

# Creaton Parish Council Meeting

## 4<sup>th</sup> July 2017 Minutes

Chairman: Councillor James Hill

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

### Minutes of Meeting of Creaton Parish Council Held on Tuesday 4<sup>th</sup> July 2017 in the Village Hall, Creaton at 7.30 pm

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

**In attendance:** Katrina Jones (Clerk), County Councillor Cecile Irving-Swift, District Cllr Kevin Parker and Linda Toombs.

**34 APOLOGIES FOR ABSENCE:** Cllr Jane Shanks and District Cllr Fraser-Allen.

**35 DECLARATIONS OF INTEREST:** none

**36 SIGN AND APPROVE MINUTES OF MEETINGS:** It was **RESOLVED** to confirm the minutes of the Annual Parish Council Meeting held on 2<sup>nd</sup> May 2017, the Extraordinary Meeting held on Tuesday 16<sup>th</sup> May 2017 and the Planning Executive Committee Meeting held on 25<sup>th</sup> May 2017 as a true and accurate record and they were duly signed. Prop. Cllr White, Sec. Cllr Winter.

**37 PUBLIC FORUM:** County Cllr Irving- Swift spoke about the financial constraints of Northamptonshire County Council and her roles on the finance committee and wellbeing committee.

**38 CO-OPTING OF NEW MEMBER TO THE COUNCIL:** No applications for the vacancy had been received.

**39 INTERNAL AUDIT REPORT:** The contents of the report, which had been circulated and published on the village website, was noted and it was **RESOLVED** to take appropriate action at item 49c.

**40 PROPOSAL FOR PHASE 7 OF CREATON STREET LIGHTING:** It was **RESOLVED** to accept Cllr Thomas' recommendations and the quote from Eon to upgrade two street lights: one on the corner of Violet Lane (lamp no.5) and one at 21 Welford Road (lamp no.4). It was noted that there was sufficient funds within the budget for this work. Prop. Cllr Aveyard. Sec. Cllr Hughes.

**41 CEMETERY/CHURCHYARD AND FUNDING FOR REQUIRED WORKS:** It was **RESOLVED** that Cllr Aveyard would obtain quotes ahead of the next Parish Council meeting in September, based on the previously agreed schedule of required works to the churchyard.

- 42 RIGHTS OF WAY IMPROVEMENT PLAN SURVEY:** It was **RESOLVED** that the Clerk would respond to the survey with the Footpath Warden, Richard Hollingham's, comments in addition to comments regarding the condition of the footpath between Court House Close and Grooms Lane.
- 43 MEMORIAL APPLICATIONS:** It was **RESOLVED** to approve the two memorial applications received, which were in accordance with the Parish Council's policy.
- 44 DDC COMMUNITY GRANT:** It was **RESOLVED** to consider this item at the next meeting in September following a review of the budget.
- 45 SPRAY PAINTING DOG FOULING – INVITATION TO JOIN PAINT MEANS POO CAMPAIGN 2017:** Cllr Thomas agreed to continue as the volunteer sprayer for the Parish and had contacted DDC direct.
- 46 PART 2 SETTLEMENTS AND COUNTRYSIDE LOCAL PLAN, PARISH ANNEX LOCAL GREEN SPACE:** It was **RESOLVED** that the Clerk would contact Ian Horne to ask what the status of the lease of the playing fields is but that no request to add areas to the local plan would be made at this time.
- 47 GRASS CUTTING:** It was **RESOLVED** to agree with Cllr White's proposals regarding the area and frequency of grass cutting, which would be kept under review. It was noted that £570 would need to be allocated from elsewhere in the budget. It was also **RESOLVED** that the Clerk would write to the school regarding the hedge along the footpath, to advise them that the Parish Council's mowing contractors could carry out the work at a cost of £80 plus VAT to be borne by the school. Prop. Cllr Aveyard. Sec. Cllr Hill.
- 48 PLANNING:**
- a. **Planning Application: DA/2017/0492: 21, Court House Close, Creaton, Northamptonshire, NN6 8NP: Single storey side extension.** It was **RESOLVED** that there were no objections. Prop. Cllr Hill. Sec. Cllr White.
- b. **Application withdrawn: DA/2016/1185: Land at Berkley 15, Teeton Lane, Creaton, Northamptonshire, NN6 8NL: Outline application for construction of two dwellings.**  
Noted.
- c. **Planning Application: 2 Welford Road, Creaton, Northamptonshire,,: Proposed New Village Post Office and Shop.** This item was deferred as the application was not yet valid.
- d. **Planning Application: DA/2017/0431: Green Farm House 28, The Green, Creaton, Northamptonshire, NN6 8ND: Single storey rear extension.** Noted that no further information has been received yet.
- e. **Decision Notice: 10 The Jetty, Creaton Northamptonshire NN6 8NZ: Construction of detached double garage ad gym: Planning Permission Granted.** Noted.

- f. **Update on CIL payment for DA/2016/0715: Greenacres, Welford Road, Creaton.** It was noted that the developers had applied for a self-build exemption.

**49 FINANCE:**

**Bank Balance as at 31<sup>st</sup> May 2017** **£29,062.70\***

(\*Total balance of Business Reserve Account and Current Account as stated on bank statement up to 31<sup>st</sup> May 2017)

**a. RECEIPTS** **£**

Precept (27/04/17)	10,000.00
Interest (28/04/17)	0.16
Interest (31/05/17)	0.27

**b. PAYMENTS FOR APPROVAL:** **£**

i. Katrina Jones (Clerk salary and home use payment May and June 2017, Payroll process dated 28/05/17 & 28/06/17)	730.88
ii. HMRC	0
iii. Autela Group Limited (for payroll services, invoice dated 10/06/17)	38.40
iv. R & G (for grass cutting in April , May and June invoices dated 28/04/17 & 29/05/17 & 30/06/17) (£558.64 & £780.12 & £675.97)	2014.73
v. Community Heartbeat Trust (for 10 A4 wall signs, invoice dated 29/02/16)	66.00

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

**c. PAST PAYMENTS FOR APPROVAL (as detailed in internal auditor's report):**

1. 07/4/16 GM Lawrence(Defib Cabinet) £249.88 (548)
2. 07/04/16 Maurice Fitch(Tree work) £4782.00 (549)
3. 07/04/16 Maurice Fitch(Tree work) £1218.00 (550)
4. 10/05/16 Information Commissioner £35.00 (551)
5. 10/05/16 R&G Landscaping (grass cutting) £364.22 (552)
6. 10/05/16 Aon Insurance £764.09 (553)
7. 10/05/16 ACRE (sub) £35.00 (554)
8. 10/05/16 R&G Landscaping (grass cutting) £551.70 (555)
9. 10/05/16 Village Link (newsletter) £100.00 (556)

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

- d. **BANK RECONCILIATION UP TO 31<sup>ST</sup> MAY 2017 TO BE APPROVED AND SIGNED:** It was **RESOLVED** to approve payments and receipts up to 31<sup>st</sup> May which had been circulated and the bank reconciliation which was signed by Cllr Winter, who also carried out an internal control spot check of payments, including invoices and cheques. Prop. Cllr Hill. Sec. Cllr Aveyard.
- 50 **AOB (Points of Information):** None.
- 51 **NEXT MEETING: ORDINARY PARISH COUNCIL MEETING ON TUESDAY 5<sup>TH</sup> SEPTEMBER 2017 AT 7.30PM.**

**Meeting closed at 9.15pm.**