

BYFIELD PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL held on TUESDAY 11th JUNE 2019 in BYFIELD VILLAGE HALL at 7.30pm

PRESENT Cllrs J Gillic (Chairman), S Boddington, C Davis, L Clark and M Taylor.

Also present – District Cllr Rupert Frost,

DECLARATIONS OF DISCLOSABLE INTERESTS – None.

1. ACCEPTANCE OF APOLOGIES FOR ABSENCE - Apologies for not being able to attend were accepted from Cllrs Buckley, Crowshaw, Ridyard and Shepherd. County Cllr Brown had sent apologies.

2. MINUTES OF THE LAST MEETING(S) –

- **16th May 2019.** A number of amendments were required –

Page 399 – Present ADD Cllrs Crowshaw and Taylor.

Page 401 – item 15d Bank interest to read £3.26.

Page 403 – Item 22b. Amend Cllr Taylor to Cllr Crowshaw

Cllr Taylor proposed the amended minutes be adopted as a true record. Seconded by Cllr Clark and agreed by all who had been present.

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

a) Renewing lease for Scout HQ. On-going

b) Registering RVGs with Land Registry. On going.

c) Updating Risk Assessment(s).

Cik – c/f

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MB – c/f

4. ANNOUNCEMENTS BY THE CHAIRMAN

a) New playground. He had sent a copy of the invoice to Daventry DC for the promised grant to be paid.

b) Northants Best Village competition – He and Cllr Boddington had met with the judges on 11 June. 15 parishioners also attended to give presentations on their various village organisations.

It was noted that more information on businesses in the community and how many local people are employed would have been useful in the application. Awards being made on 16 July.

5. REPORTS BY PRINCIPAL COUNCILLORS

Daventry DC Cllr Frost reported on the current state of the establishing of the new Unitary Authority which will encompass the present Daventry DC, South Northants Council and Northampton Borough Council. He had attended a meeting of the Steering Group. An 8-page document “Prospectus for Change” is now available via the DDC website.

Charwelton – continuing closure of the Hellidon Road due to unsafe ex-BR rail bridge. Still an on-going impasse. The bridge is within the 60mph limit (although very close to the 30mph limit) and thus requires to have stricter repair conditions. There had been suggestions of extending outwards the 30mph limit so as to reduce the requirements.

6. PUBLIC COMMENT TIME No parishioners present.

7. REVIEW OF POLICY on ARCHIVING and DISPOSAL OF DOCUMENTS

a) Planning)

b) Finance) Carry forward to July meeting

Agenda

8. GENERAL CORRESPONDENCE requiring a DECISION and not covered elsewhere on the agenda

a) Request from Byfield School Children from the school had requested an opportunity to plant wild flowers in verges which do not need to be mowed and also for sites for bug hotels and hedgehog shelters. Also an opportunity for planting a tree for each new family at the school. The Public Open Space at Clock Meadow was suggested as a site for bug hotels. The ideas were agreed to in principle but would await the return of Cllr Ridyard with regard to tree planting. **Agenda/BR**

9. FINANCE

a) FINANCIAL POSITION The Clerk reported that at 28 May 2019 Council had liquid assets of £114,469 less £4,583 of unrepresented cheques. All held in Lloyds Bank.

b) Report on Internal Control Cllr Gillic reported that he and Cllr Davis had checked the account books, statements etc and found them in order.

c) Banked INCOME since last meeting

Lloyds Bank	Interest for April	£3.88
Edd Frost and Daughters	Burial fee – Mr Simmons	£605.00
Cash	Mini allotment (M3) rent	£5.00

d) Issues raised by Internal Auditor

- i) Preparation of document setting out how Council would go about establishing a pension fund for a future Clerk.
- ii) Review of Lone Working conditions and relevant documentation.
- iii) Review provision of computer back-up arrangements. *
- iv) Review Risk Assessment

* With regard to computer back-up arrangements Cllr Taylor offered to look at 'cloud' storage facilities. A number of businesses offer this facility for local councils. **MT**
Also, the Clerk would seek guidance from Northants CALC. **Clk**

All to be carried forward to next agenda.

Agenda

e) Accounts for payment see schedule on page **408**

Cllr Boddington proposed that the invoices as listed be paid ; seconded by Cllr Clark and agreed by all.

- District Cllr Frost left at this point.

10. PLANNING

a) APPLICATIONS None to consider

b) APPROVAL(S) None advised.

c) REFUSALS None advised

d) Warwickshire CC – Consultation on Underground Coal Gasification – part of the WCC Minerals Plan 2018. Runs to 9th July. No comments to be made. The Clerk to ask WCC if they really do have to send details of such consultations. **Clerk**

e) Any urgent matters to be reported to Council None.

11. ALLOTMENTS, NEW WOOD, POCKET PARKa) Allotment Gardens

i) **Rents from 1 October 2020.** Cllr Boddington proposed an increase of 5%. There would be no increase from October 2019. Considerable sums had been spent on the allotments in recent months. Agreed by all. Clerk will advise current plot holders when seeking renewal rents in September. **Clerk**

ii) **New plots.** All 3 'mini' plots now let. Allotment 11 will be sub-divided when it has been re-covered from being over grown.

lii) **Other issues.** Another allotment has become overgrown with grass. The Clerk would write requesting urgent action. **Clerk**

'Community Garden' area (Plot 1 which has never been able to be let). Cllr Clark advised he needed to hand maintenance of this over to someone else. He would simplify the plant regime. He would also set out to find someone who would like to take it on as a general garden area. **LC**
The Chairman thanked Cllr Clark for his many years of time and effort in making and maintaining this area and hoped someone could be found to continue his work.

Eastern boundaries of plots 9 to 12 Cllr Clark felt these need to more defined as a number of fences are in a poor state of repair. It was noted that plot holders have always been responsible for fencing their own plots (mainly to keep out rabbits) and the Council had not as yet funded any fences around plots. Cllrs Boddington and Clark to inspect and discuss. **SB/LC**

b) Pocket Park area It was agreed to not continue with the idea of any speed restrictors on the access track from Farndon Road to the recreation ground. Remove from agenda.

12. HIGHWAYS

- a) Update on HS2 matters None. Liaison meeting due on 7th June was cancelled.
b) SID 1 and SID 2 Neither still working totally satisfactorily. SID 2 still not to be paid for yet.

13. RIGHTS OF WAY

- a) Any issues with RoWs EF7 (Church St to High St) – various tree root raisings and some holes reported to Highways and marked up ready for remedial work.
b) Reporting RoW problems Cllr Clark advised this could be done by anyone via the County Highways website using the Fix my Street system.

14. BRIGHTWELL RECREATION GROUND

- a) Sports pavilion work Cllr Taylor reported that he and Cllr Crowshaw were in continuing discussions with the Cricket Club about further necessary or desirable work. Some work continuing outside to improve surface drainage under the decking area. This being organised by the cricket club.
b) Request by Tigers FC for storage for portable goals The football club are seeking costs for, possibly, a shipping container. The Chairman asked if thought could be given to where this might be located.

15 . LIGHTING, UTILITIES

- a) Proposed LED light for PL44 The Green The contractor (Zeta Specialist Lighting) hope to be able to install this trial light in the next few weeks. They will also arrange with Western Power Distribution (WPD) to carry out the necessary work on their equipment on the pole for the transfer of power from the existing MBFU lantern to the LED light. The WPD element may take somewhat longer so the existing lantern will remain in use until it is possible to switch over to the new light.

16. COMMUNICATING WITH PARISHIONERS

- a) Website and Facebook page Cllr Taylor reported the number of users on Facebook had risen to 101
b) Website contract A new, lower price, contract had been agreed with Small World Systems for 12 months from April 2019. Some work is now being carried out by Cllr Taylor as part of his Council role.

17. PLAYGROUND

- a) Regular inspections. No issues raised on weekly inspections.
b) New play items All new items installed and pot-installation safety inspection carried out by the Play Inspection Company at the same time as they carried out the annual inspection of the whole playground.
c) Annual Safety Inspection Any issues raised to be considered at the July meeting. **Agenda**
d) Adding safety bark under units which require it No decision on how best to deal with this. Await return of Cllr Ridyard.

18. REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS

- a) Village Hall Cllr Gillic reported that the hall is doing well with lettings. He advised the hall management committee was a little disappointed to hear that the upcoming Good Neighbour Scheme was using the school hall for an information spreading meeting; rather than hiring the village hall.

There being no further business the meeting was closed at 9.15pm

