

# BYFIELD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL held on THURSDAY 12<sup>th</sup> APRIL 2012 in BYFIELD VILLAGE HALL at 7.30pm

**PRESENT** - Cllrs J Gillic (Chairman), A Bailey, M Buckley, J Cannell, D Jones, E Marsh  
Also present – District Cllr Patchett

**DECLARATIONS OF INTEREST** – None.

**APOLOGIES FOR ABSENCE** were noted from Cllr Shepherd.  
County Cllr Mrs Ogden had sent apologies.

### 1. MINUTES OF THE LAST MEETING(S) –

- 8th March. Cllr Marsh proposed that the minutes be approved as a true record; seconded by Cllr Bailey and agreed by all who had been present.

### 2. REPORT ON MATTERS OUTSTANDING not covered elsewhere on the agenda

- a) Website - volunteer webmaster The Chairman reported that one of the two who had volunteered had now withdrawn their offer. He would arrange to meet with the remaining volunteer. **JG**
- b) Registration of village greens, with Land Registry The Clerk advised this is on-going. **CIK**
- c) Possible change of ownership of NCC land at Fiveways The Clerk reported that this is progressing through NCC, but they may wish to arrange for a long term lease rather than give or sell it to the Parish Council.
- d) Village Design Statement Still with Daventry DC. The Clerk to ask how long it might be before any comments are made. **CIK**

### 3. CHAIRMAN'S ANNOUNCEMENTS

- a) Annual Parish Meeting (19<sup>th</sup> April) - reports please to him from councillors with areas of interest.
- b) Jubilee celebrations these are moving along well.
- c) Request from the Clerk to purchase some of the stock of weed suppressing membrane He advised that the Clerk would like to purchase a quantity of the remaining stock at the current price of 75p per metre. This was agreed.

- Closure of meeting for public comment and reports. Cllr Patchett gave a brief report covering the status of Village Design Statements in the new Planning Framework.

### 4. GENERAL CORRESPONDENCE requiring a DECISION

- a) Victim Support Northants - request for financial assistance Cllr Marsh proposed a donation of £25.00 under the power of S137 of the LGA1972 as this is a charity which can be of benefit to Byfield parishioners; seconded by Cllr Cannell and agreed by all. **CIK**
- b) Police - Keep Safe awareness event 23 April No-one able to attend but the Chairman to write explaining the Council's general support for the project. **JG**
- c) NHS Northants - pharmacy at Tesco store Daventry Agreed no comments need to be sent.
- d) NHS Northants - consultation re proposed mail order pharmacy based at Blisworth Agreed no comments to be sent.
- e) Nene Commissioning (replacing Primary Care Trust) Invitation to become a member. It was agreed not to become a member as a Council, but to ask to be kept on any mailing list. **CIK**  
Individual councillors may become members if they wish, but as individuals not as councillors.

### 5. FINANCIAL MATTERS

#### a) FUND BALANCES and FINANCIAL STATE

The Clerk reported that the financial state at 30 March 2012 showed total assets of £65012.82. This included £49318 in the NatWest Bank Bonus Saver accounts, as reserve funds, of which £13153 is ring-fenced or designated for specific on-going projects.

The Clerk also provided fund balances to the year end against specific ledger headings.

Cllrs Gillic and Jones had checked the account books against minutes/statements and found them in order.

**b) Banked INCOME since last meeting**

Cash	Calendars + electricity tokens	£8.00
Brightwell Recreation Ground	Peppercorn rent 2011-12	£0.05
Byfield Village Hall	ditto	£0.05
Byfield Scout Group	Water used Aug-Jan	£7.34
Brightwell Recreation Ground	ditto	£58.75
HMRC	Refund of VAT Nov-March	£1057.05
NatWest Bank	Bonus Saver a/c interest Jan-March	£123.23
Lloyds TSB	Deposit a/c interest Feb	£00.59

**c) Audit 2011-12**

i) Report from Internal Auditor. A copy of the interim report from the IA had been given to each councillor. He is satisfied with the operating system of the Council. He did note that Working Parties were to be set up to consider policies on equal opportunities and dealing with complaints but these had not yet reported. This to be placed on the agenda for May. **May agenda**

ii) Sections 1 and 2 of the Annual Return.

The Clerk had supplied each councillor with a draft for Section 1 plus notes. Cllr Bailey proposed that the draft be approved; seconded by Cllr Cannell and agreed by all.

The Chairman read out each question on Section 2 for Council to answer.

The completed Sections 1 and 2 were signed by the Chairman and Clerk/RFO.

d) Renewal of membership of NCALC/NALC. Cllr Bailey proposed that membership be renewed for 2012-13; seconded by Cllr Cannell and agreed by all.

e) Renewal of subscription to NCALC internal audit service. Cllr Bailey proposed that this subscription be renewed for 2012-13; seconded by Cllr Cannell and agreed by all.

f) Investing part of the precept. Based on a report from the Clerk Cllr Bailey proposed that Council invest £10000 of the first instalment of the precept received in late April in a short term (2 months) investment with Lloyds TSB. This would give a better rate of interest than is paid on the Instant Access a/c.

Seconded by Cllr Cannell and agreed by all.

**Clk**

**g) ACCOUNTS FOR PAYMENT**

Cllr Bailey proposed that the following accounts be paid; seconded by Cllr Cannell and agreed by all.

Cheque No		£	VAT	Authority	
3000	Byfield village hall	Hire in March	22.05	nil	s111 LGA 72
3001	Holy Cross PCC	Pages in April/May <i>Byword</i>	18.34	nil	s142 LGA 72
3002	GF Cross	Work at burial ground + allotments	240.00	nil	s214 LGA 72
3003	Main Line Timber	Timber for burial ground work	55.30	9.22	ditto
3004	ESPO	Padlocks (2)	29.62	4.94	s 111 LGA 72
3005	Mrs C White	Playground maintenance March	77.30	nil	s19LG(MP)A 76
3006	Northants CALC	Training - planning	12.00	nil	s111 LGA 72
3007	WTP Hire Centre	Generator re bus shelter	26.40	4.40	s4 LG(MP)A53
3008	Northants CALC	Membership (2012-13 £262.56) + Internal audit service (£175.00)	437.56	nil	s111 LGA 72
3009	Mrs R Jeacock	Honor'm cleaning bus shelters March	25.00	nil	s4 LG(MP)A 53
3010	Mrs C White	Honor'm Litter collection March	78.00	nil	s19LG(MP)A76
3011	Mrs A Weller	Clerk's expenses: room as office, B'band postage stamps, timber treatment for bus shelter, DVD (Byfield railway),	155.22	4.39	s4LG(MP)A 53 s 111 LGA72
3012	HMRC	PAYE April	94.00	nil	s112 LGA 72
3013	Mrs A Weller	Net pay April	375.77	nil	s112 LGA 72
3014	E.ON	Lights – energy Jan-March (with credit)	833.95	138.99	s301 HA 1980
3015	RD Landscapes Ltd	Mowing March (verges £257.04 + BPC land £214.80)	471.84	78.64	s96 HighA 80 s214 LGA72
3016	Tony Bignold	Painting inside of bus shelter (Fiveways)	330.00	nil	s4LG(MP)A 53
3017	Victim Support Northants	Donation towards work	25.00	nil	s137 LGA 72
TOTAL			3307.35	240.58	

**6. PLANNING**

- a) APPLICATIONS None  
 b) APPROVAL(S) None  
 c) REFUSAL(S) None

d) Update on DDC decision to not automatically send paper copies of planning applications or notify neighbours. The Clerk reported that some Parish Councils had noted that site notices for applications were not always being put up. This could mean that neighbours would not be aware of an application.

e) Warwickshire CC Consultation on Publication of Waste Core Strategy. Cllr Cannell advised that there is no impact on Byfield. It was agreed that the Clerk advise WCC that they do not need to send full print documents for these consultations - just an e-mail notification of availability. If deemed necessary then a full copy would be requested. **CIK**

f) Goods Vehicle Operator Licence A notice had been placed in the Public Notices section of the Daventry Express regarding a GVO Licence for Island Commercials based at the ex-PoW camp on Boddington Road. The Clerk and Cllr Cannell reported that this notice was required to indicate that the operator had the intention of applying for a licence to the Traffic Commissioners within 21 days of the notice. At the time of speaking with the Commissioner's office no application had actually been submitted. The Parish Council would not automatically be consulted about the application. However, if it saw fit it could write to the Commissioner. **May agenda**

g) Report on planning training (NCALC) Cllr Cannell would send all councillors a copy of this in the near future. **JC**

h) Any urgent planning matters to be brought to the attention of the Council. 2 applications had been received which would require a meeting of the Council on Wednesday 25 April. Cllr Marsh gave her apologies for absence due to work.

**7. HIGHWAYS and RIGHTS OF WAY**

a) Jubilee Close - state of road and parking. Cllr Bailey advised he had reported the numerous potholes in the road to MGWSP and these had been repaired very quickly and to a good standard. A new resident had asked what might be done to deter parking on the remaining verges, which in some places are becoming seas of mud. It was agreed to ask DDC or Daventry and District Housing (depending on which is now the owner of the land) to offer a solution. **CIK**

b) Any matters to be reported to MGWSP None that are not already in hand, except for a request for really good gulley cleaning in certain places. **CIK**

c) Tasks for Community Enhancement Gangs (MGWSP) Cllr Bailey requested that all councillors let him know what they feel would be of use, over and above what is statutorily required e.g. cleaning of street name signs, siding out. He would send each councillor a list of the categories. **AB/All**

d) RoWs Cllr Bailey reported he had put up a number of waymarkers on paths.

**ADDITIONAL**

i) Speed limit in The Twistle. Cllr Bailey reported he had been contacted by a parishioner asking if the limit on the east side (towards the A361) could be extended outwards to include the railway bridge. At present there are at least 3 properties outside the limit. It was agreed to ask NCC if this could be done. **CIK**

**8. BURIAL GROUND, ALLOTMENTS, NEW WOOD, POCKET PARK**

a) Water meter readings Main = 2989. Sub = 2675 on 20 April. Not able to read before the meeting.

b) Allotments All plots let and being cultivated. Wetland area being maintained voluntarily by one plot holder.

c) Pocket Park and New Wood The Friends of the PP had almost completed clearing out much of the circular bed in the burial ground parking area and are looking at replacement shrubs to plant.

The Clerk was asked to tell the mowing contractor not to spray anywhere in the PP/New Wood/Burial Ground area. **CIK**

Post and wire fence beside access track to BRG. This is collapsing in places and needs renewing and also extending to prevent vehicle access into the PP. It appears that 4-wheel bikes may have been driven into the cutting. The Clerk to obtain a quote for this. **CIK**

d) Burial Ground The Clerk to check with Mr Cross about edging of the extended path on the right. **CIK**  
It was agreed that no additional Hornton stone for the path is required at present. But this to be kept under review. **EM**

## 9. LIGHTS and UTILITIES

a) Lighting problems 2 'day burners'. Cllr Gillic will report to Aylesbury Mains. **JG**  
b) Sewerage problems in Banbury Lane south (near Farebrother Close) The Clerk reported that she had been kept informed of recent problems of raw sewage coming up through the surface water system. This had happened twice during sudden heavy rain. Local residents had contacted both Thames Water and NCC, but both were rather inclined to see it as a problem for the other. Residents had continued to press the matter including contacting the MP. The road is due to be closed early next week for a thorough investigation. NOTE; subsequent to the closure it was found that the builder of Farebrother Close (mid to late 1990s) had not connected the houses to the main sewer but to the surface water drains! Thames Water are due to rectify the problem.

## 10. COUNCIL PROPERTY

a) Wooden bus shelters It was agreed to have these treated in Dulux preservative County Oak, including one or two coats of the inside the of Fiveways shelter which had been treated in Red Cedar. The Clerk would endeavour to obtain 2 quotes for this work. **CIK**

b) Noticeboard for Bell Lane It was agreed to carry forward to May the final decision on the location. **May agenda**

c) Noticeboard for Dolls Hill area Agreed to be considered in early 2013.

### ADDITIONAL

Replacement litter bin by entrance to the village hall. Cllr Jones suggested that this might be re-sited nearer to the hall but after some discussion it was agreed to retain the existing location and to re-locate the salt bin by digging it into the bank opposite the Old Chapel.

The Clerk would ask NCC if they would replace the existing damaged salt bin with a new one. **CIK**

## 11. PLAYGROUND

a) Inspections Regular inspections by councillors taking place. Noted that a ground fixing bolt on the picnic table is loose. The Clerk advised she had asked Chris Middleton to check on this but would do so again. **CIK**

Also noted that the cross beam under the roof on the fort needs fixing into place. The Clerk would ask Tony Bignold if he could attend to this. **CIK**

b) Report on correspondence regarding a skatepark Cllr Cannell reported on an exchange with a couple of young parishioners who are keen to see the supply of a skatepark. He had explained to them that the Council has looked into this on a number of occasions but no suitable location can be found.

### ADDITIONAL

A request had been made to a councillor for a lower basketball hoop. It was agreed to investigate an additional hoop using the same pole. **JC/CIK**

## 12. ENVIRONMENT

a) Tree planting scheme Cllr Jones put forward a replacement tree planting scheme. The scheme was approved but with an expenditure limit of £1000 so that the remainder of the tree budget could be used for work on existing trees.

**13. MEETINGS OF THE COUNCIL IN JULY and AUGUST** It was agreed to meet in both months on the dates already set - 12 July and 9 August.

## 14. REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS

a) BRGA (JC) Cllrs Cannell and Gillic to get together to discuss future management i.e. the possibility of the Parish Council becoming the sole trustee.

b) Village Hall (MB) The committee are looking at the provision of a commercial dishwasher, better hand driers and more crockery.

c) Combined Charities (DJ) The accounts for the year ended 31 December 2011 had been approved. At the last meeting (March) there had been no applications from individual parishioners and 3 applications from village organisations.

**Next meetings – Wed 25 April for planning**  
**Thursday 10<sup>th</sup> May - Annual Meeting** including election of Chairman

**Items for May agenda** None

There being no further business the meeting was closed at 9.50pm.

Chairman

2012

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