

BYFIELD PARISH COUNCIL

Clerk: Mrs Angela Weller, 18 Church Street, Byfield, Daventry NN11 6XN
Tel/Fax 01327 260027

10th May 2019

Dear Councillor

This is your summons to the meeting of the Council to be held on **Thursday 16th May** at 7.30pm in the Meeting Room (lower annex) of the village hall, The Green, Byfield NN11 6UT.
If you will not be able to attend please let me know as soon as possible.

This will be the Annual Meeting of the Council.

Yours sincerely

AJ Weller

Angela Weller
Clerk to the Council

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AGENDA

1. Election of Chairman for the coming year

- Signing of Acceptance of Office

Declaration of any disclosable interests

2. To receive and approve any apologies for absence

3. Areas of interest for individual councillors

Planning _____ Rights of Way _____ Highways _____

Playground _____ Lighting + Utilities _____ Council Property _____

Allotments, Pocket Park, New Wood _____ Burial Ground _____

Recreation Ground _____ Website Liaison/FB _____

Risk Assessment _____ Byword co-ordinator _____

Groundwork/Maintenance _____

Any other areas _____

4. Appointment of Responsible Finance Officer (RFO)

5. Appointment of one councillor to serve as Trustee on Byfield village hall management committee

6. Appointment of 2 persons to serve as Trustees on Byfield Combined Charities - do not have to be councillors but appointed by the Council.

7. Confirmation of cheque signatories.

Lloyds Bank – currently JG, CD, SB and SS

9. To approve the minutes of the last meeting(s)

- 11th April
- 25th April

9. To receive reports on matters outstanding and not covered elsewhere on this agenda

- a) Update, if any, on entry to Northants ACRE Village Awards.
- b) New lease for Scout HQ. Still on-going
- c) Registering RVGs with Land Registry. Still on-going.

10. To deal with items requiring a decision brought forward from the last meeting

- a) Risk Assessment

11. To receive any announcements from the Chairman

12. To receive reports from County and District Councillors, if present

13. To receive comments from parishioners who are present.

14. To deal with General Matters requiring a decision by Council (not covered elsewhere on the agenda)

- a) Consideration of supplying/installing 'Blue Plaques' for properties of noteworthy Byfieldiens or properties of interest. See Clerk's notes
- b) Change of date of November meeting, and of any other meetings. Ditto

15. Finance

- a) Current financial state and fund balances
- b) Internal Control

- c) Making payments electronically - update

d) INCOME BANKED since last meeting

Lloyds Bank	Interest for March	£3.26
Daventry DC	50% of precept request	£33,833.00
Cash	2 x allotment rents	£20.00
R Healey	Vehicle access over BPC/BRG land 2019	£1.00
BRGC & BVH	Peppercorn rents for 2019	£0.10
Edd Frost	Burial fee Mrs A Corbett	£305.00
Aura Wind	Turbine – Community Fund contribution	£2,796.31
	2019-20	

- e) Internal Audit 2018-19. Report if available.

- f) Clerk's gratuity fund – consideration of ring-fencing an additional £200 in the reserved funds for the 2019-20 contribution.

Also, confirmation that Council will pay a gratuity upon retirement to the present Clerk, en lieu of a pension, in line with current legislation and based on the pre-April 2006 formula.

- g) Pension Scheme provision. Looking ahead) See Clerk's notes.

h) Accounts for payment - see schedule at end of agenda

16. Planning

a) APPLICATIONS

- i) DA/2019/0199 (amended) – 5A Church Street for first floor extension over existing extension.
- ii) DA/2019/0315LB – 10 Banbury Lane for work on outbuilding(s)
- iii) DA/2019/0331 – 1A High Street (Filling Station/Spar store) for extension of forecourt canopy, new underground fuel tanks, demolition of building to provide parking area.

b) APPROVAL None

c) REFUSAL None

- d) Any urgent planning matters to be brought to the attention of the Council

17. Lighting and Utilities

- a) Installation of one 'trial' LED light.
- b) Clearing of over-hanging trees around PL82 (junction Woodford Road/Fiveways [See Clerk's notes](#))
- c) Update on removal of PL47 on the church

18. Closed churchyard

- a) Report on meeting with DDC officer (already distributed)
- b) Consideration of any further work needed/desirable

19. Burial Ground

- a) Consideration of removing fence between 'in use' area and reserve area.

20. Highways

- a) Speed Indication Devices. Report on functioning state of Nos. 1 and 2.
- b) Possible purchase of extension poles for use with SIDs (brought forward)
- c) Possible purchase of speed monitoring equipment. (brought forward)
- d) HS2 construction traffic – any update
- e) Update on proposed additional pedestrian crossing and upgrading of existing crossing.
- f) Speed Watch scheme.
- g) Any other highway issues.

21. Allotments, New Wood/Pocket Park

a) Allotments

- i) Proposed guidelines on allocation of allotment gardens
- ii) Proposed amendments to model Tenancy Agreement

b) New Wood/Pocket Park

- i) Consideration of installing speed restrictors on track to BRG.

[See Clerk's notes](#)

22. Recreation Ground

- a) Designating the bank south of bowls green as a wild flower area.
- b) Report on essential or desirable work needed at Sports Pavilion.
- c) Consideration of rainwater harvesting systems for the 2 pavilions.
- d) Risk Assessment by Cricket Club for parking vehicles during matches

23. Playground

- a) Regular inspections - reports.
- b) Supply/installation of new play equipment – update. Official opening?

24. Reports from representatives on village organisations

- a) Village Hall

Date of next scheduled meeting –

- 23rd May - planning if needed
- 13th June - Full Council meeting

Any items for the agenda for the next Full Council