

# CREATON PARISH COUNCIL

Chairman: Mr Stan Perrins

Clerk: Mrs L Compton  
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Minutes of the meeting of Creaton Parish Council held on **Tuesday 1<sup>st</sup> March 2011** in the Village Hall, Teeton Lane at **7.30 pm**

**Present:** Councillors Stanley Perrins (Chair), Richard Hollingum, Margaret Jack, Reg Thomas, Maureen Titman, Caroline Pugh, David Watt

**In attendance:** Lynne Compton, Clerk, District Cllr Barry Frenchman and 1 member of the public

- |  | <b>Action</b> |
|--|---------------|
| <b>161.10 PUBLIC FORUM: Members of the public and press are invited to address the Council (15 mins)</b>   |               |
| <b>a) Renewable Energy</b> - The Matts family who farm between the villages of Creaton and Spratton visited both parish councils to discuss potential green energy schemes with a view to supplying their own farm and offices and potentially Highgate House. The most central location for either of these schemes would be set back from the road in their field adjacent to the A5199. The two areas they focused on were photo-voltaics (solar panels) and wind energy. |               |
| Whilst photovoltaics on roofs have been considered it appears that the construction of their barns will not support the additional weight. Photovoltaics can also be ground based this though is often an expensive exercise and the recent Government announcement suggest their subsidy support for these schemes might soon be withdrawn. A scheme such as this may not be viable.  |               |
| The alternative option would be a single wind turbine. The turbine which is being considered is approximately 25m to the hub. To give an idea of scale the Wellingtonia at the top of Grooms Lane is approximately 32m. The Matts Family are keen to stress that they are NOT considering a full scale wind farm but a small scale local energy scheme.  |               |
| At this stage the Matts's are not committed to proceeding with anything but are keen to understand the views of their neighbours and other villagers.  |               |
| Noted: that an article would also go in the next Village Link asking for residents views. The Matts family had also kindly agreed to attend the Creaton Annual Parish Meeting.   |               |
| <b>162.10 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE</b>  |               |
| There were none.   |               |
| <b>163.10. RESOLUTION TO SIGN AND APPROVE MINUTES OF MEETING AND AGENDA dated 1<sup>st</sup> February 2011.</b>  |               |
| Cllr Perrins proposed approval of the minutes and agenda, this was seconded by Cllr Jack and resolved to be approved by Parish Council as an accurate record of the meeting.   |               |
| <b>164.10 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)(if any)</b>   |               |
| <b>a) Village Green Registration</b>   |               |
| <u>It was reported that</u> HM Land Registry confirmed that Creaton Parish Council have possessory title of the Village Green, the best that could be applied for without producing a paper title.   |               |
| <b>b) Parish Council Noticeboard</b>   |               |
| <u>It was reported that</u> this had now been repaired and the donation towards the repair received from the culprit. Cllr Thomas proposed a vote of thanks to Mr Wood for his prompt and excellent repair of the Noticeboard.   |               |

- c) **Purchase of Plot in Creaton Cemetery by non-residents**  
It was reported that a letter thanking Parish Council for its prompt response and well written burial regulations had been received together with a cheque.
- d) **Rural Affordable Housing**  
It was reported that the Housing Needs Survey (HNS) had been delayed due to procedural changes.
- e) **Royal Wedding Celebrations**  
It was reported that several residents had joined together to organise a Village Royal Wedding celebration which would be held on either the Village Green or the Playing Field. The Playing Field Committee had offered to donate refreshments for this event. The Parish Council had not yet been approached for assistance.

**165.10 MEMBERS' DECLARATION OF INTEREST for items on the agenda**

There were none.

**166.10 FINANCE**

- a) **Resolution to approve payment of outstanding accounts**  
Cllr Watt proposed payment, seconded by Cllr Perrins and resolved to be approved by Parish Council

Details	Amount	Chq No	Account
LYNNE COMPTON (Clerk Wages Feb 2011)	£263.95	249	Salaries
LYNNE COMPTON (Clerk Expenses)	£24.00	250	Office/Exp
HMRC Only (PAYE)	£70.60	251	Salaries
URSULA MORRIS (re-imburement for Statutory Declaration for Village Green Registration)	£13.00	252	Parish Property
NCC LGPS (Clerk's Pension plus £20 underpayment)	£88.94	253	Salaries
CREATON VILLAGE HALL hire of hall for Jan to Dec 2010 (excluding August)	£82.50	254	Meetings
ALAN WOOD (Repair of Parish Noticeboard)	£155.00	255	Parish Property
<b>TOTAL</b>	<b>£697.99</b>		

- b) **To receive details of income**  
Parish Council noted the following:-  
£50 – from culprit who damaged the Noticeboard (Parish Property)  
£188 – McVey purchase of single, double depth plot for 2 – non-residents (Cemetery)

- c) **VAT Return to 28<sup>th</sup> February 2011 (to be tabled)**  
Parish Council resolution to approve  
Cllr Watt proposed that the VAT return of £323.31 be approved, seconded by Cllr Perrins and resolved to be approved by Parish Council.  
Noted: that Mr Grainger (Village Green Contractor) had not yet submitted his invoice for 2010/11. The Clerk had emailed and rung but had no response. Action: Clerk to continue to follow up. Clerk

- d) **Receipts and Payments and Bank Reconciliation to 28<sup>th</sup> February 2011 (to be tabled)**

The bank statements had not yet been received.

- e) **Adoption of Assets Policy**  
To discuss and agree if Parish Council should resolve to adopt.  
Cllr Perrins proposed adoption of the Adoption of Assets Policy, this was seconded by Cllr Hollingum and unanimously resolved to be adopted by Parish Council.

- f) **Local Government Pension Scheme**  
It was reported that the PC contribution will rise to 20.3% - actual cost of PC contribution based on current wages £71.76 per month (was £68.94) (as from April 2011)

- g) **2011 Audit Changes**  
It was reported that the external auditors BDO announced in their Winter 2011 Audit Briefing that there were changes as to how the asset register should be completed - assets should now be shown as the original PURCHASE value where possible. Action: Clerk to amend asset register and circulate prior to the April meeting. Clerk

**167.10 UPDATE ON PLANNING APPLICATIONS (if any)**

There were none.

**168.10 PLANNING APPLICATIONS RECEIVED (if any)**

There were none.

**169.10 PLANNING APPLICATION DECISION NOTICES**

Parish Council noted the following decision:-

DA/2010/1039 - Garden House 14, The Green - construction of double garage - Planning Permission REFUSED

District Cllr Barry Frenchman reported that he was supporting the application and that the appeal would go to Planning Committee rather than be decided under delegated powers.

**170.10 HIGHWAYS ISSUES (if any)**

**To consider and agree action.**

- a) **Pothole outside Post Office (High St)** – It was reported that this was a hazard. Action: Clerk to check that it was on the Highways list of repairs to be done. Clerk
- b) **Tree on Violet Lane** – it was reported that this was causing a hazard. Action: Clerk to ascertain who owns and ask Michael Venton to walk around the Village to identify trees. Clerk
- c) **View obscured on exiting field onto the A5199** – It was reported that a Highways sign was obscuring the view and might cause an accident. Action: Clerk to report to Highways. Clerk

**171.10 CREATON CEMETERY/CHURCHYARD**

**a) Burial/memorial/pre-purchase of plot requests**

There were none.

**b) St Michael's and All Angels – Closure of Churchyard**

To Receive an update and discuss if necessary.

It was reported that the treasurer of the Parochial Church Council (PCC) had emailed to say that the matter of the repairs that should have been done within 18 months following the last 5 yearly inspection would be brought up at the next PCC meeting. Cllr Hollingum suggested that members of Parish Council should be present at the next PCC meeting. Action: Clerk to write to PCC and ask if members of Parish Council could attend, Clerk to pass Cllr Pugh (PC/PCC Liaison) copies of all relevant correspondence. Clerk

It was also reported that a copy of the final order in Council for Closure of St Michaels and All Angels Churchyard Creaton had now been received.

**172.10. COMMUNITY ENGAGEMENT**

**a) Clerk/Councillors Surgeries –**

To receive update and discuss

After some discussion, Parish Council unanimously resolved that Clerk/Councillor surgeries should be held monthly on a 1 year trial basis in the URC Vestry. Action: Clerk/Cllr Watt to draw up a rota. Clerk

Noted: Dist Cllr Frenchman informed Parish Council that Spratton had decided not to go ahead with separate surgeries but to promote the Public Forum.

Creaton Parish Council agreed that surgeries were important, especially for elderly residents who might not want to telephone or feel intimidated by a Parish Council meeting.

**b) Welcome Pack for new residents**

After some discussion, it was suggested that the following should go in the Welcome Pack:-

1. Letter of welcome from the Chairman
2. Copy of the most recent Village Link
3. Copy of Creaton Contacts (which gives telephone numbers for Village organisations)
4. Copy of the list of Councillors and their responsibilities together with dates of meetings
5. Advert for Poppies
6. DDC Info eg Bin days, Council Tax

Action: Clerk to put together a draft for the April meeting. Clerk

**173.10 CREATON BIODIVERSITY STEERING GROUP – Inaugural Meeting Monday 7<sup>th</sup> March 2011**

To agree venue and discuss remit of Steering Group.

After some discussion, Cllr Hollingum offered to draft a constitution for the Steering Group and Cllr Perrins offered to have the meeting at his home. Action: Clerk to email Steering group

Parish Council unanimously resolved to approve £50 towards office expenses etc for the Steering Group. Clerk

Action: Clerk to amend budget.

**ANNUAL PARISH MEETING**

Cllr Perrins proposed Monday 23<sup>rd</sup> May 2011, 7.30 pm in the Village Hall for the Annual Parish Meeting, seconded by Cllr Jack and resolved to be approved by Parish Council.

Some suggestions for agenda items for the Annual meeting were a new “Creaton” sign, Post Office Cuts, Renewable Energy, Biodiversity and Clerk/Councillor surgeries.  
Action: Clerk to draft agenda and circulate.

Clerk

**175.10. CORRESPONDENCE SENT/RECEIVED AND CIRCULATED (not already on the agenda)**

The following were discussed and actions agreed where necessary (bold and Italics):-

- a) CPRE CPRE Planning Road Show. This year’s event will be on Thursday April 14 at Great Houghton Village Hall. The meeting starts at 6.30 for 7.00pm and refreshments will be provided. It will end at around 9.00 pm. Includes Localism Bill - no charge for up to 2 delegates
- b) Fields in Trust The Queen Elizabeth II Fields will also have access to improvement funds. To date a £1 million fund exclusively available to Queen Elizabeth II Fields in England and Wales has been created by SITA Trust and will be split between 2011 and 2012. Sport England’s People, Places Play Legacy will also support the Challenge through the £10 million Protecting Playing Fields fund. These funds both open in 2011 and therefore the sooner we receive nominations for potential sites, the sooner these fields will become eligible to access these funds.
- c) ACRE Details of Survey to be completed online by 1st April
- d) WNJPU Jan 11 Newsletter
- e) COI East Mids News - Good practice in Conservation areas
- f) Barry Frenchman Collaboration advice - useful for Community Engagement
- g) DDC A coalition of rural organisations has launched a guide to generating renewable energy for rural communities.
- h) NCALC Vacancy for Administration manager
- i) Prof Unwin Wind Farm update
- j) Mike Bailey, SCT January Crimes  
Police
- k) NCALC Advice on review of effectiveness of audit
- l) NCALC Nalc's networking lunches
- m) Prof Unwin Wind Farm update
- n) NCALC Update Jan 11 on email and later by post
- o) Spratton PC Parish Plan for Spratton
- p) Clerk Copy of Quinquennial Report  
Joint Core Strategy - Pre Submission Representations period  
17th February - 31st March 2011  
***Parish Council resolved that the Clerk should send in a response along the lines “Parish Council are concerned about the Buckton Fields development and the lack of infrastructure to support the proposed development. Parish Council are also concerned about how this development will impact on the quality of life of residents in Creaton”***
- q) WNJPU ***Action: Clerk to send in response***
- r) Clerk letter to PCC concerning works to boundary walls that need to be done prior to PC assuming responsibility
- s) Clerk Mr and Mrs McVey - letter to confirm plot number

Clerk

- t) Clerk Mr A Wood confirmation of acceptance of quotation for noticeboard  
Withdrawal of Green Doctor Scheme with effect from 31<sup>st</sup> March 2011 – **Action: Clerk to bring to the attention of Mrs Davies/Mrs Gibbs to see if they knew of anyone that this would be useful for.**
- u) DDC

Clerk

**176.10 POST OFFICE - LOCAL ISSUES**

To receive a report from Cllr Winter  
Cllr Winter reported that it was possible if a recent Bill heard in the House Commons became law, that the Post Office would make the rural Post Offices Self Cash funding and then Creaton (and others) could lose the ability to do currency and car tax. This would inevitably cause closures as the businesses would just not be viable. There was also the possibility that the Post Offices would lose Government business. County Councillor Chris Millar and MP Chris Heaton-Harris would be approached to see if anything could be done. District Cllr Frenchman also suggested approaching Daventry District Council.

**ITEM OF CLOSED BUSINESS DUE TO THE CONFIDENTIAL NATURE**

*Parish Council unanimously resolved to defer the following item to the April meeting due to the lateness of the hour.*

**177.10 CLERK**

- a) *Appraisal and contract review – to discuss and agree any issues*
- b) *Annual Salary Review – Parish Council resolution to agree annual increment subject to satisfactory progress*

**178.10 DATE OF NEXT MEETING – Tues 5<sup>th</sup> April 2011**

**Meeting Dates for 2011**

- Tues 3<sup>rd</sup> May 2011 – Annual Meeting of Parish Council
- Tues 23<sup>rd</sup> May 2011 – Annual Parish Meeting
- Tues 7<sup>th</sup> June 2011
- Tues 5<sup>th</sup> July 2011
- Tues 2<sup>nd</sup> August 2011 – No meeting – Village Walk and Risk Assessment
- Tues 6<sup>th</sup> September 2011

**Meeting Closed 9.40 pm**

Chairmans Signature:.....

Date:.....