

**CREATON PARISH COUNCIL MEETING**  
**9<sup>TH</sup> JANUARY 2024**  
**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 9<sup>th</sup> January 2024 at 7.30pm**  
at Creaton Village Hall

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

**In attendance:** Katrina Jones (Clerk) and West Northamptonshire Council Ward Councillors Jonathan Harris and Cecile Irving-Swift.

**78. Apologies for Absence:** It was **RESOLVED** to accept apologies from Cllrs James Hill and Sean Watters. Apologies were also received from WNC ward councillor Kevin Parker.

**79. To Confirm Minutes of Meetings:** It was **RESOLVED** to confirm the minutes of the Parish Council Meeting held on 14th November 2023 as a true and accurate record and they were duly signed by the Vice Chairman who was chairing the meeting.

**80. Declarations of Interest:** None.

**81. Public Forum:** West Northants Council Ward Councillor Jonathan Harris provided a report. He reported that the bus company UNO is withdrawing its services and a new operator is being sought to continue the 59/60 bus service. He advised that the tender process is ongoing with a decision expected in February. He also reported that the WNC budget consultation is still live.

West Northants Council Ward Councillor Cecile Irving-Swift reported that there is a new machine to repair potholes and advised that any potholes should be reported on the Fix My Street website. She also reported on the WNC budget and stated that two thirds of the budget is spent on adult social care and children services.

**82. To Fill Parish Council Vacancy by Co-option:** No applications had been received.

**83. Finance**

**Unity Trust Current Account**

**38,890.24**

**a. Receipts**

**£**

None.

**b. Payments for Approval:**

	Cost	£ Vat	Total
i. Katrina Jones (Clerk Salary and home use payment December and back pay)	1,148.88	0.00	1,148.88
ii. HMRC (PAYE & NI)	297.07	0.00	297.07
iii. D & H Sign & Display	94.00	18.80	112.80
iv. Service Charge	18.00	0.00	18.00
v. Autela Payroll Services	48.32	9.66	57.98
vi. Cawleys for waste disposal of churchyard bin (November)	14.52	2.90	17.42
vii. Cawleys for waste disposal of churchyard bin (December)	26.04	5.21	31.25
viii. PKF Littlejohn LLP	210.00	42.00	252.00
ix. Creaton Village Hall for Zumba classes – to be paid from Good Neighbours Scheme Grant	22.00	0.00	22.00
x. H Warren or Zumba classes – to be paid from Good Neighbour Scheme	150.00	0.00	150.00
xi. Eon for street light maintenance	142.50	28.50	171.00
xii. YourLocale for Neighbourhood Plan Fees – to be paid from grant	1,500.00	300.00	1,800.00
xiii. Village Link for December '23/January '24 and February/March 2024 editions	100.00	0.00	100.00
xiv. Npower for electricity supply for street lights	644.86	32.24	677.10

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> December 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> December 2023.

**d. To Note Conclusion of External Audit and External Audit Report:** It was noted that there were no matters arising from the external audit and no actions to be taken as a result of the external audit report.

**84. To Agree Budget for 2024/25:** It was **RESOLVED** to approve the budget with a proposed expenditure of £37,132.00.

**85. To Agree Precept for 2024/25:** It was **RESOLVED** to agree a precept of £28,336.00.

**86. To Receive Update on Neighbourhood Plan and Agree Any Actions:** Cllr Reading provided an update and advised that a Parish Council meeting would be required to approve the terms of reference for the Neighbourhood Plan group.

**87. To Consider Quote for Churchyard Fence and Any Other Actions Regarding the Churchyard:** The quote for fencing was noted and it was **RESOLVED** that hedging would be preferred to fencing. The new signage for the footpath was noted and it was **RESOLVED** that no further action would be taken regarding the uneven footpath at present. It was agreed that the Clerk would contact the churchyard mowing contractor to ask if they knew which grave the moved headstone on the railings came from.

88. **To Agree Application to Woodland Trust for Free Trees/Hedging:** It was **RESOLVED** to defer making an application to the Woodland Trust. It was agreed that the Clerk would request a quote for planting hedging and a quote would also be sought for privet hedging. It was also agreed to look into obtaining free saplings from the West Northants Climate Action group event.
89. **To Agree Any Actions Regarding Tree Maintenance:** It was **RESOLVED** that the Clerk would ask a tree surgeon to carry out a tree survey of the trees which the Parish Council is responsible for.
90. **To Consider What the Parish Council can do to Conserve and Enhance Biodiversity in the Area:** The actions that the Parish Council has already undertaken to conserve and enhance biodiversity was noted and it was **RESOLVED** that the Parish Council would continue to take this into account in its future activities.
91. **To Receive Update and Agree Actions Relating to Restaurant Door:** Cllr Hunter provided an update and advised that he was awaiting contact from the restaurant's architect to confirm whether planning permission was obtained for the door.
92. **To Receive Update on Good Neighbour Funding:** Cllr Winter provided an update and reported that the Zumba classes would carry on if enough attendees were willing to pay to continue.
93. **To Consider Any Actions Regarding Damage to Village Green:** It was **RESOLVED** that the Clerk would contact Amazon to request that delivery drivers do not drive on the Green.
94. **To Consider Quotes for Electricity Supply:** It was **RESOLVED** to defer this item until a quote had been obtained.
95. **To Agree Meetings Dates for 2024:** It was **RESOLVED** to hold future meetings on the first Tuesday of every other month at 7.30pm and that meeting dates for 2024 would be: 5<sup>th</sup> March; 7<sup>th</sup> May; 2<sup>nd</sup> July; 3<sup>rd</sup> September; and 5<sup>th</sup> November. It was agreed that the Clerk would let the village hall know.
96. **To Agree Date for Chair and Vice Chair to Meet with Clerk for Annual Appraisal:** It was agreed to defer this item.
97. **To Consider Any Actions Regarding Conifers Partially Blocking Light from Street Light by Jetty and Horseshoe Close:** It was **RESOLVED** that Cllr Horne would speak to the residents concerned and ask them to cut back the overgrowth.
98. **To Agree Contents of Village Link Article:** It was agreed to include items on the new meeting dates; a thank you to Welford Christmas Tree Farm; any police updates; the councillor vacancy; and the Neighbourhood Development Plan (which a member of the NDP group will provide).

Meeting closed at 8.50pm.