

BYFIELD PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL held on THURSDAY 10 MAY 2012 in BYFIELD VILLAGE HALL at 7.30pm

PRESENT - Cllrs A Bailey, M Buckley, J Cannell, J Gillic, D Jones and S Shepherd
Also present - 1 parishioner plus the 3 District Councillors for the enlarged ward.

1. ELECTION OF CHAIRMAN for the coming year

Cllr Cannell proposed Cllr Gillic; seconded by Cllr Jones and agreed by all.
Cllr Gillic signed his Declaration of Acceptance of Office.

DECLARATIONS OF INTEREST – None

Prejudicial

Personal

2. ACCEPTANCE OF APOLOGIES FOR ABSENCE.

Apology for absence was accepted from Cllr Marsh.
Cty Cllr Mrs Ogden was not able to attend due to having broken her hip.

3. APPOINTMENT OF VICE-CHAIRMAN

Cllr Gillic proposed Cllr Jones; seconded by Cllr Cannell and agreed by all.

4. AREAS OF INTEREST FOR INDIVIDUAL COUNCILLORS

These remained unchanged at

Planning	Cllr Cannell	Rights of Way	Cllr Bailey
Playground	Cllr Cannell	Burial Ground, Allotments, New Wood, Pocket Park	Cllr Marsh
Lighting/utilities	Cllr Gillic	Council Property	Cllr Jones
Environment	Cllr Jones	Highways	Cllr Bailey
Risk Assessment	Cllr Marsh	Communication (Byword)	Cllr Marsh
Website	Cllr Buckley		

5. APPOINTMENT OF UP TO 3 REPRESENTATIVES TO SERVE ON THE BRIGHTWELL RECREATION GROUND CHARITY (note: these do not have to be members of the Council)

It was agreed to continue with Cllrs Cannell and Shepherd.

6. APPOINTMENT OF COUNCILLOR TO SERVE AS TRUSTEE ON BYIELD VILLAGE HALL

Cllr Buckley offered to continue and this was accepted

7. APPOINTMENT OF TWO PERSONS TO SERVE AS TRUSTEES ON BYFIELD COMBINED CHARITIES. (do not have to be councillors)

Cllr Jones advised she was willing to continue as one of the trustees. Cllr Gillic would ask Mark Challice if he wished to continue to be a nominated trustee by the Council.

JG

8. CONFIRMATION OF CHEQUE SIGNATORIES

For the Lloyds TSB account it was agreed that Cllrs Bailey, Cannell, Gillic, Jones and Marsh would continue as signatories. Any two of the 5 to sign cheques.

For the NatWest reserve accounts – It was agreed that Cllrs Cannell, Bailey and Shepherd be the 3 signatories, with any two to sign.

Additional item – Appointment of Responsible Finance Officer Cllr Gillic proposed that the Clerk continue in the post of RFO; seconded by Cllr Jones and agreed by all.

9. CHAIRMAN'S ANNOUNCEMENTS

Cllr Gillic reported that the Northants Touring Arts no longer has funding to cover all the costs of touring theatre companies and had requested a letter of support from the Parish Council for an event being promoted in the village in November. This letter would be to assist with a grant application. It was agreed that the Chairman send a suitable letter of support.

JG

10. MINUTES OF THE LAST MEETING(S) –

- 12 April (Full Council) Cllr Jones proposed that the minutes be adopted as a true record; seconded by Cllr Bailey and agreed by all who had been present.
- 25 April (Planning) Cllr Bailey proposed that the minutes be adopted as a true record; seconded by Cllr Buckley and agreed by all who had been present.
- **Meeting closed for comments from parishioners and reports from District Councillors .**

All three councillors thanked the Parish Council and people of Byfield for electing them. Cllr Patchett explained that they would 'divide up' the ward between them. All three would need to be sent agendas and minutes.

Su Waterhouse from the Tennis Club thanked the Council for dealing with the trees at the western end of the courts. The floodlights for the 3rd court would be installed fairly soon with a 9.30pm limit for the first 12 months which would have to be changed to 8.30pm if there were objections from the nearby householders.

- Meeting re-opened.

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

- a) Village Design Statement. No further feedback from Daventry DC. Clerk will write. **CIK**
- b) Council website - webmaster. Cllr Gillic to give to Cllr Buckley details of the one remaining volunteer. **JG**
- c) Registration of Village Greens with Land Registry.. On going. **CIK**
- d) Transfer of land at Fiveways. No further information from NCC. Clerk to contact. **CIK**
- e) Establishing Working Parties for
 - i) A policy on Equal Opportunities
 - ii) A policy on dealing with complaints against the Council
 For both the Clerk would speak with Northants CALC/SLCC to obtain models. **CIK**

12. GENERAL CORRESPONDENCE requiring a DECISION

- a) Daventry and District Housing - Notice of the availability of grants for community schemes including buildings. 4 meetings a year. It was suggested that the village hall committee may wish to consider an application for a dishwasher, or something similar. Clerk to pass application papers to the hall treasurer. **CIK**
- b) 'Local Works' - seeking support to press HMG to put into place procedures under the Sustainable Communities Act. Cllr Buckley proposed that no action be taken; agreed by all.

13. FINANCE

a) FUND BALANCES

The Clerk reported that the financial state at 27 April 2012 showed total funds of £82703.06, which included £49318 held in the NatWest Bonus Saver/current accounts as reserve funds. 50% of the precept for the year had been received from Daventry DC.

b) Internal Control

The Chairman reported he and Cllr Jones had not been able to carry out a check as they were not both available on the same evening. A double check would take place in June.

c) Banked INCOME since last meeting to 27 April

Lloyds TSB	Interest for March	£0.59
Daventry DC	50% of precept	£20,883.00
Heart of England Co-Op	Memorial for A and S Lowe	£104.00
S Lovesey	Allotment rent (1/2 year)	£10.00

NOTE: £10,000 of the received precept had been invested in a Lloyds TSB short term 2 month investment in order to earn a higher rate of interest.

d) Clerk's gratuity fund It was agreed to add £200 of the reserve funds (NatWest Bonus a/c) to the ring-fenced sum towards a gratuity for the Clerk when she retires – en lieu of a pension.

e) Byfield Calender for 2013 It was agreed to produce a calendar based on photographs of public houses, past and present, using items in the Photo Museum . The Clerk and Chairman would liaise with Andrew Spackman and John Russell for this. **CIK/JG**

f) Ground rent for Council shed at Clerk's home It was agreed to pay the Clerk £20.00 a year, commencing in June 2012. **Agenda**

g) Accounts for Payment

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

Cheque

No			£	VAT	Authority
3018	Holy Cross PCC	Donation for energy for light	60.00	nil	s3 PCA 57
3019	Byfield Village Hall	ditto	60.00	nil	ditto
3020	Brightwell Rec. Ground	ditto	60.00	nil	ditto
3021	Byfield Scout Group	ditto	60.00	nil	ditto
3022	Mrs R Jeacock	Honor'm cleaning bus shelters April	25.00	nil	s4 LG(MP)A 53
3023	Ian Tompkins	Honor'm Litter collection April	104.00	nil	s19LG(MP)A76
3024	Byfield Village Hall	Hire April + storage Apr-Sept	140.05	nil	s111 LGA 72
3025	RD Landscapes Ltd	Byfield PC land mowing + verges April	728.88	121.48	s96 High A 80 s19LG(MP)A76
3026	Aylesbury Mains Ltd	Repairs PLs 34 & 70	140.44	23.40	s3 PCA 57
3027	Main Line Timber	Bollards and stakes for Pocket Park	65.55	10.93	Open Sp 1906
3028	Mrs A Weller	Clerk's expenses: room as office, b'band	20.66	1.28	s111 LGA72
3029	HMRC	PAYE May 12	46.80	nil	s112 LGA 72
3030	A Weller	Net pay May	422.97	nil	s112 LGA 72
3031	Mrs C White	Playground maintenance April 12	69.30	nil	s19 LG(MP)A76

14. PLANNING

a) APPLICATIONS

i) 2012/306 - barns at Ludwell House, Priors Marston Road - alterations/extensions to create a dwelling plus conversion of outbuildings to form garaging.

Cllr Cannell outlined the application, which would have no impact as nearest dwellings were some distance away. The proposed access to the new dwelling already exists. He proposed that 'No Observations' be offered as comment. Agreed by all.

He also noted that the drawings did not appear on the DC website until some days after the Clerk had received the e-mail notification of the application. This, combined with the early Spring bank holiday, had meant that a request for full drawings and related paperwork from DDC had not been possible in the time available. It was agreed that yet another letter be sent to the DDC Development Control department, with a copy to the District Councillors, abhorring the change to the system of supplying full planning application details. **CIK**

b) APPROVAL None to report

c) REFUSAL None to report.

d) Any urgent planning matters to be brought to the attention of the Council, arising after publication of the agenda. Cllr Buckley expressed concern that DDC is no longer advising neighbours of planning applications, other than the statutory public notice, and that Byfield PC could provide a simple notification. Cllr Cannell reported that he already does this if he cannot make personal contact.

15. COUNCIL PROPERTY

a) Maintenance of the wooden bus shelters Cllr Jones proposed that the quotation from Mr Bignold be accepted; agreed by all. Clerk to write and to obtain 'Country Oak' preservative. **CIK**

Stone shelter at Fiveways - Agreed that masonry be painted with Dulux Weathershield 'Saddle Brown'. Clerk to obtain this. **CIK**

b) Noticeboard for Bell Lane/Greenwood Close junction The Clerk to write to neighbouring householders seeking their agreement, before placing the order. **CIK**

c) Grit bin by village hall It was agreed to arrange to exchange this with the bin at the A361 end of The Twistle and to have this dug into the bank opposite the Old Chapel. Clerk to ask Nick Draper if he can do this. **CIK**

Replacement litter bin to be ordered from Gladson when Mr Draper is able to deal with the grit bins and install new litter bins. **CIK**

16. REPORT FROM ANNUAL PARISH MEETING (19 April)

The following matters were raised at the meeting

- a) Condition of the redundant rail bridge in The Twistle. It was agreed to take no further action on this at present because it is the responsibility of British Rail Residual, who carry out regular checks.
- b) Request for 'speed cushions' on Boddington Road. It was agreed to ask Northants CC if these might be considered. **CIK**
- c) Request for dog waste bin at the junction of Boddington Road and The Twistle. It was agreed to consider this but first to find out if Daventry DC will empty an additional bin. **CIK**
- d) Request for a regular input into the Byword of the best emergency phone numbers to call at Thames Water and NCC to deal with any blocked or overflowing sewers. It was agreed to do this but to first ask John Russell which numbers he found most useful. **CIK**

17. Any URGENT matters None.

18. REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS

- a) Brightwell Recreation Ground Association (charity) Cllr Cannell presented the report of his and Cllr Gillic's discussions about the future management of the BRG and proposed that matters be taken forward for the Council to become Sole Trustee in place of the present trustee scheme. This would pass management of the BRG to the Council but acting as Sole Trustee. It was agreed that the proposal be put to the forthcoming AGM of the BRGA.
- b) Village Hall Cllr Buckley reported that the hall had had a financially balanced year

Date of next meeting – Wednesday 20th June. Note - change of week and day of the week.

Items for the June meeting

Agenda

- Review of insurance cover from 1 October 2012
- Signage for playground, including age limit for The Fort.

There being no further business the meeting was closed at 9.13pm.

Chairman

June 2012