

**CREATON PARISH COUNCIL**  
Chairman: Councillor Stan Perrins

Clerk: Mrs L Compton  
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**Minutes of a Meeting of Creaton Parish Council**

Held on **Tuesday 4<sup>th</sup> March 2014** in the Village Hall, Teeton Lane, Creaton at **7.30 pm** for the purpose of transacting the following business.

**Present:** Cllr Perrins (Chairman), Cllr Richard Hollingum (Vice-Chair), Cllr Michelle Aveyard, Cllr Maureen Titman, Cllr Reg Thomas, Cllr David Watt and Cllr Geoff White

**In attendance:** Lynne Compton, Clerk and RFO

**117.13 PUBLIC FORUM 15 mins**

Members of the press and public are welcome to attend – There were no members of the public present.

**118.13 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE** – Cllr Perrins proposed acceptance of apologies from Cllr Winter, seconded by Cllr Hollingum and resolved to be approved by Parish Council.

**119.13 RESOLUTION TO SIGN AND APPROVE MINUTES OF MEETINGS** held on Tues 7<sup>th</sup> January 2014, these were proposed by Cllr Perrins, seconded by Cllr Hollingum and resolved to be approved by Parish Council as an accurate record of the meeting. The minutes of 19<sup>th</sup> February 2014 were proposed by Cllr Watt, seconded by Cllr Thomas and resolved to be approved by Parish Council as an accurate record of the meeting.

**120.13 DECLARATIONS OF INTEREST/DISPENSATION REQUESTS in respect of relevant items of business on the agenda** – there were none.

**121.13 MATTERS ARISING FROM PREVIOUS MINUTES (Clerk’s Report for information only)** – previously circulated. There were no matters to report that were not already included on the agenda.

**122.13 FINANCE**

a) **Bank Balances as at 30<sup>th</sup> January 2014** - Parish Council resolution to approve. Cllr Watt proposed approval of the following:-

<b>NAT WEST BANK ACCOUNT (as at 30/1/14)</b>		
	-	
Community A/C		£200.00
Reserve A/C		£18,852.44
		<b>£19,052.44</b>

Seconded by Cllr Perrins and resolved to be approved by Parish Council.

b) **Resolution to approve payment of outstanding accounts** – to be tabled. Cllr Watt proposed approval of the following:-

<b>DATE</b>	<b>PAYEE</b>	<b>DETAILS</b>	<b>CHQ NO</b>	<b>AMOUNT</b>
30/01/2014	LYNNE COMPTON	January Salary plus Use of office (£18)/phone/BB(£2)	501	£339.90
30/01/2014	NCC LGPS	Clerk pension (Employer £90.18, Employee £26.29)	502	£116.47
30/01/2014	AUTELA LTD	Payroll services	503	£10.50
30/01/2014	VILLAGE LINK	Newsletter	504	£50.00
14/02/2014	ALAN WOOD	New Cemetery Gate	505	£385.00

14/02/2014	AUTELA LTD	Payroll services	506	£10.50
28/02/2014	LYNNE COMPTON	February Salary plus Use of Office (£18/Phone/BB - £20 total)	507	£340.10
		<b>TOTAL</b>		<b>£1252.47</b>

Seconded by Cllr Perrins and resolved to be approved by Parish Council.

- c) **Income** to report. The following was reported :-

DATE	PAYER	DETAILS	CREDIT NO	AMOUNT
31/12/2013	NAT WEST	Bank Interest	STAT	£2.25
14/01/2014	M TITMAN	M Titman - pre-purchase plot for G Titman	39	£96.00
14/01/2014	DIGNITY FUNERALS (Ann Bonham)	Burial A Martin	40	£136.00
03/02/2014	MR & MRS MCEWAN	Freedom Of Information (FOI) Request	41	£2.60
20/02/2014	B HOLLWELL & SON	Purchase and Burial KM Garrett (non-resident)	42	£572.00
		<b>TOTAL</b>		<b>£808.85</b>

- d) **Bank Reconciliation, Receipts and Payments and Cash Book Summary Report** – to review and make resolution –.proposed for adoption by Cllr Watt, seconded by Cllr Perrins and resolved to be approved by Parish Council.

The RFO reported that the cheque to Powerbee written in December 2013 had not yet been presented. After some discussion, Parish Council resolved that the Clerk should follow up with Powerbee plus cancel the cheque and re-issue if necessary. **Action: Clerk**

In addition, the annual request for re-registration with the ICO (Information Commissioners Office), after some discussion, Parish Council resolved that the Clerk should investigate further whether or not this registration was necessary (Cost: £35). If the registration was found to be necessary the RFO to raise a cheque in payment. **Action: Clerk**

- e) **Future Projects**

- 1. Creaton Village signs – to discuss quotations (previously circulated), design and make resolution** – Cllr Aveyard reported that the lowest quotation received had been from Moulton College as follows:-  
“The materials for the signs, made in Oak, will be £130 per sign, maximum, including preservative, but not including a finish”  
Previous quotes from other companies had exceeded £1,500. After some discussion, Cllr Aveyard proposed that the quotation from Moulton College should be accepted, for a single sign and a design should be chosen in an email exchange (as not all Cllrs had been able to view the designs), seconded by Cllr Perrins, voted on and resolved to be approved by Creaton Parish Council. **Action: Clerk to re-circulate the designs to those on email asking for the designs to be given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> preference, Cllr White to circulate to those not on email. Designs also to be circulated to NCC Highways for their input.**

After some discussion, Cllr Aveyard further proposed that the sign should be sited before the entrance to Twigden Barns on Brixworth Road (coming from Brixworth), subject to NCC Highways agreement, seconded by Cllr Perrins and resolved to be approved by Parish Council. **Action: Clerk to contact Ian Boyes (NCC Highways) and discuss sign plus ascertain if there were any costs associated with installation.**

- 2. Parish Council Christmas Tree – to receive an update** - Cllr Aveyard reported that Mr Miles had been contacted to see if he was agreeable to sponsoring a Village Christmas Tree which would be allowed a small sign advertising the sponsor
- 3. Community Event – to discuss and make resolution** – It had previously been suggested that this should be St Georges Day – Weds 23<sup>rd</sup> April 2014. Cllr Aveyard reported that she was meeting with DDC on Thursday 6<sup>th</sup> March at 10 am to discuss any grants available for this event. **Action: Cllr Aveyard to report back to the Clerk as to whether the event would be possible. If event to go ahead, Clerk to email Cllr Aveyard the email contact list**
- 4. Village Hall – See also Probation Service (Community Payback)** – The Village Hall Committee had been very pleased with the work done so far e.g. painting the cloakroom, clearing the moss from the paths, tidying the side passage. Mrs McEwan, Secretary to the Creaton Village Hall Committee, offered a donation of £100 towards the works being done and thanked Parish Council and the Clerk for organising. Parish Council gratefully accepted the donation (cheque to be written out to Creaton Parish Council for CPC to

pass onto the Probation Service) and would confirm acceptance of this in writing. **Action: Clerk to confirm in writing with Village Hall Committee**

5. **Any further suggestions** - there were none.

- f) **VAT Return 2014 – attached Paper B – to discuss and make resolution** – Cllr Hollingum proposed approval of the VAT return subject to the addition of the March 2014 VAT payments, seconded by Cllr Thomas and resolved to be approved by Parish Council. **Action: Clerk to add additional VAT payments and submit application for return of VAT payments to the HMRC.**
- g) **Training – to discuss and make resolution on Clerk’s/Councillors training needs (previously circulated)** After some discussion, Cllr Perrins proposed that the Clerk should attend the SLCC conference at a cost of £4 (total cost £12 split between 3 Councils) plus mileage and time, seconded by Cllr Watt and resolved to be approved by Parish Council
- h) **Probation Trust (Community payback)** – proposal to donate £50 from Creaton Parish Council in return for works identified as necessary (list previously circulated) in Creaton Parish – to discuss and make resolution. The RFO explained that the total cost would be £500 split between Spratton, Creaton and Pitsford. With the donation from the Village Hall Committee of £100, the total Creaton Parish Council was liable for would be £66, to cover additional works to the Playing Field (Tidying of Boules Pitch), URC (painting fence) and village (cleaning of Stone bench). The RFO suggested that the cheque from the Village Hall Committee should be written out to Creaton Parish Council and then a cheque for £166 (drawn on Creaton Parish Council account) sent to the Probation Service, on completion of the works. Cllr Watt proposed that a donation of £166 should be made to The Probation Service, seconded by Cllr Perrins and resolved to be approved by Parish Council. **Cllr Thomas reported that he would confirm with the Playing Field Committee and URC which Saturday’s there would be access to the facilities for the Community Payback team and report back to the Clerk who would then liaise with the Probation Service to organise the next visits. Action: Cllr Thomas and Clerk**

Noted: Cllr Aveyard offered her pressure washer for cleaning of the Pre-School toys by the Community Payback team

i) **Autela Payroll Services**

1. Notification of price increase from 1<sup>st</sup> April 2014 – to discuss and make resolution – Parish Council agreed that the service represented excellent value for money and provided an additional tier of security for payroll. After some discussion, Cllr Perrins proposed the increase to £9 plus vat per month, seconded by Cllr Hollingum, voted on and unanimously resolved to be approved by Parish Council.
2. HMRC Return – email confirmation that Autela will complete – Parish Council noted.

j) **NCC LGPS**

1. **End of Year Return and bulletin 26 (previously circulated)** – to discuss and make resolution – after some discussion, Cllr Aveyard proposed that the Clerk should write to NCC LGSS and ask if they would be continuing with the current pension or switching provider for auto-enrolment. **Action: Clerk to email LGSS**
2. **Creaton Staging Date for auto enrolment**– to receive an update – the Clerk reported that the staging date for Creaton was 1<sup>st</sup> June 2016 and the registration deadline 30<sup>th</sup> September 2016 and that Autela (payroll providers) had confirmed that Autela should be named as the contact on the form. **Action: Clerk to complete the HMRC form accordingly.**

- k) **Grant Application – Creaton Playing Field Association CPFA** (previously circulated) to consider and make resolution – After some discussion, Cllr Perrins proposed approval of a £2000 donation to Creaton Playing Field Association in 2014/15, seconded by Cllr Hollingum, voted on and unanimously resolved to be approved by Parish Council. **Action: Clerk to organise cheque for CPFA for payment at the Annual Parish Meeting on Tues 13 May 2014.**

123.13

**HIGHWAYS/GREENWORKS ISSUES (if any) To consider and agree action.**

- a) **Streetlighting** – Report and Quotations for next phase of replacement (previously circulated) to discuss and make resolution. The following quotations had been received for supplying and fitting Qty 5 of P567A 42 watt white light lanterns. Comprising of, 2 Lanterns fitted with **All night photo-cells**. 3 lanterns fitted with **Part night photo-cells**.

All 3 quotations **exclude VAT**.

<u>Supplier</u>	<u>Price</u>
Allan Peacock.	£1,300.00
Balfour Beatty	£931.57
E-on	£1,535.00

Cllr Thomas explained that quotations had been received but, following a site visit by Balfour Beatty, it was noted that the connection box supplying the Lantern on Lamp No. 9 was the old metal version which required replacing and rewiring plus the Lantern fixing bracket was in poor condition and needed to be replaced. A further quotation had been requested. Cllr Thomas proposed acceptance of the Balfour Beatty quotation (above) and to spend up to £1500 in 2014/15 (as per budget) for phase 3 of the Streetlighting, seconded by Cllr Perrins, voted on and unanimously resolved to be approved by Parish Council. **Action: Cllr Thomas to liaise with RFO**

Cllr.Thomas reported that the lantern replacement budget may need to be increased for 2015/16 as an additional number of the wooden carrier lamp posts will require new lantern pole brackets and connection boxes to be fitted.

**Action: Cllr Thomas to contact RFO with estimates for 2015/16 when known.**

- b) **Footpath CM12, Creaton Village Green** – To report that a Freedom of Information (FOI) request was received for correspondence pertaining to Creaton Village Green Footpath CM12. The Clerk to receive an update, discuss and make resolution (if any necessary). The Clerk reported she had responded to the FOI request. The Clerk also reported that NCC had now accepted responsibility for keeping the footpath clear. The Clerk thanked Cllr White for his invaluable assistance in identifying the issues to be dealt with by NCC. After some discussion, Parish Council resolved that the Clerk should write to the resident who had complained about the footpath being blocked and advise them who to contact at NCC (copying NCC in). **Action:-Clerk**
- c) **Northamptonshire County Council Community Enhancement Gangs** – to agree necessary works. Form to be returned by 14<sup>th</sup> March (latest). Parish Council resolved Clerk to complete form as per previous year and include:-

- Footpath between Horseshoe Close and the Jetty – needs clearing
- Brambles off Violet lane – need clearing

**Action: Clerk to complete**

- d) **Lorries travelling too fast through Creaton** (concerns raised by parishioners) to discuss and make resolution. It was reported that Watson's Petroleum (where the lorries might have come from/been going to) had recently changed ownership. After some discussion, Parish Council resolved that the Clerk should draft a letter to Watson's politely reminding them of the speed limit in the village and asking them to remind their suppliers and contractors of the need to keep to the speed limit. **Action: Clerk to draft letter**
- e) **Request (from parishioner) for Weight Restriction on vehicles travelling through Creaton (Violet Lane)** – Parish Council to discuss and make resolution. The Clerk reported that Weight Restrictions were not usually enforced. It was suggested that perhaps a 20 mph limit should be imposed from the top of Violet Lane to the end of where the houses finish, just before Matts Farm i.e. where the Playing Field, pedestrian access and the School entrance are. Parish Council resolved that the Clerk should investigate the possibilities with NCC Highways. **Action: Clerk**
- f) **NCC Highways** – list of completed/planned works (previously circulated) to discuss and agree actions (if any) – **Parish Council noted.**
- g) **Village Green Drainage issues** – to receive a report from Cllr Thomas, discuss and agree action necessary (if any). Cllr Thomas reported that the issue had been resolved satisfactorily.
- h) **Dog Fouling** – to report that several complaints have been received. The Clerk subsequently contacted the DDC dog warden who has undertaken to come to the village. To discuss and agree action (if any). Cllr Thomas reported that in the last 7 weeks there had been 22 incidents between Home Farm and High Street. After some discussion, Parish Council resolved that the dog warden should be asked to patrol from 6.15 am when the majority of incidents happened.

**Action: Clerk to make request to Dog Warden.**

#### **CEMETERY/CHURCH-YARD**

- a) **Contract for Greenworks (Village Green, Cemetery & Churchyard)**  
To discuss draft contract (previously circulated) and make resolution. Cllr Aveyard proposed approval of the draft contract with the following amendments:-
1. Version control added
  2. The contract should be for 2 years, reviewed after 1 year
- Seconded by Cllr Perrins and resolved to be approved by Parish Council. **Action: Clerk to amend and send contract.**
- b) **Burials / Memorials**
1. **B Hollowell and Son – Burial of KM Garrett, 18<sup>th</sup> February 2014, New Plot 75 – to note**
  2. **Memorial query (previously circulated) – to discuss and agree response** – Parish Council resolved that the Clerk should respond and include a copy of the cemetery regulations.  
Action: Clerk to respond.
- c) **Garden of Remembrance** –allocation (within Creaton Cemetery) of areas for burial of and/or scattering of ashes – Parish Council to discuss and make resolution. Parish Council agreed that this was an excellent idea and that when Cllr White had re-drawn the map (with larger plots), Parish Council would look at which area would be most suitable. Cllr White proposed that the Parish Council should register to use the GIS mapping system to assist with this project at a cost of £26, seconded by Perrins and resolved to be approved by Parish Council. **Action: Cllr White to organise registration**
- d) **Burial Plot numbering/marking** – marking of pre-purchased plots and/or identifying rows with suitable markers (as at Moulton Cemetery) – approximate costs to follow. Parish Council to discuss and make resolution – Parish Council agreed that this was a good idea, unfortunately the quotation had not yet been received. **Action: Clerk to follow up and report back to May meeting**
- e) **Publication of Burial Plan** – placing a burial plan on the Noticeboard and/or website to allow easy identification of plots. Parish Council resolved this was a good idea and that this should be looked at when the plan had been re-drawn. **Action: Clerk to bring forward to May meeting.**

124.13

125.13

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

1. Application No: DA/2013/0836

Description: Conversion of building to dwelling and construction of detached double garage

Location: Buildings At Litchfield Lane, Creaton, Northamptonshire

The above application is expected to be considered by the Planning Committee on 29 January 2014 and DDC Case Office recommendation is for Approval. See also 127.13

## 126.13 PLANNING APPLICATIONS RECEIVED To consider (if any)

### Application No: DA/2014/0132

Description: Work to trees subject of Tree Preservation Order DA 204  
Location: Creaton Lodge, The Green, Creaton, Northamptonshire, NN6 8ND  
Respond by: 12 March 2014  
Case Officer: R Booth on 01327 302583 or email [rbooth@daventrydc.gov.uk](mailto:rbooth@daventrydc.gov.uk)

Cllr White proposed "No Observations", seconded by Cllr Perrins and resolved by Parish Council.

### **Action: Clerk to inform DDC**

## 127.13 PLANNING DECISION NOTICES To report. Parish Council noted the following:-

### Application No: DA/2013/0977

Description: Outline application for detached dwelling  
Location: Land adjacent Willowbrooke House, Grooms Lane, Creaton  
Case Officer: G Perks on 01327 302578 or email [gperks@daventrydc.gov.uk](mailto:gperks@daventrydc.gov.uk).  
Creaton Parish Council: **Objections**  
DDC: **Planning Permission REFUSED 5<sup>th</sup> February 2014**

### Application No: DA/2013/0836 (amended)

Description: Conversion of building to dwelling and construction of detached double garage  
Location: Buildings At Litchfield Lane, Creaton, Northamptonshire  
Case Officer: K Thursfield on 01327 302576 or email [kthursfield@daventrydc.gov.uk](mailto:kthursfield@daventrydc.gov.uk).  
Creaton Parish Council: **No observations**  
DDC: **Planning Permission granted 29<sup>th</sup> January 2014**

### Application No: DA/2014/0143

Description: Single storey rear extension to replace conservatory  
Location: 10 Home Farm Close, Creaton, Northamptonshire  
Case Officer: K Thursfield on 01327 302576 or email [kthursfield@daventrydc.gov.uk](mailto:kthursfield@daventrydc.gov.uk).  
DDC: **Planning Permission not necessary. Planning permitted under Town and Country planning (General Permitted Development) order 1995**

## 128.13 NEIGHBOURHOOD PLANNING

1. Spratton Parish Council seminar sharing experience of producing a Neighbourhood Plan Tues 25<sup>th</sup> February 2014– to receive a report and discuss if necessary. – Unfortunately, Cllr Aveyard had been unable to attend. Parish Council resolved that the Powerpoint presentation from the evening should be circulated. **Action: Clerk to circulate via email and do a hard copy for those not on email**
2. Teeton Lane site – to receive an update (see also minutes of extra meeting held on 19<sup>th</sup> February 2014) – there was nothing further to report.
3. Draft "Policy" for responses to planning enquiries (in the absence of a Neighbourhood Plan) – previously circulated – to discuss and make resolution. Cllr White pointed out that the policy would be a wish list and not hold any weight. After some discussion and amendment, Cllr White proposed adoption of the policy (attached paper A), seconded by Cllr Perrins, voted on and unanimously resolved to be approved by Parish Council. **Action: Cllr White to send Clerk contact details for Carter Jonas. Clerk to send copies of the policy to DDC and Carter Jonas**
4. Next Steps – to discuss and make resolution. Parish Council resolved that due to delays in adoption the West Northants Joint Core Strategy which had delayed the Daventry District Local Plan 2 (which Neighbourhood Plans should conform with) and the fact that a site had come forward for development which would hopefully provide some affordable housing (as identified in the 2012 Housing Needs Survey), no further action would be taken at present in respect of producing a Neighbourhood Plan.

## 129.13 PARISH COUNCIL MEETINGS

1. Change to date of Annual General Meeting - Due to the date of the forthcoming Parish Elections (22<sup>nd</sup> May), the Parish Council has had to change the date of its AGM to follow within 14 days of the Election. The new date Tues 3<sup>rd</sup> June 2014 (previously 6<sup>th</sup> May), 7.30 pm, Creaton Village Hall. Cllr Perrins proposed the new date for the AGM, seconded by Cllr Hollingum and resolved to be approved by Parish Council. **Action: Clerk to include in Village Link and on website**
2. Calendar of Meetings – (previously circulated)– Parish Council to discuss and make resolution – Cllr Perrins proposed the 2014 Meeting Calendar, seconded by Cllr Hollingum and resolved to be approved by Parish Council - **Action: Clerk to include in Village Link and on website**

## 130.13 PARISH COUNCIL ELECTIONS – 22<sup>nd</sup> May 2014 –

1. Councillors not standing in the next election – It was reported that Cllrs Aveyard, Hollingum, Perrins, Titman and Watt indicated that they would not be standing at the next election. To discuss action and make resolution (if any). It was reported that flyers had been circulated round the village and information put on the website detailing the work of a Parish Councillor. It was further reported that Cllr Aveyard and Cllr Hollingum

(together with the Clerk) had attended a seminar (part of a research project) to share ideas on how to encourage parishioners to come forward as Parish Councillors. Some interesting ideas had come forward e.g. giving people information at an already organised event. The event subsequently organised by Cllr Hollingum and Cllr Aveyard had only been attended by 1 person interested in becoming a Parish Councillor, the other people had attended to discuss highways issues. A request had been received by the University of Southampton/University College London (joint project) for feedback on what strategies had worked/not worked in trying to engage parishioners. Parish Council agreed that this was a really worthwhile project and resolved that Cllr Hollingum should respond on behalf of the Parish Council. **Action: Cllr Hollingum to respond**

2. Prospective Councillors – It was reported that 1 parishioner had requested further information on the role of councillor which had subsequently been composed and sent by the Parish Clerk (in liaison with Parish Council)

**131.13 ANNUAL PARISH MEETING (not a Parish Council meeting) – 13<sup>th</sup> May 2014 to review changing date in view of new legislation.**

To report that NCALC pointed out that Department of Communities and Local Government (DCLG) have added new legislation to change the date of the Annual Parish Meeting in an election year. The Clerk and Mr Moody at Northamptonshire County Association of Local Councils are both of the opinion that this legislation was made in error. The Clerk asked Mr Moody to consult the DCLG and point out to them that the National Association of Local Councils should be consulted on before legislation for Parish Councils is drafted. The DCLG have concurred that this was the case and thanked Mr Moody for bringing it to their attention. The legislation will be reviewed and changed at some point. Parish Council to discuss whether the date of the meeting should be changed and make resolution. Cllr Perrins proposed keeping the date as 13<sup>th</sup> May, seconded by Cllr Hollingum and resolved to be approved by Parish Council.

**132.13 ANNUAL VILLAGE SPRING CLEAN Saturday 15<sup>th</sup> March – It was reported that this has been advertised by bulletin round the village, the Village Hall booked. Parish Council to discuss and finalise arrangements. Parish Council agreed the following:-**

- Clerk to contact Highgate House and ask if they were happy to donate a bottle of wine for the raffle
- Clerk to give Cllr Perrins contact details for collection of the equipment
- Cllr Perrins to collect Litter Picking equipment from Spratton
- Cllr Aveyard to organise raffle tickets

**133.13 CORRESPONDENCE RECEIVED (not already on the agenda) To review and agree action where necessary. The following were discussed, noted and action agreed where necessary (BOLD, Italics)**

- a) **Homeless Health** *Conference – Weds 5<sup>th</sup> to thurs 6<sup>th</sup> March – Integrated Health and Local Govt Solutions*
- b) **NCALC** *Vacancy Notice - Old Update*
- c) **POLICE** *Persons of interest report and information*
- d) **POLICE** Crime reports - btwn 31 Dec-09 Jan: Grooms Lane – forced entry to premises, items taken.  
btwn 04-10 Jan: The Jetty – fuel siphoned from vehicle.  
*Minutes and papers received from DDC*
- e) **DDC Parish and Town Councils meeting**
- f) **Cllr Hollingum** **Response to NCC Survey on Budget**
- g) **WNJPU** **CD and letter regarding West Northants Joint Core Strategy – Cllrs Watt and Perrins to review and report back**
- h) **CPRE** For the fifth year running we will be running our Litter Heroes Awards between **Friday 28 March to Sunday 6 April** to help the publicity along. Every group in the county who holds a litter pick between now and midsummer is eligible for a cash prize, which may be spent on anything connected with a litter campaign. Last year, the prize fund was divided between the Brookside Residents Group, Cranford and Hinton-in-the-Hedges. This year there will be a **main prize of £500 and two runner-up prizes of £150. Action: Cllr Hollingum to take photos and do a write up**
- i) **NCC** **Community Emergency and Flood Plans and “don’t be a Numpty” campaign – Action: Clerk to pass to Mrs Toombs and ask if she was still happy to be involved in the Emergency Plan**

**134.13 GENERAL CORRESPONDENCE RECEIVED – the following was noted**

- a) **DDC Local Provision Guide - Welfare Reform Support**  
**CPRE Northants Spring Road Show (Planning) - April 10** - Spring Road Show this year will be on **Thursday April 10** at Great Houghton Village Hall. The meeting will start at 6.00 for 6.30pm and refreshments will be provided. It will end at around 9.00 pm.

b) NCC Greener Northamptonshire fair 8th March

c) Tower Mint -

As 2014 is the centenary of the outbreak of WWI, Tower Mint has commissioned a Remembrance medal to mark this unforgettable date in World History.

	<b>Minimum Quantity</b>	<b>Price</b>
38mm World War I Remembrance Medal	50 units	£3.25 each

Please note all prices quoted exclude vat and carriage is charged at £15 to 1 x UK address on all c values under £1000 (excluding vat and carriage). Lead time 4 weeks.

d) Northamptonshire Carers – National Carers Week 9<sup>th</sup> to 14<sup>th</sup> June 2014 – request for information on market days in the area

- 135.13 **VILLAGE LINK (May/June) – To receive draft Parish Council editorial copy from Clerk, discuss and make resolution** – Due to lack of time the Clerk had been unable to draft this. Parish Council agreed that the Clerk should draft and circulate for approval via email. **Action: Clerk**
- 136.13 **URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting)** – there were none.
- 137.13 **DATE OF NEXT MEETING- Tuesday 6<sup>th</sup> May 2014**

**Meeting Closed 10.20 pm**

Chairman’s Signature:.....

Date:.....

**Ordinary Meeting Dates for 2014 (held 7.30 pm, Village Hall, Teeton Lane – unless otherwise stated)**

Tuesday 3<sup>rd</sup> June 2014 (AGM)

Tuesday 2<sup>nd</sup> September 2014

Tuesday 1<sup>st</sup> July 2014

Tuesday 4<sup>th</sup> November 2014