

CREATON PARISH COUNCIL MEETING
5TH MARCH 2024
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 5th March 2024 at 7.30pm**
at Creaton Village Hall

Present: Sylvia Winter (Vice Chairman), Mitch Hunter and Ross Everson-Watts.

In attendance: Katrina Jones (Clerk) and six members of the public.

99. Apologies for Absence: Cllrs James Hill, Ian Horne, Chris Reading and Sean Watters were absent.

100. To Confirm Minutes of Meetings: It was **RESOLVED** to confirm the minutes of the Parish Council Meeting held on 9th January 2024 as a true and accurate record and they were duly signed by the Vice Chairman who was chairing the meeting.

101. Declarations of Interest: None.

102. Public Forum: A member of the neighbourhood plan group spoke regarding item 106 and provided an update.

Members of the playing field association spoke regarding item 105 and spoke about plans to replace the play bark with alternative surfacing around the play equipment.

A member of the public spoke regarding the Blackberry Hill Farm planning application and raised concerns regarding the proposed access via Court House Close.

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

104. Finance

Bank Balance on Bank Statement as at 29th February 2024:

Unity Trust Current Account **£33,983.05**

a. Receipts: None.

b. Payments for Approval:

	Cost	£ Vat	Total
i. Katrina Jones (Clerk Salary and home use payment January)	814.22	0.00	814.22

ii. Katrina Jones (Clerk Salary and home use payment February)	814.22	0.00	814.22
iii. R & G – cutting verges and Green (October 2023)	368.00	73.60	441.60
iv. YourLocale for Neighbourhood Plan Fees (27.02.24)– to be paid from grant	3,000.00	600.00	3,600.00
v. Cawleys for waste disposal of churchyard bin (January)	37.56	7.51	45.07
vi. Cawleys for waste disposal of churchyard bin – Annual Duty of Care Charge	98.28	19.66	117.94
vii. Cawleys for waste disposal of churchyard bin (February)	26.04	5.21	31.25
viii. YourLocale for Neighbourhood Plan Fees (20.01.24)– to be paid from grant	2,000.00	400.00	2,400.00
ix. Katrina Jones reimbursement of Microsoft Office subscription	49.99	10.00	59.99

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

- c. **List of Payments and Receipts to be Received and Bank Reconciliation up to 29th February 2024 to be approved:** The list of receipts and payments was noted. It was **RESOLVED** to approve the bank reconciliation up to 29th February 2024.
105. **To Consider Grant Request from Creaton Playing Field Association:** It was **RESOLVED** to give a grant of £1,000 to the playing field association at the beginning of the next financial year.
106. **To Receive Update on Neighbourhood Plan and Agree Any Actions including Agreeing Terms of Reference and Appointing Additional Members:** It was **RESOLVED** that the Parish Council would pay the cost of the village hall hire and refreshments for the Open Day with a view to claiming it back from the grant money. It was **RESOLVED** that the Parish Council wished to continue with the Neighbourhood Plan. It was **RESOLVED** to agree the terms of reference of the group. It was **RESOLVED** that Cllr Everson-Watts would join the group and that another councillor would attend meetings if he couldn't. It was also **RESOLVED** that the Chair and Vice-Chair of the Neighbourhood Plan group would be parish councillors. Cllr Winter offered to Chair the meeting on 20th March.
107. **To Receive Report on West Northants Planning Briefing Regarding Local Plan and Consider Documents Provided:** It was **RESOLVED** that councillors would complete the response form and send it to the Clerk to finalise before the end of March.
108. **To Consider Quotes for Electricity Supply:** It was **RESOLVED** to accept the quote with Yu Energy.
109. **To Consider Correspondence from Resident Regarding Footpaths:** It was **RESOLVED** that Cllr Everson-Watts would report the footpath on Fix My Street.
110. **Planning Matters:**
- a. **Application No. 2024/0625/FULL**

Proposal: Replacement rear porch, new windows and doors to rear and inside elevation. New rooflight to the rear elevation and new windows to existing garage. Landscaping

alterations including new garden fence, new pergola screen and new covered bin store to be implemented

Location: Spring Cottage 9 Home Farm Close Creaton NN6 8NE

It was **RESOLVED** that there was no objection to this application.

b. Application No. 2024/0362/PA

Proposal: Proposed change of use of agricultural building to 1 no. dwellinghouse with associated building operations

Location: Blackberry Hill Farm, Grooms Lane, Creaton, NN6 8NN

It was **RESOLVED** to object to this application on the basis that the address should be Court House Close not Grooms Lane as the proposed access is through Court House Close.

- 111. To Note Completed Annual Walk Form:** Noted.
- 112. To Consider Quotes for Tree Planting in Churchyard to Replace Fence:** It was **RESOLVED** to accept the quote from R & G to plant Beech hedging which would help promote biodiversity.
- 113. To Consider Any Actions Regarding the Churchyard:** It was **RESOLVED** to move the gravestone which has come loose in order to make it safe.
- 114. To Receive Update and Agree Actions Relating to Restaurant Door:** The planning application for change of use for the restaurant was noted and it was **RESOLVED** to support the application. It was also **RESOLVED** that the Clerk would contact the architect to enquire regarding the door.
- 115. To Consider Correspondence Regarding Damage to Village Green:** It was noted that this had been reported via Fix My Street and the details to report it on could be passed on to residents who complain.
- 116. To Agree Annual Parish Meeting Date:** It was **RESOLVED** to hold the Annual Parish Meeting on Tuesday 7th May at 7pm to 7.30pm.
- 117. To Agree Contents of Village Link Article:** It was **RESOLVED** to include items on: the councillor vacancy; playing field association; Zumba classes; and dog fouling.
- 118. To Close the Meeting to the Press and Public to Discuss Confidential Staff Matters:** It was **RESOLVED** to close the meeting to members of the public.
- 119. To Agree Matters Regarding the Clerk's Annual Leave:** It was **RESOLVED** to allow the Clerk to carry forward 3.2 days of annual leave and to approve the Clerk's annual leave of 4 days for the current year.

Meeting closed at 9.34pm.