STAVERTON PARISH COUNCIL

Clerk: Sue Porter 3 Packwood Close Middlemore Daventry NN11 8AJ
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Notice of the Meeting of Staverton Parish Council to be held at the Village Hall, Croft Lane, Staverton, on TUESDAY 7th DECEMBER 2021 at 7:30pm

Members of the public and press are invited to attend and to address the Council during the Open Forum session.

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

Sue Porter– Clerk 1st December 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 2nd November 2021**

5 MATTERS ARISING
5.1 Playing Field – Wicksteed Inspection Report
5.2 Rights of Way – Way Marking
5.3 Well Lane – Access and Maintenance Update
5.4 Clerk's Appraisal
5.5 Parish & Town Council Forum – Wednesday 17th November – Update

6 BUSINESS
6.1 Street Lantern Quote– Daventry Road/Churchfields
6.2 Braunston Lane - Planting of a Jubilee Tree
6.3 Staverton Neighbourhood Development Plan – Residents Poll
6.4 Street Light & Tree Survey
6.5 Tree Survey
6.6 Tree outside 4 Home Close
6.7 Street Lighting Maintenance Contract
6.8 Promotion of Parish Defibrillator & Purchase of Replacement Reserve Package
6.9 Closure of the Fire Service National Museum Trust Collection – Staverton Manual Fire Pump
6.10 Staverton Village Hall Committee – Queen's Platinum Jubilee Celebrations 2022
6.11 Cornerstone – Proposed Base Station Upgrade – W Russell & Sons, Silverbirch, Badby Lane, Staverton
6.12 Budget Proposals 2022/23
6.13 Proposed Precept Figure 2022/23
6.14 Preparation of costings for Barn roof replacement

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)
7.9 Tree Representative (NW)
7.10 Website Representative (AM)

8. PLANNING

	Type	Reference	Location	Details
8.1	Application	WND/2021/0676	Land at The Croft, Croft Lane, Staverton	Construction of detached dwelling and garage
8.2	Application	WND/2021/0725	The Hatch & The Cottage, Daventry Road, Staverton	Works to and felling of trees within a Conservation Area
8.3	Application	WND/2021/0759	Garden Cottage, Daventry Road, Staverton	Conversion of detached garage to gym, office and garden room
8.4	Application	WND/2021/0760	Garden Cottage, Daventry Road, Staverton	Listed Building Consent for conversion of a detached garage to gym, office and garden room
8.5	Granted	WND/2021/0665	The Vicarage, Church Street, Staverton	Works to and removal of trees within a Conservation Area
8.6	Granted	WND/2021/0639	The Beeches, The Green/2 The Orchard, Staverton	Work to trees within a Conservation Area
8.7	Refusal	DA/2021/0344	Staverton Hill Farm, Badby Lane, Staverton	Proposed change of use of existing buildings to Use Class E (commercial, business and service) to allow for any of the following uses ((a) retail sale of goods; (b) sale of food and drink for consumption on the premises; (c)(i) financial services; (ii) professional services; (iii) any other services which it is appropriate to provide in a commercial, business or service locality; (d) indoor sport, recreation or fitness to visiting members of the public; (e) provision of medical or health services; (f) a crèche, day nursery or day centre; (g)(i) an office, (ii) research and development or (iii) any industrial process, being a use which can be carried out in any residential area without detriment to the amenity of that area by reason of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit)) and to include expansion of existing lake for leisure fishing and construction of new car park with associated landscaping works all to be accessed off existing entrance from A425.

8.8	Withdrawn	WND/2021/0495	The Old Vicarage, Church Street, Staverton	Listed Building Consent for installation of 2 No dormer windows on courtyard-facing (south) roof of coach house, installation of glazed door behind existing timber doors in south elevation of card shed. Internal alterations associated with use of part of ground floor as craft studio. Refurbishment of engine shed including re-roofing
8.9	Withdrawn	WND/2021/0494	The Old Vicarage, Church Street, Staverton	Installation of 2 No dormer windows on courtyard-facing (south) roof of coach house, installation of glazed door behind existing timber doors in south elevation of card shed. Internal alterations associated with use of part of ground floor as craft studio. Refurbishment of engine shed including re-roofing

9 FINANCE

9.1	Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
	Payment	DD	Yu Energy (D/D 09/11)	Street Lighting	£ 154.13	£ 7.34	PCA1957 s3
	Payment	Chq 885	S Porter	Salary £205.34 Expenses £38.50 November 2021	£ 243.84		LGA 1972 s112
	Payment	Chq 886	M Freeman	Grass Mowing x 2 Oct 2021	£ 360.00		HA1980 S96
	Payment	Chq 887	NCALC	Training Course – Oct 2021	£ 245.00		LGA 1972 s111

9.2 Income received:

Barn Rent	£	100.00
Interest	£	0.02
Total	**£**	**100.02**

9.3 Bank account balances as at **19.11.21:**

HSBC Business	£10,754.60
HSBC Deposit	£ 2,704.81
Total	£13,459.41
Uncashed cheques	£ 90.00
Total available	£13,369.41
Less December Payments	£ 848.84
Bank Balance	**£12,520.57**

10 CLERK'S CORRESPONDENCE

10.1 WNC Strategic Plan – Spatial Options Consultation – Response deadline Extended
10.2 WNC – Fly Tipping Grant Fund
10.3 Rugby Borough Council – Housing & Employment Land Availability Assessment

DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 4th January 2022 - 7:30pm