# STAVERTON PARISH COUNCIL

Clerk: Sue Porter 3 Packwood Close Middlemore Daventry NN11 8AJ
Tel: 01327 362496 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 NOVEMBER 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 November 2023

---

**1 OPENING PROCEDURES**
1.1 Co-option of Parish Councillor
1.2 Acceptance of Apologies
1.3 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 Northants Unitary Councillor

**4 MINUTES**
4.1 **APPROVE MINUTES** of the Parish Council Meeting held on **Tuesday 3rd October 2023**

**5 MATTERS ARISING**
5.1 Footpath opposite Vinetree Farm buildings
5.2 Transferring funds between HSBC bank accounts
5.3 New Website - Amendments

**6 BUSINESS**
6.1 Staverton Neighbourhood Development Plan – Update
6.2 Wicksteed Playground Inspection Report
6.3 Goal Nets for the Playing Field
6.4 Braunston Lane – Update following meeting with the Developers
  6.4.1 Replacement Tree
  6.4.2 Street Lighting
  6.4.3 Potential Double Yellow Lines
6.5 Well Lane - Action taken by WNC regarding the gates
6.6 Autumn planting of Bulbs/Potted Lavender Bushes
6.7 Pedestrian Footway adjacent to New Development Roundabout, Daventry Road
6.8 Grass Mowing Contract – 2024 Season
6.9 VAS Data– A425
6.10 Badby Lane, Staverton & Staverton Road, Badby – 40/50mph Speed Restrictions – Revised Proposals (WNC)
6.11 A425 – Road Closure - Impact and Forward View
6.12 No Mow May 2024

## 7 REPRESENTATIVES UPDATES

7.1 Vehicle Activated Signs Representative (S Evans)
7.2 Highways Representative – (DT)
7.3 Playing Field Representative - Vacancy
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 - Vacancy
7.9 Trees Representative (NW)
7.10 Website Representative (AM)
7.11 Defibrillator (AM)

## 8 PLANNING

| | TYPE | REFERENCE | LOCATION | DETAIL |
|---|---|---|---|---|
| 8.1 | Application | 2023/7329/FULL | Wellbrook Lodge, Well Lane, Staverton | Concrete access track (retrospective) to existing agricultural outbuilding |
| 8.2 | Notification of Tree Work | | Green Farm House, Glebe Lane, Staverton | Works to 1 x conifer, 1 x magnolia, and 1 x holly tree in conservation area |
| 8.3 | Notification of Tree Work | | Stonedge, Manor Road, Staverton | Fell 2 x apple trees, and works to 1 x apple tree in conservation area |
| 8.4 | Approval | 2023/6807/FULL | Stonedge, Manor Road, Staverton | Single storey store to the side of the house on the front drive and single storey office in rear garden, as well as associated landscaping |
| 8.5 | Approval | 2023/6796/FULL | Green Farm House, Glebe Lane, Staverton | Proposed 9 No solar panels on garage rear roof |

## 9 FINANCE

| 9.1 | Type | Reference | Payee | Detail | Gross Amount | VAT element | Authority |
|---|---|---|---|---|---|---|---|
| | Payment | DD | Yu Energy (09/10/23) | Street Lighting September 23 | £ 36.08<br>£ 13.43 | £ 2.36 | PCA1957 s3 |
| | Payment | Chq No 953 | S Porter | Clerks Salary Oct 23 £232.62<br>Expenses £13.50 | £ 246.12 | | LGA1972 s112 |
| | Payment | Chq No 954 | WNC Norse | Grass Verges Mowing £504.00<br>Sept x 2<br>Oct x 2<br>Playing Field £336.00<br>Sept x 2<br>Oct x 2 | £ 840.00 | £140.00 | HA1980 s96 |
| | Payment | DD | HMRC | PAYE 2023/24 Q2 | £174.58 | | LGA1972 s112 |
| | Payment | DD | ICO | Data Protection Fee 2023-24 | £35.00 | | LGA1972 s111 |

9.2 Income Received:

| | |
|---|---|
| Barn Rent | £ 115.00 |
| Groundwork UK | £ 2,730.00 (SNDP Grant Funding) |
| WNC | £ 6,345.00 |
| Allotment Rents | £ 29.00 |
| Interest | £ 4.37 |
| **Total** | **£ 9,223.37** |

9.3 Bank account balances as at **19.10.23:**

| | |
|---|---|
| HSBC Business | £15,353.08 |
| HSBC Deposit | £ 2,742.32 (ring fenced for barn roof repairs) |
| Total | £18,095.40 |
| Uncashed cheques | £ 48.00 |
| Total available | £18,047.40 |
| Less November Payments | £ 1,295.70 |
| **Bank Balance** | **£16,751.70** |

**10. CORRESPONDENCE**

10.1 Rugby Borough Council - Local Plan – Issues and Options Consultation – 30th October 2023 – 2nd February 2024

**DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 5th December 2023 - 7:30pm**