

# Creaton Parish Council Meeting

## 7<sup>th</sup> March 2017 Minutes

Chairman: Councillor James Hill

Clerk: Katrina Jones [creatonpc@gmail.com](mailto:creatonpc@gmail.com) 01604 740862

### Minutes of a Meeting of Creaton Parish Council Held on Tuesday 7<sup>th</sup> March 2017 in the Village Hall, Creaton at 7.30 pm Meeting Chaired by Cllr Sylvia Winter

**Present:** Cllrs Sylvia Winter (Vice Chair), Michelle Aveyard, Geoff White, Reg Thomas, Anna Hughes and Jane Shanks.

Clerk Katrina Jones.

District Cllr Kevin Parker and 3 members of the public were present.

**17/15 APOLOGIES FOR ABSENCE:** Cllr James Hill (Chairman) due to a work commitment.

**17/16 DECLARATIONS OF INTEREST:** None.

**17/17 SIGN AND APPROVE MINUTES OF MEETINGS:** It was **RESOLVED** to approve and sign the minutes of the meeting held on 17<sup>th</sup> January 2017 as a true and accurate copy. Prop. Cllr White, Sec. Cllr Aveyard.

#### **17/18 PUBLIC FORUM**

Charles Matts, Chair of 'SOS Creaton', and Richard Hollingum attended the meeting to provide an update. Mr Matts reported that 100 people had attended their recent 'vision' event which included the MP as well as county and district councillors. He advised that they were looking at both short term and long term locations for the shop and had identified two possible sites. He advised that they plan to set up a community benefit society and that a significant number of non-binding pledges had been made. He also advised that they are seeking people with different skills, e.g. legal skills or practical skills, to join the committee. Mr Matts stated that one idea they were considering was the possibility of using part of the burial ground, within the area which was not consecrated, to site a portacabin. It was noted that there may be restrictions on using the burial ground for this purpose and that the conveyance documents located by Cllr Shanks needed to be looked at in detail. It was also agreed by the Parish Council that the Clerk would write to Diocese to confirm the extent of the consecrated area.

**17/19 CO-OPTING OF NEW MEMBER TO THE COUNCIL:** No applications for the vacancy had been received. It was agreed that the Clerk would email a copy of the vacancy notice to Cllr Thomas to place on the noticeboard.

**17/20 ASSIGN COMMITTEE FOR NEW COUNCILLOR TO JOIN:** It was agreed that Cllr Hughes would be added to the Resources, Staffing and Strategy Advisory Group and would be listed as warden for Street lighting, litter and dog bins, and Young People's facilities, alongside Cllr

Thomas. It was also agreed that Cllr Shanks would be added to the Creaton Cemetery and Churchyard Steering group. It was agreed that the Clerk would update and circulate the list accordingly.

**17/21 GRASS CUTTING CONTRACT:** The Clerk had circulated a plan provided by Northamptonshire Highways of the area to be mowed. Cllr White also showed councillors a plan on which he had marked the areas to be mowed. He advised that he would try to meet with Ken from the mowing contractors, R & G, to review the areas mowed and discuss the possibility of reducing the number of times the verges are cut but extending the area mowed at no extra cost.

**17/22 UPDATE ON BUS STOPS:** Cllr Hughes reported on the problems with the current location on Brixworth Road where buses stop due to the mud patches and ditch, and advised that she had been in contact with Matthew Barber, the bus and retail development officer. It was agreed that finding a suitable location to wait was difficult and an area with hardstanding and a bus shelter would be preferable if a suitable location could be identified. It was suggested that Cllr Irving- Swift could be contacted to ask if she could provide any funding from her County Councillor empowerment fund.

**17/23 LITTER AND BINS:** Cllr Hughes reported on the problem of the amount of litter in the village and advised that she and some other villagers were already undertaking their own litter picking and disposing of the waste themselves. A monthly litter pick was suggested which could be promoted through posters for villagers to join in. Cllr Hughes also suggested that new bins were needed on Grooms Lane and on the edge of village near Cottesbroke.

**17/24 COMMUNITY CARE: GOOD NEIGHBOUR SCHEME:** Cllr Hughes advised that she would like to look out for older people in the village and was uncertain of the best way to reach out to people that needed help. The Clerk had circulated details of the Good Neighbour Scheme project which was being promoted by ACRE and piloted by Moulton Parish Council. It was agreed that the Good Neighbour Scheme was too formal for what Cllr Hughes had in mind.

**17/25 LETTER FROM PCC RE: QUINQUENNIAL REPORT FOR ST MICHAEL AND ALL SAINTS CHURCH:** A letter had been received from the PCC with an extract of the Quinquennial Report detailing work needed to be undertaken by the Parish Council in the Churchyard. A copy of the full report had been requested and it was agreed that a meeting between representatives of the Parish Council and the Parochial Church Council was needed to discuss the matter further informally. It was agreed that Cllr Winter would speak to Cllr Hill about arranging the meeting.

**17/26 TRANSPARENCY FUND:** It was noted that the Parish Council was eligible to apply but that an application would not be made for money from the transparency fund as no extra money to meet the costs of complying with the transparency code was required.

**17/27 LITTER PICKING SERVICES: EXPRESSION OF INTEREST REQUESTED BY DAVENTRY DISTRICT COUNCIL:** District Cllr Parker advised that DDC was ending its agreement with the current contractors Amey next year and provided information on the background of why it was suggested that parishes undertake their own litter picking. It was agreed that the Parish

Council would like to express an interest in undertaking its own litter picking and that the Clerk would respond accordingly.

**17/28 FUTURE TRAINING AND MAINTENANCE OF THE DEFIBRILATOR:** Cllr Thomas reported that he regularly checks the defibrillator to make sure that the heater is working but is unsure of how to carry out a more detailed check, such as checking the battery. He reported that there is some rust on the cabinet. He also advised of a recent incident when someone was looking for the defibrillator and it was agreed that a sign should be put on the parish noticeboard notifying villagers of its location. It was also agreed that Cllr Aveyard would contact former parish councillor Claire Thomas to obtain handover information for the defibrillator.

**17/29 UPDATE/PHASE 3 OF THE DOG FOULING INITIATIVE:** Cllr Thomas reported on his recent attendance at the Paint Means Poo Campaign Forum at DDC. The campaign has been a success and the intention of phase 3 is to continue with spraying. The environmental health officer and dog warden have advised that they will visit villages when needed.

**17/30 DECLARATION OF INTEREST FORMS TO BE CHECKED/ UPDATED BY COUNCILLORS:** The Clerk had provided Councillors with Declaration of Interest forms to be completed and returned at the meeting if their interests needed updating on DDC's register of interests held for Creaton Parish Council. Councillors were reminded that any change in interests should be notified directly to DDC within 28 days of the change.

**17/31 NEW COUNCILLOR TRAINING COURSE BOOKING TO BE APPROVED:** It was **RESOLVED** that the Clerk would book Cllr Hughes' on the 'Off to a Flying Start' Course on 5<sup>th</sup> July 2017 run by NCALC. Prop. Cllr Aveyard, Sec. Cllr Shanks.

**17/32 PLANNING:**

- a. **PLANNING APPLICATION: DA/2017/0092:** 36, BRIXWORTH ROAD, CREATON, NN6 8NQ:  
DROP KERB FOR VEHICLE ACCESS, CONVERT PART OF FRONT GARDEN TO A GRAVEL DRIVEWAY: No comments or objections. Prop. Cllr Winter. Sec. Cllr Shanks.
- b. **DECISION NOTICE: DA/2016/1031:** BUILDINGS AT LITCHFIELD LANE, CREATON: RESERVED MATTERS APPLICATION FOR CONSTRUCTION OF TWO DWELLINGS (APPEARANCE AND LANDSCAPING): RESERVED MATTERS HAVE BEEN APPROVED. Noted.
- c. **DECISION NOTICE: DA/2015/1110:** LAND OFF COURT HOUSE CLOSE, CREATON: OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT OF UP TO 10 DWELLINGS: OUTLINE PLANNING PERMISSION HAS BEEN REFUSED. Noted.
- d. **CONFIRMATION OF TREE PRESERVATION ORDER DA/485 2016.** Noted.

**17/33 FINANCE:**

**Bank Balance as at 31<sup>ST</sup> January 2017**

**£21,182.90**

**a. RECEIPTS** **£**

Interest (31.01.17)	0.18
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**b. PAYMENTS FOR APPROVAL:** **£**

i. Katrina Jones (Clerk salary and home use payment) 17 <sup>th</sup> January to end of February 2017	438.02
ii. HMRC	0.00
iii. Creaton United Reformed Church (The annual payment for the electricity used to power the heater for the Defibrillator).	12.00
iv. Eon invoice (street lighting electricity supply)	243.15
v. R and G (invoice for weed spraying of Churchyard)	50.15
vi. Cllr Sylvia Winter reimbursement for stamps	6.60

All approved, with Cllr Winter abstaining. Prop. Cllr Aveyard, Sec. Cllr Shanks.

**c. BANK RECONCILIATION UP TO 31<sup>ST</sup> JANUARY 2017 TO BE APPROVED AND SIGNED:**  
Approved and signed by Cllr Winter.

**17/34 AOB (Points of Information):**

- a. Cllr Aveyard advised that she would print off posters for the litter pick. She also advised that she had the bags and grabbers for the litter pick.

**17/35 TO RESOLVE TO CLOSE THE MEETING TO THE PUBLIC TO ALLOW CONFIDENTIAL DISCUSSION:** The meeting was closed at 9.50pm.

**17/36 NEXT MEETING: ANNUAL PARISH COUNCIL MEETING ON 2<sup>ND</sup> MAY 2017 AT 7.30PM.**