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 2nd DECEMBER 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 26th November 2025

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1. **OPENING PROCEDURES**
1.1 Chairperson's Announcements
1.2 Acceptance of 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 4th November 2025**

4 OPEN FORUM

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

6. BUSINESS
6.1 Model Standing Orders 2025
6.2 Proposed review of Delegated Responsibilities to include a Terms of Reference for the Audio Recording at Parish Council Meetings
6.3 CIL Monies
6.3.1 Village Gateways & Signs
6.4 Staverton Neighbourhood Development Plan
6.5 Parish Magazine
6.6 NCALC - Biodiversity Grant
6.7 St Mary the Virgin Church - Clock Repairs
6.8 Playing Field – Land Registration
6.9 Immediate Justice Programme (OPFCC) – Update
6.10 Street Light No 1 (day burner) – Zeta Warranty
6.11 Review Asset Register
6.12 Loose hunt hounds in the village – Update
6.13 Parish Councillor – Code of Conduct Training Session – Feedback
6.14 Budget Plans 2026/27

7. CLERK'S CORRESPONDENCE
7.1 NCALC – CAN Champion Scheme
7.2 WNC - Community Resilience Project
7.3 Open Spaces Society – Request to re-boot the legal-action fund

8. PC REPRESENTATIVE UPDATES

8.1 Vehicle Activated Signs (S Evans)
8.2 Highways (TM)
8.2.1 20mph Speed Limit Order (Village)
8.2.2 40mph speed limit – Daventry to Staverton (A425)
8.2.3 Warning signs for horses
8.2.4 A425 Road Crossing at Malabar/Drayton Lodge
8.2.5 Condition of path along the A425 for Cyclists
8.2.6 Daventry LCWIP
8.2.7 Malabar Buses (S106)
8.3 Playing Field (Denise & Bruce Blackmore)
8.4 Street Lighting (JG)
8.5 Police Liaison (TM)
8.6 Rights of Way (JFG)
8.6.1 Application for Diversion Order (FD6, FD7 & FD16)
8.7 Social Media (SP)
8.8 Website (SP)
8.9 Defibrillator (DB)
8.10 Grass Mowing Representative (SP)
8.11 Trees (ST)

9 PLANNING

PLANNING PERMISSIONS GRANTED

2025/3032/FULL – Construction of a wall, pedestrian gate and automatic gates - **Simpkins, Church Street, Staverton**

2025/3033/LBC – Listed Building Consent for construction of a wall, pedestrian gate and automatic gates - **Simpkins, Church Street, Staverton**

10 FINANCE

10.1 Receipts Received

T Pearce	Barn Rent	£ 125.00
HSBC	Interest (November)	£ 5.81
WNC	Biodiversity Grant	£1,520.00
	Total	**£1,650.81**

10.2 Payments

Ref	Payee	Detail	Gross Amount	VAT element	Authority
BACS	Leics Gardens	Grass Mowing x 2 – Oct 2025	£ 600.00	£100.00	HA1980 s96
BACS	Mrs S Porter	Clerks Salary (Net) – November 2025 Expenses – November 2025	£ 381.70 £ 12.50		LGA1972 s112
DD	Yu Energy	Street Lighting – November 2025	£ 82.05	£ 4.10	PCA1957 s3
Chq 006	HM Land Registry	Playing Field – Land Registration	£ 30.00		LGA1972 s111
DD	ICO	Data Protection Fee 2025-26	£ 47.00		LGA1972 s111
BACS	WNC	Election Costs 2025	£1,066.50		LGA1972 s111

10.3 Bank account balances (as at 25.11.25)

Unity Current Account	£ 3,210.16	
Unity Deposit	£25,655.32	(ring fenced £10,846.72 for CIL)
HSBC Deposit	£ 4,867.63	
	£33,733.11	
(Less December Payments)	£ 2,060.70	
New Current A/C Total	**£ 1,149.46**	
Total Funds	**£31,672.41**	

DATE OF NEXT PARISH COUNCIL MEETING – Tuesday 6th January 2026 - 7:30pm