

CREATON PARISH COUNCIL

Chairman: Councillor James Hill

Clerk: Katrina Jones creatonpc@gmail.com 01604 740862

Minutes of a Meeting of Creaton Parish Council

Held on **Tuesday 17th January 2017**
in the Village Hall, Creaton at **7.30 pm**

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

Clerk Katrina Jones.

8 members of the public were present.

17/1 APOLOGIES FOR ABSENCE – Apologies were received from County Councillor Cecile Irving-Swift, District Councillors Fabienne Fraser-Allen and Kevin Parker, and Nick King from snvb.

17/2 DECLARATIONS OF INTEREST – None.

17/3 SIGN AND APPROVE MINUTES OF MEETING held on 1st November 2016 and Planning Executive Meeting held on 29th November 2016 – It was **RESOLVED** to sign the minutes as true copies of those meetings.

17/4 PUBLIC FORUM 15 mins – Several people were in attendance to discuss Agenda item 17/7 regarding the community shop/post office. Anna Hughes was in attendance in relation to item 17/6.

17/5 CLERK APPOINTMENT – It was **RESOLVED** to appoint Katrina Jones as Clerk. Prop. Cllr Hill, Sec. Cllr Shanks. The terms of the Clerk's contract of employment were discussed confidentially after the meeting was closed to the public and the contract was then duly signed by the Chair and new Clerk.

17/6 CO-OPTING OF NEW MEMBER/S TO THE COUNCIL – It was **RESOLVED** to co-opt Anna Hughes onto the Parish Council. Prop. Cllr Winter, Sec. Cllr Aveyard. Anna Hughes and the Clerk duly signed the 'declaration of acceptance of office'. Cllr Hughes was provided with a 'declaration of interests form' to be sent to Daventry District Council within 28 days.

17/7 COMMUNITY SHOP/POST OFFICE UPDATE –

Charles Matts, Chair of 'SOS Creaton' provided an update on the progress made by the group, which was set up as a result of the owners of Creaton Shop and Post Office wishing to retire by May 2017.

He reported that three open meetings had been held and a steering group of approximately 12 people formed which is split into sub groups dealing with matters such as finance and property. Cllrs Hill and Winter are also members of the group. The group have been provided with 3 days of free advice from the Plunkett Foundation and have visited different community shops, such as North Marston in Buckinghamshire. They also have support from District Councillor Fabienne Fraser-Allen who attended the last meeting and from County Councillor Cecile Irving-Swift. MP Chris Heaton-Harris has also been contacted and expressed his support.

Richard Hollingum, of 'SOS Creaton' also spoke and advised that questionnaires had been distributed throughout Creaton and to the surrounding villages. Over 199 questionnaires had been returned so far, 105 of which were from residents of Creaton. Everyone who had answered the questionnaire stated that they would attend the shop. There were also 75 offers of help by respondents to the questionnaire, which varied from offering donations, fundraising, buying shares or volunteering.

He advised that they have been exploring grant possibilities and have been in touch with organisations such as the LEADER programme. Cllr Aveyard suggested possible grants that might be available such as a 'Bright Ideas' grant and an 'Awards for All', lottery grant.

They are preparing a business plan and have created a draft budget. Issuing shares would bring in the most money to the project and tax relief would be available on the shares. The group will need to set up as a community benefit society to get tax relief and decide how much shares will be.

They have set up a facebook page, twitter account, i.d: Creaton_SOS, and have their own webpage: www.creatonvillageshop.co.uk and email account: enquiries@creatonvillageshop.co.uk. There are also links on the Parish Council's website. They are also seeking press and media attention.

They also advised that they had been in talks with the Village Hall Management Committee. They emphasised that there is no proposal at present to redesign or rebuild the village hall to site a community shop and post office in the village hall, but they are discussing all possibilities and it is being investigated.

Douglas McEwan spoke on behalf of the VHMC to say that they are co-operating as far as they can and wish to fully support the village but will say no to anything that adversely affects the village hall.

Mark Woolven of the VHMC also spoke and underlined the importance of the village hall abiding by their governing document in providing leisure facilities and they can't prejudice that.

The group is planning to hold further community meetings, with the next scheduled 4th March 2017 at 2.30pm at the village hall. There will be refreshments at the meeting including alcohol. It was confirmed that at the meeting on 4th March they will advise the public how much needs to be raised.

Their next planned steps are to set up as a community benefit society at which point the steering group will be dissolved and a management committee set up which will be answerable to the Financial Conduct Authority. They plan to launch shares in early April and hold another community meeting. They also plan to attend future Parish Council meetings to provide updates.

Charles Matts asked for the Parish Council's support and said that any support from the Parish Council or individuals was gratefully received.

It was **RESOLVED** that the Parish Council were supportive of the group and impressed by the amount of progress made.

17/8 PLANNING

- **DA/2016/1031** – Re Litchfield Lane proposed residential development – correspondence had been received from Daventry District Council regarding condition no.8 in the original outline consent DA/2014/0750. This was noted. Cllr White advised that he will keep a photographic record.
- **DA/2016/0375** – Re Violet Lane car parking – It was noted that parking continued to be a problem and an email had been received from one of Daventry District Council's planning enforcement officers who is due to make a site visit. The officer will then respond further.

17/9 – NCC DOUBLE YELLOW LINES APPLICATION – VIOLET LANE – It was noted that there has been an objection from a resident who parks there. It was agreed by the Councillors, however, that there was a high probability of an accident occurring if nothing was done. It was **RESOLVED** that the Parish Council would support the application for double yellow lines on Violet Lane. The Clerk is to respond by 27th January.

17/10 ADOPTION OF UPDATED POLICIES

- Financial Regulations – It was **RESOLVED** to adopt the updated Financial Regulations.
- Risk Assessment Policy – It was **RESOLVED** to adopt the updated Risk Assessment Policy.
- Standing Orders – It was **RESOLVED** to adopt the updated Standing Orders.

Prop. Cllr Hill, Sec. Cllr Aveyard.

17/11 FINANCE

- **Chairman to sign precept form for 2017/18** – The resources group had met in November and drafted a budget which had been circulated to all Councillors. Due to increasing costs and the desire to carry out projects in the coming financial year, it was proposed that the precept be increased. It was also noted that the Parish Council had gone into its reserves in the last financial year. It was agreed that further street lighting upgrades were required, in particular lighting on the corner of Violet Lane and that Cllr Thomas would order further upgrades in May. It was unanimously **RESOLVED** to approve the budget and to raise the precept to £20,000. Prop. Cllr Hill, Sec. Cllr White. The Chairman and Clerk duly signed the precept papers to be sent to Daventry District Council which Cllr Winter agreed to post.

Payments were approved as follows: -

ACRE	Subscription	£35.00	Chq 703
HMRC	November PAYE	£120.80	Chq 704
Autella Group	Payroll services	£35.00	Chq 705

All approved unan.

17/12 VILLAGE MAINTENANCE

- Cemetery project update/ maintenance: Cllr Aveyard advised that the parish council, historical society and church would like to submit a joint application for a heritage lottery grant.
- Christmas tree removal and thanks to Welford Christmas Tree Farm: It was confirmed that the Christmas tree donated by Welford Christmas tree farm had been taken away and the Clerk will write a letter of thanks to them.
- Street light replacement project update: During the budget discussions, Cllr Thomas had advised that the majority of street lighting upgrades had been completed and there was one more phase still to be completed.

- Community Enhancement Gangs: Possible jobs for the Community Enhancement Gang were discussed and it was agreed that Cllr White would prepare and circulate a list to be submitted to Northamptonshire Highways by 24th February 2017.
- Cllr White advised that he will circulate a revised grass cutting schedule. It was agreed that the grass cutting contract would be on the next agenda.

17/13 AOB

- It was reported that a fallen tree on the A5199 (Welford road) had been reported online on 'street doctor'.
- Dates were set for future Parish Council meetings in 2017 as follows: 7th March (Ordinary Parish Council Meeting), 2nd May (Annual Parish Council Meeting), 16th May (Annual Meeting of the Parish), 4th July (Ordinary Parish Council Meeting), 5th September (Ordinary Parish Council Meeting), 7th November (Ordinary Parish Council Meeting).
- A date for the March litter pick was agreed for Saturday 25th March 2017. Cllr Thomas will notify Creaton URC.
- Cllr Shanks advised that she had found a CIL notice with the Greenacres site planning documents which will mean that the Parish Council will receive money to spend on capital projects.
- It was reported that the Planning Committee at Daventry District Council had considered a Tree Preservation Order (DA/485 2016) and confirmed, with modifications, that it applied to 15 trees and 3 groups of trees located on the land south of Court House Close.

17/14 TO RESOLVE TO CLOSE THE MEETING TO THE PUBLIC TO ALLOW CONFIDENTIAL DISCUSSION

It was **RESOLVED** to close the meeting at 9.55pm.

DATE OF NEXT MEETING: FULL COUNCIL: 7th March 2017.