

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 6th September 2016
in the Village Hall, Creaton at 7.30 pm

Present: Cllrs James Hill (Chairman, arrived 7.50pm), Michelle Aveyard, Geoff White, Sylvia Winter (Vice Chairman), Reg Thomas, District Councillor Kevin Parker, Linda Toombs.

3 members of the public were present.

Cllr Winter began to Chair the meeting.

16/69 Apologies for absence – It was RESOLVED to accept apologies for absence from Councillors Claire Thomas and Jane Shanks. A resignation letter had been received from John Palmer. ACTION : Clerk to contact DDC to begin vacancy process.

16/70 Declarations of Interest – Cllr Winter declared in relation to the Post Office/Community Shop.

16/71 Minutes of last meeting – It was RESOLVED to sign the minutes of the meeting held on 5th July 2016 as an accurate record of that meeting.

16/72 Public Forum – A member of the public reported that Northants County Council had attended to cleaning out the gullies outside her property on Teeton Lane. Further clearing is needed and is on the worksheet to be actioned. ACTION : Clerk to be e mailed with the reference number.

A member of the public entered the meeting and raised a concern regarding the narrowing of the footpath on the Welford Road and vehicles speeding through the village. Councillors advised to report the issue regarding the footpath to streetdoctor and that the police were aware of the speeding problems in the village.

Two members of the public spoke in support of the Tree Preservation Order DA/485 in respect of trees at Courthouse Close.

Cllr Hill arrived and took over as Chairman.

16/73 Planning

DA/2016/0715 Demolition of existing bungalow and construction of four detached dwellings Greenacre 3, Welford Road, Creaton, Northamptonshire, NN6 8NH – RESOLVED : To reply to state no reference has been made to the Village Design Statement or the Housing and Needs Survey carried out by DDC.

TPO DA/485 2016 – Tree Preservation Order for six trees at Courthouse Close, Creaton RESOLVED : To reply no objection to be made to the Order.

DA/2016/0752 – Works to tree and removal of tree subject to Tree Preservation Order 204 at Creaton Lodge, The Green, Creaton RESOLVED : To reply to confirm no objections to be made.

DA/2016/0676 – Outline application for single dwelling at Land off Welford Road, Spratton RESOLVED : To reply to state concerns over the access (turning off the Welford Road) and the development of open countryside by the creation of a dwelling.

Annual waiting restriction review 2016/17 Application for double yellow lines on Violet Lane/Welford Road junction - RESOLVED : To strongly support this application.

Decision notice – DA/2015/0425 Listed Building Consent for conversion of existing buildings to provide ancillary accommodation at The Manor House 40 The Green, Creaton – GRANTED with conditions

Decision notice – DA/2016/0515 Single storey extension with roof lantern. Replacement of single storey outbuildings ridge beam with new slate roof construction with the addition of 5 velux window roof lights at the The Manse, High Street, Creaton – GRANTED with conditions

Decision notice – DA/2015/1000 Conversion of outbuilding/barn to ancillary accommodation to main house at the Manor House 40 The Green, Creaton – GRANTED with conditions

Consultations –

DDC Part 2A/B Technical Consultations – Rural Exception Schemes – Noted, Teeton Lane has been submitted.

Housing Implementation Strategy – Noted

16/74 POLICIES FOR REVIEW

Standing Orders

Financial Regulations

Terms of Reference for sub-committees

Village walkabout/Inspection of Assets

Clerks Appraisal document/Annual Leave/ Travel & Expenses Sheet

Risk Assessment Register

ACTION : All matters in this section to be considered at the November meeting, save for Clerk's Appraisal document and Travel and Expenses Sheet which have been completed.

16/75 FINANCE

Grant Applications – The Clerk reported that no further information had been received from the Playing Field Trust regarding their grant application. ACTION: Cllr Hill to contact them direct.

Clerk salary payment (bi-monthly) – To consider paying Clerk salary by standing order to avoid bi-monthly payments. ACTION : To be considered once the Clerk's salary is stable due to tax payments.

Bank account options (Internet banking/Investment options) – The interest rate on the current account will now be 0.01% . The possibility of investing the reserve funds was discussed, but reserve needs to be accessible at all times and higher interest saving options carry risk. Internet banking was also discussed as an option, but due to the need for two signatures to authorise all payments no decision was made.

Complaint to Bank regarding loss of information – ACTION : Cllr Hill to draft a letter and circulate in relation to the loss of information during transfer of branch.

New Practitioners Guide - Noted

Internal controls councillor – ACTION : To be appointed at next meeting

External Audit – The Clerk reported that this had been completed with a minor recommendation to complete 'no' in relation to Trust Funds. ACTION : Clerk to display notice of Audit.

Payments to approve including : -

DATE	PAYEE	Description	CHQ NO	VAT	Total
22/07/1	Royal British Legion	Poppy Appeal	671		£25.00
28/07/16	F Ryan	July Salary	674		£415.52 (+ £69 tax)
10/08/16	Maurice Fitch	Tree Felling	672	£40.00	£240.00
06/09/16	Ducklings Pre School	Grant	673		£500.00
26/08/16	F Ryan	August home working	675		£18.00
26/08/16	F Ryan	August Salary	676		£331.12 less £15.20 tax
26/08/16	HMRC	Tax	677		£15.20
26/08/16	F Ryan	Home working allowance	678		£18.00
06/09/16	Great Creaton PTA	Grant	679		£500.00
06/09/16	R & G	Grass Cutting	680	127.94	£767.70
06/09/16	-ON	Repair to no 23.	681	£4.69	£28.16
06/09/16	-ON	Repair to no. 20	682	£4.69	£28.16
06/09/16	F Ryan	Stationery	683		£17.93
06/09/16	R & G	Gras Cutting	684	£116.04	£696.26
06/09/16	Village Link	Aug/Sept edition	685		£50.00
06/09/16	R & G	Grass Cutting	686	91.94	£551.70
06/09/16	BDO LLP	External Audit	687	£20.00	£120.00

Receipts included : -

VAT repayment from 1st April 2015- 31st March 2016 = £1455.15

Burial ground plot = £70.00

Balance held in account as at 31st August 2016 = £21,956.28

16/76 Village Maintenance

Village Link Articles – To be sent to Cllr Aveyard as soon as possible.

Garden of Remembrance – A representative has been contacted and will attend the cemetery in relation to a Lottery funding application.

Paint means poo campaign – Cllr Thomas is undertaking this campaign run by DDC to highlight irresponsible dog owners.

Churchyard/Cemetery Maintenance – ACTION : A meeting is to be arranged between Creaton Parish Council and the Church Warden to define areas of responsibility.

War Memorial Competition – Cllr Winter has submitted an application.

Community Shop– A public meeting is to be held on the 20th September at 7pm to discuss this. Cllr Hill told of an example of another village which had set up a community shop and café. Cllr White to speak to a member of the public with connections to the Cottesbrooke estate to see if a lease of the playing field land could be granted.

Litterpick – To be organised for 1st October 2016.

Teeton Lane application (to include post office building/shop)– A new pre-application meeting is to be held in mid- September by DDC due to the absence of the case officer who attended the first meeting.

AOB to be included for next meeting.

The meeting was closed at 9.35pm. Date of next meeting : Full Council : 1st November 2016, 7.30pm Creaton Village Hall.

Budget Planning meeting: Mid November – date to be confirmed.