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 5th AUGUST 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 30th July 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
1.2 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 1st July 2025

4 OPEN FORUM

5 REPORTS FROM WEST NORTHANTS UNITARY COUNCILLORS (R Frost & C Hastie)
5.1 Monthly WNC Update

6. BUSINESS
6.1 New Projector (Update from SP)
6.2 CIL Monies
6.3 Staverton Neighbourhood Development Plan
6.4 Parish Magazine
6.5 Budget 2025/26 – (follow up from Annual Parish Meeting)
6.6 Hedge/Trees overhanging Back Side Footway & affecting Street Lighting
6.7 Parish Councillor – Code of Conduct Training Session
6.8 Notice of the NCALC 78th Annual Conference – 4th October 2025 9-1pm (Moulton Community Centre)
6.9 To agree that all councillors in possession of archives, deeds, maps, plans and other documentation owned by the PC handover those documents to the Clerk for safekeeping and appropriate archiving by 15th August 2025
6.10 Proposed Delegated Responsibilities Policy and Revised Terms of Reference (Draft)
6.11 Nomination of Trustees to the Staverton Relief in Need charity
6.12 Parish Allotment Hedge and General
6.13 WNC - Parish Path Warden Scheme

7. PC REPRESENTATIVE UPDATES

7.1 Vehicle Activated Signs (S Evans)
7.2 Highways (TM)
7.2.1 20mph speed limit in the village centre
7.2.2 40mph speed limit – Daventry to Staverton
7.2.3 Warning signs for horses
7.2.4 A425 Road Crossing at Malabar/Drayton Lodge
7.3 Playing Field (Denise & Bruce Blackmore)
7.4 Street Lighting (JG)
7.5 Police Liaison (TM)
7.6 Rights of Way (JFG)
7.6.1 Application for Diversion Order (FD6, FD7 & FD16)
7.7 Social Media (SP)
7.7.1. Key considerations document (Facebook page)
7.8 Website (SP)
7.8.1. Website Counter
7.9 Defibrillator (DB)
7.10 Grass Mowing Representative (SP)
7.11 Trees (ST)

8 PLANNING (TM)

9 FINANCE

9.1 Receipts Received

T Pearce	Barn Rent	£ 125.00
Unity Trust	Interest	£ 59.09
HSBC	Interest (May/June)	£ 13.25
HMRC	VAT Repayment 2024-25	£1,213.98
	Total	**£1,411.32**

9.2 Payments

Ref	Payee	Detail	Gross Amount	VAT element	Authority
BACS	Leics Gardens	Grass Mowing x 3 – June 2025	£ 750.00		HA1980 s96
BACS	Mrs S Porter	Clerks Salary – July 2025 (includes back pay to April 2025/Appraisal Review) Expenses – July 2025	£ 776.34 £ 12.50		LGA1972 s112
DD	Yu Energy	Street Lighting – June 2025	£ 12.19	£0.61	PCA1057 s3
DD	Yu Energy	Street Lighting – June 2025	£ 56.94	£2.85	PCA1957 s3
BACS	NCALC	Training Course – Off to a Flying Start Jon Granfield & Sian Thomas	£127.20	£21.20	LGA1972 s111
DD	HMRC	PAYE 2025/26 Q1	£ 283.39		LGA1972 s112

9.3 Bank account balances (as at 30.07.25)

Unity Current Account	£ 8,276.61	
Unity Deposit	£ 16,312.81	(ring fenced £11,253.72 for CIL/£5,000 Street Lighting)
HSBC Deposit	£ 4,843.08	(ring fenced for barn roof repairs)
	£ 29,432.50	
(Less August Payments)	£ 1,666.04	
New Current A/C Total	**£ 6,610.57**	
Total Funds	**£ 27,766.46**	

10. CLERK'S CORRESPONDENCE

10.1 WNC Consultations;
Help Shape the Future of Northampton Town Centre
Thoughts of Future Management of Council Homes

DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 2nd September 2025 - 7:30pm