

# CREATON PARISH COUNCIL

Chairman: Councillor Stan Perrins

Clerk: Mrs L Compton  
12 Olde Forde Close  
Brixworth  
Northants NN6 9XF

Tel/Fax 01604-880727  
Email: creatonpc@tiscali.co.uk

Minutes of the **Creaton Parish Council** meeting held on **Tuesday 5<sup>th</sup> July 2011** in the Village Hall, Teeton Lane, Creaton at **7.30 pm**

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

**In attendance:** District Councillor Barry Frenchman, 2 residents and Lynne Compton, Clerk

- Action**
- 37.11 **PUBLIC FORUM 15 mins**
- a) **Royal British Legion** – request from Mrs Rogerson for Parish Council of £25 donation towards the Poppy Wreath. Parish Council resolved that this was agreed (as per the budget). District Cllr Frenchman remarked that Spratton PC donated towards a wreath and the Chairman laid it on the memorial. Mrs Rogerson said that Cllr Perrins was welcome to lay the wreath but would have to attend the service.
  - b) **Sharp Metal Post on Verge opposite the Village Hall** – a resident said this had become apparent recently (possibly due to the dry weather) and caused a real hazard to pedestrians. Action: Clerk to report to NCC Highways as a matter of urgency. Clerk
  - c) **Wooden stump sticking out of ground of verge (corner of Teeton Lane/Welford Road)** – this was reported as causing a trip hazard. Action: Clerk to report to NCC Clerk
  - d) **Welford Road** – Branches growing over the pavement (halfway between Highgate House and pub – on pub side) – this was reported as being a hazard by District Cllr Frenchman. Action: Clerk to report to NCC. Clerk
  - e) **Website** – a resident reported that the meeting dates on the website were from 2010. Cllr Hollingum apologised and said that the website was undergoing some lengthy maintenance and should be ready soon. Clerk/Cllr Hollingum
- 38.11 **RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE**  
There were none.
- 39.11 **RESOLUTION TO SIGN AND APPROVE MINUTES OF MEETING AND AGENDA dated 7<sup>th</sup> June 2011.**  
Cllr Watt 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.
- 40.11 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only)**  
148.10 d – Affordable Housing – It was reported that there had been a request in for allotments in the village. Cllr Hollingum reported that there needed to be a number of applicants before this could be possible. It was commented that East Midlands Rural Housing Assoc had previously said that allotments might be able to be provided with a Rural Affordable Housing Development. Action: Clerk to follow up Clerk
- 41.11 **DECLARATIONS OF INTEREST in respect of relevant items of business on the agenda**  
Cllr Jack declared a personal interest in Point 44.11 Planning Application No:DA/2011/0427
- 42.11 **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 June 2011)	£271.47	298	Salaries
LYNNE COMPTON (Clerk £46.80 and Office - £4.32 Expenses)	£53.22	299	Office/Exp
HMRC Only (PAYE)	£72.80	300	Salaries
NCC LGPS (Clerk Pension)	£97.54	301	Salaries
EON (Streetlighting Maint for quarter ending 30 June 2011)	£111.56	302	Lighting
VILLAGE LINK (2 invoices for newsletter May and June)	£100.00	303	Newsletter
DAVID GRAINGER (Village Green mowing)	£256.80	304	Mowing
ROYAL BRITISH LEGION (Donation towards Poppy Wreath) S137 expenditure (as per budget)	£25.00	305	S.137
<b>TOTAL</b>	<b>£988.39</b>		
  - b) **Receipts (if any)**  
There were none.

- c) **HMRC PAYE RETURN – to receive**  
Parish Council resolution to approve  
Cllr Watt proposed approval of the Parish Council HMRC return for 1 employee, 2nded by Cllr Perrins and resolved to be approved by Parish Council.
- d) **BANK RECONCILIATION AND RECEIPTS AND PAYMENTS TO 30<sup>th</sup> June 2011**  
Parish Council resolution to adopt.  
Parish Council resolved to defer this item to the next meeting as the bank statements had not yet arrived

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

There was nothing further to report.

44.11 **PLANNING APPLICATIONS RECEIVED To consider (if any)**

Clerk

**Application No:** DA/2011/0427  
**Description:** Removal of trees in Conservation Area  
**Location:** Creaton House 24, The Green, Creaton, Northamptonshire, NN6 8ND  
**Case Officer:** R Booth  
**Respond by** 29<sup>th</sup> June 2011  
**Parish Council resolved “No Observations”**

**Application No:** DA/2011/0447  
**Description:** Removal of and works to trees in a Conservation Area  
**Location:** Thorneycroft 15, The Green, Creaton, Northamptonshire, NN6 8ND  
**Case Officer:** M Venton, email: [mventon@daventrydc.gov.uk](mailto:mventon@daventrydc.gov.uk) 01327-302594  
**Respond by:** 8<sup>th</sup> July 2011  
**Parish Council resolved “No Observations” but asked if it was really necessary for the tree to be felled**

**Application No:** DA/2011/0449  
**Description:** Work to trees in a Conservation Area  
**Location:** The Paddock 6, Brixworth Road, Creaton, Northamptonshire, NN6 8NG  
**Case Officer:** M Venton, email: [mventon@daventrydc.gov.uk](mailto:mventon@daventrydc.gov.uk) 01327-302594  
**Respond by** 8<sup>th</sup> July 2011  
**Parish Council resolved “No Observations”**

**Application No:** DA/2011/0463  
**Description:** Work to trees within a Conservation Area  
**Location:** 28, The Green, Creaton, Northamptonshire, NN6 8ND  
**Case Officer:** M Venton, email: [mventon@daventrydc.gov.uk](mailto:mventon@daventrydc.gov.uk) 01327-302594  
**Respond by:** 15<sup>th</sup> July 2011  
**Parish Council resolved “No Observations”**

45.11 **PLANNING DECISION NOTICES To report (if any)**

**Parish Council noted the following planning decisions:-**

**DA/2011/0306** First floor extension to rear  
 15, The Jetty, Creaton, NN6 8NZ  
**Case Officer:** Fran Robinson  
**DDC Planning permission granted 14<sup>th</sup> June 2011**

**DA/2011/0319** Relocation of field access  
 Land at Brixworth Road, Creaton, Northamptonshire  
**Case Officer:** Fran Robinson  
**DDC Planning Permission granted 20<sup>th</sup> June 2011**

**DA/2011/0342** Single storey rear porch extension  
 Bramble Cottage 2, Litchfield Lane, Creaton, Northamptonshire, NN6 8NJ  
**Case Officer:** M Baynham  
**DDC Planning permission granted 15<sup>th</sup> June 2011**

46.11 **HIGHWAYS ISSUES (if any)**

**To consider and agree action.**

- a) **30 MPH Roundel Welford Road** – Cllr Titman reported that this had still not been replaced.

Clerk

- b) Action: Clerk to report to NCC.

- a) **Update (if any)**

1. **30 mph roundel – Welford Road**– Cllr Titman reported that this had still not been replaced. Action: Clerk to report to NCC.
2. **VAS Sign obscured by tree – Welford Road** – Cllr Perrins reported that the branches had now been cut back.

Clerk

- b) **Dog Fouling** - To receive an update

It was reported that the approved letter had been sent from the Parish Council to the person whose dog had been identified as causing a problem. The identity of the owner of the other dog was not yet known. After some discussion, Parish Council resolved to monitor the situation.

- c) **Self Set Tree (Sycamore not Ash)** - To receive an update

Cllr Perrins reported that Michael Venton had come out to look at the tree in the Churchyard which had been reported as causing a nuisance to the adjacent residents. Mr Venton had agreed that the tree should be felled. Action: Residents to talk to St Michael’s and All Angels PCC to see if they had any objections.

- d) **Parish Enhancement Gangs**  
It was reported that due to budget cuts, Parishes were only being allocated a day each. Action: Clerk to ask NCC if they were still going to cut back the hedges down the Jetty footpath as they represented a Health and Safety hazard. Clerk
- 47.11 **CREATON CEMETERY/CHURCHYARD**
- a) **Burial/Memorial Requests (if any)**  
D M Linnette – Added inscription to Flat Plaque. The Clerk had sent out the relevant paperwork.
- b) **St Michael's and All Angels Churchyard (update on closure)**  
1. **Churchyard Wall** – It was reported that the repairs to the wall had now been completed.
- c) **Water Source for Creaton Cemetery**  
To discuss options  
It was reported that a resident had complained that there was no water available to water memorial flowers/trees. After some discussion, it was agreed that this should be looked in detail at the September meeting. Action: Cllr Pugh to discuss with complainants. Cllr Pugh
- 48.11 **CORRESPONDENCE RECEIVED (not already on the agenda)**  
To review and agree action where necessary  
The following were noted and action taken where necessary (bold/italics)
- |     |                 |  |       |
|-----|-----------------|--|-------|
| a)  | Sylvia Winter   | Post Office Info   |       |
| b)  | MWDF            | Revised Dev and Implementation principles Supplementary planning doc   |       |
| c)  | Ian Arnott      | Confirmation of successful internal audit  |       |
| d)  | Police          | May Statistics   |       |
| e)  | David Unwin     | Windfarm update<br>NCC Library Review Stake holder Consultation - feedback by 31 July 2011<br><b><i>Parish Council resolved that the Clerk should summarise and draft a response. Action: Clerk</i></b>      | Clerk |
| f)  | NCC             |  |       |
| g)  | Reg Thomas      | Draft letter to resident – has since been sent   |       |
| h)  | TWM Traffic     | Info on speeding signs   |       |
| i)  | Chris Millar    | Briefing note on reduction in mowing   |       |
| j)  | NCC             | Improving your patch awards 2011   |       |
| k)  | DDC             | Stray Dog Kennelling Contract  |       |
| l)  | DDC             | Planning Training Notes  |       |
| m)  | DDC             | Request for Parish Council contact details   |       |
| n)  | Clerk           | Completed form with PC contact details and returned  |       |
| o)  | DDC             | Waste and recycling collections update   |       |
| p)  | David Unwin     | Kelmarsh Appeal  |       |
| q)  | Mark Brennan    | Localism Bill  |       |
| r)  | Clerk           | Boundary Commission additional response  |       |
| s)  | Spratton PC     | Your Place Your Plan booklet   |       |
| t)  | You Choose      | Details of public bus service to be operated by Shire Community Transport  |       |
| u)  | Weedon          | Details of Fireworld open day on 16th July   |       |
| v)  | DDC             | Thank you for consultation response on DDC Electoral Boundary review   |       |
| w)  | DDC             | Renewable Energy Green Roofs leaflet   |       |
| x)  | Fields in Trust | Update on QE2 Fields challenge   |       |
| y)  | NCC             | Buy with confidence approved trader scheme to continue   |       |
| z)  | DDC             | Details of Daventry Open Weekend on Sat 23rd July and Sunday 24th July   |       |
| aa) | NCALC           | Risk Assessment Workshop on Sat 2nd July and Chairmans Lunch Fri 8th July  |       |
| bb) | Steve Shaw      | Urgent request from Cllr Ron Bailey of Leiston cum Sizewell Town Council re planning<br>Parish Council unanimously approved proposal and resolved to send in a letter of support. Action: Clerk to organise. | Clerk |
| cc) | White and Joyce | Memorial application (copy)  |       |
| dd) | Clerk           | White and Joyce - confirmation of receipt of details plus letter to request owner of plot confirms he is happy with the application  |       |

**49.11 VILLAGE WALK AND RISK ASSESSMENT – Tues 2<sup>nd</sup> August 2011**

To agree meeting place and route.  
To review Mr Long’s risk assessment

- a) **Village Walk/Risk Assessment Tues 2<sup>nd</sup> August 7pm** – Parish Council resolved that this should start from the Bus Shelter on the A5199 Welford Road and that the Clerk should attend.
- b) **Risk Assessment** - Cllr Pugh reported that she had attended a NCALC training course on Risk Assessment which had been an extremely useful course and provided trainees with a model document for Risk Assessment. One suggestion from the course providers was for Parishes to employ a village technician (as Creaton used to do). After further discussion, Parish Council resolved that the Clerk, Cllr Pugh and Cllr Perrins should go through the model risk assessment with David Long’s Risk Assessment and adapt for Creaton. It was agreed that this would be done on Monday 11<sup>th</sup> July, 1pm at Cllr Pugh’s house.

Clerk

**50.11 CREATON CONTACTS**

To receive draft  
The Clerk circulated the draft document. Unfortunately, there had not been many responses yet to the emails asking for organisations to update their details. After some discussion, Parish Council resolved that the Clerk should do a reminder for those organisations that had not responded and endeavour to complete the document by 29<sup>th</sup> July. Action: Clerk to organise

Clerk

**51.11 DATE OF NEXT MEETING – Tues 6<sup>th</sup> September 2011** – Cllr Perrins gave his apologies in advance

**Meeting Dates for 2011/2012**

- Tues 4<sup>th</sup> October 2011
- Tues 1<sup>st</sup> November 2011
- Tues 6<sup>th</sup> December 2011
- Tues 3<sup>rd</sup> January 2012
- Tues 7<sup>th</sup> February 2012

*Meeting Closed 9 pm*

Chairmans Signature:.....

Date:.....