

CREATON PARISH COUNCIL MEETING
2ND JULY 2024
DRAFT MINUTES

Chair: Councillor Sylvia Winter

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 2nd July 2024 at 7.30pm**
at Creaton Village Hall

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

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

1. **Apologies for Absence:** Apologies had been received from Cllr Hill. Cllr Watters was absent. West Northamptonshire Council Ward Councillors Cecile Irving-Swift, Kevin Parker and Jonathan Harris had also given apologies.
2. **To Confirm Minutes of Meetings:** It was **RESOLVED** to confirm the minutes of the Parish Council Meeting held on 7th May 2024 as a true and accurate record and they were duly signed by the Chair.
3. **Declarations of Interest:** None.

4. **Public Forum:**

The developer gave an update on the Teeton Lane development. They advised that the s278 agreement was being compiled and circulated designs that had been produced in conjunction with Northamptonshire Highways.

The developer advised that the water connection has been installed to the site boundary and the electricity connection has been procured. They also advised that installation will coincide with the vertical construction of the houses.

They advised that the phase 1 reduced level dig to plots 3-18 is complete, with these plots now at formation level and the phase 1 storm and foul drainage complete to all plots as well as storm attenuation tanks to the on-site road now complete. They advised that site access is installed up to base course including gully drains and kerbs.

They advised that due to factors outside their control, they are unable to commence vertical construction until the housing market improves.

5. **Finance**

Bank Balance on Bank Statement as at 31st May 2024:

Unity Trust Current Account **£29,941.46**

a. **Receipts: None.**

b. **Payments for Approval:**

	Cost	£ Vat	Total
i. Katrina Jones (Clerk salary and home use payment June)	834.22	0.00	834.22

ii. Stephen Hartwell Grass Mowing Services for mowing churchyard (w/c 16 th June)	165.00	0.00	165.00
iii. R&G for mowing Greens & Verges 2/5, 9/5, 20/5	594.00	118.80	712.80
iv. Northants CALC – Chairperson training	96.00	19.20	115.20
v. Cawleys for waste disposal of churchyard bin. Invoice- 668696.	27.66	5.53	33.19
vi. Cawleys for waste disposal of churchyard bin. Invoice – 658996.	27.66	5.53	33.19
vii. Yu Energy (24 Apr 2024 - 31 May 2024). Inv. 01784580.	12.76	0.64	13.40
viii. Yu Energy (24 Apr 2024 - 31 May 2024). Inv. 01784570.	9.11	0.46	9.57
ix. Yu Energy (24 Apr 2024 - 31 May 2024). Inv. 01783744.	36.88	1.84	38.72
x. Yu Energy (24 Apr 2024 - 31 May 2024). Inv. 01785005	96.92	4.85	101.77
xi. Stephen Hartwell Grass Mowing Services for mowing churchyard (w/c 2 nd June)	165.00	0.00	165.00
xii. Stephen Hartwell Grass Mowing Services for mowing churchyard (w/c 19 th May)	165.00	0.00	165.00
xiii. Stephen Hartwell Grass Mowing Services for mowing churchyard (w/c 5 th May)	165.00	0.00	165.00
xiv. BWP Creative Limited (1 year domain renewal)	10.00	2.00	12.00
xv. Eon for street lighting maintenance for quarter ending 30 June 2024	142.50	28.50	171.00
xvi. HMRC for NI & PAYE (June)	13.33	0.00	13.33

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

c. List of Payments and Receipts to be Received and Bank Reconciliation up to 31st May 2024 to be approved:

The list of receipts and payments was noted. It was **RESOLVED** to approve the bank reconciliation up to 31st May 2024.

6. 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

Amendment Details: Revised plans.

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

7. To Receive Update on Neighbourhood Plan and Agree Any Actions: Cllr Reading advised that they were at the stage of theme groups being formed and there was no further update at the present time.

8. **To Consider Email from Creaton Women's Institute Regarding Planting of a Commemorative Tree to Mark 100th Anniversary:** It was **RESOLVED** that Cllr Reading would be a point of contact for the WI to discuss plans to plant a commemorative tree.
9. **To Receive Feedback on Northants CALC Chairperson Course from Cllr Winter and Cllr Horne:** Cllr Winter reported on the Chairperson course she and Cllr Horne had attended.
10. **To Consider Issues Raised by Residents Regarding Mowing and Consider any Amendments to Mowing Plan:** It was **RESOLVED** to add the areas identified on Teeton Lane and Hollowell Road to the mowing plan to be mowed more frequently. It was also agreed that part of High Street would be mowed more frequently.
11. **To Note Repair Work to the Green and Consider Any Actions Regarding Exposed Drain:** It was noted that R & G had filled in holes which had been found on the Green which were thought to be animal burrows. It was noted that the cover for the hole for the Christmas Tree on the Green had not been secured and the provider of the Christmas Tree had been asked if they could place screws in the plate to secure it.
12. **To Receive Update on Teeton Lane Development:** The update provided during public participation was noted.
13. **To Receive Update on Creaton in Bloom and Confirm use of the Green:** It was noted that the organisers of Creaton in Bloom had sent a letter thanking the Parish Council for allowing them to use the Green and for arranging for it to be mowed ahead of the event.
14. **To Agree Date for Annual Village Walk:** It was **RESOLVED** to carry out the Annual Village Risk Assessment Walk on Thursday 11th July, meeting at the Lychgate at 7pm.
15. **To Agree Contents of Village Link Article:** It was **RESOLVED** to include an advert for the Parish Councillor vacancy; an item on mowing; and a Police Liaison update if there was anything to report.
16. **To Agree Date for Litter Pick:** It was **RESOLVED** to defer this item until the next meeting.
17. **To Consider Cottesbrooke Parish joining with Creaton Parish:** It was **RESOLVED** that the Parish Council did not wish to join with Cottesbrooke Parish.
18. **To Note Next Meeting: Tuesday 3rd September 2024 at 7.30pm:** Noted.
19. **To Close the Meeting to Discuss Confidential Staff Matters:** It was **RESOLVED** to close the meeting to the press and public.
20. **To Agree Date for Clerk's Annual Appraisal and Discuss Annual Leave Cover:** It was **RESOLVED** to increase the Clerk's pay by one pay point in line with the contract of employment. It was agreed that Cllr Reading and Hunter would cover burials when the Clerk was on leave and that the Clerk would forward any urgent emails.

Meeting closed at 9.12pm.