

CREATON PARISH COUNCIL MEETING
10TH JANUARY 2023
MINUTES

Chairman: Councillor James Hill

Clerk: Katrina Jones, 77 High Street, Naseby, Northants NN6 6DD, Email: creatonpc@gmail.com

Minutes of the Creaton Parish Council Meeting
Held on **Tuesday 10th January 2023 at 7.30pm**
at Creaton Village Hall

Present: Cllrs James Hill (Chairman), Sylvia Winter (Vice Chairman), Maxene Atkinson, Tracy Doran, Ian Horne, Mitch Hunter and Chris Reading.

In attendance: Katrina Jones (Clerk); West Northamptonshire Council Councillors Cecile Irving Swift, David Smith and Jonathan Harris; two West Northants Council officers; two police representatives and up to 200 members of the public.

- 93. Public Forum:** A public forum was held at the start of the meeting to allow attendees to ask questions about the possible use of Highgate House to house asylum seekers. Representatives of West Northants Council and the police answered questions from the public. No representatives of the Home Office, Serco, Chris Heaton Harris MP or the current owners of Highgate House were present. The Chairman made attendees aware that members of the press were present and that the meeting was being filmed and recorded. The public participation session ended at 9.15pm after which everyone left except the parish councillors, WNC unitary councillor Jonathan Harris and five members of the public.
- 94. To Resolve to Accept Apologies for Absence:** It was **RESOLVED** to accept apologies from Cllr Atkinson and Cllr Watters.
- 95. To Confirm Minutes of Meetings:** It was **RESOLVED** to confirm the minutes of the Parish Council Meeting held on 8th November 2022 as a true and accurate record and they were duly signed by the Chairman.
- 96. Declarations of Interest:** None.
- 97. Public Forum:** Another public forum was provided for anyone wishing to speak on the remaining items. A member of the public spoke about quotes for cleaning the war memorial and it was agreed that this would be looked at further.
- 98. To Consider And Agree Any Actions Regarding Use of Highgate House to House Asylum Seekers:** It was noted that the majority of those that had attended the meeting were not in favour of Highgate House being used to house asylum seekers and numerous concerns had been expressed as to the lack of consultation by the Home Office and lack of infrastructure in place to deal with asylum seekers in Creaton. It was **RESOLVED** to set up a working group to act as a community liaison group with representatives from different organisations such as the Parish Council, West Northants Council and the church. It was also **RESOLVED** to include information in the village link newsletter about the group and an update on Highgate House. It was agreed that a list of questions and answers would be published on the Parish

Council website. Cllr Hill agreed to check if the letter before action sent on behalf of the Parish Council to the Home Office could be published.

99. Finance

Bank Balance on Bank Statement as at 31 December 2022:

Nat West Business Reserve Account	13326.82
Nat West Current Account	200.00
Unity Trust Current Account	<u>6527.44</u>
	20,054.26

Includes:

CIL Money received 17/04/2018 (Restrictions on Expenditure) 4251.71

a. Receipts

£

i. Interest (31.10.22)	4.34
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b. Payments for Approval:

£

Payee	Cost	VAT	Total
i. Katrina Jones (Clerk salary and home use payment November)	712.43	0.00	712.43
ii. Katrina Jones (Clerk salary and home use payment December – including back pay for national pay rise)	1,104.69	0.00	1,104.69
iii. HMRC for PAYE and NI	185.85	0.00	185.85
iv. Unity Bank (service charge)	18.00	0.00	18.00
v. Eon for street light maintenance	84.05	16.81	100.86
vi. Cawleys for bin collection	26.60	5.32	31.92
vii. Village Link (December'22/January and February/March 2023)	100.00	0.00	100.00
viii. Creaton Village Hall for hall hire (May 2022 – March 2023)	120.00	0.00	120.00
ix. R & G for grass cutting	34.00	170.00	204.00
x. Northants CALC for Off to a Flying Start Course – Cllr Hunter	44.00	8.80	52.80
xi. Northants CALC for VAT	0.00	94.80	94.80
xii. Autela Payroll Services Ltd for payroll service	60.00	12.00	72.00

It was **RESOLVED** to approve all of the above payments.

- c. **To Receive List of Payments and Receipts and Approve Bank Reconciliation:** It was **RESOLVED** to approve the bank reconciliation.
- d. **To Agree CIL Expenditure:** It was **RESOLVED** that the remaining CIL money had now been spent on the church wall.
- e. **To Agree Parish Council Budget for Financial Year 2023/24:** It was **RESOLVED** to agree the proposed budget prepared by the working group, with an expenditure of £29,074.
- f. **To Agree Precept for Financial Year 2023/24:** It was **RESOLVED** to agree a precept of £26,768, which is a 10% increase on the previous year.

100. **To Consider Grass Cutting Tenders and Agree Contractors for Mowing Contracts:** It was **RESOLVED** to defer this item to an extraordinary meeting to allow sufficient time to consider the tenders received.
101. **To Consider Any Actions Regarding The Churchyard and Agree Quote to Treat Moss on Footpaths:** It was **RESOLVED** to agree that the moss be treated on all paths within the churchyard. It was **RESOLVED** to add the churchyard to the agenda of the Parish Council meeting in March to agree any other actions.
102. **To Agree Contents of Parish Council's Village Link Article:** It was **RESOLVED** to include items on the neighbourhood plan, Teeton lane and riding horses on footpaths.
103. **To Agree Microsoft Office Subscription Renewal and Anti-Virus Software Renewal for Parish Council Laptop:** It was **RESOLVED** to agree a budget up to £100 to renew subscriptions for anti-virus software and Microsoft office.
104. **To Agree SLCC Membership for Parish Clerk (To Be Shared with Other Employers):** It was **RESOLVED** to agree to share the cost of the Parish Clerk's SLCC membership.
105. **To Consider Correspondence Regarding Horses on Footpaths:** It was **RESOLVED** to include an item on this in the village link newsletter.
106. **To Receive Report from Cllr Reading and Agree Actions Regarding a Neighbourhood Plan:** Cllr Reading provided a report and it was **RESOLVED** to set up a working group and apply for grants. It was also **RESOLVED** to request an updated housing needs survey from WNC. It was noted that more information as to the cost was required.
107. **To Receive Update on Teeton Lane Development:** An update was provided by the developer and they agreed to provide a written update for inclusion in the village link newsletter.
108. **To Note Next Meeting: Tuesday 14th March 2023 at 7.30pm:** Noted.

Meeting closed at 10.30pm.