Minutes of the Meeting of Staverton Parish Council
Staverton Village Hall

Tuesday 7th March 2023 – 7:30pm

PRESENT: Parish Councillors: J Golding (JFG), A McGibbon (AM), T McGibbon (TM), R Noon (RN) – Chairman, R Plaskett (RP), S Russell (SR), D Thomas (DT), Clerk – S Porter, J Gilford (WNC) and 5 members of the public

1. OPENING PROCEDURES
1.1 Acceptance of Apologies – N Wakeford (holiday), R Frost & D Smith (WNC)
1.2 Chairman's Announcements – The meeting is being recorded.

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

3 OPEN FORUM
3.1 Reports from members of the public – Nil
3.2 Report from West Northants Unitary Councillor – Jo Gilford – The recommendations from the Boundary Review have been received today. Staverton will remain in the Woodford & Weedon Ward; however the ward councillors will be reduced to two, following the reduction of ward councillors to 77. There is a suggestion that Woodford and Weedon will be split and have one ward councillor each. JFG asked for clarification of the garden waste and food collections and what happens to this once collected. JMG to confirm. The Garden Waste Collection renewal annual fee will be £56.00.

4 MINUTES
4.1 **APPROVE MINUTES** of the Parish Council Meeting held on **Tuesday 7th February 2023 –** It was proposed by RP, seconded by SR and with 4 votes in favour and 3 abstentions (AM, TM & DT), that these minutes will be signed and dated by the Chairman as an accurate record of the meeting.

5 MATTERS ARISING
5.1 Well Lane – Access & Maintenance – An online meeting was held between JFG, Jo Gilford and Nick Henstock (Assistant Director of Highways) which J Gilford stated was a positive meeting and independent legal advice will be sought regarding the gate installation across Well Lane. JFG confirmed that at the start of the meeting they will told by N Henstock that nothing could be done, however, following discussions, it was agreed that a letter will be sent detailing all the evidence to date. Other similar case laws have been pursued and won in these situations. JFG proposed that approval be given to send this letter from the PC, once it has been circulated, seconded by AM and all voted in favour. RP circulated an e-mail which he had received from the resident in Well Lane; the Clerk will contact him and ask that all correspondence in future be sent through to the Clerk and that the comments he has made regarding the Rights of Way sign and mowing of the park be dismissed. JFG proposed that the Clerk send a letter to the WNC - Interactive Mapping Service, which shows inaccurate reporting of Well Lane on the website, which could be misleading, seconded by TM and all voted in favour.

JFG proposed that Item 8.2 – Planning Application WND/2023/0165 be moved to this point on the agenda for discussion involving the public, seconded by AM and all voted in favour.

5.2 Footpath opposite Vinetree Farm buildings – Defer to the April meeting.

5.3 Drayton Grange Football Club - Litter Issues – The Clerk has sent a letter to Drayton Grange Juniors and advised them to remind supporters/coaches/players to take their litter home and also that black bags be provided on match days to assist with reducing the amount of litter left behind.
5.4 Street Lighting/Tree Review – The Hatch and The Vicarage – Parish Councillors were asked to visit the areas involved so that an informed decision can finally be reached regarding these trees at the next meeting.
5.5 Badby Lane – Proposed 40/50mph Speed Restrictions – AM & TM attended the Badby PC meeting, who are supportive of these proposals from Highways. The PC now awaits the consultation phase to start.
5.6 Drayton Lodge Development – The roadway is now being installed, and this development will continue to be observed.

6 BUSINESS

6.1 Staverton Neighbourhood Development Plan – A meeting has been held with the new committee members and WNC Officers. The former plan will be used as a starting point, with dates and wording to be updated accordingly. The Plan is still in the very early stages, funding has been applied for and it is important to get village support for the Plan. An outline will be provided at the APM. The need for a Housing Needs Survey will be discussed at the April meeting.
6.2 Braunston Lane – Development Works – Planning Conditions – Following a response from Adam Kite (WNC Planning Enforcement Officer). these are now being monitored.
6.3 Reinstatement – National Grid – Braunston Lane – JFG met with the contractors and the remedial works have been undertaken. A £100 donation has been offered to replace the daffodil bulbs which were destroyed during the work on the grass verges. These will be purchased and planted later in the year.
6.4 Parish Online – Proposed Website Service – AM circulated examples of the proposed new website service which has been offered. This is a user friendly site, and easy to navigate. The uploading of documents is a straightforward process, with links to external groups, charities and businesses easy to add to the menu. The annual cost would be £320.00, which includes support. AM proposed that the new website be approved, seconded by DT and with 6 votes in favour and 1 against (JFG). Carried.
6.5 Allotment Rent Reviews – The Clerk has been tasked with finding out the costs of other allotment rents in the area.
6.6 Playing Field Trees – Unauthorised lopping – The Landscape Officer for the new development is Michael Venton. JFG has made contact, and he has advised that an established tree should be provided by the developers, and planted in the place of the pollarded one. It was approved by all that NW write to the developers (Aspect) to request that this be undertaken.
6.7 Removal of dead tree and grubbing out of the Staverton Pocket Park – JFG confirmed that the dead tree and fallen branches will be removed.
6.8 Annual Parish Meeting – Thursday 27th April 2023 – It was approved by all that a £100 allowance be approved for refreshments on the evening. Topics for the agenda will include the SNDP, the LED street lighting project along with the cost savings, with the usual annual reports from the charities. A draft agenda will be produced for the April meeting.
6.9 Poor condition of grass on the 2 triangle grass areas due to vehicles crossing at corners at Braunston Lane and The Orchard – RP produced photographs of the verge damage caused. WNC Highways have visited before and would not offer to pay for a suitable solution. RP proposed that plastic cones are positioned at each corner, no seconder. JFG proposed that granite setts be installed, but as this is Highways land, an Officer will be invited to attend, and either approve the request or provide costs for the PC to undertake this task, seconded by AM and all voted in favour.
6.10 Wicksteed Playground Inspection – It was approved by all that the annual inspection be booked and the cost of this be approved which is £120.00. The Clerk will arrange.
6.11 Parish Council Owned Land – Following a request from Simon Evans, it was confirmed that the Parish owned land is the Pocket Park, the Playing Field, the large Green and the allotments. The Charities in the Parish have land which they own, and details can be provided at the APM. All the land mentioned is held in various trusts for the benefit of the Parishioners.

7 REPRESENTATIVES UPDATES

7.1 Vehicle Activated Signs Representative (S Evans) – Nothing to report.
7.2 Highways Representative – (DT) – Nothing to report.
7.3 Playing Field Representative (SR) – The roadside hedge has been cut back and an invoice will be submitted for payment. It was asked that NW confirm which overhanging tree, reported at the last meeting, needs attention.
7.4 Street Lighting Representative – Vacancy – Appoint new Representative - Defer, RP will informally ask Steve Taylor if he would be interested.
7.5 Police Liaison Representative – (DT) – Nothing to report.
7.6 Rights of Way Representative (RN) – Nothing to report.
7.7 Social Media Representative (RN) – Nothing to report.
7.8 Grass Mowing Representative (SR) – There are several fallen leaves on the Village Green. A working party (SR, JFG, RP) will get these cleared to assist with the grass mowing. The Norse contact details will be forwarded to SR by the Clerk.
7.9 Trees Representative (NW) – An e-mail was received from NW stating that tree works have been undertaken by the Wellbrook Lodge resident. 5 trees have been removed, and others reduced in size by contractors, these were also in the Conservation Area. AM proposed that the support of the PC is given to NW to pursue this matter with Michael Venton (WNC Tree Officer), seconded by SR and all voted in favour.
7.10 Website Representative (AM) – All up to date.

8 PLANNING

	TYPE	REFERENCE	LOCATION	DETAIL
8.1	Application	WND/2023/0088	Home Farm, Church Street, Staverton	Work to trees within a Conservation Area
	JFG proposed no objections to this application, seconded by SR and all voted in favour.			
8.2	Application	WND/2023/0165	Wellbrook Lodge, Well Lane, Staverton	Removal of trees within a Conservation Area
	JFG proposed the following objections, seconded by DT and all voted in favour: 1) The applicant is not the owner of the trees for removal. 2) The TPO's on these trees are there for a very good reason, and maintain the canopy of the Lane 3) Alternatives should be considered before removal of these trees.			
8.3	Granted	WND/2022/0838	Avon Cottage, The Woodlands, Staverton	Listed building consent for demolition of existing side and rear extension. Construction of single storey rear and side extension (revised scheme)
8.4	Granted	WND/2022/0839	Avon Cottage, The Woodlands, Staverton	Demolition of existing side and rear extensions, Construction of single storey rear and side extension and new garden outbuilding (revised scheme)

9 FINANCE

It was proposed by AM, seconded by SR and all voted in favour to approve the following accounts:

9.1	Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
	Payment	DD	Yu Energy (09/02/23)	Street Lighting January 23	£45.18 £14.20	£2.97	PCA1957 s3
	Payment	Chq No 931	S Porter	Clerks Salary February 23 £232.42 Expenses £37.50	£269.92		LGA1972 s112

9.2 Income received

Barn Rent	£	107.00
Interest	£	2.42
Total	**£**	**109.42**

9.3 Bank account balances as at **19.02.23:**

HSBC Business	£ 5,132.68
HSBC Deposit	£ 2,714.12
Total	£ 7,846.80
Uncashed cheques	£ 288.00
Total available	£ 7,558.80
Less March payments	£ 269.92
Bank Balance	**£ 7,288.88**

10 **CLERK'S CORRESPONDENCE**

10.1 Hedgehog Highway Project - This information will be circulated to all.

10.2 WNC - No Mow May – This project will be discussed with the parishioners at the APM. AM proposed that the PC participate with the No Mow May for the grass verges. The Playing Field will remain on the mowing schedule. Seconded by SR and with 4 votes in favour, 2 against and 1 abstention. Carried. The grass mowing contractors, Norse, will need to be notified.

DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 4th April 2023 - 7:30pm

Meeting Closed: 9:45pm