

BYFIELD PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL held on THURSDAY 12th SEPTEMBER 2019 in BYFIELD VILLAGE HALL at 7.30pm

PRESENT - Cllrs J Gillic (Chairman), M Buckley, L Clark, S Crowshaw, C Davis, M Taylor and S Shepherd.

Also present - District Cllr Frost.

DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST – None.

ACCEPTANCE OF APOLOGIES FOR ABSENCE were accepted from – Cllrs Boddington and Ridyard. County Cllr Robin Brown had sent apologies.

1. MINUTES OF THE LAST MEETING(S) –

8th August Cllr Taylor proposed that the minutes be approved as a true record; seconded by Cllr Crowshaw and agreed by all who had been present.

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

a) Fields in Trust and Brightwell Recreation Ground (BRG). The Chairman advised that it had been agreed with Fields in Trust that only the original section of the BRG would also receive the protection from Fields in Trust. Sourcing very old deeds relating to the original owners of the 'new' section of the BRG was considered to be too time consuming and possibly impossible to trace.

A formal deed needed to be drawn up between the Council and Fields in Trust. Ownership would not move from the Council but registering with Fields in Trust as a Centenary Field would give it even more protection.

b) Registering RVGs with Land Registry. To be done. **Cik**

c) Renewal of Scout HQ lease. To be done **Cik**

d) Request from Byfield School to plant/sow wild flowers in roadside verges, install bug houses and plant trees. Cllr Ridyard had advised she will be speaking with the Head of School about this. **BR**

e) Monitoring any damage to shrubs beside RV59. Agreed that all to see if parked vehicles are causing damage. **ALL**

f) Updating Risk Assessment. The Clerk will ask the leader of a recent NCALC workshop on Risk Assessments if he could advise the Council. **Clerk**

3. ITEMS BROUGHT FORWARD FROM THE LAST MEETING

a) Internal auditor's report – finding a pension provider, establishing conditions for lone working (Clerk), seeking further back-up facilities for Council computer. Still on-going. Carry forward. **Agenda**

b) Northants CALC AGM No-one able to attend on 5th October. Closed.

4. CHAIRMAN'S ANNOUNCEMENTS

a) DDC – Local Code of Conduct for Councillors. All councillors had received a copy of the issues raised in 2018-19 and the Chairman asked all to read these.

5. REPORTS BY COUNTY and DISTRICT COUNCILLORS

District Cllr Frost reported there had been no meetings of the Council since the last Parish Council meeting. He very much hoped that work on repairing the underside of the railway bridge under the Hellidon Road in Charwelton would commence in October.

6. COMMENTS FROM PARISHIONERS PRESENT No comments. None present.

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

a) DDC Climate Emergency Task Panel. Councillors were asked for any ideas for the panel to consider. None immediately forthcoming.

8. REVIEW OF STANDING ORDERS and FINANCIAL REGULATIONS

Council was advised there is a new model Financial Regulations. It was agreed that Cllr Davis and the Clerk would relate the new model to the existing FRs and report to the next suitable meeting. **CD/Clk**

9. FINANCE**a) FINANCIAL STATE**

The Clerk reported that the financial state at 28th August 2019 showed total liquid assets of £75,709.26 of which £29,831 is ring-fenced.

The Clerk also presented up-to-date payments compared with the budgets. This showed spending at £54315 against a budget of £73160. Spending included new play equipment for which a grant was awaited and which had been partly funded from ring-fenced funds.

There is still £1069 in the Community Infrastructure Levy fund.

b) Internal Control. The Chairman and Cllr Davis had undertaken a check of the books against statements etc. Found in order.

c) INCOME banked since the last meeting

Lloyds Bank	Interest	£2.53
HMR&C	Refund of VAT April 2018 to June 2019	£13,403.53

d) Membership of CPRE for a further year Cllr Davis proposed to continue membership at £36.00 for the year. Seconded by Cllr Buckley and agreed by all. To be paid in October.

e) Audit 2018-19

i) External audit (JKF Littlejohn) Report not yet received.

f) Donation to Byfield cricket club for additional mowing of the BRG in 2019 Cllr Shepherd proposed £650.00 as for 2019; seconded by Cllr Davis and agreed by all. To be paid in October.

g) Council office in village hall It was agreed with the hall committee proposal to charge £35.00 per month for the sole use of the room off the Meeting Room and this to commence from 1 January 2020. The Council has been paying a donation of £200 a year for some time for use of the room for storage of archive materials. Clerk would advise the hall committee treasurer. **Clk**

h) Council e-mail account It was reported that the councillors dot gov email address was being rejected by some recipients (mainly to Hotmail addresses). Cllr Taylor would discuss this with Small World Systems. **MT**

i) ACCOUNTS FOR PAYMENT see schedule on page 425

Cllr Crowshaw proposed that the scheduled accounts be paid; seconded by Cllr Clark and agreed by all.

10. PLANNING**a) APPLICATIONS**

i) DA/2019/0676 – 40 Banbury Lane for demolition of part of single storey extension and construction of single storey rear extension and new rear dormer window.

It was agreed to Support the application as it would not impinge on neighbouring properties and would improve an existing property.

b) APPROVAL(S)

i) DA/2019/0531LB – Fiveways Filling Station for demolition of flat roof section of disused workshop.

ii) DA/2019/0578 – Morgan's Orchard, Whitecroft Lane for single storey extension to side and rear.

iii) DA2019/0605 – 29 Greenwood Close for conversion of garage to habitable room plus single storey front extension.

c) REFUSAL(S) None

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

11. LIGHTS and UTILITIES

a) Trail LED light at PL44, The Green Councillors were asked for their thoughts on this light. One or two were 'underwhelmed'. More publicity would be put out about this light to gain comments from parishioners.

Cllr David reported that on 6th September a falling tree had brought down cables and the pole holding PL37 outside 14 Boddington Road. The light had been damaged beyond repair. A new pole had been very quickly installed by Western Power Distribution. It was agreed to replace the light with a LED lamp. The Clerk would obtain a quotation from the Zeta Group, which had supplied the trial lamp at PL44. **Clk**

12. RIGHTS OF WAY

a) EF2 Cllr Clark reported that a replacement fingerpost had been requested from County Highways for where the path crosses the A361 on Banbury Road.

b) Consultation on County RoW Improvement Plan 2018-2028. It was agreed no comments need be sent.

13. HIGHWAYS

a) SID 1 report and update on return of SID2 to supplier Cllr Crowshaw reported that SID 1 is working effectively but the counter seems to be under-counting. He had been in touch with the suppliers to collect SID 2 as it has never worked properly since delivery in March 2019 and has not been paid for by the Council.

b) Consideration of purchasing a replacement Speed Indicator Device (SID) or road traffic counter. Cllr Crowshaw advised that a radar device, which could be moved to different locations, would cost £1789.00 plus VAT and he proposed that Council purchase one from C&T Technology. It would be managed by the present volunteer who manages SID1.

However, as councillors had not received full information on the radar device prior to the meeting and could not therefore make a considered decision on a purchase it was agreed to place this on the agenda for a meeting on 26th September. Cllr Crowshaw would supply all with details of the device he was proposing that Council purchase. **SC/Agenda 26 Sept**

c) Update on HS2 at Chipping Warden Work on the by-pass due to start again soon.

d) Redundant ex-BR bridges in the parish Both bridges had been inspected by Highways England (who now manage such bridges) in December 2018. No work recommended. Further inspection due in mid- 2019 on bridge under The Twistle.

e) Any other highway matters. None except that various potholes were being reported via the County Highways Fix My Street website.

14. RECREATION GROUND

a) Update on possible work on Sports Pavilion. Cllrs Taylor and Crowshaw still working up a proposal.

15. PLAYGROUND

a) Weekly inspections Nothing critical. Weed treatment carried out where necessary.

B) Update on post-installation work required on new items by inspector Cllr Ridyard had advised she had sent a copy of the inspector's report to Proludic and awaited their response.

c) Work recommended under the annual safety inspection on 'old' items. Cllr Ridyard had advised there is nothing required immediately and she would prepare a schedule for future meetings.

16. BURIAL GROUND

a) Consideration of using 'reserve' burial ground area (Sheep Meadow 2) for spoil from new graves It was agreed to do this and for a wide enough gate to be made in the fence between the existing burial ground and the reserve space. Clerk to organise supply and installation of a gate. Exact location for spoil heap and gate to be determined. **Clk/JG**

17. COMMUNICATING WITH PARISHIONERS

Cllr Taylor advised that the Council Facebook page now had 127 'followers'.

He suggested that the furore that had arisen via social media on the decision to take down the cherry tree in The Causeway might have been mitigated if parishioners had been more aware that a decision had been made to do this. It was pointed out that the minutes of the Council meeting on 8th August had recorded the decision to fell the tree and that these had been posted on the Council website. And previous minutes had recorded discussions/considerations about the possibility of felling the tree.

It was noted that the tree surgeon engaged to undertake the felling had carried out the work a few days prior to when he had advised the Clerk he would do the work and so the Clerk had not had an opportunity to tell nearby parishioners that the tree was due to be felled and the reasons for so doing.

18. ALLOTMENTS, POCKET PARK and NEW WOOD

a) Allotments

i) Community Garden maintenance Cllr Crowshaw suggested that maybe it could be incorporated into the New Wood/Pocket Park area. This would require part of the boundary fence to be moved. All councillors to give this some thought for a future meeting.

Agenda 24 Oct

ii) Maintenance of the Farndon Road internal bank No suggestions on this forthcoming

ditto

iii) Plot 11 Cllr Clark reported that he and Cllr Crowshaw had re-claimed this and it is now 3 smaller plots. Cllr Clark will contact those on the waiting list to find out if they are interested in one of the plots.

LC

iv) Allotment liaison Cllr Clark advised he was willing to continue in this role, for the time being.

b) Pocket Park and New Wood

i) Report on any work carried out or needed None.

19. VILLAGE ORGANISATIONS

a) Village Hall committee Cllr Gillic reported that plans were being made to improve the area of the stage and the area behind the stage. Also improvements for storage of the folding tables.

There being no further business to consider the meeting was closed at 9.30pm.

Chairman

October 2019

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Items for inclusion on October agenda

Agenda

- Initial budget for 2020-21
- Remembrance Sunday - wreath and bearers

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