

Creaton Parish Council Meeting

5th September 2017 Minutes

Chairman: Councillor James Hill

Clerk: Katrina Jones creatonpc@gmail.com 01604 740862

Minutes of Meeting of Creaton Parish Council Held on Tuesday 5th September 2017 in the Village Hall, Creaton at 7.30 pm

Present: Cllrs James Hill (Chair), Michelle Aveyard, Geoff White, Reg Thomas, and Anna Hughes.

In attendance: Katrina Jones (Clerk), and five members of the public.

57 Apologies for Absence: Cllr Sylvia Winter (Vice Chair), County Councillor Cecile Irving-Swift, and District Cllr Kevin Parker.

58 Declarations of Interest: None.

59 Sign and Approve Minutes of Meetings: It was **RESOLVED** to confirm the minutes of the Parish Council Meeting held on 4th July 2017, and the Planning Executive Committee Meeting held on 19th July 2017 as a true and accurate record and they were duly signed.

60 Public Forum: Richard Hollingum spoke regarding the areas being mowed and the frequency of mowing carried out by the mowing contractors. He also spoke regarding item 86.d.

Martin Inwood spoke regarding item 86c.

Charles Matts spoke regarding item 82 to provide an update on the shop/post office.

61 Co-opting of a New Member to the Council: It was **RESOLVED** to co-opt Maxene Atkinson on to the Parish Council and the acceptance of office forms were duly signed before the Clerk. Prop. Cllr Aveyard. Sec. Cllr Hughes. Unan.

62 To appoint a Police Liaison Representative to act as a single point of contact with Northamptonshire Police: It was **RESOLVED** that the Clerk would consult Ian Keers, the neighbourhood watch co-ordinator, regarding the role.

63 Resignation of Cllr Jane Shanks and to assign any roles, responsibilities, or committees as a result, including responsibility for website: It was **RESOLVED** to defer this item until the next meeting.

64 To consider application to Transparency Fund: It was **RESOLVED** to delegate authority to the Clerk to make an application for a grant from the Transparency Fund to fund the hours required to ensure the website complies with the relevant legislation.

- 65 **County Councillor Cecile Irving-Swift's Empowerment Fund Award & Footpath Improvements:** It was **RESOLVED** to further consider footpath improvements to be funded by the £350 gratefully received from Cllr Irving-Swift, at a later date.
- 66 **Donation to Royal British Legion:** It was **RESOLVED** to donate £25 to the Royal British Legion, under s137, for a wreath to be laid at the war memorial on behalf of the Parish Council. Prop. Cllr Thomas. Sec. Cllr Hughes, unan.
- 67 **Litter Picking:** It was **RESOLVED** that the Clerk would find out what assistance could be given and whether grants would be available for the parish council undertaking its own litter picking.
- 68 **To consider possible village events, including a one off event for young people and approve application for a grant from Daventry District Council:** It was agreed that Cllr Hughes would contact community groups such as the preschool and PTA regarding grants available from DDC for events, as the Parish Council was not eligible to apply for the grant for an event itself.
- 69 **To discuss any matters arising from Annual Risk Assessment Walk:** It was **RESOLVED** that Councillors would meet at 5.30pm on 18th September 2017 at the bus shelter, to carry out the annual Risk Assessment Walk.
- 70 **To agree date for budget meeting:** It was agreed that members of the Resources, Staffing and Strategy Advisory group would agree a suitable date to meet outside of the meeting.
- 71 **NCALC Notice of Annual General Meeting - 7 October 2017:** It was agreed that Councillors would contact the Clerk to confirm their availability to attend this meeting.
- 72 **To review and if necessary, update Burial Regulations:** It was agreed that the Churchyard and Cemetery steering group would meet to review the burial regulations and that the Clerk would contact members to arrange this.
- 73 **Proposal for a 1metre lantern extension bracket to be fitted to street light No. 5 on the Welford Road/Violet Lane junction:** Cllr Thomas provided an update on this matter and advised that it is still ongoing.
- 74 **To discuss poor condition of two rubbish bins in the playing fields adjacent to public footpaths:** It was agreed to consider this further at a later date.
- 75 **To consider any Grant Applications received:** It was **RESOLVED** that grant applications would be considered at the next Parish Council meeting and the Clerk would put the application form on the website for groups to apply.
- 76 **To approve Annual Leave Policy:** It was **RESOLVED** to approve the annual leave policy and that this would go on the website. Prop. Cllr Hill and Sec. Cllr Aveyard.
- 77 **Cemetery/ Churchyard Project:** It was **RESOLVED** that Cllrs Hill, White and Aveyard would meet to agree the list of works to be provided to contractors for quotes.
- 78 **PCC Communication:** Cllr Aveyard provided an update.

- 79 Heritage Lottery Funding:** Cllr Aveyard had circulated details and dates of a course run by HLF, which could be attended by councillors.
- 80 To consider Cllr Aveyard's email to Northamptonshire Highways regarding Brixworth Road:** Cllr Aveyard advised that the requested work had not been carried out and a further email had been sent.
- 81 Update/ feedback from Cllr White on reported damage in cemetery:** Cllr White advised that he had looked at the reported damage. He also advised that he would contact R&G regarding keeping access to driveways clear.
- 82 Creton Post Office Update:** Charles Matts provided an update and advised that planning permission had been received.
- 83 To discuss speeding traffic and consider obtaining Speed Indicator Signs:** It was **RESOLVED** that Cllr Hill would research this further.
- 84 To consider mowing complaints:** The complaints received from residents were noted and it was also noted that R&G had responded directly to residents regarding complaints.
- 85 To consider any action regarding overhanging trees and hedges:** Cllr Hughes provided an update on overhanging trees and hedges she had noted and it was noted that the hedge along the footpath by the school had not been cut back.
- 86 Planning:**
- a. **Decision Notice: DA/2017/0492: 21 Court House Close, Creton, Northamptonshire NN6 8NP: Single Storey Side Extension: Planning Permission Granted.** Noted.
 - b. **Decision Notice: DA/2017/0649: 1 Violet Lane, Creton, Northamptonshire NN6 8NR: Removal of Condition 5 of Planning Permission DA/2016/0375: Planning Permission Granted.** Noted.
 - c. **Planning Application: DA/2017/0771: Court House 4, Court House Close, Creton, Northamptonshire, NN6 8NP Court House Close Double Garage: Construction of detached double garage (retrospective).** It was **RESOLVED** that the Clerk would contact the planning officer to advise that there were no objections providing that the garage remains screened from the public highway to a height of 2.5 meters. Prop Cllr Hill, sec. Cllr White, unan.
 - d. **Planning Application: DA/2017/0760: Chimneys, High Street, Creton, Northamptonshire, NN6 8NA: Work to tree within a Conservation Area.** It was **RESOLVED** that there were no objections. Prop. Cllr White. Sec. Cllr Hill.

87 Finance:

Bank Balance as at 31st July 2017

Bussiness Reserve Account	£25,486.58
Current Account	<u>£200.00</u>

Total **£25,686.58**

a. Receipts **£**

Cheque for memorial headstone (Paid in 13/07/17)	117.00
Interest (31/07/17)	0.23

b. Payments for Approval: **£**

i. Katrina Jones (Clerk salary and home use payment July and August 2017, Payroll process dated 28/07/17 for £364.64 & 28/08/17 for £364.64)	729.28
ii. Village Link for June/July edition	50.00
iii. NCALC Membership and Audit Fee	434.80
iv. R & G invoices for grass cutting in July and August,(dated 31/07/17 (£818.79) & 29/08/17 (£450.64)	1269.43
v. Royal British Legion - donation	25.00
vi. Eon maintenance: invoice dated 08/08/14	28.16
vii. NCALC off to a flying start invoice (Attended by Cllr Hughes)	42.00
viii. Eon for electricity supply to street lighting	258.20
ix. Katrina Jones – reimbursement for stamps	6.60

It was **RESOLVED** to approve all payments. Prop. Cllr Aveyard. Sec. Cllr Hill. Unan.

c. Bank Reconciliation up to 4TH AUGUST 2017 to be approved and signed : It was **RESOLVED** to defer this item until the next Parish Council meeting.

88 AOB (Points of Information)

a. Cllr Hughes advised that tankers had been driving too fast through the village, particularly by the school. It was agreed that Cllr Hughes would telephone the company responsible.

89 Next Meeting: Ordinary Parish Council Meeting on Tuesday 7th November 2017 at 7.30pm.

Meeting closed at 9.43pm.