

CREATON PARISH COUNCIL MEETING
12TH SEPTEMBER 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 12th September 2023 at 7.30pm
at Creaton Village Hall

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

In attendance: Katrina Jones (Clerk) , West Northamptonshire Council Ward Councillor Kevin Parker and one member of the public.

40. Apologies for Absence: It was **RESOLVED** to accept apologies from Cllr Hill. Cllr Atkinson was absent. Apologies were also received from WNC ward councillors Jonathan Harris and Cecile Irving-Swift.

41. To Confirm Minutes of Meetings: It was **RESOLVED** to confirm the minutes of the Parish Council Meeting held on 11th July 2023 as a true and accurate record and they were duly signed by the Vice Chair who was Chairing the meeting.

42. Declarations of Interest: None.

43. Public Forum: West Northants Council Ward Councillor Kevin Parker provided a report. He advised that the Cabinet would be considering the closure of the care home in Brixworth and reported on the council's finances.

44. Finance

Bank Balance on Bank Statement as at 4th September 2023:

Unity Trust Current Account **18,054.34**

a. Receipts **£**

Interest (July)	0.02
Burial Fee	100.00

b. Payments for Approval:

	Cost	£ Vat	Total
i. Katrina Jones (Clerk salary and home use payment July)	770.16	0.00	770.16
ii. Katrina Jones (Clerk salary and home use payment August)	763.36	0.00	763.36
iii. Katrina Jones (Clerk salary and home use payment September)	763.36	0.00	763.36

iv. HMRC (PAYE & NI)	13.60	0.00	13.60
v. Stephen Hartwell Grass Mowing Services for mowing churchyard	660.00	132.00	792.00
vi. R&G for mowing verges and green and hedge cutting (August)	595.00	119.00	714.00
vii. R & G for repair of village green	385.00	77.00	462.00
viii. R & G for mowing verges and green (July)	198.00	39.60	237.60
ix. Cawleys for waste disposal of churchyard bin	26.04	5.21	31.25
x. Village Link	100.00	0.00	100.00
xi. Spratton Parish Council for bus subsidy	1000.00	0.00	1000.00
xii. Cawleys for waste disposal of churchyard bin	37.56	7.51	45.07

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

c. List of Payments and Receipts to be Received and Bank Reconciliation up to 4th September 2023 to be approved: The list of receipts and payments was noted. It was **RESOLVED** to approve the bank reconciliation up to 4th September 2023.

45. To Confirm Committees, Terms of Reference and Councillor Roles: It was **RESOLVED** to allocate the councillor roles and working groups as follows:

Cllr James Hill (Chairman): Mowing & trees; and PCC liaison.

Cllr Sylvia Winter (Vice Chair): Internal Control.

Cllr Ross Everson-Watts: Footpath Warden; and Highways.

Cllr Ian Horne: Police Liaison Representative; and Playing Field.

Cllr Mitch Hunter: Street lighting; Noticeboard; and Defibrillator.

Cllr Chris Reading: Burials; Speed Signs; Litter; and Neighbourhood Plan.

Cllr Sean Watters: Police Liaison; Speed Signs; and Defibrillator.

Finance Working Group: Cllr Hill; Cllr Winter; Cllr Hunter; Cllr Horne and Cllr Reading.

Planning Working group: Cllr Hill; Cllr Everson-Watts and Cllr Hunter.

Personnel Working Group: Cllr Hill and Cllr Winter.

Churchyard Working Group: Cllr Hill, Cllr Watters and Cllr Winter.

Neighbourhood Development Plan Group: Cllr Chris Reading and six members of the public.

46. **To Consider Good Neighbour Scheme:** It was **RESOLVED** to support the application for the funding of two events: afternoon tea at the village hall and exercise classes for older people, organised by Cllr Winter and a member of the public. It was **RESOLVED** that the application would be made on behalf of the Parish Council and the Clerk would provide the relevant information for the application.
47. **To Consider War Memorial Cleaning:** It was **RESOLVED** that the Parish Council would instruct Maynard Memorials to carry out the cleaning of the war memorial subject to the donation of funds from the History group and the necessary permissions being obtained.
48. **To Receive Update on Neighbourhood Plan:** Cllr Reading provided an update and reported that a group had now been formed.
49. **To Receive Update on The Green Repair and Claim to Royal Mail:** The Clerk provided an update and reported that the repair work to the Green had been completed.
50. **To Agree Date for Annual Village Risk Assessment Walk:** It was **RESOLVED** that the risk assessment walk would be carried out on Monday 2nd October at 6pm, meeting at the Lychgate. It was agreed that the Clerk would circulate the form.
51. **To Consider Any Matters Relating to New Restaurant:** It was **RESOLVED** that further investigation would be carried out to find out if any planning regulations had been contravened regarding the glass front door.
52. **To Agree Contents of Village Link Article:** It was agreed to include items on: dog fouling; overgrown hedges; a litter pick on Saturday 28th October; and councillor roles.
53. **Planning Matters:**
 - a. **Application No. 2023/6426/OUT**

Proposal: Erection of new single dwelling in the grounds of existing dwelling (outline application all matters reserved expect access)

Location: Oak Cottage 12 Brixworth Road Creaton NN6 8NG

It was **RESOLVED** that the Parish Council would like to submit comments on: the access; the lack of parking spaces; and lack of turning space.
54. **To Note Next Meeting: Tuesday 14th November 2023 at 7.30pm:** Noted.
55. **To Close the Meeting to Discuss Confidential Staff Matters:** It was **RESOLVED** to close the meeting to members of the press and public.
56. **To Agree Clerk's Annual Leave:** It was **RESOLVED** to agree the dates provided by the Clerk.
57. **To Note Clerk's Appraisal and Agree Any Actions Arising:** It was **RESOLVED** to move the Clerk up one pay point on the salary scale.

The meeting closed at 9.06pm.