

# BYFIELD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL held on

THURSDAY 21<sup>st</sup> JULY 2011 in BYFIELD VILLAGE HALL at 7.30pm

**PRESENT** - Cllrs J Gillic (Chairman), A Bailey, J Cannell, D Jones and E Marsh.  
Also present – County Cllr Gina Ogden and District Cllr Bob Patchett

**DECLARATIONS OF INTEREST** – **Personal** Cllr Marsh for item 11bii and Cllrs Cannell and Gillic for item 5g

**RECEIPT and ACCEPTANCE OF APOLOGIES FOR ABSENCE** Cllrs Buckley and Shepherd.

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

**22<sup>nd</sup> June 2011.** Cllr Marsh proposed the minutes be approved as a true record; seconded by Cllr Jones and agreed by all who had been present.

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

a) Playground shelter. Damaged section re-instated and whole shelter painted. Item closed.

b) Lock on lower gate to recreation ground. Chain now padlocked to the gate and new combination lock fitted for the chain. Item closed.

c) Village map. Cllr Cannell and the Clerk to take disk with accepted design to Greenbarnes for quote to produce the map and make a case for it. **JC/Clerk**

d) Gravel for lower BRG car park. Purchased and spread. Item closed.

e) Council website. Cllr Buckley had previously reported that work on this was progressing.

f) Daventry and District Housing grant scheme. It was agreed that this would be looked at in September for a possible application. Cllrs Marsh and Jones to work on this. **EM/DJ**

**3. CHAIRMAN'S ANNOUNCEMENTS** The Chairman reported that he had attended the Northants CALC Chairmen's training course and found it very useful to meet with other Parish Council chairmen. He had also attended the Byfield Scout Group AGM – the group is in need of more leaders especially for the Scout section.

- Closure of meeting for reports and public comments. Cllr Mrs Ogden explained that additional work on the flood prevention work nearer to Banbury means that the A361 will remain closed until around October.

Meeting re-opened.

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

a) Warks and Northants Air Ambulance The Clerk had received a verbal request for use of The Green on Wednesday 21 September for a fund-raising stall. All agreed that this would be acceptable. **Cik**

b) Crimesecure Ltd Offer to install CCTV. It was agreed that the Council did not wish to install a system.

c) NCC Library Service – consultation on the service to 2015. The responses suggested by Cllr Bailey were discussed and it was agreed that his proposed responses be sent. **AB**

### 5. FINANCE

a) Financial state The Clerk reported that at 28<sup>th</sup> June 2011 the Council had total financial assets of £76,926.68 including £53,172 held in the NatWest Bonus Saver a/c/Ca/c, of which £16052 is ring-fenced.

b) Fund balances Information provided by the Clerk on expenditure to date.

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

### c) INCOME banked since the last meeting

J&M Humphris	Memorial fee – Mrs M Newbery	£104.00
D Walden	Allotment rent (3B)	£5.00
Lloyds TSB	Interest for May	£1.13

d) Level of insurance cover from 1 October 2011 The following was agreed –

- To ask Boden and Ward for a current re-build price for the war memorial
- To continue to not insure the street lights
- To continue to not insure the playground shelter
- To ask Came and Co for a price to insure the two heavy weight gazebos (ex DDC).
- To give each councillor a copy of the schedule for the September meeting.

Cik

e) Replacement computer and printer for the Clerk It was agreed that the Clerk discuss this with Cllr Buckley and that a limit of £1000 be set for the purchase of a suitable new PC and printer.

Cik/MB

- District Cllr Patchett arrived.

f) Possible purchase of second hand photocopier The photocopier owned by Flore PC and used by the Clerk may become redundant. It was agreed that the Clerk seek a valuation for it and also the price of a new comparable copier.

Cik

### g) ACCOUNTS FOR PAYMENT

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

Cheque

No		£	VAT	Authority
2833	RG Cross			
	Work at allotments, P. Park and The Green	140.00	0	Sm HoAlt 1908
2834	AC Maybury	210.00	)	s19 LG(MP)A 76
2835	Byfield Village Hall	38.70	0	s111 LGA 72
2836	Brightwell Rec Grd charity	22.79	0	ditto
2837	E.ON	972.88	162.15	s3 PCA 57
2838	E.ON	580.80	96.80	ditto
2839	C&W Knight	1019.02	169.84	s19 LG(MP)A 76
2840	Rob Chilcott	525.99	0	s144 LGA 72
2841	RD Landscapes	933.60	155.60	s19LG(MP)A76 s96 High A 80
2842	Northants CALC	29.00	0	s111 LGA 72
2843	Cllr J Cannell	67.97	0	ditto
2844	Cllr J Gillic	15.60	0	ditto
2845	Mrs A Weller			
	Clerk's expenses – room + padlock B/band + mileage	40.30	2.49	s111 LGA 72
2846	Mrs R Jeacock	25.00	0	s4 LG(MP)A76
2847	Ian Tompkins	104.00	0	s 19 LG(MP)A76
2848	HMRC	94.00	0	s112 LGA72
2849	A Weller	375.77	0	s112 LGA 72

- Meeting closed for a report from District Cllr Bob Patchett, on various topics.

Meeting re-opened

## 6. PLANNING MATTERS

### a) APPLICATIONS

i) DDC DA/2011/487LB – 53 Church Street for LB consent for internal and external alterations and single storey extension linking main house to west range. It was agreed to offer 'No Observations'.

ii) NCC 11.00033.WAS – Boddington Road (exPoW camp) for proposed waste transfer station and materials recycling facility.

Cllr Cannell explained that a licence is required for the facility but first planning permission has to be obtained.

Concern was expressed about the likely number of HGV movements each day. The supporting documents state 5 vehicles but Cllr Cannell had calculated that based on the tonnage expected per year that this is more likely to be 5 per day. Also, no transport assessment had been provided.

Cllr Cannell proposed that Council OBJECT on the grounds of excessive traffic movements through the village and unsuitability of a site located so far from a main road; seconded by Cllr Marsh and agreed by all.

c) APPROVALS None

d) REFUSALS None

e) Applications to DDC Planning Committee Cllr Cannell advised he had no further comments to add for either application – 2011/414 and 2011/426 – and so he proposed that Council did not attend/speak at the Committee meeting. Agreed.

f) Village Design Statement Cllr Cannell reported that he and Cllr Buckley were working on a 'dummy' of the model to be submitted to DDC.

g) Any urgent planning matters to be brought to the attention of the Council. Since the publication of the agenda NCC had sent details of a planning application by Thames Water for necessary works at the sewage treatment works off the Eydon Road. Comments required by 8 August. Cllr Cannell advised that the work would have no impact on the village and certainly seemed to be necessary and as such Council should not try to call another meeting and makes no comments at all. Councillors agreed with this suggestion.

## 7. DIAMOND JUBILEE OF HM THE QUEEN – 2012

a) Update on a village sign The Clerk reported that Tony Pearson would be pleased to produce an initial design. The Chairman asked to be involved with this.

b) Update on any celebratory events The Chairman reported that the Fete Committee does not want to move the village fete to the Jubilee weekend (2-5 June). Tony Bignold will speak with the committee members at the Village Club.

## 8. REPORT ON PARISH/TOWN COUNCIL FORUM AT DDC – 16 June

The Clerk had attended and gave a brief report. The matter of increased costs charged by DDC for the maintenance of closed churchyards had been one item for discussion. Results of the DDC consultation on Dog Control Orders was made available and the DCs policy on the adoption of assets was available and presented. Those present opted to continue holding the Forum twice a year. Next meeting 15 December.

## 9. PLAYGROUND

a) Regular inspections of play equipment. These are continuing, now on a weekly basis. Cllr Bailey requested a copy of the latest rota. **CIK**

b) Surface under Adventure Climber. Cllr Cannell reported he was due to meet with a company next week for a quotation for various types of surfaces.

c) Safer surface under the fort/slide. A price for Ecomulch would also be obtained along with b).

d) Possibility of replacing basketball area with a small skatepark. Cllr Cannell had written to the two boys who had requested a skatepark, seeking their help in finding out from youngsters which they most wanted – a basketball area or a skatepark. No reply had been received. It was noted that the basketball area was often well used.

e) Visit of mobile skatepark. The Clerk gave information on this piece of equipment which is jointly owned by South Northants Council and a not-for-profit organisation in the SNC area. It was agreed to fund a visit towards the end of the summer holiday break. **CIK**

## 10. BRIGHTWELL RECREATION GROUND

a) Play Rangers The Clerk had booked 5 visits from the DDC Play Rangers for the summer holidays. It was noted this facility may not be available in the future due to lack of funding.

b) Managing the ground. It was agreed to seek legal advice from Nicholas Hancox Solicitors, who advise many local councils on similar issues and are advisors to the Society of Local Council Clerks. **CIK**

The Chairman, Cllr Cannell, Mark Challice and the Clerk had met with Danny Moody of Northants CALC and his report/advice was awaited.

### Additional item

c) Vehicular access to Brook Cottage, Church St Cllr Cannell had obtained legal advice. A prescriptive right of way takes 20 years but 40 years for it to become absolute. Lack of payment of the annual fee for most years since the licence for access was granted in 1994 does not give a right of way.

It was agreed that the Clerk write to the owner of Brook Cottage. **CIK**

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

a) Water meter readings Not available at the meeting but later given (read on 26 July) as 2916 for main meter and 2817 for the sub-meter.

b) Allotments

i) Rents from 1 October **2012**. Cllr Marsh advised that each plot should be let on the basis of its actual size in square metres and not 'whole' or 'half' plots. She had measured each plot and proposed that the present rent of equal to £2.50 per square metre be increased from 1 October 2012 to £3.00 per square metre. For some plot holders this would result in a lower rent than currently paid but for those with larger full size plots there would be an increase. Notice of rent increases have to be given 12 months in advance, so no increase can be made this year. Seconded by Cllr Jones and agreed by all. The Clerk would write to all tenants in September this year advising them of their plot sizes and the changes in rents from 1 October 2012.

**CIK**

b) Tenancy agreement. A revised agreement was approved. This would be used for all new tenants from 1 August 2011 and for all tenants (existing plus new) from 1 October 2012.

**12. RIGHTS OF WAY**

a) Report of any problems None know of.

b) Appointment of Parish Path Warden This task had been carried out by Mark Challice when he was a councillor. Cllr Bailey expressed interest in taking on the post and it was agreed that he should be PPW. The Chairman would contact Mr Challice and the Clerk would advice the appropriate officer at NCC/May Gurney.

**CIK**

**13. HIGHWAYS**

a) Any works to be notified to May Gurney Cllr Bailey reported he had submitted his list of tasks to MG for the Parish Team, but no work had noticeably been carried out.

Cllr Cannell suggested that the poor state of the Boddington Road o/s no. 14 be reported.

b) Possible crossing around Fiveways junctions It was agreed to defer this for the time being.

c) Traffic calming equipment. A business had submitted details of various forms of calming. None seemed appropriate.

**14. ENVIRONMENT**

a) Improving Your Patch awards It was agreed not to do anything about this in 2011.

b) Stream on east side of recreation ground Cllr Jones reported that there seemed to be quite a lot of material under the footbridge at the lower end of the ground and this might cause flooding problems in heavy rain. It was considered that this is really an issue for the BRGA committee to deal with. The Clerk would write to the Chairman.

**CIK**

**15. LIGHTS and UTILITIES**

a) Report on any non-functioning lights Just one light not working.

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

a) Brightwell Recreation Ground Charity (JC) Nothing more to add.

b) Village Hall Management Committee.(MB) No report. But it was agreed that a letter of thanks be sent to the Chairman of the management committee for the amount of work he does for the hall, over and above being the Chairman.

**CIK**

c) Combined Charities (DJ) Cllr Jones reported on the June meeting. A few grants to individuals and one to a village organisation. A further grant to an organisation is being considered.

There being no further business the meeting was closed at 9.55pm.

**Date of next meeting, but only if really necessary – Thursday 11<sup>th</sup> August**

Two councillors gave apologies for known absence due to holidays.

**Next certain meeting – Thursday 8<sup>th</sup> September.**



