STAVERTON PARISH COUNCIL

Clerk: Sue Porter 3 Packwood Close Middlemore Daventry NN11 8AJ
Tel: 01327 301570 email: clerk@stavertonparish.com

Notice of the Meeting of Staverton Parish Council to be held at the Village Hall, Croft Lane, Staverton, on TUESDAY 1st JUNE 2021 at 7:30pm

Members of the public and press are invited to attend and to address the Council during the Open Forum session.
In line with the Covid guidelines, face masks must be worn and social distancing will be in place.

To Members of the Council:
You are hereby summoned to attend the Annual Meeting of Staverton Parish Council in the Village Hall for the purposes of conducting the following business:

Sue Porter – Clerk 25th May 2021

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1 OPENING PROCEDURES
1.1 Acceptance of Apologies
1.2 Chairman's Announcements

2 GOVERNANCE
2.1 Declaration and nature of interest
2.2 Consideration of dispensation requests received

3 OPEN FORUM
3.1 Reports from members of the public
3.2 Report from West Northamptonshire Unitary Councillor

4 MINUTES
4.1 **APPROVE MINUTES** of the Parish Council Meeting held on **Tuesday 18th May 2021**

5 MATTERS ARISING
5.1 Commercial Use – Vinetree Storage Units
5.2 Well Lane – Ownership and History Report
5.3 Overgrown Tree – 5 The Green, Staverton
5.4 Village Litter Pick
5.5 Planning Advice – The Cottage, Daventry Road
5.6 Planning Advice – Hall Farm House, The Green
5.7 Planning Advice – 4 Oakham Lane
5.8 Obstruction to the Highway (Gates – Croft Lane)

6 BUSINESS
6.1 Review of Asset Register
6.2 Badby Lane – Speeding & Fly-tipping
6.3 Street Lantern Quote– Daventry Road/Churchfields
6.4 Staverton Neighbourhood Development Plan
6.5 Internal Audit Report 2020/21
* PC Risk Assessment Review
* Parish Website Review and Update
6.6 Recording Equipment Repairs
6.7 Dead Tree – Braunston Lane
6.8 Appointment & Review of Tree Warden role

7 REPRESENTATIVES UPDATES

7.1 Vehicle Activated Signs Representative (SE)
7.2 Highways Representative update (DT)
7.3 Playing Field Representative update (SR)
7.4 Street Lighting Representative update (JFG)
7.5 Police Liaison Representative update (DT)
7.6 Rights of Way Representative update (RN)
7.7 Social Media Representative (RN)
7.8 Grass Mowing Representative update (JFG)

8 FINANCE

8.1	Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
	Payment	Chq 869	Aylesbury Mains	Street Light Repairs – January 2021 Street Light Repairs - February 2021	£ 79.68 £101.52	£13.28 £16.92	PCA1957 s3
	Payment	Chq 870	S Porter	Salary £205.34 Expenses £37.50 May 2021	£ 242.84		LGA 1972 s112

8.2 Income received:

Barn Rent	£ 100.00
WNC Precept	£ 5,930.50
HMRC VAT Refund 2020-21	£ 3,545.73
Interest	£ 0.02
Total	**£ 9,576.25**

8.3 Bank account balances as at **19.05.21:**

HSBC Business	£11,900.15
HSBC Deposit	£ 2,704.69
Total	£14,604.84
Uncashed cheques	£ 2,151.37
Total available	£12,453.47
Less June Payments	£ 424.04
Bank Balance	**£12,029.43**

9 WEBSITE

9.1 Website Representative update (ADB)

10 CLERK'S CORRESPONDENCE

10.1 Dead Ash Tree behind Plot 3, Badby Lane, Staverton
10.2 Daventry Miniature Race Cars – Open Evening for Staverton Residents
10.3 Northamptonshire Police - Policing Priorities

DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 6th July 2021 - 7:30pm