

# BYFIELD PARISH COUNCIL

Clerk – Mrs Angela Weller  
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3<sup>rd</sup> July 2021

Dear Councillor

This is your summons to a meeting of the Council to be held on **THURSDAY 8 JULY 2021** at 7.30pm in the village hall, The Green, Byfield. Please let me know if you will not be able to attend.

The Agenda for the meeting is set out below.

Yours sincerely

*A J Weller*

Angela Weller  
Clerk to the Council

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## AGENDA

\*\*\*\* Notes from the Clerk available to councillors

### Declaration of Disclosable Interests

#### To receive and accept Apologies for Absence –

#### 1. To approve the minutes of the last meeting(s)

a) 17<sup>th</sup> June

#### 2. To receive updates on any matters outstanding and not covered elsewhere on the agenda

- |                                   |           |
|-----------------------------------|-----------|
| a) Renewing lease for Scout HQ.   | On going. |
| b) Updating Risk Assessment       | Chairman  |
| c) Updating Financial Regulations | Clerk     |

#### 3. To receive any announcements by the Chairman

#### 4. To receive report from WNC Cllr Frost

#### 5. To receive comments/questions from parishioners present

6. To deal with any **General correspondence** requiring a decision by the Council and not covered elsewhere in the agenda

#### 7. To deal with item(s) brought forward from last meeting

- a) Review of policies on archiving and disposal of documents
- i) Planning
  - ii) Finance
- b) Name for new housing development off Boddington Road.

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#### 8. Finance

- a) Financial state and Fund balances (Clerk)
- b) Internal Control report

c) INCOME banked since the last Full Council meeting – see attached list

d) External Audit report (if received)

**e) ACCOUNTS FOR PAYMENT** see separate list

## **9. Planning matters**

### **a) WNC APPLICATIONS**

- i) WNC/2021/0185 – 14 Greenwood Close to convert 1 dwelling into 2 including various extensions.
- ii) WNC/2021/0206 – 19 Westhorpe Lane to demolish existing conservatory and construct single storey rear extension.

### **b) DECISIONS - None**

Outstanding –

- DA/2019/0826 – Woodford Road for 80 houses + medical centre
- WND/2021/0024 and 0025LB – 1 High Street
- DA/2021/0301 – Farol site, Boddington Road
- 20/00070/WASCOU – ex PoW Camp, Boddington Road (NCC)

c) Lack of information from WNC(DDC) on decisions made on applications. \*\*\*\*

d) Any urgent planning matters to be reported to the Council, which arise after this agenda is printed.

## **10. Burial Ground and Closed Churchyard**

### **a) Burial Ground**

- i) Dealing with any fallen memorials \*\*\*\*
- ii) Dealing with sunken graves – responsibility for improvement \*\*\*\*

### **b) Closed Churchyard**

- i) Fallen or unsafe memorials – report from Working Party on action required.
- ii) Gates at entrances to churchyard. \*\*\*\*

## **11. Lights and Utilities**

- a) Report of any known problems with lights.
- b) Consideration of quotations received for replacement lights on the outside of village hall and Russell pavilion to illuminate RoW EF18 \*\*\*\*

## **12. Allotments, Pocket Park, Environmental improvements**

### **a) Allotment Garden area**

- i) Update if any on situation with rats

### **b) Pocket Park**

- i) Update on any work carried out by volunteer group
- ii) Damage to Council owned seat.

### **c) Environmental improvements**

- i) Plant a Tree for the Jubilee (2022) Any update on possible location and variety.

## **13. Communicating with parishioners**

- a) Any update on uses of Facebook and website.
- b) Update on finding a new webmaster.

## **14. Playground**

- a) Report on weekly inspections of play equipment.
- b) 'Dogs on Leads' signs
- c) Report from Annual Safety Inspection – if received.

### **15. Brightwell Recreation Ground**

- a) Consideration of quotations received for creating an overflow flood channel to alleviate flooding of parking area and sometimes the Scout HQ.
- b) Additional storage container – consideration of proposed location for a container for Byfield Tigers FC. \*\*\*\*
- c) Request to use BRG during school summer holidays for football and other sports. Professional coach/trainer. \*\*\*\*

### **16. Highways**

- a) Update on any HS2 matters
- b) Seeking improvements to roadside edge of verge outside 12 High Street to deter 'running over' by vehicles.
- c) Methods to reduce traffic speed and overtaking on A361 from The Twistle to Edwards Close.

### **17. Council Property, including sports pavilions and trees**

- a) Separate water supply to Russell pavilion – possible change of plan. \*\*\*\*
- b) 'No responsibility signs' for BPC owned areas where parking takes place. \*\*\*\*
- c) Further damage to hexagonal seat in Pocket Park area
- d) Offer of another bench for BRG or close by. \*\*\*\*

### **18. Rights of Way**

- a) Any issues with RoWs in the parish.
- b) Update, if any, on Parish Path Warden scheme with County Highways
- c) Consideration of seeking Permitted Access alongside canal feeder from Boddington Road to EF4 at 'Swan bridge'. \*\*\*\*

### **19. Reports from representatives on village organisations**

- a) Village Hall Management Committee
- b) Combined Charities

**Date of next meetings – Thursday 25<sup>th</sup> July for planning, if needed.  
Thursday 8<sup>th</sup> August Full Council**

**Specific items for inclusion on August agenda**

