

BYFIELD PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL held on THURSDAY 8th MARCH 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 - District Cllr Patchett and one member of the public.

DECLARATIONS OF INTEREST – Personal - Cllr Marsh for reimbursement of expenses.

APOLOGIES FOR ABSENCE None, all present. Cllr Buckley had given apologies for known late arrival. Apologies for not being able to attend had been received from the County Councillor.

1. MINUTES OF THE LAST MEETING(S) –

9th February 2012 Cllr Marsh proposed that the minutes be approved as a true record; seconded by Cllr Jones and agreed by all who had been present.

22nd February 2012 (planning only) - Cllr Cannell proposed that the minutes be approved as a true record; seconded by Cllr Bailey and agreed by all who had been present.

2. UPDATE ON MATTERS OUTSTANDING, which are not covered elsewhere on the agenda

a) Website - volunteer webmaster Cllr Gillic advised this is still on-going, with a need to decide which of the two volunteers be invited to take on the role. **JG**

b) Village Design Statement This has been taken to DDC and receipt acknowledged. **CIK**

c) Registered Village Greens -registration with the Land Registry. On going. **CIK**

d) NCC land at Fiveways Decision awaited from NCC.

e) Bollards for parking areas near village hall The Chairman recommended that none of the proprietary metal bollards with metal plate covers be purchased - the cost could be upward of £1500 - but that the Clerk obtain a small quantity of the large red and white cones used by highway contractors. Agreed. **CIK**

3. CHAIRMAN'S ANNOUNCEMENTS None

- Closure of meeting for report by Cllr Patchett.
Meeting re-opened.

4. GENERAL CORRESPONDENCE requiring a DECISION

a) Boundary Commission Consultation on proposed reduction in the size of the County Council. Cllr Jones proposed that as this is a suggestion from Northants CC that the Parish Council write in support. Agreed. **CIK**

b) Amazing Fireworks Seeking help to run a display in November 2012. It was agreed that the Council could not offer help. The Chairman would draft a suitable reply. **JG/CIK**

- Cllr Shepherd arrived at this point, with apologies for lateness due to work.

5. FINANCIAL MATTERS

a) PRESENT FINANCIAL POSTION and FUND BALANCES

The Clerk reported that the financial state at 28 February 2012 showed total assets of £65,708.05 . This included £49,195 held in the NatWest Bonus saver a/c and NatWest current a/c - reserve funds - of which £13153 is ring-fenced.
Fund balances had been supplied to all councillors. This showed payments of £42692 against a budget of £43384.

b) Internal Control The Chairman advised that this had not been possible this month due to non-availability of the designated councillors. Two months would be checked in April.

c) Banked INCOME since last meeting

LTSB	Interest for January	£0.70
Byfield Scout Group	Ground rent 2010-11	£50.00
Various	Sale of 2012 calendars	£6.00

d) Jubilee celebrations

i) Funding for bunting. Cllr Marsh proposed that a maximum of £100 be spent on bunting with a recommendation that inexpensive bunting be purchased to give the greatest coverage. Agreed. Cllr Gillic would take this information to the organising committee. **JG**

e) Internal Audit 2011-12 The Clerk reported the auditor would be visiting on 19th March for his interim inspection.

f) DDC Special Expenses in 2012-13 relating to maintenance of the closed churchyard

The District Councillor had advised that the Band D charge would fall to £11.76 for the year, with proportional decreases or increases for other bands.

Cllr Bailey proposed that the District Councillor be thanked for his considerable efforts in obtaining a reduction in the Special Expenses. Agreed.

g) ACCOUNTS FOR PAYMENT

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

Cheque No		£	VAT	Authority
2980	Byfield Village Hall Hire in January	16.20	nil	ditto
2981	Anglian Water Water to burial ground etc Aug-Jan 12	73.44	nil	s 214 LGA 72
2982	TBS Building Supplies Slabs + sand for shed base	33.30	5.55	s111 LGA72
2983	Tony Bignold Laying slabs for shed	70.00	nil	ditto
2984	Chris Middleton Work on High St bench and installing Litter bins/dog waste bin	535.00	nil	s19LG(MP)A76
2985	WTP Hire Centre Generation for C Middleton to use	56.40	9.40	ditto
2986	Manor Farm Nurseries Tree guards and canes	34.20	5.70	Open Sp'es 1906
2987	SLCC Updated Clerk's Manual	30.00	nil	s 111 LGA72
2988	Mrs R Jeacock Honor'm cleaning bus shelters Feb	25.00	nil	s4 LG(MP)A 53
2989	Mrs C White Honor'm Litter collection Feb	78.00	nil	s19LG(MP)A76
2990	Mrs A Weller Clerk's expenses – room as office, BT BT Call Plan to May '12 - BT calls not in the Plan, B'band Feb, Gripfil (bus shelt) hasp (shed), printer cartridges, mileage	114.38	11.60	s111 LGA 72
2991	Mrs A Weller Film for fax machine	25.00	4.17	ditto
2992	HMRC PAYE March 12 (£94.00+£4.34)	98.34	nil	s112 LGA 72
2993	A Weller Net pay March + net fees as Burials Clerk Aug 11 to Feb 12	393.11	nil	ditto
2994	Mrs C White Playground maintenance Feb	69.30	nil	s19LG(MP)A76
2995	Green Thumb War memorial garden grass treatment	67.98	11.33	s19 LG(MP)A76
2996	Land Registry 4 x fees for registering village greens	160.00	nil	s111 IGA 72
2997	Cllr E Marsh Expenses - more tree guards + canes	36.59	6.10	Open Sp 1906
2998	Byfield Village Hall Hire - February + elect tokens	34.05	nil	s111 LGA 72

6. AUDIT

a) Adoption of revised Assets Register The Clerk advised that the war memorial should be included at a notional sum of £1 and not its insured replacement value because it could not be sold. With other additions and removals the total asset register now stood at £120,012.

7. PLANNING

a) APPLICATIONS None

b) APPROVAL(S)

i) 2011/1036 - 38 Church Street for front porch and rear conservatory

c) REFUSALS None

d) Warwickshire CC - consultation on Core Waste Strategy. Cllr Cannell advised that this would have no direct effect on Byfield parish and WCC notified the council as a matter of courtesy.

e) Wind Turbine update No details yet of the planning approval or conditions. The Clerk advised that discussions were continuing on the Section 106 agreement.

f) Affordable Housing update None.

g) Consideration of revising the policy of not speaking with any developers prior to considering a planning application.

Cllr Cannell said he felt this could sometimes be of benefit but would need firm Rules of Engagement. The Chairman asked councillors for their views - "nervous at the prospect and could be time consuming", "unsure", "need to decide beforehand what could be discussed", "what we currently do is OK", "have discussed matters with the wind turbine applicant and feels it could be useful to listen to any prospective developer".

It was agreed that Cllrs Gillic and Cannell draw up some suggestions for Rules of Engagement. **JG/JC**

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

8. ANNUAL PARISH MEETING - Thursday 19th April

It was agreed to continue with the same format as for previous meetings, with all village organisations being invited to give a brief report and other such as the village hall, combined charities and Brightwell Recreation Ground all giving more detailed reports, as charities. **Cik**

- Cllr Buckley arrived at this point.

9. JUBILEE CELEBRATIONS

a) Village sign The Clerk advised that if any extensive wording was to be included on the sign regarding the Diamond Jubilee then permission needed to be sought from the Cabinet Office. Chairman and Clerk to produce wording. **JG/Cik**

Design needs to be finalised. **JG**

Utilities to be checked. **Cik**

b) Village celebrations 2-4 June The Chairman advised that the organising committee is focused and has some ambitious plans. A free pig roast will be available.

10. COUNCIL PROPERTY

a) Noticeboard for Bell Lane Cllr Jones proposed that a 2-bay board be purchased from Greenbarnes with one bay locked and the other open for general notices, at a cost of £1261.00. This was agreed by all.

Cllr Jones to survey the two possible locations - junction of Greenwood Close with Bell Lane and opposite the school where the footway is widest and bring her recommendation to the April meeting. **DJ**

11. BURIAL GROUND, ALLOTMENTS, NEW WOOD, POCKET PARK

a) Water meter readings On 6 March main meter = 2974 and sub meter = 2666 (89.6%)

b) Burial Ground

i) Improvements to path. No work yet. Cllr Shepherd advised that the contractor had been taken ill.

c) Allotments No new work.

d) New Wood/Pocket Park

i) Tree planting. Cllr Marsh reported that 60 trees had been planted including a Jubilee Oak, with a further 50 to be planted.

The ex-BRG circular metal seat has been installed in the Pocket Park, thanks to Geoff Broad who had mended the seat before installing it. .

ii) Agreement for grazing rights on sheep meadows. Clerk to do. **Cik**

12. PLAYGROUND

a) Playground inspections Councillors had been carrying out inspections and submitting reports.

b) Timber surround at nest swing It was agreed to remove the remaining single tier timber surround as this is broken in places. Bark can be raked back in if it "escapes". **Cik**

13. BRIGHTWELL RECREATION GROUND

a) Update on future management Cllrs Gillic and Cannell yet to meet to draw up a draft plan. **JG/JC**

In the meantime Cllr Cannell would ask the Secretary to BRGA to write to the Charity Commission advising that the existing trustees wished to change the scheme in favour of the Parish Council being the sole trustee. **JC**

14. HIGHWAYS and RIGHTS OF WAY

a) Report on meeting with NCC regarding changing limits of 30mph on A361 south. Cllr Bailey reported that he and the Clerk had met with Nick Gore and Ian Boyes of NCC who had explained the process. They seemed somewhat positive and have written to the police regarding moving outwards the 30mph limit as requested and installing a 40mh limit from The Twistle junction (this would emphasise the suggested 40 mph limit for the bend when approaching from Banbury). NCC explained that the police have to be consulted because they have to enforce the speed limits.

b) Update on matters reported to MGWSP None. But a parishioner had raised concerns about excessive speed on Boddington Road within the 30mph limit. Cllr Bailey would contact the appropriate team to have the camera van operate checks. **AB**

c) Rights of Way Muddy Lane (EF14) path still not reinstated. 'Lumpy tarmac' on EF18 (BRG) needs to be levelled. The Clerk would remind RD Landscapes. **CIk**

14. ENVIRONMENT

a) Policy on tree maintenance The revised policy and timetable was agreed.

16. LIGHTING, UTILITIES No problems to be reported.

17. REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS

a) Brightwell Recreation Ground (JC) No meeting recently.

b) Village Hall (MB) Good quiz. Bookings improving.

Date of next meeting – Wednesday 28 March for planning if needed.

Thursday 12 April Full Council. 2 councillors gave their apologies for absence

There being no further business the meeting was closed at 9.25pm

Items for April meeting

- Annual Return for audit

Chairman

April 2012

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