for the end of October**
 10. Mowing Contract
Cllr Hunt proposed reducing the specification and not cutting the west side of the A5199 so as to encourage flora and fauna. After some discussion, Cllr Blowfield proposed that the current specification should remain and that new tenders should be sought for the 2014 mowing contract, seconded by Cllr Tee, voted on and resolved to be approved by a majority (4 votes in favour, 2 against and 1 abstention). **Action: Clerk to start the tender process.**
- c) **Burial/Memorial applications to approve** (if any) – There were none.
- d) **Village Handyman** - To consider any additional work necessary for October 2013 – The following additional work was approved by Parish Council:-
Push back the paving slab on Smith Street bank
- e) **Improving Village Matters** – To report (if any) – The following were reported:-
Fly-Tipping in Gorse Road/Holdenby Road (outside garages belonging Orchard Close residents
Manor Road – Shrub hanging half way over pavement
After some discussion, Parish Council resolved rather than sending letters that the personal approach would be better in the first instance. Cllr Pacey kindly offered to talk to those concerned. **Action: Cllr Pacey**
- f) **Village Mowing/Maintenance** (not including Pocket Park)
1. Quotation from CGD for 2014 Season (on revised specification) – To receive, discuss and make resolution – This had not yet been received see also point b) 8. above
 2. Issues Arising (if any) – to discuss and make resolution – there were none.
- g) **2nd Phase of Playground** – opening ceremony – to receive an update and discuss – It was reported that this would now be held in Spring 2014. See also point b) 2. Above. In addition, Cllr Baillie reported that the Royal Society for Prevention of Accidents (ROSPA) inspector had some

concerns about the new playground and was due to meet with the contractors (Miracle) to sort these out.

- h) **Recreation Field Committee** – Feedback from Cllr Baillie - to discuss and make resolution – See point b) 9. above

75.13 NATURAL SPRATTON INCLUDING SPRATTON POCKET PARK ADVISORY GROUP

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

- a) **Natural Spratton update** - Cllr Hunt reported the small tree guards had been inadequate and larger ones were needed. A quote of £850 had been received from Woodland Trust for 420 tree guards which were urgently needed to stop the Rabbits and deer eating the saplings. In addition, there were 11 disease resistant elms due for delivery on 26th September. Cllr Hunt further reported that Cllr Judy Shephard had (before leaving the meeting) kindly agreed to give £400 from the Empowering Councils and Communities Fund. After some discussion, Parish Council resolved that further quotes should be obtained and that the Clerk should assist with completion of the Empowering Councils application form.

b) Spratton Pocket Park

1. Notes and Proposals from Spratton Pocket Park Advisory Group meeting held on Monday 19th August 2013 to be tabled – to discuss and make resolutions. – attached Paper C
2. Quotations for Mowing and Maintenance of Spratton Pocket Park (following Mr Pye's resignation) – to receive and make resolution to approve new contractor.

It was reported that since the meeting Jim Pye had resigned as contractor for the Pocket Park.

The Clerk had obtained the following quotations from local firms:-

Maymoor Landscapes - £500
Simon Barnett Fencing and Landscaping - £150
CGD - £800
South Court Environmental - £2,731

Cllr Blowfield proposed acceptance of the quote from Simon Barnett, seconded by Cllr Tee and resolved to be approved by Parish Council. **Action: Clerk to email those who weren't successful and do a formal letter of acceptance to Simon Barnett**

3. Evaluation Report for HLF to secure 2nd tranche of grant – to receive an update – The Clerk reported that this had been reviewed at the recent Pocket Park meeting and quite a bit more work was necessary to comply with the terms of the grant e.g. marketing, organising talks and advertising, updating the website with the photos plus completing the lengthy forms and copying all the invoices. **Action: Clerk to complete**
4. Interpretation Board and Leaflet – to receive an update – The 1st proof had been gone through in detail by Dave Cooke, the Clerk and Rose Little (NCC Pocket Parks Officer) and a long list of changes sent back to the FWDP (design consultants). The second proof was due to be back soon. **Action: Clerk to check 2nd proof against list of changes**

76.13 HIGHWAYS ADVISORY GROUP – Chair: Councillor Mark Pacey

- a) Update on Highways Issues – to receive a report and agree action

1. Complaint from Resident about parking issues in Gorse Road – it was reported that the resident had since moved away.
2. Discuss extension of yellow lines – Church Road/Brixworth Road – It was reported that it was a blind bend and Parish Council were not convinced extending the yellow lines would help. After some discussion, Parish Council resolved that PCSO Jo Hillery should be approached to ask about possible solutions. **Action: Councillor Pacey to contact Jo Hillery**
3. Brixworth Road/School Road – it was reported that visibility was very poor on this corner. Parish Council resolved that PCSO Jo Hillery should be approached to ask about possible solutions. **Action: Councillor Pacey to contact Jo Hillery**
4. 30 mph signs obscured by hedges – Parish Council resolved that this should be reported to NCC. **Action: Clerk to give Cllr Pacey contact details, Cllr Pacey to contact NCC.**
5. **Salt Boxes** – Cllr Pacey reported that the Smith Street Salt Box was empty. **Action: Clerk to report.**

- b) **NCC Notice of Intention Schedule 3 (40 mph speed limit) - Spratton** – Teeton Road, between its junction with Welford Road and a point 150 metres west of that junction; Holdenby Road, between its junction with Welford Road and a point 180 metres west of that junction. – to discuss and make resolution. After some discussion, Cllr Pacey proposed the following response:-

“Parish Council had hoped that the signs would be moved further down towards the HGV yard because of the obscured access to the 60 + allotments which are used on a regular basis.”
Seconded by Cllr Tee and resolved to be approved by Parish Council.

c) Streetlighting Steering Group

1. Quotations for provision of Streetlighting Maintenance (on an ad hoc basis) plus replacement of streetlights – to discuss and make resolution. – to be tabled – these had not yet all been received. Cllr Pacey kindly offered to do a walk round in the evening of all the lights prior to appointing a contractor (and on a regular basis). **Action: Clerk to send Cllr Pacey the map of streetlights.**
2. Formation of a consortium with other local parishes for Streetlighting Electricity and/or maintenance. – to receive an update from Cllr Frenchman – this was not discussed as Cllr Frenchman was absent.

77.13 NEIGHBOURHOOD PLAN – Project Manager: Cllr Heaton

- a) **Update** – to receive and discuss – Cllr Heaton reported that due to delays, it was necessary to move the consultation to the weekend of 9th and 10th November. **Action: Cllr Heaton to publicise date change and draft an email to go to landowners outlining the changes to the timetable and questionnaire (see below).**
- b) **Draft Questionnaire** (previously circulated) – to review and make resolution – After some discussion, Cllr Tee proposed approval of the draft questionnaire and that 1 questionnaire should be completed per elector, seconded by Cllr Heaton and resolved to be approved by Parish Council.

78.13 ANNUAL VILLAGE WALK AND RISK ASSESSMENT – Tues 20th August, 6 pm

Report previously circulated. To discuss and agree any actions necessary.

Cllr Tee proposed deferring this item to the October meeting because of the time, seconded by Cllr Heaton and resolved to be approved by Parish Council. **Action: Clerk to put on October agenda.**

79.13 COMMUNICATIONS ADVISORY GROUP – Chair: Councillor Tim Forster

- a) **Draft Newsletter** – to receive
- b) **Inaugural Meeting** – to receive a report, discuss and make resolution
Cllr Tee proposed deferring this item to the October meeting because of the time, seconded by Cllr Heaton and resolved to be approved by Parish Council. **Action: Clerk to put on October agenda.**

80.13 STRATEGY ADVISORY GROUP

Inaugural meeting (report previously circulated) – to discuss and agree action(s)

Cllr Tee proposed deferring this item to the October meeting because of the time, seconded by Cllr Heaton and resolved to be approved by Parish Council. **Action: Clerk to put on October agenda.**

81.13 SPRATTON LUNCH CLUB – Inaugural lunch held 17th September 2013

To receive a report and agree action

Cllr Tindale reported that this had gone extremely well and was full to capacity (35). The food had been enjoyed by all and there had been many appreciative comments. Volunteers had assisted with giving out the lunch and washing up etc. The Clerk had been present throughout checking the list and taking the money which was passed straight to Tracey George (AbFab Food) to pay the cost of the food. **Noted: AbFab food had been recommended by Mr Bennett and offered to do the catering at a very reasonable price - £5 per head on a trial basis. A review will be undertaken early next year.** Parish Council gave a vote of thanks to all those involved with this worthwhile project. Special thanks were given to Cllr Tindale for researching and purchasing all the crockery and cutlery etc. and Spratton Women's Institute for helping with service and washing up. Special thanks were also given to County Councillors Empowerment Fund for donating £750 to set up the Lunch Club. Cllr Tindale kindly offered to take the money at future lunch clubs. Cllr Tindale reported that there was definitely no room for a cooker in the Church but that a heated trolley would be useful. After some discussion, Parish Council resolved that grants would be sought to fund a heated trolley (approx. £900). **Action: Clerk to research**

82.13 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) **NCC Local Government Pension Scheme** – notification of changes to the scheme from 1st April 2014 . Part-time staff will pay according to their part-time salary rather than their full-time equivalent pay. The scheme has also become more flexible.
- b) **Kirkwells Neighbourhood Planning News**
- c) **West Northamptonshire Joint Core Strategy Local Plan (Part 1) Sustainability Appraisal/ Strategic Environmental Assessment Addendum Report – Scoping Report Consultation (circulated 25/7/13) – deadline 30th August 2013** – the Clerk reported that she had contacted NCC to explain that it was going to be difficult to meet the deadline and been informed that this was a consultation on what to include in the Environmental Assessment and not that important. The more important consultations were coming up in October.

- d) **Daventry District Sports Awards 2013- Nominations now open.** Deadline Friday 13th September – to discuss advertising. **Action: Clerk to circulate**
- e) **Housing Summit - Wednesday 11th September 2013** – To agree attendance. Deadline for response Friday 30th August 12 noon later amended to 4th September – Parish Council resolved (retrospectively) that the Clerk and Cllr Frenchman should attend. The Clerk reported that it had been an interesting and worthwhile event. **Action: Clerk to circulate notes**
- f) **NCALC Eupdate July 2013**
- g) **MOBILE LIBRARY SERVICE** – notification of minor changes. Comments/Suggestions for forthcoming review to be received by 31st December. **Action: Clerk to circulate organisations to see if there were any comments**
- h) **Northants County Association of Local Councils** - formal notice of the **66th Annual General Meeting**, which will be held on Saturday **19 October 2013** at the Saxon Hall, Raunds with business starting at 10:00 a.m. and ending by 1:00 p.m. Respond by 7 October 2013 – Parish Council resolved that the Clerk should attend on behalf of the Parish Council. **Action: Clerk to complete the registration form**
- i) **RSN Rural Fair Share Campaign** aims to send a clear message to the Government from all rural areas in England that the current funding system is unfair, rural areas are losing out on essential funding to deliver services to rural communities. This year, the Rural Fair Share Campaign is giving your council the chance to lend your voice to this argument by signing a petition to be championed by your local MP at parliament.
- j) **Trading Standards Newsletter**
- k) **NHT Public Representative Satisfaction Survey**
Please see below a link to the on-line NHT survey for your completion by your representative ideally by 23rd September 2013 to ensure that your feedback is included in the overall satisfaction survey.
<https://scorelink.econtrack.co.uk?aeeebead12164ddebac64d7e1a76b034>. **Action: Clerk to complete if time allowed**
- l) **ACRE** Invite to Community Best Website Presentation evening – 4th September, 6.30 Hunsbury Hill Centre – the Clerk had attended this event and would do a report for the next Communications Advisory Group meeting. **Action: Clerk**
- m) **POLICE**
 - 1. Community Panel Minutes
 - 2. ASB/Crime Reports
- n) **PARISH AND TOWN COUNCILS MEETING – Minutes JUNE 2013** – The Clerk reported that she had experienced difficulties in obtaining contact details for planning applications. Previously these details had been on the forms that came through the post. The forms were only available on-line with all contact details removed. The Clerk had discussed the issue with Keith Thursfield (DDC Planning) who agreed it was a problem and he was also unable to have access to the information. Parish Council resolved that this should be put on the agenda for the next Parish and Town Council's meeting in December.
- o) **MGWSP – Highways news and planned works**
- p) **SUPERFAST BROAD BAND SURVEY** – The Clerk had passed the survey onto Mr Benn for completion.
- q) **NCC – Partial review of the Minerals and Waste Development Framework consultation – Respond by 31st October 2013** – **Action: Clerk to bring forward for discussion at October meeting**

83.13 GENERAL CORRESPONDENCE RECEIVED (For Information – Members file for circulation) - Noted

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

There were none.

85.13 DATE OF NEXT MEETING – Tues 15th October 2013, 7.30 pm, Village Hall School Road, Spratton

Meeting Closed 10.30 pm

Chairman Signature.....

Dated:

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

Tues 19th November 2013

Tues 17th December 2013

Tues 21st January 2014

Tues 18th February 2014

Tues 18th March 2014

Tues 15th April 2014

Tues 20th May 2014 Annual

Meeting of Parish Council

Weds 7th May 2014 Annual
Parish Meeting