# STAVERTON PARISH COUNCIL

Clerk: Sue Porter 3 Packwood Close Middlemore Daventry NN11 8AJ
Tel: 01327 362496 email: clerk@stavertonparishcouncil.gov.uk

**Notice of the Meeting of Staverton Parish Council to be held at the Village Hall, Croft Lane, Staverton, on TUESDAY 1st JULY 2025 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 25th June 2025

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1. **OPENING PROCEDURES**
1.1 Chairperson's Announcements
  1.1.1 To confirm the importance of acting as a corporate body
  1.1.2 Recording
1.2 Apologies for Absence

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

**3 MINUTES**
3.1 Approve minutes of PC Meeting held on Tuesday 3rd June 2025

**4 OPEN FORUM**

**5 REPORTS FROM WEST NORRTHANTS UNITARY COUNCILLORS**
5.1 Bus Service (Bellway, Crest Nicholson and Spitfire)
5.2 Footpath (LCWIP) and crossing (Bellway)
5.3 Application to divert public footpath FD6, FD7 & FD16 (Sarah Clarke)
5.4 Hall Farm (WNC Planning)
5.5 Monthly WNC Update

**6. CLERK'S CORRESPONDENCE**
6.1 WNC Annual Parish Conference - Proposed new date (23rd October 2025)

**7. BUSINESS**
7.1 Draft Minutes from Annual Parish Meeting
7.2 OPFCC Grant Funding Project
7.3 CIL Monies
  7.3.1 Projector – Quotes (SP)
7.4 Hedge/Trees overhanging Back Lane
  7.4.1 Update (JG)
7.5 Staverton Manual Fire Pump
7.6 Staverton Neighbourhood Development Plan
7.7 Parish Magazine

7.8 Pistons and Rings – Skylark Farm
7.9 Budget 2025/26 – (follow up from Annual Parish Meeting)
7.10 Unity Trust – Bank Mandate Update
7.11 Hedge/Trees overhanging Back Side Footway & affecting Street Lighting

**8. PC REPRESENTATIVES' UPDATES**

8.1 Vehicle Activated Signs (S Evans).
8.2 Highways (TM)
- 8.2.1 Community Payback Project – Back Side
- 8.2.2 TRO Proposal
- 8.2.3 Parking restrictions outside the school
- 8.2.4 Twenty is Plenty Scheme

8.3 Playing Field (Denise & Bruce Blackmore)
8.4 Street Lighting (JG)
- 8.4.1 Walk around with JFG

8.5 Police Liaison (TM)
- 8.5.1 PLR Conference

8.6 Rights of Way (JFG)
8.7 Social Media (SP)
- 8.7.1 New Facebook Page for SPC

8.8 Grass Mowing Representative – (SP)
8.9 Trees (ST)
- 8.9.1 Free Tree Packs

8.10 Website (SP)
- 8.10.1 Parish Recordings on the Website

8.11 Defibrillator – (DB)
- 8.11.1 Children's pads

**9 PLANNING**

2025/2317/FULL – Proposed Car Port - Wellbrook Lodge, Well Lane, Staverton
https://wnc.planning-register.co.uk/Planning/Display/2025/2317/FULL?cuuid=F5D66598-5BF7-45DD-8593-97F19A7783C9

**10 FINANCE**

10.1 Receipts Received

| | | |
|---|---|---|
| T Pearce | Barn Rent | £125.00 |

10.2 Payments

| Ref | Payee | Detail | Gross Amount | VAT element | Authority |
|---|---|---|---|---|---|
| BACS | Gallagher | Annual Insurance 2025-26 | £1,179.02 | | LGA1972 s111 |
| BACS | Leics Gardens | Grass Mowing x 1 – May 2025 | £ 250.00 | | HA1980 s96 |
| BACS | Mrs S Porter | Clerks Salary – June 2025<br>Expenses – June 2025 | £ 261.28<br>£ 13.50 | | LGA1972 s112 |
| DD | Yu Energy | Street Lighting – May 2025 | £ 12.47 | 0.62 | PCA1057 s3 |
| DD | Yu Energy | Street Lighting – May 2025 | £ 62.09 | 3.10 | PCA1957 s3 |
| BACS | NCALC | Membership/Internal Audit 2025/26<br>Training - Chairperson | £ 658.76<br>£ 63.60 | 48.60<br>10.60 | LGA1972 s111 |

10.3 Bank account balances (as at 25.06.25)

| | | |
|---|---|---|
| Unity Current Account | £ 8,444.29 | |
| Unity Deposit | £ 16,253.72 | (ring fenced £11,253.72 for CIL/£5,000 Street Lighting) |
| HSBC Deposit | £ 4,829.83 | (ring fenced for barn roof repairs) |
| | **£ 29,527.84** | |
| (Less July Payments) | £ 1,247.14 | |
| **New Current A/C Total** | **£ 7,197.15** | |
| | | |
| **Total Funds** | **£ 28,280.70** | |

**DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 5th August 2025 - 7:30pm**

**11. PRIVATE & CONFIDENTIAL**

11.1 Clerk's Annual Appraisal – Closed Session to the Public