

**CREATON PARISH COUNCIL MEETING**  
**14<sup>TH</sup> NOVEMBER 2023**  
**DRAFT MINUTES**

Chairman: Councillor James Hill

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

**Draft Minutes of the Creaton Parish Council Meeting**  
**Held on Tuesday 14<sup>th</sup> November 2023 at 7.30pm**  
**at Creaton Village Hall**

**Present:** Cllrs James Hill (Chairman), Sylvia Winter (Vice Chairman), Ian Horne, Mitch Hunter, Ross Everson-Watts and Christopher Reading.

**In attendance:** Katrina Jones (Clerk) and West Northamptonshire Council Ward Councillor Kevin Parker.

- 58. Apologies for Absence:** It was **RESOLVED** to accept apologies from Cllr Watters. Apologies were also received from WNC ward councillor Jonathan Harris.
- 59. To Confirm Minutes of Meetings:** It was **RESOLVED** to confirm the minutes of the Parish Council Meeting held on 12th September 2023 as a true and accurate record and they were duly signed by the Chairman.
- 60. Declarations of Interest:** None.
- 61. Public Forum:** West Northants Council Ward Councillor Kevin Parker provided a report. He reported that the last Town and Parish Briefing was sent to councils on 17<sup>th</sup> October and the next edition will be due soon. He reported that a preferred developer had been appointed for the Waterside site in Northampton and agreed to pass on further details to Cllr Hill. He also reported that the former bus depot had been purchased by West Northants Council and that all current consultations could be found on the WNC website at: <https://westnorthants.citizenspace.com/>
- 62. To Fill Parish Council Vacancy by Co-option:** No applications had been received.
- 63. Finance**

**Bank Balance on Bank Statement as at 31<sup>st</sup> October 2023:**

**Unity Trust Current Account** **33,965.34**

<b>a. Receipts</b>		<b>£</b>
31.07.23	Interest	0.03
08.09.23	VAT reclaim	6,423.55

12.09.23	Wayleave payment	45.77
15.09.23	Burial fee	50.00
26.09.23	Royal Mail	385.00
29.09.23	Precept	13,384.00
19.10.23	Grant (Northants ACRE)	619.16

**b. Payments for Approval:**

	£		
	Cost	Vat	Total
i. Katrina Jones (Clerk salary and home use payment October )	819.60	0.00	819.60
ii. Katrina Jones (Clerk salary and home use payment November)	754.68	0.00	754.68
iii. BWP Creative Ltd (Parish Council Websites - Website hosting with support for creaton.org.uk at a cost of £19 per month (billed annually) )	228.00	45.60	273.60
iv. M Rogerson for Poppy Wreath donation to RBL	35.00	0.00	35.00
v. Stephen Hartwell Grass Mowing Services for mowing churchyard	495.00	99.00	594.00
vi. R&G for mowing verges (September)	516.00	103.20	619.20
vii. Autela Payroll Services	48.32	9.66	57.98
viii. Cawleys for waste disposal of churchyard bin (September)	26.04	5.21	31.25
ix. Cawleys for waste disposal of churchyard bin (October)	26.04	5.21	31.25
x. Creaton Village Hall for room hire for meetings	75.00	0.00	75.00
xi. S & D Winter reimbursement for payment for printing – to be paid from Good Neighbours Scheme Grant	20.00	0.00	20.00
xii. Creaton Village Hall for Zumba classes – to be paid from Good Neighbours Scheme Grant	55.00	0.00	55.00
xiii. H Warren or Zumba classes – to be paid from Good Neighbour Scheme	375.00	0.00	375.00
xiv. Eon for street light maintenance	142.50	28.50	171.00
xv. N Power for electricity supply to street lights	386.09	19.30	405.39

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

**c. List of Payments and Receipts to be Received and Bank Reconciliation up to 31<sup>st</sup> October 2023 to be approved:** The list of receipts and payments was noted. It was **RESOLVED** to approve the bank reconciliation up to 31<sup>st</sup> October 2023.

**64. To Agree Application for a Faculty to Clean the War Memorial and Agree Any Other Actions:** It was **RESOLVED** to apply to the Diocese for a Faculty at a cost of £273 to permit the cleaning of the war memorial. It was noted that the conservation officer from West Northants Council had given permission for the war memorial to be cleaned.

**65. To Receive Update on Neighbourhood Plan and Agree Any Actions:** Cllr Reading provided an update and reported that the first meeting of the Neighbourhood Plan committee had been held. It was noted that grant funding had been awarded. It was agreed to create a sub page on the website for the Neighbourhood Development Plan.

66. **To Receive Report on Annual Village Risk Assessment Walk and Agree Actions:** Cllr Winter reported on the risk assessment walk which was carried out by Cllrs Winter, Hunter and Horne. She advised that they had reported three blocked drains, repairs needed to the Green, car parking issues and branches hanging down. She also reported that a headstone had been propped up against a metal fence in the churchyard and it was noted that the church path was uneven. It was **RESOLVED** to purchase two signs warning that the church path was uneven up to a cost of £200, which Cllr Reading will design, and that Cllr Hill would purchase a can of spray paint to spray raised sections of the path.
67. **To Receive Update and Agree Actions Relating to Restaurant Door:** It was **RESOLVED** that a member of the Parish Council would speak to the restaurant owners informally and a case would be opened with the planning enforcement department if this is unsuccessful.
68. **To Consider Cars Parked at Bottom of High Street and Brixworth Road:** It was noted that Cllr Watters had investigated the matter and advised that spot checks would be carried out with notices being issued.
69. **To Receive Report on Litter Pick:** Cllr Winter reported that she and Cllr Horne had undertaken litter picking on separate days. She advised that there had been a disappointing turnout on the day of the litter pick with three residents from Teeton attending in addition to herself and two of her family members despite the date being advertised. She reported that there had not been a great deal of litter.
70. **To Receive Update on Good Neighbour Funding:** Cllr Winter reported that a grant £619.16 had been received towards the cost of seven free Zumba classes that will be held at the village hall commencing on 15<sup>th</sup> November.
71. **To Consider Wilding Part of Churchyard:** It was agreed not to pursue this at the current time.
72. **To Agree Contents of Village Link Article:** It was agreed to include items on: the councillor vacancy; a policing update; library e-books; a thank you to litter pickers; the Neighbourhood Development Plan; and the webpage for WNC consultations.
73. **To Agree Date for Budget Meeting:** It was **RESOLVED** that the finance working group would meet to agree a draft budget on either 30<sup>th</sup> November or 7<sup>th</sup> December at 7.30pm at Cllr Winter's house.
74. **To Note Next Meeting: Tuesday 9<sup>th</sup> January 2023 at 7.30pm:** Noted.
75. **To Close the Meeting to Discuss Confidential Staff Matters:** It was **RESOLVED** to close the meeting to the press and public.
76. **To Agree Clerk's Annual Leave:** It was noted that the Clerk's annual leave for Christmas had already been agreed.
77. **To Note National Clerk Increase in Pay Scales:** It was **RESOLVED** to agree the national increase in Clerks pay scales.

Meeting closed at 9pm.