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 3rd MARCH 2026 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 February 2026

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1. OPENING PROCEDURES
1.1 Co-Option of Parish Councillor
1.2 Election of Chairman
1.3 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 3rd February 2026**

4 OPEN FORUM

5. CLERK'S CORRESPONDENCE
5.1 WNC – Local Nature Recovery Strategy – Public Consultation
5.2 NCALC - Strategic Plan Consultation 2026-2029
5.3 WNC - Parish & Town Council Election Recharge Consultation

6. PLANNING
6.1 **2026/0308/LBC -** Listed building consent for attachment of black painted aluminium panels to existing wrought iron gate (retrospective) – **The Croft, Croft Lane, Staverton**
6.2 WNC – Local Plan Consultation – PC Response

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

8. BUSINESS
8.1 **CIL Monies**
8.1.1 Village Gateways & Signs – TM proposes that the signs are purchased from Creative Sign & Design
8.2 **Spring Clean-up/Litter Pick** - HL proposes that a working party list be generated
8.3 **Annual Parish Meeting – Thursday 23rd April 2026** – TM proposes that the agenda be approved and refreshments expenses of £150 authorised to spend
8.4 **SPC IT/E-Mails Policy** - AJ proposes that the Policy is adopted by SPC and effective immediately
8.5 **Assets of Community Value (The Countryman)**
8.5.1 Special Motion, signed by SP and HL, to discuss the decision of pursuing the ACV as per item 6.21 (Assets of Community Value) of the January 6th 2026 SPC Meeting Agenda and in the light of additional information. This special motion shall include the authority of SPC to come to a different conclusion to that previously agreed.

8.6 **Clerk's Vacancy** - The Chair proposes the interview panel (consisting of the Chair, Vice Chair and Clerk) & interview dates for the Clerk vacancy

8.7 **Clerk's Office Equipment** - The Chair proposes a budget to the purchase of laptop/printer and mobile phone for new Clerk

8.8 **PC Bank Account** - Due to continuing admin difficulties with Unity Trust Bank, the Chair proposes that a new online bank account be opened with Nat West, Rugby, with the mandate including the signatories of the Clerk, Chairman and Vice Chairman

8.9 **Recent damage to Village Green/Market Post**

8.9.1 Proposal from TM that WNC Highways place signs on each of the roads into the village stating 'Unsuitable for HGV's'

8.10 **Manor Road Signs –** TM proposes that additional signage for Manor Road is installed outside The Old Post Office

9 PC REPRESENTATIVE UPDATES

9.1 **Vehicle Activated Signs (S Evans)**

9.2 **Highways (TM)**

9.2.1 40mph speed limit – A425

9.2.2 20mph Road Traffic Order

9.2.3 A425 Road Crossing at Malabar/Drayton Lodge

9.2.4 Bus Service

9.3 **Playing Field (Denise & Bruce Blackmore)**

9.4 **Street Lighting (JG)**

9.4.1 Street Light Replacement – Church Street

9.4.2 Street Light No 1 (day burner)

9.5 Police Liaison (TM)

9.5.1 Community Speedwatch

9.6 **Rights of Way (JFG)**

9.6.1 Replacement of Jurassic Way marker

9.7 **Social Media (SP)**

9.8 **Website (SP)**

9.8.1. Parish Planning Policy Document

9.8.2 Standing Orders

9.9 **Defibrillator (DB)**

9.10 **Grass Mowing Representative (SP)**

9.10.1 Mowing costs for 2026 (Leicestershire Gardens)

9.10.2 Grass verge repairs/re-seed – The Green

9.11 **Trees (AJ)**

9.12 **Staverton Parish Magazine (ST)**

9.13 **CAN Champion Update (ST)**

9.13.1 Community Orchard Project

10 FINANCE

10.1 Receipts Received

T Pearce	Barn Rent	£ 125.00
Vinetree	Magazine Donation	£ 120.00
D Keczely	Magazine Donation	£ 40.00
C Maull	Magazine Donation	£ 30.00
Staverton Park Est.	Magazine Donation	£ 120.00
Perkin Guns	Magazine Donation	£ 60.00
Green Acres	Magazine Donation	£ 60.00
The Countryman	Magazine Donation	£ 100.00
	Total	**£ 655.00**

10.2 Payments

Ref	Payee	Detail	Gross Amount	VAT element	Authority
BACS	Mrs S Porter	Clerks Salary (Net) – February 2026 Expenses – February 2026	£ 381.70 £ 37.50		LGA1972 s112
DD	Yu Energy	Street Lighting – February 2026	£ 99.60	£	PCA1957 s3
BACS	Leics Gardens	VAT Payment April-August 2025	£ 400.00	£400.00	HA1980 s96
BACS	Staverton PCC	Church Clock Repairs	£1,000.00		CIL
BACS	NCALC	Code of Conduct Training (Whole PC) Listed Building and Conservation Areas Course (AJ & TM)	£ 360.00 £ 84.00	£60.00 £14.00	LGA1972 s111
BACS	Glasdon UK	Dog Waste Bin & Post	£ 226.40	£37.73	LGA1972 s111

10.2.1 WNC – Invoice dated 17/07/2021 - £90.00 – Uncontested Election Costs – TM proposes legal advice to be taken about non-payment, cheque was originally sent on time but not cashed by WNC.

10.3 Bank account balances (as at 25.02.26)

Unity Current Account	£33,514.52	(WNC Incorrect Payment - £33,178 – to be repaid)
Unity Deposit	£25,789.76	(CIL - £10,846.72/Orchard - £1,520/Magazine - £530)
HSBC Deposit	£ 4,879.02	
	£64,183.30	
(March BACS Payments)	£ 2,489.60	
Total Funds	**£61,693.70**	

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