

# BYFIELD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL held on THURSDAY 13<sup>th</sup> OCTOBER 2011 in BYFIELD VILLAGE HALL at 7.30pm

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

Also present - District Cllr Patchett plus 2 members of Boddington Parish Council.

**DECLARATIONS OF INTEREST** – Cllrs Shepherd and Jones for a **personal** interest in item 6g because they are to be paid for expenses incurred.

**ACCEPTANCE OF APOLOGIES FOR ABSENCE** were accepted from – Cllr Buckley, unless he made part of the meeting.  
The County Councillor had advised she would not be able to attend.

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

**8<sup>th</sup> September** - Cllr Jones proposed the minutes be approved as a true record; seconded by Cllr Marsh and agreed by all who had been present.

**28<sup>th</sup> September** Cllr Shepherd proposed the minutes be approved as a true record: seconded by Cllr Cannell and agreed by all who had been present.

### 2. REPORTS ON MATTERS OUTSTANDING not covered elsewhere on the agenda

a) Council website The Clerk gave a update report from Small World Systems Ltd. More data needed to be added to the site.

b) New computer/printer for the Clerk The Clerk had given the Chairman details of a PC available from John Lewis and would be visiting a store in the near future to place an order.

c) Reducing traffic speed outside the school No response from the school with suggestions. Item to be removed from the agenda. Very tall poles for the NCC proposed flashing signs have been removed.

d) Access licence for Brook Cottage Clerk still to write to solicitors for guidance.

**Clk  
Clk**

e) Management of BRG Clerk still to write to solicitors for guidance.

**3. CHAIRMAN'S ANNOUNCEMENTS** Cllr Gillic advised that he had been invited to represent the Council at the forthcoming institution of the new rector later in the month.

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

a) East Midlands Councils Information on Lottery grants for Village SOS. Too late to do anything.

b) Boundary Commission Consultation on changes to parliamentary constituencies, which would move Byfield from Daventry to South Northants. It was agreed to make no comments.

c) Norfolk China Advertisement for commemorative china for the Diamond Jubilee. Noted.

- Closure of meeting for public comments and reports. See attached notes.

Meeting re-opened.

### 5. REVIEW OF THE FINANCIAL REGULATIONS OF THE COUNCIL

Cllr Cannell proposed that the regulations adopted in March 2007 continue to be used; seconded by Cllr Jones and agreed by all.

### 6. FINANCIAL MATTERS

#### a) FUND BALANCES

The Clerk reported that the financial state at 26 September 2011 showed total assets of £89,443.85 including £53,309 in the NatWest Bonus Reserve a/c and current a/c.

Cllrs Gillic and Marsh had checked the account books against minutes/statements and found them in order.

b) Poppy wreath Cllr Jones proposed that a donation of £26.00 be made under the power of s137 of the LGA 1972 to the Royal British Legion Poppy Appeal for a wreath for Remembrance Sunday; seconded by Cllr Marsh and agreed by all. Donation to be made at the November meeting. **Agenda**  
Cllr Jones agreed to attend the Remembrance Sunday service on 13 November to represent the Council. Cllrs Gillic and/or Cannell would also attend if available.

c) Invitation to subscribe to LCR (NALC journal) It was agreed not to subscribe.

d) Lighting of public footway area – increase in donation to organisations for energy used

Cllr Marsh proposed that the donations made to 4 village organisations be increased from £40pa to £60pa with effect from 1 April 2012 and that an additional donation of £10.00 be given now to reflect the increase in electricity costs; seconded by Cllr Cannell and agreed by all. The 4 organisations being the Scout Group, Village Hall, Bowls Club and Holy Cross church – each of these providing a light or lights over public rights of way adjacent to their property.

e) Banked INCOME since last meeting to 26 Sept 2011

|                        |                      |            |
|------------------------|----------------------|------------|
| Lloyds TSB BIA a/c     | Interest for August  | £0.66      |
| Byfield Scout Group    | Water used March-Aug | £13.73     |
| Brightwell Rec. Ground | Water used March-Aug | £109.86    |
| Daventry DC            | Balance of precept   | £20,383.00 |

f) Initial preparation of budget for 2012-13

Councillors to provide the Clerk with budget figures by the end of October.

**ALL with a budget**

Council to meet as a Working Party on Tuesday 1<sup>st</sup> November at 7.30pm at the home of the Chairman to discuss a budget to be set before the public meeting on 11<sup>th</sup> November.

**ALL**

g) ACCOUNTS FOR PAYMENT

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

| Cheque No |   | £       | VAT    | Authority                   |
|-----------|---|---------|--------|-----------------------------|
| NatWest   |   |         |        |                             |
| 0001      | Greenbarnes Ltd Village map   | 1202.97 | 200.49 | s144 LGA 72                 |
| LTSB      |   |         |        |                             |
| 2881      | Warks & Northants Air Ambulance   | 200.00  | nil    | s137 LGA 72                 |
| 2882      | N Stanford Felling tree in Pocket Park  | 850.00  | nil    | s19LG(MP)A76                |
| 2883      | GreenThumb Treating grass at war memorial   | 67.98   | 11.33  | s19LG(MP)A76                |
| 2884      | Glasdon UK Ltd Litter bin   | 535.58  | 89.26  | s5,6 LitterA 83             |
| 2885      | Aylesbury Mains Repair PL20, new lanterns PLs 17 & 71                             | 578.64  | 96.44  | s301 HighA80                |
| 2886      | Earth Anchors Picnic table for recreation ground                                  | 712.56  | 118.76 | s19LG(MP)A 76               |
| 2887      | E.ON Lights – energy Jul-Sept   | 972.88  | 162.15 | s301 High A 80              |
| 2888      | Cllr D Jones Mulch for gardens near village hall                                  | 66.00   | 11.00  | s19LG(MP)A76                |
| 2889      | M Shepherd Grass seed for play ground   | 9.18    | 1.53   | ditto                       |
| 2890      | Tony Bignold Painting playground equipment  | 437.50  | nil    | ditto                       |
| 2891      | RD Landscapes Ltd Village land and verges mowing Sept                             | 466.80  | 77.80  | s19LG(MP)A76<br>s214 LGA 72 |
| 2892      | Northants CALC Training course (Cllr Gillic)                                      | 29.00   | nil    | s111 LGA 72                 |
| 2893      | Byfield village hall Hire Sept  | 27.90   | nil    | s111 LGA 72                 |
| 2894      | Mrs R Jeacock Honor'm cleaning bus shelters Sept                                  | 25.00   | nil    | s4 LG(MP)A 53               |
| 2895      | Ian Tompkins Honor'm Litter collection Sept                                       | 104.00  | nil    | s19LG(MP)A76                |
| 2896      | Mrs A Weller Clerk's expenses: paint for playground + mileage                     | 120.14  | 17.91  | ditto                       |
| 2897      | HMRC PAYE October   | 94.00   | nil    | s112 LGA 72                 |
| 2898      | Mrs A Weller Net pay October  | 375.77  | nil    | s112 LGA 72                 |
| 2899      | ESPO Stationery   | 26.64   | 4.44   | s111 LGA72                  |
| 2900      | Byfield Village Hall Donation towards energy for light                            | 10.00   | nil    | s3 PCA 57                   |
| 2901      | Holy Cross PCC ditto  | 10.00   | nil    | ditto                       |
| 2902      | Brightwell Rec. Ground ditto (for Bowls Club)                                     | 10.00   | nil    | ditto                       |
| 2903      | Byfield Scout Group ditto   | 10.00   | nil    | ditto                       |
| 2904      | Cllr S Shepherd Reimbursement for funding security fencing at playground Jul-Sept | 432.00  | 72.00  | s19 LG(MP)A76               |

TOTAL expenditure this month £7374.54 Total expenditure to date incl VAT £28,593.18

## 7. PLANNING

a) APPLICATIONS None.

b) APPROVAL(S) None received.

c) REFUSAL(S) None received

d) Application 2011/408 – change of use of land off Church Street to a Pocket Park

Cllr Cannell reported that this application had been refused by the Daventry DC Planning Committee on 12<sup>th</sup> October. He had spoken on behalf of the Parish Council.

He went on to explain that this application is still the subject of an Appeal on the grounds of non-determination in the due time and also application 2011/407 for housing development, which had also been refused.

He reported that any Section 106 Agreements relating to either application would need to be finalised and in place before the Appeal hearing. He thus proposed that part of any S 106 Agreement is that the Pocket Park land must be given to the Parish Council, with the exception of the 'balance pond', and adequate funding be in place for the maintenance of a Pocket Park for a good many years. Also that any S 106 Agreement relating to the proposed housing development (2011/407) must include traffic speed management devices on the Woodford Road and funding provided for a suitable crossing for pedestrians on the north side of the A361.

It was agreed that the Clerk with Cllrs Cannell and Gillic draft and send a suitable letter to DDC Planning to reflect the above desires. **JC/JG/Clk**

e) DDC – National Planning Policy Framework DDC had sent out a copy of its proposed response to the consultation of the NPPF. It was agreed to make no comments on this.

f) Warwickshire CC – Waste Core Strategy Information on the consultation for the Preferred Option. Cllr Cannell advised that Byfield PC receives copies of such consultations because of any impact on the parish. He proposed that as there would be no impact that there was no need to offer any comments. Agreed.

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

## 8. JUBILEE 2012

a) Village sign The Clerk reported she had spoken again with Tony Pearson who has some ideas of a design. It was agreed that a meeting be set up with the Clerk, Cllr Gillic and Mr Pearson. **Clk**

It was also agreed to 'book a slot' for a cast aluminium sign with the Harry Stebbing Workshop. **Clk**

b) Village celebrations The Chairman advised he would be attending a meeting on 25 October.

Additional item

c) Calendar 2012 The Chairman reported that the pictures for the calendar had been selected from the Photo Museum and would all reflect Jubilees or Coronations including Queen Victoria's Diamond Jubilee. The aim is to have the calendar available from mid- November.

## 9. PLAYGROUND

a) Playground inspections Councillors had continued to carry out regular inspections. The Clerk would prepare a new inspection form because the equipment has changed so much since the present form was drawn up. **Clk**

b) Contract for regular maintenance Cllr Cannell proposed that a contract be let to Mrs Chris White of Banbury Road for an average of 2 hours per week (more in summer less in winter) which would cost £832.00 for 12 months. This would include raking over the bark surfaces at least twice a week, digging over the bark and removing weeds every 2 months or so, removing any dog faeces and glass from the playground area at least every other day, sweeping clear the rubber safety surface. The Clerk would draw up a detailed specification for work with Cllr Cannell. **Clk**

It was agreed to let a contract to Mrs White, initially to 31 March 2012 and then a new contract from 1 April 2012. **Clk**

- Cllr Buckley arrived at this point.

c) Mobile skatepark The Clerk advised she had not been able to make any contact with the people in Towcester who have this. It was agreed to try to book for the Easter school holiday. **Clk**

## 10. HIGHWAYS

a) Reports to Street Doctor Cllr Bailey advised he had reported the poor state of the footway o/s Judds Garage, Banbury Road, including a raised manhole cover.

He was asked to report a collapsing manhole cover in Westhorpe Lane.

**AB**

b) MGWSP Parish Enhancement Gangs Cllr Bailey reported that MGWSP had sent out a survey request regarding the work carried out by the Gangs. He had replied that there was no evidence of any of the work requested by Byfield PC having been carried out.

## 11. ENVIRONMENT

a) Maintenance of trees Cllr Jones reported that the large poplar beside the access track in the Pocket Park had been felled.

Further work was due to be done but Cllr Marsh said that the Pocket Park volunteers would remove the ivy from trees beside the access track and deal with any dead or leaning trees. These could therefore be removed from the schedule of work. The Clerk would contact the contractor and seek a date for when the remaining work could be carried out.

**Clk**

b) Other improvement work Cllr Jones reported she would be purchasing bulbs for planting in the verges of Woodford Road and other areas. She would be seeking volunteers to help with the planting.

## 12. COUNCIL PROPERTY

a) Report on recent work Cllr Jones reported that the picnic table had been installed. An existing black waste bin on the recreation ground would be relocated to be nearer to the table and a new bin had been purchased to replace the damaged bin by the basketball area.

b) Dog waste bin by the playground This is quite rusty and may need replacing. Cllr Jones to inspect and advise the Clerk.

**DJ**

c) Registered Village Green 59 ( 'village hall car park' ) Consideration was given as to how best to deal with the growing problem of this being used as a permanent vehicle parking place by parishioners living on or near The Green, including the need to remove vehicles parked there for long periods.

It was agreed to look at purchasing and installing lockable posts, plus chains and also to have a second advisory notice that the land is not part of the public highway.

**Clk**

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

a) Water meter readings Cllr Marsh reported the main meter at 2948 and the sub-meter at 2642.

b) Burial Ground -

i) Any improvements to be considered Cllr Marsh asked for a quote to re-lay the stone paths, with new edging and more stone. The Clerk to seek, ideally, 2 quotes.

**Clk**

c) Allotments

i) Update on improvements to steps. The Clerk advised that she awaited details from the contractor of the number and size of sleepers and other wood needed. The Clerk would purchase these on behalf of the Council. The contractor had advised he hoped to be able to provide this information in a week or so.  
ii) Letting of plots for 2011-12. All but one had been let and a reminder would be sent to the one outstanding. Two plots had been vacated but new tenants had come forward following an advertising campaign.

d) Wetland (allotment plot no. 1) This continues to be maintained by one of the allotment holders as a hobby,

e) New Wood and Pocket Park All work here is being undertaken by the volunteer group.

## 14. LIGHTING, UTILITIES

a) Report on any new problems No known problems with any lights.

## 15. RIGHTS OF WAY

a) Update on EF14 (Muddy Lane) The Clerk reported she had heard no more from the DDC Conservation Officer regarding the removal of the hedge.

Cllr Bailey reported that as of 12<sup>th</sup> October the line of the Right of Way had not been reinstated as required by NCC. The Clerk would advise NCC.

**Clk**

b) Update on improvements to stiles on EF5 and EF16 No action had been taken by the landowner(s) to improve the two stiles in question. The Clerk will ask NCC what next it can do.

**Clk**

c) Report of any problems None known of.

**16. REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- a) Village Hall Cllr Buckley advised that another new booking form and information pack is being prepared. This will include an application form to operate a bar.
- b) Charities Cllr Jones advised that grants had been made to some university students and to the Tigers football club.
- c) Brightwell Recreation Ground Association Cllr Cannell reported there had been no meetings of the committee recently. He noted that a firework display was to be staged at Boddington reservoir.

**Date of next meeting –**

Wednesday 26<sup>th</sup> October for planning, if needed.

**Regular meeting – Thursday 10<sup>th</sup> November.**

Additional Items for the November agenda

- 1<sup>st</sup> draft of budget for 2012-13
- Confirm date for Annual Parish Meeting 2012 at Thursday 22<sup>nd</sup> March.

There being no further business the meeting was closed at 9.45 pm.

Chairman

November 2011

=====