

CREATON PARISH COUNCIL

Chairman: Councillor James Hill
Clerk: Felicity Ryan creatonpc@gmail.com 01604 740429

Minutes of a Meeting of Creaton Parish Council

Held on **Tuesday 1st November 2016**
in the Village Hall, Creaton at **7.30 pm**

Present: Cllrs James Hill (Chairman), Michelle Aveyard, Geoff White, Sylvia Winter (Vice Chairman), Reg Thomas, Jane Shanks.

8 members of the public were present.

16/77 APOLOGIES FOR ABSENCE – It was RESOLVED to accept apologies from Cllr Claire Thomas. Apologies were also received from District Councillors Cecile Irving-Swift and Kevin Parker, and Linda Toombs.

16/78 DECLARATIONS OF INTEREST – Councillor Shanks declared in relation to DA/2016/0715 (amended) as she works for the Agency through which the application was submitted. No other interests were declared.

16/79 SIGN AND APPROVE MINUTES OF MEETING held on 6th September 2016 and Open Meeting held on 20th September 2016 – It was RESOLVED to sign the minutes as true copies of those meetings.

16/80 PUBLIC FORUM 15 mins – Several people were in attendance to discuss the plan for the next Agenda item.

16/81 COMMUNITY SHOP/POST OFFICE UPDATE – Cllr Hill confirmed since the public meeting was held on the 20th September 2016, minutes had been circulated and a few notes had been made and passed around the group of interested parties. Links and further information had been supplied by Elaine O’Leary at ACRE for further research.

Cllr Winter answered questions from some members of the public regarding the shop and post office and said she would supply further information if necessary. A date would need to be fixed for the current shop/post office to be sold next year.

Cllr Aveyard is to attend a meeting in York and will obtain some Community Asset information which she is happy to pass along to interested parties. Cllr Aveyard also suggested the group look at the Community Right to Buy website for further information.

Cllr Hill stated the need for the group to take matters forward independently of the Parish Council and suggested a further meeting to be held to form the group. This meeting was confirmed to be held at The Grange Farm Office, 17th November at 7pm. **ACTION: Clerk to circulate to e mail list.**

A member of the public also raised the possibility of obtaining a bus shelter in the village. This was discussed but at present a ‘hop on hop off’ system is operated.

16/82 PLANNING

- **DA/2016/0715 (AMENDED)** Demolition of existing bungalow and construction of three detached dwellings at Greenacre 3, Welford Road, Creaton, Northamptonshire, NN6 8NH – Cllr Shanks withdrew from the discussion. It was **RESOLVED** to supply the following comments: -

- 1. The supplementary planning document, namely the Village Design Statement has not been considered in the design of the proposed houses.
- 2. The Housing and Needs survey carried out by DDC identified the need in Creaton for smaller, more affordable properties to be built. This development does not fulfil those criteria.
- 3. No consultation was carried out by the developer within the community.

ACTION: Clerk to e mail

- **DA/2016/0914** Construction of shed attached to side of dwelling at The Manse, High Street, Creaton, Northamptonshire, NN6 8NA. It was **RESOLVED** to supply the following objections: -
 - 1.The shed is inconsistent with the exterior appearance of the rest of the dwelling.
 - 2. With regards to the application to increase the size of the wall. The walls have maintained the same appearance and height since the 1900's and should be preserved.
 - 3. It is completely out of historical context within a Conservation Area setting.

ACTION: Clerk to e mail

- **DA/2016/1006** Hunters Hill 34 The Green, Creaton NN6 8ND – Removal of Trees within a Conservation Area – It was **RESOLVED** to offer no objection to this application. **ACTION: Clerk to e mail.**
- **Violet Lane Parking** – It was **RESOLVED** to contact DDC in response to several complaints from residents regarding the parking which encroaches on to the highway and footpath. **ACTION: Clerk to e mail.**
- **DECISION NOTICE DA/2016/0752** – Tree work at Creaton Lodge, The Green, Creaton – Granted with conditions

16/83 POLICIES FOR REVIEW

- Standing Orders – It was **Resolved** to adopt the Standing Orders following a Resources committee meeting at which they were approved and no amendments made.
- Financial Regulations – It was **RESOLVED** to adopt the Financial Regulations in line with the recommendations from NCALC. **ACTION: Clerk to circulate**
- Terms of Reference for sub-committees – It was **RESOLVED** to adopt these as drawn.
- Village walkabout/Inspection of Assets – **ACTION: Cllr Hill to contact Cllr C Thomas for the up to date spreadsheet.**
- Risk Assessment Register **ACTION: Clerk to circulate**

16/84 FINANCE

- Internal Controls Councillor – It was **RESOLVED** to appoint Cllr Winter as the Internal Controls Councillor.

- Playing Field Grant Application – It was **RESOLVED** to award the Playing Field Trust £1000 in respect of new equipment. **ACTION: Cllr Hill to review Grant Awarding Policy for next year’s submissions.**

Payments were approved as follows: -

R & G Landscaping	Sept Grass Cutting	£551.70
F Ryan	Oct Salary	£315.52
F Ryan	Home working allowance	£18.00
HMRC	October Tax	£30.80
EON	Power (Jul-Sept)	£270.46
EON	Lantern replacements Phase 6	£2064.00

16/85 VILLAGE MAINTENANCE

- Village Link Articles - All articles were to be passed to Cllr Aveyard for submission.
- Cemetery project update/maintenance – Cllr Aveyard and a member of the History Society were to attend a meeting with the Heritage Lottery regarding obtaining grant funding for the project. Checks would need to be made regarding the maintenance of the walls with regards to the closed churchyard. **ACTION: Clerk to investigate.**
- Paint means Poo campaign – This had been completed by Cllr R Thomas and sent to DDC.
- Grass Cutting contract – **ACTION: To be discussed at the Budget meeting. Clerk to confirm the total cost payable this year.**
- Streetlight project replacement Phase 6 update – This has been completed. **ACTION: Cllr R Thomas to circulate copies of the updated Western Power certificates once received.**

16/86 CLERK RESIGNATION/VACANCY FOR COUNCILLOR

- The Clerk confirmed notice from DDC had been given that the Parish Council could now co-opt. The vacancy is being advertised.
- Handover/Advertisement of roles – The Clerk will work until the end of November and then provide a handover. Cllr Shanks will monitor e mails. Cllr White will be responsible for the Burial Ground and Cllr Winter will monitor receipts and payments. The closing date for applications is 30th November 2016. Two applications have already been received.

16/87 CORRESPONDENCE

- Precept capping recommendation from NCALC – It was **RESOLVED** to send the template letter recommended by NCALC.
- Police and Crime Commissioner Survey – Noted
- Defibrillator fault update – Cllr C Thomas had been provided with evidence that our device was not affected.
- District Councillor Surgeries/Planning Task Panel – Noted.

16/88 AOB (DISCUSSION ONLY NO ITEMS CAN BECOME DECISIONS)

DDC had confirmed Creaton telephone box may be removed due to lack of use.

16/89 TO RESOLVE TO CLOSE THE MEETING TO THE PUBLIC TO ALLOW CONFIDENTIAL DISCUSSION

DATE OF NEXT MEETINGS: FULL COUNCIL: 17th January 2017 – Nick King to attend.

BUDGET PLANNING: 16th November 2016, 7.30pm

Meeting Closed 10.15pm