Minutes of the Meeting of Staverton Parish Council
Staverton Village Hall

Tuesday 1st February 2022 – 7:30pm

PRESENT: Parish Councillors: J Golding (JFG) – Chairman, A McGibbon (AM), T McGibbon(TM), R Noon (RN), R Plaskett (RP), S Russell (SR), D Thomas (DT), N Wakeford (NW), Clerk – S Porter, J Gilford (WNC) and 3 members of the public

1. OPENING PROCEDURES

1.1 Acceptance of Apologies – R Frost (WNC)

1.2 Chairman's Announcements – JFG advised members of the public that they can interact during the meeting with the Chairman's consent. JFG also advised he is recording the meeting.

2 GOVERNANCE

2.1 Declaration and nature of interest – JFG – Chq No 891 (Personal), Planning Application WND/2021/0907 (Personal & Prejudicial); NW – Item 6.5 (Personal)

2.2 Consideration of dispensation requests received - Nil

3 OPEN FORUM

3.1 Reports from members of the public – S Evans requested a copy of the budget for 2022/23 be uploaded to the website. The Clerk will send a copy to AM.

3.2 Report from West Northamptonshire Unitary Councillor – J Gilford – The Police/Fire budget proposals for 2022/23 are to be considered, there is an expected £10.00 per year increase for the Police, and £5.00 per year for the Fire & Rescue Service for householders. Full details are available to view on the WNC website.

There are Hubs set up in the area to support Armed Forces veterans, along with Dementia Support Groups and Parental Support for Half Term, all details available on the WNC website. A list of contacts has been handed to the Clerk which details the key persons in each department. Bin collection lists can be requested, and these will be posted out if necessary. The passing of District and County Councillor Steve Osborne was noted, he was Chair of the Planning Committee at DDC for many years.

4 MINUTES

4.1 **APPROVE MINUTES** of the Parish Council Meeting held on **Tuesday 4th January 2022 –** It was proposed by RP, seconded by RN and all voted in favour that the minutes were an accurate record of the meeting and will be signed and dated by the Chairman.

5 MATTERS ARISING

5.1 Well Lane – Access and Maintenance Update – NW has received written advice from Steve Fowler (WNC) which states that the resident does not own the lane to his property, but does have private vehicle access. There is also a right of way along this lane which must not be hindered. Highways would not be able to give permissions for work to be undertaken as this is a private lane, and the width of the right of way would determine any proposed gate installation. JFG will create a letter to respond to the resident.

5.2 Street Lantern Improvements – The order has been placed with E-On and an installation date is expected the week beginning 21/02. The grant application submitted to J Gilford to assist with funding these improvements appears to state in the terms and conditions that parish councils are not eligible to apply for funding. A definite response is awaited by J Gilford.

5.3 Promotion of Parish Defibrillator – The leaflet, which was approved at the last meeting, is ready to be printed. J Gilford stated that although the grant funding may not be available for this project, she would be happy to assist with the delivery of the leaflets. DT proposed that the printing be undertaken, seconded by SR and all voted in favour.

6 BUSINESS

6.1 Braunston Lane - Planting of the Platinum Jubilee Tree - The planting of the tree has taken place on the Braunston Lane triangle, assisted by the longest permanent resident in the parish, Ethel Shaw, along with the youngest resident school pupil, Jessica Eborall. Photos taken from the event are available to view on the website and Facebook page. JFG has agreed to water the tree. The tree purchased was slightly over budget but this was accepted by the PC.

6.2 Proposal for a Platinum Jubilee Tree Guard – It was agreed by all that a tree guard be purchased to provide protection for the tree, up to a budget of £200.00, a plaque will also be required. Prices will be obtained by the Councillors for consideration at the March meeting

6.3 Queen's Platinum Jubilee Celebrations 2022 – The Jubilee Committee are creating a programme of events for the 4 day weekend in June. A programme will be created and local businesses will be able to advertise to raise monies for the planned events. TM has agreed to liaise with the Committee along with RP, to see how the PC can get involved. The PC have already set aside £1,000 for the Platinum Jubilee, so with the tree possibly costing up to £500 in total, this could leave £500 to contribute. Road closures have been approved for the Village Green, where the Big Lunch will take place on Sunday 5th June. RP and Tony Glover have independently agreed to organise the lighting of the beacon, venue to still be agreed. The PC insurance policy will need to be checked by the Clerk to ensure cover is in place for the weekend's events.

6.4 Staverton Neighbourhood Development Plan – Residents Poll (Draft) – Following a long discussion over the wording of the proposed poll, with the amendments submitted to the working party by JFG, with no way forward reached, it was proposed by AM that the idea of the poll is scrapped and a public meeting is planned instead, seconded by TM and all voted in favour. The public meeting plans will be agreed at the March PC meeting.

6.5 Street Light & Tree Survey – M Venton (WNC) has driven past 5 of street lights involved, 2 of which remain the subject of disagreement, and he has given permission for light pruning to enable the street lights to work effectively. NW proposed that this item is now removed from the agenda, seconded by RP and all voted in favour.

6.6 Tree Survey – NW proposed that following a walk around of the village that no action on trees is necessary and that this item is removed from the agenda, seconded by TM and all voted in favour.

6.7 Closure of the Fire Service National Museum Trust Collection – Staverton Manual Fire Pump – NW has spoken to the residents of The Old Vicarage, who do have plans to restore the Engine Room in the future. Once this has taken place, it would be nice for the Fire Pump be returned to Staverton. It is currently located at Flint Mill, Wetherby, North Yorkshire, in the custody of Dr Barry Hutchinson and Dr Patricia Smith, who are looking after the Fire Pump following the recent closure of the Fire Service National Museum Trust.

6.8 Costings for Barn roof replacement – JFG has provided a summary of quotations for the materials to repair the Barn roof, which amounts to £2,546.88. The labour costs will be determined when the work is actually undertaken. More money will be added to the Reserves Account to cover the final costs. The current tenant is not in any great rush for these works to be undertaken. The Barn lease is due for renewal, and as the PC precept was raised by 7%, it was proposed by TM that a 7% increase be applied to the annual rent, therefore making the monthly payment now £107.00, seconded by RP and all voted in favour.

6.9 Speed Restrictions on Badby Lane – Liaise with Badby PC – Concerns were raised by a Badby Lane resident with regards to the highway condition, the speeding vehicles and an accident on 29th December 2021, where a pedestrian was injured and required an ambulance. The national speed limit applies to this road, whereas the A425 is a 30mph and the A361 a 50mph. Badby PC have discussed this at their last meeting and have agreed to pursue a speed restriction scheme with WNC Highways, and J Gilford has agreed to lend her support to any proposals. They have requested the support of SPC. DT will liaise with those involved, as Highways Representative, and this will be discussed further in March. The Standing Orders, 6 month rule, where this item was previously removed from the agenda, meant that no proposals could be voted on at the meeting this evening.

6.10 Northants CALC Asset Mapping Project – Grant funding has been awarded of £234.65 for this project, which was accepted by the PC, and will be applied for by the Clerk. JFG has produced the listings of assets and services in the parish, which are the responsibility of WNC.

6.11 Pruning of Playing Field Side Hedge – SR will arrange for the laurel hedge to be cut back in the Playing Field to assist the residents in the neighbouring bungalows. SR proposed that £100 budget be approved, seconded by DT and all voted in favour.
6.12 Proposal for a Village Green Policy – A draft policy was circulated by JFG and it was agreed that this is something that is required. It was proposed by TM, seconded by RP and all voted in favour that a basic policy be produced for the Village Green and Playing Field for those wishing to use either facility. JFG to prepare a draft for approval at the March meeting.

7 REPRESENTATIVES UPDATES

7.1 Vehicle Activated Signs Representative (SE) – Both signs are working as they should. SE would like to know what purpose any data downloaded will be used for, as this takes several hours to produce.
7.2 Highways Representative update (DT) – Additional 30mph signs and roundels will be looked into, to accompany the Vehicle Activated Signs.
7.3 Playing Field Representative update (SR) – One of the goal nets has been removed. The ivy on the Barn needs removing and this will be undertaken by JFG/SR.
7.4 Street Lighting Representative update (JFG) – It will be checked if the street lighting faults have now been repaired.
7.5 Police Liaison Representative update (DT) – Nothing to report.
7.6 Rights of Way Representative update (RN) – Nothing to report.
7.7 Social Media Representative (RN)- Nothing to report.
7.8 Grass Mowing Representative update (JFG) – Grass mowing will start in March.
7.9 Tree Representative (NW) – There has been some tree works undertaken at Wellbrook House, this has been reported to M Venton (WNC) and NW awaits advice. NW will report back to the PC on the planning application recently submitted for Stonecroft, Manor Road.
7.10 Website Representative (AM) – The website is all up to date and includes details and photos of the Platinum Jubilee Tree planting.

8. PLANNING

	Type	Reference	Location	Details
8.1	Application	WND/2021/0907	Green Farm House, Glebe Lane, Staverton	Installation of heat pump cabinet to rear garden
	(JFG leaves the room) TM proposed no objections to this application, seconded by RP, and all voted in favour. (JFG returns to the room)			
8.2	Application	WND/2021/0914	Godfrees House, Manor Road, Staverton	Demolition of existing barn/stables. Construction of replacement stable block
	NW proposed no objections to this application, seconded by RP and all voted in favour. Concerns were raised about there being no listed building application for this property along with an additional dwelling in the grounds. RN proposed that an e-mail be sent to the Planning Officer, no seconder. Not carried.			

9 FINANCE

Chq's 889 & 890, along with the direct debits were approved for payment. Proposed by AM, seconded by SR and all voted in favour.
Chq No 891 was approved for payment. Proposed by AM, seconded by SR and all voted in favour (JFG abstained).

9.1	Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
	Payment	DD	Yu Energy (D/D 09/01)	Street Lighting	£ 229.34	£ 38.22	PCA1957 s3
	Payment	Chq 889	S Porter	Salary £205.34 Expenses £13.50 January 2022	£ 218.84		LGA 1972 s112
	Payment	Chq 890	Yu Energy	Outstanding Balance for MPAN No 1170001289500	£ 182.10		PCA 1957 s3
	Payment	Chq 891	J F Golding	Purchase of Jubilee Tree (Frans Fontaine)	£ 74.70	£ 12.45	HA1980 s96
	Payment	DD	HMRC	PAYE 2021/22 Q3	£ 155.95		LGA 1972 s112

9.2 Income received:

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

9.3 Bank account balances as at **19.01.22:**

HSBC Business	£ 9,461.84
HSBC Deposit	£ 2,704.85
Total	£12,166.69
Uncashed cheques	£ 90.00
Total available	£12,076.69
Less February Payments	£ 631.59
Bank Balance	**£11,445.10**

10 CLERK'S CORRESPONDENCE – Nil

DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 1st March 2022 - 7:30pm

Meeting Closed: 9:53pm