

# BYFIELD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL held on THURSDAY 8<sup>th</sup> SEPTEMBER 2011 in BYFIELD VILLAGE HALL at 7.30pm

**PRESENT** - Cllrs J Cannell(Chairman), A Bailey, M Buckley, J Gillic, D Jones and E Marsh,  
Also present - None

**DECLARATIONS OF INTEREST** – None.

**ACCEPTANCE OF APOLOGIES FOR ABSENCE** were accepted from – Cllr S Shepherd  
Dist Cllr Patchett had advised that he may not be able to attend. Cty Cllr Mrs Ogden sent her apologies.

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

**18<sup>th</sup> August** Cllr Marsh proposed that the minutes be approved as a true record; seconded by Cllr Cannell and agreed by all who had been present.

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

a) Council website Cllr Buckley advised that no work had been carried out on this during the school holidays. He hoped to have more on the site a 2 weeks times and was aiming for a full launch in early October.

b) Computer and photocopier/printer Down to the Clerk to purchase a new PC.

c) Reducing speed outside the school No response yet from the school about any measures – other than the flashing speed signs which will not now be installed by NCC.

**MB  
Cik**

**3. CHAIRMAN'S ANNOUNCEMENTS** The Chairman reported that he had heard no more from the parishioner whom he had met to discuss them applying for co-option to the Council.

- Closure of meeting for reports/comments. No need to close as no-one else present.

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

a) DDC – Review of polling stations. All seemed well with the village hall – suitable access for all. No comments needed.

b) Police – seeking a Focus Group to offer comments for their 'Have Your Say' consultation. It was agreed to ask the police to send details to the editor of the Byword, so that parishioners could be sought to form a Focus Group or Groups.

Cllr Jones offered to attend the next Community Beat Panel meeting on 19 October.

c) DDC – seeking nominations for Sports Awards 2011. It was agreed to nominate the volunteer coaches of Byfield Tigers FC – all teams of junior and very junior players.

d) Queen's Award for Voluntary Service – nomination of any groups. It was agreed to enter the Rural Wheels team. Clerk to obtain necessary information and submit application.

**Cik  
DJ**

**Cik  
Cik**

### 5. FINANCE

#### a) FINANCIAL STATE

The Clerk reported that the financial state at 26 August 20101 showed total assets of **£71,694.21** This included £53,309.00 in the NatWest bank Bonus Saver and current accounts, of which £4112 is earmarked for expenditure in this financial year and £11940 is truly ring-fenced for the future.

The Clerk also presented up-to-date payments compared with the budgets.

b) 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 ( 19 August)

Lloyds TSB BIA a/c	Interest for July	£0.72
HMRC	Reimbursement of VAT Apr-July	£1245.76
PL Finn Memorials	Memorial – Mrs A Webber	£45.00
Flore PC	Stationery	£17.68

d) Insurance cover Council was reminded it had signed a 3-year agreement with Came and Co to have cover from Aviva. It was agreed to increase the cover for gates and fences to £3000 (from £1445) to reflect additional fencing at the allotment gardens and to consider adding the cost of engraving on the war memorial if there should ever be a need to replace the memorial, as it is not clear if the cover of £19,221 would include engraving.

The Clerk advised she had approached a local stonemason for a price to replace the memorial, but not specifically included engraving.

Cik

### e) ACCOUNTS FOR PAYMENT

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

Cheque No		£	VAT	Authority
2862	RD Landscapes Mowing – July (1)	466.80	77.80	s96 HA80 s19LG(MP)A76
2863	AJ Webster Stain for seats	13.99	2.33	ditto
2864	Wicksteed Leisure Handgrips for spring toys	14.28	2.38	ditto
2865	Holy Cross PCC Pages in Byword x 2 issues	69.54	nil	s142 LGA 72
2866	Byfield village hall Hire – August	22.05	nil	s111 LGA 72
2867	Flore PC Refund of Clerk's BT line Sept- Feb	23.62	nil	ditto
2868	Mrs R Jeacock Honor'm cleaning bus shelters August	25.00	nil	s4 LG(MP)A 53
2869	Ian Tompkins Honor'm Litter collection August	72.00	nil	s19LG(MP)A76
2870	Mrs A Weller Clerk's expenses: room as office + BT calls + mileage	71.27	7.33	s111 LGA 72
2871	HMRC PAYE September 11	104.80	nil	s112 LGA 72
2872	A Weller Net pay Sept + net fees for acting as Burials clerk Mar-August	419.17	nil	ditto
2873	Broker Network (Came&Co) Insurance premium from Oct 11-Sept 12	1374.06	nil	s111 LGA 72
2874	South Northants Council Treating wasp nest	49.03	8.17	s19 LG(MP)A76

TOTAL expenditure this month £2757.61 Total expenditure to date £19,408.43

## 6. PLANNING

### a) APPLICATIONS

i) 2011/641 – 10 Westhorpe Lane to demolish garden shed and construct car port. Comments required by 7 September but not possible to raise a quorum for a meeting. Application is very similar to an earlier one for which permission was granted, but has expired. No comments made.

b) APPROVAL(S) None

### c) REFUSAL(S)

i) 2011/407 – land south of Woodford Road for housing development – 36 properties.

d) Application withdrawn – NCC 11/00033/WAS – for waste transfer station on land adjacent to ex PoW camp, Boddington Road.

e) NCALC/NALC – reminder of HMG consultations on various matters relating to changes to planning legislation. The overall feeling is that the Localism Bill will not make for real local decision making and that HMG will overrule if they wish to.

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

## 7. JUBILEE 2012

a) Offer from Tower Mint – commemorative medals It was agreed not to pursue this.

b) Village festivities – the Chairman reported he had met with a member of the Village Club committee and awaited a further meeting with the Chairman of the Club and representatives of other village organisations.

c) Village sign The Clerk reported she had spoken with Tony Pearson, who is working on a design. One strong possibility for inclusion is *Byfield 2* – one of the train engines used in the local stone quarries. This is now at a railway heritage site in the west country.

It was agreed the sign would be double sided, be located on The Green and face north and south.

**8. PLAYGROUND**

a) Playground inspections Concern was noted that under the fort/slide there is an exposed metal post support. The Clerk would paint this white, so that is more visible, and also ask a contractor to cut it away with an angle grinder. **Clk**

It was also noted that the infant swings have a slight side-to-side movement when the frame is pushed. There is no back-to-front movement.

b) RoSPA (Playsafety) report Not yet received. Inspection carried out in June.

c) Update on re-installation of Adventure Climber Cllr Cannell reported that the contractor had arrived on 5<sup>th</sup> September but without either the promised stabilising cross bars or metal corner braces, so no re-installation had taken place. Following this aborted visit the Clerk had written to the directors of the company advising that the Council was most disappointed in the service it had received from them and requesting a re-installation in the very near future.

Safer surface Cllr Cannel proposed that the most simple and cost-effective system would be to obtain a load of top soil, have this laid, sow grass seed into the top soil and then cover the whole with rubber mats. Because of the design of the Adventure Climber it would not be possible to sit it in a bed of bark chippings.

It was agreed that once the climber was re-installed that the top soil and rubber mats solution be put into place. **Clk/JC**

d) Safer surface for fort/slide It was agreed to obtain a suitable quantity of safety bark for the whole area and also under the infant swings. **JC/Clk**

e) Request for a skatepark The two youngsters had written again suggesting that an area near to the cricket net would be suitable. It was agreed that the Clerk would write advising this is not possible because this is part of the football pitch. **Clk**

The Clerk reported she had had no response from the organisation in Towcester which has a mobile skatepark but would try to get a booking for this for the autumn half-term. **Clk**

**9. BRIGHTWELL RECREATION GROUND**

a) Management update None. Clerk yet to write to solicitors. **Clk**

b) Request for increase in donation towards energy for lights on buildings A request had gone to the BRGA from the Bowls Club for an increase in the £40 a year donated by the Council for the energy for the two lights on the rear of their clubhouse, which illuminate the public path behind the clubhouse. The Bowls Club had been advised that the cost of running these two lights is now likely to be £60pa. It was agreed to carry this forward to the October meeting with a proposal to increase the donations in May 2012 but to make an additional donation, maybe £10, for the remainder of this year. All village organisations with 'public' lights on their premises would need to be treated the same i.e. Holy Cross church, village hall and the Scout HQ. **October agenda**

c) License for vehicle access to Brook Cottage, Church Street The suggestion, to BRGA, that the License be to the property and not the householder and be a joint License with the Council would be put to a firm of solicitors for legal advice. **Clk**

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

a) Allotments

i) Steps/slope at north end. Cllr Marsh proposed that the quote from LC Landscapes be accepted; seconded by Cllr Cannell and agreed by all. The quote included all materials, which would be purchased by the Clerk so that VAT could be recovered. The quotation would be adjusted to take account of this. **Clk**

b) Burial Ground

i) Approach and island bed. It was agreed to ask for a price to clear the undergrowth and low tree branches on the approach. The island bed was due to be attended to by the Pocket Park team. **Clk**

ii) Water meter readings. Read on 4<sup>th</sup> September - Main = 2939 Sub = 2635 (nearly 90%)

c) Pocket Park/New Wood

i) On-going maintenance. It was agreed there was no need to trim the New Wood. Paths are clear.

**11. RIGHTS OF WAY**

a) Parish Path Warden/Tree Warden The volunteer Wardens are now being looked after by the Rights of Way team at May Gurney, who have also been asked to take over the Tree Warden scheme. Mike Bosley had indicated that he is willing to continue as Tree Warden. May Gurney are looking to run training courses for Tree Wardens.

b) RoWs in the parish Cllr Bailey reported he had contacted the RoW team about two stiles on EFs 5 and 16.

**12. HIGHWAYS**

a) Matters reported to May Gurney Cllr Bailey advised he had reported the sunken area in the carriageway o/s 14 Boddington Road.

**13. LIGHTING, UTILITIES**

a) Report on any new problems Cllr Gillic advised that a light is not working in Greenwood Close and as this brings the number of non-working lights to two he would report them to Aylesbury Mains.

**14. COUNCIL PROPERTY**

a) Updates Picnic table for recreation ground has been ordered. A base would be organised before delivery of the table is due.

**15. ENVIRONMENT**

a) Updates Cllr Jones reported that the verge and other mowing was being carried out to a high standard. It was agreed to ask RD Landscapes to add the grass at the 'orchard' (The Green) to his list of Byfield PC land and also to treat the weeds in this area. The nearby parishioner is no longer able to cut the grass. **CIk**

It was also agreed that Cllr Jones purchase some more spring flowering bulbs to be planted in verges. **DJ**

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

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

b) Village hall management committee (MB) The question had been raised as to whether the Council would still wish to see a deposit made (currently £80) for each of the large Go-Pak tables borrowed by parishioners or other village organisations. The meeting was reminded that the tables belong to the Parish Council but are kept in the village hall for use at events in the hall. Any parishioner or village organisation may borrow one or more of the tables. It was agreed that a deposit must continue to be made, even though there would be no actual hire charge for the tables. This should encourage those who borrow them to take care of the tables. Cllr Buckley would report back to the committee.

Cllr Buckley asked if the Council had been able to organise the cutting of the foliage behind the hall. Cllr Gillic said he had tried to make arrangements for this to be done as part of the Community Payback scheme and would endeavour to pursue this. **JG**

There being no further business the meeting was closed at 9.50pm.

Date of next meetings – Wednesday 28<sup>th</sup> September (Planning, if needed) - 3 councillors advised they would not be available - and Thursday 13<sup>th</sup> October. (Full Council)

**Items for inclusion on October agenda**

**Agenda**

- Initial budget for 2012-13
- Review of Financial Regulations

Chairman

October 2011

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