

BYFIELD PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL held on THURSDAY 12th JANUARY 2012 in BYFIELD VILLAGE HALL at 7.30pm

PRESENT - Cllrs J Gillic(Chairman), A Bailey, M Buckley, J Cannell, D Jones, E Marsh and S Shepherd
Also present - none

DECLARATIONS OF INTEREST – None

ACCEPTANCE OF APOLOGIES FOR ABSENCE None. All present
County Cllr Gina Ogden and District Cllr Bob Patchett had sent apologies for not being able to attend.

1. not used

2. APPROVAL OF THE MINUTES OF THE LAST MEETING(S) –

8th December 2011 The following amendments were agreed and the minutes corrected by hand -

Present Cllr Gillic should be noted as Chairman (previous year template carried forward)

Item 8f Payment to Tyzack Computing should read £225.00 (not £224.00)

Item 17d. It had been agreed not to pursue the offer of sponsored noticeboards.

Cllr Jones proposed the amended minutes be adopted as a true record; seconded by Cllr Marsh and agreed by all who had been present.

3. REPORT ON MATTERS OUTSTANDING not covered elsewhere on the agenda

a) Village Design Statement Cllr Cannell reminded Council that he had promised a draft to be printed. However, Daventry DC does not require any printed copies at present; just a CD so they can look at the proposed VDS and offer any comments.

It was agreed that the draft submitted by Cllr Cannell in December be accepted for submission to DDC. Cllr Cannell would arrange to have it put onto a CD and sent to Richard Wood at the Daventry DC. **JC**

b) Parish Council website - seeking a webmaster Cllr Buckley reported that he hoped for a 'giant' step forward on the website in the next 2-3 weeks. A request for a volunteer webmaster from the community would be placed in the next issue of the Byword.

c) Registered Village Greens The Clerk reported she still had to register these with the Land Registry.

CLK

d) Land at Fiveways The Chairman reported that a request had been submitted to Northants CC (which owns nearly all the land at Fiveways) for a transfer to the Parish Council, so that this might be registered as a village green. A site meeting was due to take place in the week commencing 16 January.

e) Removable bollards for entrances to parking areas near the village hall The Clerk had obtained some prices for these, including installation, and would check with DDC as to which types they use. **CLK**

f) Wording for 2nd advisory sign at parking areas near the village hall. To be carried forward to the next meeting.

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4. ITEMS REQUIRING A DECISION BROUGHT FORWARD FROM THE LAST MEETING

None.

5. CHAIRMAN'S ANNOUNCEMENTS

a) Trees beside tennis courts Cllr Gillic reported he had been lobbied about when the trees would be cut back. Clerk to contact Mrs Su Waterhouse with a date, if known, when this will be done. **CLK**

b) Photo Museum Exhibition John Russell had expressed an interest in staging an exhibition in the village hall in late May or mid-June, but not the weekend of the Diamond Jubilee celebrations.

c) Training courses - late information NCALC course on websites on 19 January. Cllr Buckley to be booked to attend. **CLK**

Also CPRE Planning courses. Cllr Cannell expressed an interest for 28 February but would need to check his availability. **JC**

d) The Gondoliers Advertisement for amateur production in Northampton.

- e) Cllr Gillic proposed that the Council fund a gift voucher for Andrew Spackman in recognition of the work he does for the Photo Museum plus helping out with computer related queries with the VDS and other Council matters. It was agreed to fund a £25.00 book or similar voucher. Cllr Gillic to arrange. **JG**
- f) Storage of Parish Council goods Cllr Gillic proposed that the Council purchase a fairly small shed which could be kept at the home of the Clerk (the Council offices) and which would house 'outdoor' items such as security netting, salt/grit currently in the storage room at the village hall plus other outdoor items already stored by the Clerk at her home. The Clerk and her husband had agreed to the shed on their property and Cllr Gillic proposed that a suitable rent for the space taken up by the shed be paid to the Clerk. It was agreed to seek prices for a shed. **CLK/JG**

- Closure of meeting for public comment and reports. No reports. See attached notes for comment.

6. GENERAL CORRESPONDENCE requiring a DECISION

- a) DDC - Development Control Delivery relating to West Northants Development Corporation after 1 April 2012. This had been aired extensively at the Parish/town Councils Forum in mid December. DDC is seeking any comments by 29th February. It was agreed that no comments needed to be sent.
- b) Police Seeking support to lobby NCC and DDC to retain funding for PCSOs in 2012-13. It was agreed to write to both County and District Councillors. Cllr Gillic to draft the letters. **JG**

- Cllr Shepherd arrived at this point and apologised for his lateness.

7. FINANCE

a) FUND BALANCES

The Clerk reported that the financial state at 28th December 2011 showed total assets of £72,077.48 This included £49,154 held in a NatWest Bonus Saver a/c of which £11,940 is totally ring-fenced. Fund balances were also provided by the Clerk.

b) Internal control The Chairman reported that he and Cllr Jones had checked the account books against minutes/statements and found them in order.

c) Banked INCOME 27 November to 28 December

Lloyds TSB	Interest for November	£0.86
Various	Sale of 2012 calendars	£170.00
Northants CC	Grant towards verge mowing 2011	£668.97
HMRC	Refund of VAT 1 Aug-10 Nov	£1673.44
1 allotment holder	Rent for 2011-12	£15.00

d) Northants ACRE Cllr Jones proposed that a donation of £34.00 to be made under the provisions of Section 137 of the LGA 1972 towards the work of the charity; seconded by Cllr Shepherd and agreed by all. This would only give access to an electronic copy of the newsletter Village Viewpoint. This would be received by the Clerk and forwarded to councillors.

e) ACCOUNTS FOR PAYMENT

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

Cheque No		£	VAT	Authority
2941	SLCC Subs 2012	147.00	nil	s111 LGA 72
2942	E.ON Lights – energy Oct-Dec	972.86	162.14	s 3 PCA 57
2943	Small World Systems Hosting website Nov-Feb	144.00	24.00	s111 LGA 72
2944	Northants CALC Training course - grants (Dec)	29.00	nil	ditto
2945	Earth Anchors Dog waste bin (bin only no post)	155.94	25.99	ss5,6 Litter A 83
2946	Byfield Village Hall Hire December	16.20	nil	s 111 LGA 72
2947	Towcester Building Supplies 2 x large bags MoT Type 1	81.00	13.50	Allts Act 1908
2948	Mrs C White Playground maintenance Dec.	69.30	nil	s19 LG(MP)A 76
2949	Cllr J Cannell Mileage - Appeal 4 Jan	11.70	nil	s174 LGA 72
2950	Mrs R Jeacock Honor'm cleaning bus shelters Dec	25.00	nil	s4 LG(MP)A 53
2951	Mrs C White Honor'm Litter collection Dec	78.00	nil	s19LG(MP)A76
2952	Mrs A Weller Clerk's expenses: room as office, B'band Jan , preservative for bus shelter, Mileage/lunch Appeal 4 Jan	110.46	13.46	s 111 LGA 72 s4 LG(MP)A 53

Cheque No		£	VAT	Authority
2953	HMRC PAYE January 2012	94.00	nil	s112 LGA 72
2954	Mrs A Weller Net pay January	375.77	nil	s112 LGA 72
2955	Northants ACRE Donation towards work 2012	34.00	nil	s 137 LGA 72

8. DIAMOND JUBILEE

a) Village Sign Cllr Gillic reported he had spoken with Tony Pearson, who had prepared a very draft design and would arrange to meet with him in the near future. Cllr Gillic felt that it was not necessary to have a sign in place for early June and installation later in the year might be better. The Clerk would be writing to NCC to have confirmation that the sign may go on The Green. **CLK**

Underground services would also be checked. **CLK**

b) Village celebrations No update as Cllr Gillic had not been able to attend the December meeting.

9. PLANNING

a) APPLICATIONS

i. 2011/999 - 9 Fessey Road Road renewal of permission 2008/259 for a dwelling attached to existing dwelling. Cllr Cannell reported that it had not been possible to arrange a quorate meeting in time for comments by the due date of 3 January. DDC had been advised of this and also that Byfield PC supported the original application.

ii) 2011/1036 - 38 Church Street for front porch and conservatory to rear. Cllr Cannell proposed that 'No Observations' be submitted as comment. Agreed by all.

b) APPROVAL(S)

i) 2011/824 - 51 Church Street for work on a tree with TPO.

ii) 2011/911 - 1 Banbury Lane to enclose existing car port to create garage.

c) REFUSALS None.

d) APPEAL (2011/407 and 408) Cllr Cannell and the Clerk reported on the Informal Hearing on 4th January. The Inspector had advised she aimed to publish her decision within 5 weeks of the Hearing.

e) Affordable Housing It was agreed that the Clerk write to Northants Rural Housing Association to find out the position with regard to a possible 3rd phase of housing. **CLK**

f) Proposed changes by DDC to the planning consultation procedures - Consultation to 31 January

It was agreed that the proposal by DDC to withdraw the issuing of printed copies of plans and drawings to Parish Councils was not practical. The desire to send every detail electronically would mean that plans and drawings would only be produced on A4 paper instead of at least A1. The suggestion that Parish Councils purchase and use a laptop and projector was not acceptable in order that the District Council could have cost savings. Cllr Gillic to draft a letter detailing the Council's objections.

It was also agreed to object to the DDC desire to withdraw consulting with neighbours to an application by ceasing to send them individual letters of notification. **JG**

g) Any urgent planning matters to be brought to the attention of the Council, arising after publication of the agenda. None

10. HIGHWAYS

a) Speed limits on A361 south Cllr Cannell proposed that the plans put forward by Cllr Bailey for a revised 30mph limit and a new 40mph limit be submitted to Northants CC. Agreed by all. **CLK**

b) Update on any matters outstanding Cllr Bailey reported he had asked MGWSP why they had not dealt with all the potholes in Westhorpe Lane. He also reported that the footway on the entrance and exit to Fiveways Filling Station had been re-surfaced plus part of EF16 from High Street to the junction with the metalled path belonging to DDC. The Clerk would now try to get DDC/D&DH to improve their section of this path. **CLK**

11. MAINTENANCE OF THE CLOSED CHURCHYARD

Details of the receipts and payments for the past 5 years had been provided by Daventry DC. This seemed to show a considerable 'balance in hand'. It was agreed that the Chairman and Cllr Cannell would arrange to meet with the District Councillor on his return from holiday. **JG/JC**

12. PLAYGROUND

a) Inspection reports It was noted that 3 or so screws were missing from part of the Adventure Climber; possibly not put in when it was re-installed. Cllr Cannell and other councillors to arrange to fit screws. Basketball net needs to be replaced - spare obtained. Also hand grips need fitting on one of the spring toys.

Clerk to draft wording for a sign for the playground advising on ownership, age limits, where to report any problems etc. **CLK**

13. BURIAL GROUND, ALLOTMENTS, POCKET PARK/NEW WOOD

a) Water meter readings On 8 January Main meter = 2965 (2810 in Jan 2011) and sub-meter =2658 (2538 in Jan 2011).

b) Allotment gardens

i) Steps/ramp. Much improved but agreed to purchase a further large bag of MoT Type 1 and ask Lee Collett to spread this on the ramp. Lower end of ramp may need some additional shelving. **CLK**

ii) Boundary fence. Revised quote for just 14m of post and rail fence for the main gap to be sought from RD Landscapes.

c) Burial Ground

i) Stone paths. Clerk to ask Lee Collett for a price to do this. **CLK**

ii) Possible Memorial Book. The Clerk reported that the Memorial Book in the church can be used by anyone from the village, whether or not a funeral service has been conducted in the church or a burial taken place in the churchyard or parish burial ground. The Churchwardens will arrange for the existence of this book to be made known via The ByWord and in other ways. So the Council does not need to consider having a Memorial Book of its own.

d) Pocket Park/New Wood

i) Green Flag Community Awards - to be carried forward to February. **Feb agenda**

ii) Agreement for use of meadows for grazing. Clerk to draw up a simple agreement with the farmer. **CLK**

14. ENVIRONMENT

a) Tree Work Cllr Jones reported that she, Cllr Marsh and the Clerk would be meeting later in the month to try to draw up a 3 year plan for the trees around the Brightwell Recreation Ground, as a start.

Various planned work on some felling is in hand, including the trees beside the tennis courts.

b) Work on various verges RD Landscapes have quoted for a package of work including siding out the footway from the village to The Twistle, clearing verges beside Daventry Road and Banbury Lane and work on the war memorial garden. This work will progress.

15. COUNCIL PROPERTY

a) 2nd Council noticeboard It was agreed to consider a noticeboard in Bell Lane. The Clerk would seek permission from NCC for a location at the junction with Greenwood Close and/or opposite the school. **CLK**

The Clerk would obtain a price from Greenbarnes Ltd for a 2-bay locked board similar to the existing 3-bay one. **CLK**

It was suggested that a noticeboard on Woodford Road might also be of benefit. To be carried forward to the February meeting. **Feb agenda**

b) Increasing the height of the memorial seat by Fiveways Filling Station The Clerk reported that the seat was not as low as some on the recreation ground and that Tony Judson had advised it would be technically unwise to try to add blocks to the bottom of the legs. It was agreed to leave the height as it is. Work is progressing on repairing the seat.

16. BRIGHTWELL RECREATION GROUND

a) Future management The Chairman reported that he and Cllr Cannell had not yet been able to meet to discuss the suggestions put forward in the legal advice. This will be arranged. **JG/JC**

17. LIGHTS

a) Light not working None to report.

18. RIGHTS OF WAY

a) Update on existing problems/requests

i) EF14 (Muddy Lane) Cllr Bailey reported the line of the bridleway had still not been reinstated. The Clerk had already written by e-mail yet again to NCC/MGWSP. She would try ringing or sending a letter.

CLK

ii) Request for a stock of waymarkers. As per i) above.

CLK

b) Any new problems.

Line of EF4 from Priors Marston Road towards Boddington is not clear. Cllr Bailey will check.

AB

19. REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS

a) BRG Association Nothing to report. No meetings.

b) Village Hall All seems to be going on quite well. Quiz on 3rd March.

c) Combined Charities 17 grants to individuals made at the December meeting plus funding for small goals for the Byfield Tigers Football Club.

Date of next meeting – scheduled for Thursday 9th February plus Wednesday 25th January for planning if needed.

Meeting in June As the Clerk would be on leave in the first week of the month and could not therefore prepare the agenda for the 2nd Thursday it was agreed to move the meeting to the 3rd Thursday i.e. 21st June.

Annual Parish Meeting Holy Cross church had arranged its Annual Church Meeting for 22nd March, so it was agreed to move the APM to Thursday 19th April. Clerk to book the lower annex. **CLK**

Items noted for the February meeting agenda

- Review of the risk assessments

There being no further business the meeting was closed at 9.56pm.

Chairman

February 2012

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