

CREATON PARISH COUNCIL

Chairman: Mr Stan Perrins

Clerk: Mrs L Compton
12 Olde Forde Close
Brixworth
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Minutes of the Meeting of **Creaton Parish Council** meeting on **Tuesday 7th June 2011** in the Village Hall, Teeton Lane, Creaton at **7.30 pm**

Present: Councillors Stanley Perrins (Chair), Margaret Jack, Reg Thomas, Maureen Titman, Caroline Pugh, David Watt and Sylvia Winter

In attendance: Lynne Compton, Clerk

22.11 PUBLIC FORUM 15 mins

There were no members of the public present.

23.11 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE

Cllr Perrins proposed acceptance of apologies for absence from Cllr Hollingum (work commitments), seconded by Cllr Jack and resolved to be approved by Parish Council.

24.11 RESOLUTION TO SIGN AND APPROVE MINUTES OF ANNUAL MEETING AND AGENDA dated 3rd May 2011.

Cllr Perrins proposed approval of the minutes and agenda, seconded by Cllr Jack and resolved to be approved by Parish Council as an accurate record of the meeting. The Chairman subsequently signed the minutes.

25.11 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)

a) **33 Welford Road (from minute point 13.11 a)** – The Clerk reported that that DDC Planning Enforcement Officer, Dave Smith had confirmed that the Velux windows were allowed under “permitted development” therefore no planning application was necessary. Unfortunately nothing could be done about the illegal removal of the asbestos.

b) **Sapling planted on Highways verge (minute point 16.11 aii)** – it was reported that this had now been removed.

c) **DDC Planning Training Course – 25th May 2011**

Cllr Jack and the Clerk had attended this course and would circulate the notes from the course in the next circulation. The training had been a useful insight into the new “Localism” Bill and the relevance of “Neighbourhood plans”.

26.11 DECLARATIONS OF INTEREST in respect of relevant items of business on the agenda

There were none.

27.11 FINANCE

a) **Resolution to approve payment of outstanding accounts**

Cllr Watt proposed payment of the following, seconded by Cllr Jack and resolved to be approved by Parish Council:-

Details	Amount	Chq No.	Account
LYNNE COMPTON (Clerk Wages May 2011)	£257.19	291	Salaries
LYNNE COMPTON (Clerk Expenses- £36 + SSLC Subs £40.50)	£76.50	292	Exp+Subs
HMRC Only (PAYE)	£83.20	293	Salaries
NCC LGPS (Clerk Pension) plus shortfall from April due to change in employer %age	£114.24	294	Salaries
NCALC (Subs £131.68 plus IAS £140.31)	£271.99	295	Subs/Audit
ALAN WOOD (Noticeboard repairs)	£145.00	296	Parish Property
RICHARD HOLLINGUM reimbursement for cost of printing leaflets for Creaton Biodiversity Group	£90.00	297	Office
TOTAL	£1038.12		

b) **Receipts (if any)**

There were none.

c) **Report from NCALC Internal Audit (Monday 6th June)**

The Clerk reported that the NCALC Internal Auditor had been very pleased with the book-keeping and procedures. The written report would follow.

The Auditor had recommended that the following wording should be included on the Asset register to reflect that the Assets had been set at the cost price originally :-

“Fixed assets (31st March 2011) We have reviewed all our fixed assets in line with your Winter 2011 Audit briefing and confirm the figures previously stated were on a cost basis therefore no alteration to

March 2010 figures is necessary.”

Cllr Watt proposed the changes to the Asset Register, seconded by Cllr Titman and resolved to be approved by Parish Council.

d) Parish Council Insurance

To report that the Clerk had negotiated a discount bringing this year’s premium down to £740.78. Parish Council resolution to approve quotation.

Cllr Watt proposed approval of the quotation, seconded by Cllr Perrins, voted on and unanimously resolved to be approved by Parish Council

e) HMRC PAYE RETURN – to receive

Parish Council resolution to approve
Parish Council unanimously agreed to defer this to the next meeting. Clerk to circulate prior to the next meeting.

28.11 UPDATE ON PLANNING APPLICATIONS (if any)

There was nothing further to report.

29.11 PLANNING APPLICATIONS RECEIVED To consider (if any)

DA/2011/0306 First floor extension to rear

15, The Jetty, Creaton, NN6 8NZ

Respond by: 25th May 2011

Case Officer: Fran Robinson

Tel/Email 01327 302597 frobinson@daventrydc.gov.uk.

Parish Council resolved “no observations as long as the neighbours are happy”

DA/2011/0319 Relocation of field access

Land at Brixworth Road, Creaton, Northamptonshire

Respond by: 27th May 2011

Case Officer: Fran Robinson

Tel/Email 01327 302597 frobinson@daventrydc.gov.uk

Parish Council resolved “no observations”

DA/2011/0342 Single storey rear porch extension

Bramble Cottage 2, Litchfield Lane, Creaton, Northamptonshire, NN6 8NJ

Respond by: 3rd June 2011

Case Officer: M Baynham

Tel/Email 01327-302591 mbaynham@daventrydc.gov.uk

Parish Council resolved “no observations as long as the neighbours are happy”

30.11 PLANNING DECISION NOTICES To report (if any)

Parish Council noted the following:-

DA/2011/0136 Work to tree subject of a tree preservation order, Mulberry House, Violet Lane, Creaton Northants –

DDC Consent to carry out works granted 12th April 2011

DA/2011/0171 Construction of detached double garage (revised scheme) Spring Cottage 14, The Green, Creaton, NN6 8ND

DDC Planning permission granted 28th April 2011

31.11 HIGHWAYS ISSUES (if any)

To consider and agree action.

a) Update (if any)

- (i) Broken Stile on the MacMillan Way** – It was reported that this was a health and safety hazard and suggested that a “kissing Gate” would be better. Action: Clerk to report to NCC **Clerk**

b) Dog Fouling

To receive draft letter to be sent from Parish Council to culprits and discuss
After some discussion, Parish Council resolved to send a letter saying it had been brought to the Parish Council’s attention that the resident’s dog had been allowed to roam loose, frightening children and causing a health hazard fouling the public highway. Action: Clerk to send. **Clerk**

32.11 CREATON CEMETERY/CHURCHYARD

a) Burial/Memorial Requests (if any)

There were none.

- b) St Michael’s and All Angels Churchyard (update on closure)** – It was reported that the repairs to the wall had not yet been completed although there had been no communication from the PCC as to why the repairs had not been finished. Parish Council resolved that Cllr Pugh (PCC Liaison) to investigate and report back.

- c) Self Set Ash tree** – Residents bordering the Churchyard had sent a letter explaining that the tree was causing a general nuisance. After some discussion, Parish Council resolved that the Clerk should contact Michael Venton (DDC Tree officer) to organise a viewing with the residents, and **Clerk
Cllr
Pugh**

that Cllr Pugh, PCC liaison should investigate whether the tree had been complained about before.

DRAFT

33.11 ANNUAL PARISH MEETING – Monday 23rd May 2011

- a) Draft minutes from meeting and discuss any action points (circulated prior to meeting)
Parish Council unanimously agreed that the draft minutes from the Annual Parish Meeting were an accurate record of the meeting. Noted: George Matts had apologised for not attending the meeting due to getting the date and day wrong.
- b) **Action Points**
1. Neighbourhood Watch – A resident had said at the meeting that they were interested in setting up a new NHW group in Creaton, Parish Council agreed that this would be easier if there was someone in a neighbouring village to liaise with. Action: Clerk to contact NHW and ask for details, Cllr Winter to contact Hollowell to see if they had an NHW and let the Clerk know.
 2. Website – Cllr Hollingum reported that the website had since been updated.
 3. New Creaton sign – The Clerk had reported this again to NCC

Clerk,
Cllr
Winter

34.11 CORRESPONDENCE RECEIVED (not already on the agenda)

The following were noted and action taken where necessary (bold/italics)

- a) Police Annual Crime Statistics
- b) DDC Details of Renewable Energy Event on Weds 25th May from 5-8 at the iCon
- c) NCC New Proposed Mobile Library Routes - Consultation ends Thurs 30th June 2011
- d) NCC You Choose - Future of Public Transportation Consultation ends 27th May
- e) NCC Notice of Parish and Town Councils meeting on Thurs 16th June 2011 at 6.30 pm Council Chamber, DDC Offices - Agenda items and notice of attendance due by 30th May – **Action: Cllr Perrins and the Clerk to attend**
- f) DDC Community Safety events at Daventry possibly Tesco on 14th and 15th July
- g) NCC You Choose - Future of Public Transportation Consultation ends 27th May
- h) Police Crime Report - 10th Apr Highgate House Mobile phone left on bar tracker activated
- i) MGWSP Street Light Switch Off
- j) MGWSP Parish Enhancement Gangs - requests for works only accepted up to 3rd June 2011 – **Clerk had sent in a list of works – after an email and telephone discussion with Cllrs**

Cllr
Perrins,
Clerk

35.11 POST OFFICE CUTS

To receive and discuss draft letter

After some discussion, Parish Council resolved that the Clerk should draft and circulate prior to the July meeting.

Clerk

36.11 DATE OF NEXT MEETING – Tues 5th July 2011
Meeting Dates for 2011

Tues 2nd August 2011 – No meeting – Village Walk and Risk Assessment

Tues 6th September 2011

Tues 4th October 2011

Tues 1st November 2011

Tues 6th December 2011

Meeting Closed 8.50 pm

Chairmans Signature:.....

Date:.....