

# BYFIELD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL held on THURSDAY 8<sup>th</sup> NOVEMBER 2012 in BYFIELD VILLAGE HALL at 7.30pm

**PRESENT** - Cllrs J Gillic (Chairman), A Bailey, M Buckley, J Cannell, D Overy (nee Jones) and S Shepherd .

Also present – District Cllr Patchett No parishioners present.

**DECLARATIONS OF PECUNIARY INTEREST (DPI)** Cllr Overy for repayment of expenditure.

**APPLICATIONS FOR DISPENSATION FROM DPI** None.

The Clerk had advised that following discussions with Northants CALC there is not at present a need for councillors to seek a dispensation when discussing and setting the budget. Further advice on this is due to be issued by NCALC/NALC and SLCC.

The Clerk is also seeking advice from the Monitoring Officer at DDC (currently on leave).

**ACCEPTANCE OF APOLOGIES FOR ABSENCE** were accepted from Cllr Marsh  
County Cllr Ogden had sent apologies for not being able to attend.

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

**11<sup>th</sup> October** –Cllr Overy requested that for continuity her name under the list of those present (page 25) be amended from her maiden name of Jones to Overy. Agreed and minutes amended. 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 not covered elsewhere on the agenda

- a) Council website - webmaster. A reply awaited from Small World Systems
- b) Draft VDS. This is still with Daventry DC with no comments made. DDC has advised that the Local Plan takes precedence.
- c) Transfer of land at Fiveways. This is progressing through Northants CC. Council advised that Johnson and Gaunt Solicitors of Banbury have been appointed to act for the Parish Council.

### 3. PRESENTATION BY LANDMARK PLANNING LTD on a possible housing development in the village.

Mr Wilkinson of the company advised he had been appointed by the owners of the remainder of the field behind Clock Meadow to take forward an application for 15 houses of which 4 would be affordable homes. There would be a sizeable piece of open space land behind nos. 14-24 Banbury Lane and there is also a possibility of parking spaces being available to the owners of these cottages with access from the proposed development.

The Chairman thanked Mr Wilkinson for attending.

### 4. CHAIRMAN'S ANNOUNCEMENTS

The next drop-in session for Partnership for Renewables (wind turbine) would be on 20<sup>th</sup> November from 1-7pm in the lower annex of the village hall.

- Closure of meeting for public comment and reports.
- District Cllr Bob Patchett advised that the County Council is still working on the planning application for a waste transfer station at the former PoW camp on Boddington Road.

Meeting re-opened.

### 5. GENERAL CORRESPONDENCE requiring a DECISION

- a) DDC - seeking agenda items for next Parish/Town Councils' meeting on 11 December. Councillors to inform the Clerk as soon as possible of any items. **ALL**
- b) DDC - consultation of the possibility of Allowances being paid to Parish Councillors. Questionnaire completed. Byfield PC not in favour of allowances being paid.
- c) RBL Quiz 24<sup>th</sup> November. Only Cllrs Gillic and Buckley available to form a team.

## 6. POLICIES/PROCEDURES

The Chairman had prepared a draft procedure for village groups applying for **grants** during the next financial year. Item to be carried forward to the December meeting.

**Dec agenda**

## 7. FINANCE

a) FINANCIAL STATE The Clerk reported that the **financial state** at 26 October 2012 showed total assets of £87532.21. This included £49587.82 in the NatWest Bank Bonus Saver/Current a/cs Fund balances were also supplied by the Clerk.

b) Internal Control The Chairman and Cllr Overy had checked the books against bank statements and minutes and found all in order.

c) Banked INCOME since last meeting to 26 October

12 allotment holders	Rent 2012-13	£196.00
Lloyds TSB	Interest for September (BIA)	£0.73
NatWest Bank	Bank interest July-September	£145.99
J&M Humphris	Burial fee Mrs D M Atterbury	£196.00

d) Grant to BRGA for general mowing in 2013. Cllr Overy proposed £600 (as for 2012); if needed, seconded by Cllr Shepherd and agreed by all. This grant would be included in the budget for 2013-14 and paid at the end of 2013 mowing season, if needed.

e) Funding for plants for war memorial garden beds in 2012-13. Cllr Overy proposed that the total cost should be no more than £150.00; seconded by Cllr Buckley and agreed by all.

f) Possible grant to Bowls Club towards stairlift The Chairman to write to the Bowls Club offering the balance of the jubilee events fund.

**JG**

g) Budget for 2013-14 The Clerk had presented a draft budget based on the agreement made in October to keep to the same level as for 2012-13 - £47,384.00. The allowance for events to mark the Jubilee (£2000) was removed but added to the sum available for grants to village organisations. The sum for loan repayment would fall because one of the two loans would come to an end in June 2013.

Cllr Overy proposed that Council set a budget of **£47,384**; seconded by Cllr Cannell and agreed by all.

It was suggested that the frequency of bus shelter cleaning might be reviewed.

**(Dec agenda**

Precept to be set in December or January.

(

## h) ACCOUNTS FOR PAYMENT

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

Cheque No		£	VAT	Authority
3114	Cancelled			
3115	Holy Cross PCC	Pages in Oct/Nov Byword	18.34 nil	s142 LGA 72
3116	EON	Lights - energy Jul-Sept	914.44 152.41	s3 PCA 57
3117	Earth Anchors Ltd	Dog waste bin	237.54 39.59	s5 Litter A 83
3118	ESPO	Stationery	40.44 6.74	s111 LGA72
3119	Greenbarnes Ltd	Noticeboard for Bell Lane	1280.99 213.50	ditto
3120	G Taylor	3 <sup>rd</sup> clearing of banks at Fiveways + garden work on RVG	350.00 nil	s96 HA 80
3121	Cllr Overy	Repayment - Hammerite for bus shelter	44.93 7.49	s1 PCA 57
3122	Cancelled			
3123	Mrs R Jeacock	Honor'm cleaning bus shelters Oct	25.00 nil	s4 LG(MP)A 53
3124	Mrs C White	Honor'm Litter collection October	78.00 nil	s19LG(MP)A76
3125	Mrs A Weller	Clerk's expenses: room as office, Mileage (calendar), postage	40.19 nil	s111 LGA 72 s145 LGA 72
3126	Cancelled			
3127	Cancelled			
3128	Design to Print Ltd	2013 calendars	390.00 nil	s145 LGA 72
3129	Cancelled			
3130	A Weller	Net pay November 2012	211.37 nil	s112 LGA 72
3131	Cllr Overy	Repayment - more Hammerite	19.97 3.33	s1 PCA 57
3132	HMRC	PAYE November 2012 (revised coding)	258.40 nil	s112 LGA 72
3133	Brightwell Rec Ground	Grant towards mowing in 2012	600.00 nil	s19 LG(MP)A 76
3134	Byfield Village Hall	Hire October + storage Oct-Mar	134.05 nil	s111 LGA 72
3135	RD Landscapes Ltd	Mowing Oct + 2 x hedges	908.88 151.48	s96 HA 80 s19 LG(MP)A76 s214 LGA 72

## 8. PLANNING

### a) APPLICATIONS No new applications to consider.

i) 2012/572 - 28 Westhorpe Lane for various work. Withdrawn.

### b) APPROVAL(S)

i) 2012/674 - 5c Fessey Road for first floor extensions

ii) 2012/706 - Hill Farm, Priors Marston Road for cattle yard

iii) 2012/651 - 9 Fessey Road for property attached to existing property

iv) 2012/694 - Ludwell House, Priors Marston Road for conversion of outbuildings to dwelling, plus garaging and access. Condition applied that the ancillary property may only be occupied by members of the family nor may it be sold on separately to the main property.

### c) REFUSALS

i) 2012/692LB - 47 Church Street for replacement windows.

d) Daventry DC - consultation on Daventry Settlements and Countryside Local Plan It was agreed that Cllr Cannell would respond on behalf of the Council. **JC**

e) Daventry DC - Affordable Housing Survey To be conducted in early December.

f) Northants Rural Housing Association NRHA had advised that they are encountering problems with funding for a possible 3<sup>rd</sup> phase of affordable housing in the parish although they are in discussion with DDC on a possible source of funding.

g) Housing Needs Survey by Byfield PC The last HNS conducted by NRHA for the Council is about to come to the end of its' 3-year life. It was agreed not to conduct another survey at present.

h) Offer by Howkins and Harrison in securing land for affordable housing It was agreed not to respond to this offer.

i) Village Design Statement - possible addendum. It was agreed to send the addendum prepared by Cllr Cannell, which Cllr Cannell would 'tidy-up' before it being sent. **JC/CIk**

j) Any urgent planning matters to be brought to the attention of the Council, arising after publication of the agenda. A wind turbine company had advised they would be holding an open day in the village hall in December with regard to a possible turbine at Hill Farm, Priors Marston Road.

## 9. PLAYGROUND

a) Inspections Continuing; no issues noted. New rota from 1 January 2013 is needed. **CIk**

Cllrs Cannell and Overy need a further supply of forms. **CIk**

b) Bark for nest swing Agreed not to do this at present but wait until the spring.

c) Junior basketball post The Clerk had supplied Cllr Cannell with details of a suitable post from Stadia Sports at nearly £700. Cllr Cannell would look at this for the next meeting. **JC/Dec agenda**

d) Information sign Wording supplied by Cllr Cannell. Clerk to obtain a price. Sign to be fixed to infant swing frame. **CIk**

e) Quote for mowing in 2013 Cllr Cannell proposed that the price from RD Landscapes be accepted. Agreed by all. **CIk**

## 10. LIGHTS and UTILITIES

a) Lights not working - one beside the recreation ground. Await for at least one other before calling out the contractor.

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

a) Water meter readings Not available at the meeting as Cllr Marsh could not be present.

b) Burial Ground -

i) Quote for mowing 2013. Cllr Marsh had already advised the Clerk she is happy with the price quoted by RD Landscapes.

c) Allotments -

i) Letting of plots. The Clerk advised that all had now been let or were about to be let.

d) Pocket Park/New Wood

i) Quote for path mowing in 2013. Cllr Marsh had already advised the Clerk that the price from RD Landscapes is acceptable.

She was also happy with the prices quoted by RD Landscapes for cutting back along the track edge and replacing a gate post at the allotments.

## 12 CARE OF THE ENVIRONMENT

- a) Update on tree work already agreed The Clerk reported she had been 'pressing' the contractor for a date when the poplar on the recreation ground would be felled. She would try again. **CIK**
- b) Quote for verge mowing in 2013 Cllr Overy proposed that the price from RD Landscapes be accepted. Agreed by all.
- c) Quote for mowing The Green and War Memorial in 2013 Cllr Overy proposed that the prices from RD Landscapes be accepted. Agreed by all.
- d) Quote for various foliage clearing The Clerk had obtained prices from RD Landscapes for clearing vegetation around lights at Becketts Close/The Green and Woodford Road, also for removing overgrowth at the junction of Woodford Road and Daventry Road to improve the sightline and to remove elders around a tree at The Causeway. Cllr Overy proposed that the price for these 4 pieces of work be accepted but not the price for scarifying the grass at the war memorial.

## 13. HIGHWAYS and RIGHTS OF WAY

- a) Update on any matters reported to May Gurney Cllr Bailey reported that potholes in Boddington Road had been mended.
- b) Request for mirror opposite The Green Northants CC had advised that it is not possible to site a mirror on highway land and not advisable on private land. The Clerk would inform the parishioner. **CIK**
- c) Work on redundant rail bridge on The Twistle This has now been completed and the road re-opened. The Clerk reported a conversation with the contractors who had informed her they had had to drill through the underside of the bridge, insert thick steel rods and pull these together from both sides. This was considerably more work than originally anticipated. They had to remove a great deal of material from the underside of the bridge before a thorough inspection could be made and work commenced. The Clerk had written to British Rail and NCC seeking reassurances about the weight bearing capability of the bridge.
- d) Rights of Way Cllr Bailey had not been able to inspect EF14 (Muddy Lane) to see if this is still blocked by a fallen tree.

### ADD

Ask D&DH if they can remove the holly tree from the garden of 20 Jubilee Close as the roots are damaging the nearby hard footway. **CIK**

## 14. COUNCIL PROPERTY

- a) Installation of noticeboard, litter bin, dog waste bin The Clerk is 'pressing' Nick Draper for a date.
- b) Care of redundant flower beds at the war memorial No replies yet received from the two parishioners who had indicated they would be interested.

## 15. DATE FOR ANNUAL PARISH MEETING 2013

It was agreed to hold this on Thursday 21 March, subject to availability of the hall. Clerk to book. **CIK**

## 16. REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS

- a) Village Hall. Cllr Cannell had attended the last meeting because Cllr Buckley was not available. The hall is being very well used with a good number of bookings.
- b) Brightwell Recreation Ground Association. Cllr Cannell advised there had not been any meetings recently. The letter to the Charity Commission seeking transfer of the trusteeship to the Parish Council is available to be sent.
- c) Byfield Combined Charities. Mrs Cannell had forwarded a set of the minutes of the last meeting (September). There were no applications from village organisations to the Causeway Charity. The Poores' Charity had given 3 awards to 1<sup>st</sup> year university students, 2 awards to 2<sup>nd</sup> year students and 2 awards for Relief in Need.

**Dates of next meetings– 28 November for planning, if needed.  
13 December.**

### Agenda items for December

- Setting the precept for 2013-14
- Procedure for offering grants in 2013-14.

There being no further business the meeting was closed at 10.00pm

