

## **STOWE NINE CHURCHES PARISH COUNCIL**

Minutes of the Meeting held on 21<sup>st</sup> March 2016

**Present:** Sharon Henley (Chairman), Angela Brodie, Graham Yandell, Jon Hillyard. Keith Mason  
Daventry District Councillor Johnnie Amos, Daventry District Councillor David Smith  
15 Parishioners

**899. Apologies for Absence:** David Lane, (Business), Sue Stanley (Personal)

**900. Declarations of interest.** Angela Brodie (item 903 ii)

**901. Resolution to sign and approve Minutes of Regular Meeting dated 1<sup>st</sup> February 2016 and interim meeting dated 16<sup>th</sup> February 2016.**

These were signed by the Chairman as a true and accurate record of the meeting.

**902. Matters Arising – from previous minutes for updates only**

i) Item 885 – Condition of roads through village – problems with HGV's  
No further information on this problem. Delete unless problem re-occurs.

**903. Planning Approvals – Review of Past Planning Applications**

i) DA/2015/0195 Land at Stowe Hill, Watling Street. Land for one Gypsy Pitch  
At the Parish Council Meeting on 16<sup>th</sup> February 2016 it was agreed to send a formal complaint to the Monitoring Officer at DDC with regard to the way in which the DDC Planning Committee reached their decision to approve this planning application. A reply to this formal complaint has now been received from the Area Planning Officer. In his opinion the complaint was not justified and therefore there was no reason for the decision to be reviewed. He did acknowledge our concerns about highway safety in the vicinity of the site and promised to forward our comments to Highways England for their consideration.

The Parish Council were most unhappy with this reply and agreed the Clerk should check the procedure for the complaint to be escalated to a Stage 2 review.

It was noted that the adjoining property of Canal Cottage still had a large amount of rubbish at the rear of the property despite our frequent complaints to the DDC enforcement officer. It was agreed the Clerk should maintain pressure on the enforcement team to take urgent action.

ii) DA/2015/1164 Land adj. Sheepfold Grange, Main Street, Upper Stowe

Prior to discussion of this item Councillor Brodie, having declared an interest, left the meeting. The Clerk reported that the application was still under consideration by the planning officer and that there was no indication when this might be considered by the DDC Planning Committee.

The Clerk was asked to establish whether it might be possible for more than one speaker to be allowed to address the Planning Committee as a representative of the views of the individual objectors.

At the conclusion of the discussion of this item Councillor Brodie rejoined the meeting.

**904. Statement of Accounts/Accounts for Payment.**

i) The balance of account in the Nationwide Building Society was £2583.83

ii) Clerk's Salary January – March 2016 - £521.03

iii) Clerk's Expenses January – March 2016 - £33.20

iv) HM Revenue & Customs PAYE January – March 2016 - £130.25

Proposed by Keith Mason, seconded by Graham Yandell and agreed unanimously that the above account should be passed for payment.

**905. Planning Application Update**

- i) DA/2015/1156 – 52 Manor Cottages Main Street Church Stowe  
Planning permission has been granted with several conditions
- ii) DA/2015/1006 – Land at Main Street, Church Stowe  
The application has been withdrawn

**906. Review of Internal Audit Procedures**

It was resolved that the Parish Council will continue to use the NCALC Internal Audit Service - Terms of Reference Revision No 1/08 first adopted by the Council in March 2010. The Council are satisfied that this continues to provide a very satisfactory standard for their Internal Audit requirements. It was proposed by Angela Brodie, seconded by Jon Hillyard and approved unanimously. Copy attached as Appendix A to these minutes.

**907. Review External Audit Procedures**

Following the abolition of the Audit Commission the Parish Council will no longer have to submit the Annual Return for external audit after completion of the return for year ended 31<sup>st</sup> March 2017. However the Parish Council will still have to appoint an external auditor. Rather than each parish council having to negotiate separately, a Smaller Authorities Audit Appointments Ltd. has been created to satisfy the need for external audit. Stowe IX Churches Parish Council has resolved that the council will remain opted in to the Sector Led Body arrangements for the procurement of external audit. Proposed by Sharon Henley, seconded by Keith Mason and approved unanimously.

**908. Review of Risk Assessment Policy**

The schedule of risk assessment had been circulated to all Parish Councillors. It was noted that the only change was to incorporate the risk assessment for the defibrillators under the heading of Liabilities. It was proposed by Graham Yandell, seconded by Angela Brodie and agreed unanimously that this schedule should be adopted. A copy of the risk assessment policy is attached as Appendix B to these minutes.

**909. DDC – Settlement & Countryside Local Plan and Gypsies, Travelling Show people Local Plan Consultation.**

The relevant questions were discussed and replies agreed. The clerk will forward these to DDC as the Parish Council's reply to the consultation.

**910. Community Defibrillator**

As Steve Gilkes will shortly be leaving the village Ken Bird from Upper Stowe has very kindly agreed to carry out the weekly inspection of the defibrillators.

**911. Radar Memorial – Brown Tourist Sign**

Councillor Amos reported that the application procedure was being considered by Simon Bowers at DDC. Councillor Amos will continue to expedite the application.

**912. Transparency Code**

The Clerk reported that he had purchased a domain name at a cost of £28.75 incl. V.A.T. for a period of two years.

**913. NCC- Northampton Northern Orbital Route Consultation.**

The Parish Council had no comment to make on this consultation

**914. DDC – Consultation on future bin collections in Daventry District**

It was agreed the reply to this consultation should be completed on an individual basis

**915. Dog Control Problems**

There were still problems with dog fouling throughout the village. This may be partly due to outsiders driving to the village to walk their dogs. The meeting was reminded that any identified offenders should be reported to the DDC Dog Warden Team who will, if necessary, prosecute the dog owner. It was agreed to look into sending a letter to dog owners living in the village to remind them of their responsibilities prevent dog fouling. The Clerk will check previous communications to villagers on this matter.

**916. Queen Elizabeth II 90<sup>th</sup> Birthday Commemorative Medal**

The Chairman showed the meeting a sample of a commemorative medal that was available for £1.99 plus postage and V.A.T. The Council, with the exception of Graham Yandell, thought it would be appropriate to purchase a medal for each child living in the village under the age of 18. The Clerk was requested to establish the number required and also the delivery time.

**917. Citizens Advice Bureau Request for Funding.**

It was agreed not to make any donation.

**918. Code of Conduct**

Mr Kirby had asked for this item to be on the agenda as he felt that during discussion of a recent planning application some Parish Councillors should have declared an interest particularly in the case of one councillor who rented land to the applicant. The Clerk informed the meeting that he had discussed this case with the DDC Monitoring Officer who commented that “on the face of it, it is less likely to be so significant or close as to affect the councillor’s judgement when seen from the eyes of a reasonable and informed member of the public (the ideal person)”.

After some open discussion it was agreed that if any member of the public had any concerns of this nature it should be raised in the first instance at a Parish Council Meeting. It is the responsibility of each individual councillor to decide whether they have any conflict of interest to declare.

**919. Footpath Warden and Highway Warden Reports**

No reports received. It was reported that the Gravel Path Footpath was subsiding at the Church Stowe end possibly due to a badger set. There was also a problem with the unevenness of the footpath alongside the Church.

The Clerk was asked to raise these points with the footpath warden

As reported earlier in the meeting Steve Gilkes is shortly leaving the village. As a consequence we need to recruit a replacement for both wardens.

**920. Date and Venue of Next Meeting** Next Meeting: 16<sup>th</sup> May 2016 P.C. Meeting plus AGM and Annual Parish Meeting.

Following Meetings: 27<sup>th</sup> June 2016; 8<sup>th</sup> August 2016;  
19<sup>th</sup> September 2016; 31<sup>st</sup> October 2016;  
12<sup>th</sup> December 2016.

All meetings will start at 8.00pm