STAVERTON PARISH COUNCIL

Clerk: Sue Porter 3 Packwood Close Middlemore Daventry NN11 8AJ
Tel: 01327 362496 email: clerk@stavertonparish.com

Notice of the Annual Meeting of Staverton Parish Council to be held at the Village Hall, Croft Lane, Staverton, on TUESDAY 2nd MAY 2023 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 Annual Meeting of Staverton Parish Council in the Village Hall for the purposes of conducting the following business.

Sue Porter - Clerk 26th April 2023

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1 OPENING PROCEDURES
1.1 Election of Chairman & Acceptance of Office
1.2 Election of Vice Chairman & Acceptance of Office
1.3 Acceptance of Apologies for Absence
1.4 Chairman's Announcements
1.5 Review of Standing Orders
1.6 Review of Financial Regulations
1.7 Review of Policy Documents & Risk Assessment
1.8 Review of Asset Register
1.9 Review of Insurance Renewal
1.10 Appointment of Parish Council Representatives (Delegated Responsibilities)

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 Northants Unitary Councillor

4 MINUTES
4.1 **APPROVE MINUTES** of the Parish Council Meeting held on **Tuesday 4th April 2023**

5 MATTERS ARISING
5.1 Well Lane – Access & Maintenance - Update
5.2 Footpath opposite Vinetree Farm buildings
5.3 Braunston Lane – Development Works – Planning Conditions
5.4 Complaint re The Hunt in the village
5.5 Open Bank Account to recover LED Streetlight expenses (ring fenced)

6 BUSINESS
6.1 Staverton Neighbourhood Development Plan – Update
6.2 Parish Online – New Website
6.3 Playing Field Trees – Unauthorised lopping
6.4 Annual Parish Meeting – Thursday 27th April 2023 - Review
6.5 Poor condition of grass on the 2 triangle grass areas on Braunston Lane and The Orchard – Update following meeting with DT/Highways
6.6 Wicksteed Playground Inspection
6.7 Badby Lane – Proposed 40/50mph Speed Restrictions
6.8 Annual Barn Rent Review
6.9 Proposed Parish Council membership of the Open Space Society

7 REPRESENTATIVES UPDATES

7.1 Vehicle Activated Signs Representative (S Evans)
7.2 Highways Representative – (DT)
7.3 Playing Field Representative (SR)
7.4 Street Lighting Representative – (RP)
7.5 Police Liaison Representative – (DT)
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	Nil			

9 FINANCE

9.1	Type	Reference	Payee	Detail	Gross Amount	VAT element	Authority
	Payment	DD	Yu Energy (09/04/23)	Street Lighting March 23	£ 46.66 £ 14.12	£ 2.22	PCA1957 s3
	Payment	Chq No 933	S Porter	Clerks Salary April 23 £232.62 Expenses £12.50	£ 245.12		LGA1972 s112
	Payment	Chq No 934	NCALC	Annual Membership £373.54 Internal Audit £207.00	£580.54	£43.40	LGA1972 s143
	Payment	DD	HMRC	PAYE 2022/23 Q4	£232.27		LGA1972 s112

9.2 Income Received (March & April):

National Grid (Bulbs)	£ 100.00
Barn Rent x 2	£ 214.00
Interest x 2	£ 5.41
Total	**£ 319.41**

9.3 Bank account balances as at **19.04.23:**

HSBC Business	£ 4,501.58
HSBC Deposit	£ 2,719.53
Total	£ 7,221.11
Uncashed cheques	£ 0.00
Total available	**£ 7,221.11**
Less April Payments	£ 1,057.93
Bank Balance	**£ 6,163.18**

10 CLERK'S CORRESPONDENCE

10.1 Horse Box in Field obstructing view – Complaint

10.2 Daventry Road Footpath – Complaint

DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 6th June 2023 - 7:30pm