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 7th JUNE 2022 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 June 2022

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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 3rd May 2022**

5 MATTERS ARISING
5.1 Well Lane – Access and Maintenance Update
5.2 Street Light Improvements – Daventry Road/Church Street
5.3 Parking around Braunston Lane triangle
5.4 Braunston Lane – Development Works
5.5 Badby Lane - Speed Restrictions & Highway Safety Issues
5.6 Parish Website and Contact List
5.7 Code of Conduct Training
5.8 Review Code of Conduct
5.9 Trees obstructing Grass Cutting - Daventry Road.
5.10 Removal of Boundary Wall – Yee Tree Cottage, Windmill Lane
5.11 Mobile Police Surgery

6 BUSINESS
6.1. Queen's Platinum Jubilee Celebrations 2022
6.2 Staverton Neighbourhood Development Plan – Update
6.3 NCALC - Asset Mapping Project
6.4 Conversion of Parish Street Lights Project – Update
6.5 Review of Policy Documents & Risk Assessment – Updated to read WNC
6.6 Review of Annual Insurance Renewal
6.7 Approve Annual Governance Statement 2021-22
6.8 Approve Annual Accounting Statement 2021-22
6.9 Internal Audit Review 2021-22
6.10 Approve Certificate of Exemption 2021-22
6.11 Braunston Lane Development – Street Name Proposals

7 REPRESENTATIVES UPDATES (Former)

7.1 Vehicle Activated Signs Representative (S Evans)
7.2 Highways Representative - To be appointed
7.3 Playing Field Representative (SR)
7.4 Street Lighting Representative (JFG)
7.5 Police Liaison Representative – To be appointed
7.6 Rights of Way Representative (RN)
7.7 Social Media Representative (RN)
7.8 Grass Mowing Representative (SR)
7.9 Trees Representative (NW)
7.10 Website Representative (AM)

8 PLANNING

	TYPE	REFERENCE	LOCATION	DETAIL
8.1	Application	WND/2022/0329	2 Windmill Gardens, Staverton	Removal of existing shed, construction of replacement school workshop to rear of garage
8.2	WNC Planning Committee	WND/2021/0676	Land at The Croft, Croft Lane, Staverton	Construction of detached dwelling and garage
8.3	Appeal	WND/2021/0089	5 Windmill Gardens, Staverton	Listed Building Consent for alteration to roof truss
8.4	Granted	WND/2022/0287	Ivy Lodge, Manor Road, Staverton	Removal of tree within a conservation area
8.5	Granted	WND/2022/0043	Catesby Lodge Farm, Badby Road, Upper Catesby	Reinstatement of brick shed to act as external plant room and installation of ground source heating

9 FINANCE

9.1	Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
	Payment	DD	Yu Energy (09/05/22)	Street Lighting	£151.40	£7.21	PCA1957 s3
	Payment	Chq No 900	S Porter	Salary £429.84 (Additional month due to no missed meetings 2021-22) Expenses £38.50 May 2022	£468.34		LGA 1972 s112
	Payment	Chq No 901	M Freeman	Grass Verges Mowing x 2 – April 2022	£360.00		HA1980 s96
	Payment	Chq No 902	E-On	Supply & Fit 1m outreach brackets – Daventry Road	£360.00		PCA1957 s3
	Payment	Chq No 903	Yu Energy	Street Lighting for MPAN No: 1170001289500	£69.47		PCA1957 s3

	Payment	Chq No 904	J F Golding	APM Expenses £105.49 Wildflower Seeds £77.88 Printing £16.80	£200.17		LGA1972 s111
	Payment	Chq No 905	Staverton Village Hall	PC Meetings – Hall Hire (March & April) £64.80 Jubilee Event Insurance £ 96.00	£160.80		LGA1972 s133 / LGA1972 s111
	Payment	Chq No 906	Gallagher Insurance	Annual Insurance Renewal 2022-23	£1,069.43		LGA1972 s111
	Payment	Chq No 907	Forde & McHugh	Street Light Repairs – April 22	£108.72	£18.12	PCA1957 s3
	Payment	Chq No 908	Wicksteed	Playing Field Equipment Parts	£129.72	£21.62	

9.2 Income received:

Barn Rent	£ 107.00
Interest	£ 0.11
½ Year Precept	£ 6,345.50
Total	**£ 6,452.61**

9.3 Bank account balances as at **19.05.22:**

HSBC Business	£ 13,827.57
HSBC Deposit	£ 2,705.16
Total	£ 16,532.73
Uncashed cheques	£ 0.00
Total available	£ 16,532.73
Less June Payments	£ 2,926.65
Bank Balance	**£ 13,606.08**

10 **CLERK'S CORRESPONDENCE**

10.1 Catesby Road, Staverton – Road Closure (15th-17th August 2022) – Anglian Water

DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 5th July 2022 7:30pm