

# BYFIELD PARISH COUNCIL

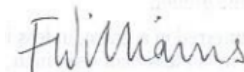
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## BYFIELD PARISH COUNCIL MEETING

8 June 2023 at 7.30 pm

at the Meeting Room, Byfield Village Hall, The Green, Byfield NN11 6UT

Members of the public are invited to attend and address the Parish Council during the Public Participation item.



Frances Williams, Clerk to the Council

3 June 2023

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### AGENDA

1. **Declarations of Interest in items on the agenda; reminder to Councillors to review their Register of Interests and update if required.**
2. **To receive and consider apologies for absence**
3. **To approve the minutes of the Annual Meeting on 11 May 2023, also the minutes of the ordinary meetings on 9 February and 16 March.**
4. **Matters Arising from the last meeting, not covered elsewhere on agenda:**
  - a. Action required to maintain the Cross Tree on WNC's list of Assets of Community Value
  - b. Any other Matters Arising
5. **To receive report a report from the WNC Ward Councillor(s)**
6. **To receive comments from parishioners present (Public Participation)**
7. **To discuss co-option of a Councillor to fill the current vacancy**
8. **To agree a 10% increase in rent payable to Byfield Village Hall for use of the Office, to £38.50/m**
9. **To approve the removal of the safe from 18 Church Street to the Office at a cost of £160 + VAT**
10. **Finance** (JG, CD, Clerk/RFO)
  - a. To approve the 2022/23 Accounts
  - b. To receive the Internal Auditor's report
  - c. To approve the 2022/23 Annual Governance Statement (AGAR Section 1)
  - d. To approve the 2022/23 Annual Accounting Statement (AGAR Section 2)
  
  - e. Fund balances at 1 June 2023:

Current Account:	£11,516.56
Deposit Account:	<u>£81,929.88</u>
Total:	£93,446.44
Uncashed cheques:	(£1,263.34)
Ring-fenced BRG Charity:	<u>(£6,820.00)</u>
Total funds available:	<u>£92,183.10</u>

- f. Internal control report
- g. Income received since 6 May:
 

Aura Wind Boddington	£3576.33
VAT Refund (March)	£2074.02
Burial Ground Fees	£406.00
Bank interest	£42.21
- d. Accounts for Payment - see schedule
- e. Update regarding online banking and proposal for switching banks
- f. To agree back-pay and gratuity due to retiring clerk

**11. Planning (BR)**

a. NEW APPLICATIONS:

*2023/5288/FULL* - Demolition of existing pre-fabricated garage and construction of a single-storey front extension at 3 Hinton House Farm Cottages, Charwelton Road, Byfield

*2023/5276/FULL and 2023/5302/LBC* – Planning permission and Listed Building Consent for proposed erection of a new detached garage to the front of a family home, along with some minor boundary treatment adjustments at 26 Banbury Lane, Byfield

b. APPROVALS:

*WND/2022/0956* - Installation of PV solar panels on the southern roofs of both the sales building and store building at Byfield Fiveways, 1A High Street

*WND/2022/0856* - Bi-fold doors and raised patio to rear elevation; fire escape to front elevation including first floor door and staircase at Solden Hill House, Banbury Road

c. REFUSALS: None

d. Any other planning matters

**12. Highways (SC)**

a. Update on works completed to Boddington Road and proposed works in Bell Lane

b. Any other highway issues already reported to WNC Highways or pending

**13. Rights of Way (LC)**

a. To consider a request to add a dog gate to the stile off Laurie's Yard

c. Any other matters relating to Rights of Way

**14. Council Property including BRG, pavilions and trees (CD, BR, PB)**

a. BRG and Pavilion Updates:

- Issue with epoxy resin floor in the Brightwell Pavilion
- Spiking and sand-slitting of the cricket pitch and outfield to improve drainage
- Installation of drainage pipe to bypass blockage in the railway cutting
- Servicing of fire extinguishers in the Brightwell Pavilion
- Request from Cricket Club to share cost of electricity during the close season
- Commemorative bench for Dr Adams

b. Repairs to bench at Fiveways bus stop

c. To consider a request to refurbish the sign in front of the stump of the Cross Tree

d. Any other matters relating to Council property

**15. Burial Ground and Closed Churchyard (JG)**

Any updates and new matters

- 16. Lights and Utilities (CD)**
  - a. Proposal to install power supply for Christmas lights at Fiveways
  - b. Any updates and new matters, including faults to be reported
  
- 17. Allotments (LC), Pocket Park (SB), Environment (SB)**
  - a. To consider alterations to the mowing regime at the Allotments/Pocket Park
  - b. Update regarding unused plot(s) in the Allotments
  - c. Greener Byfield
  - d. Any other updates and new matters
  
- 18. Playground (BR)**
  - a. To authorize the annual inspection of the play area and BRG at a cost of £222 + VAT
  - b. Updates (including a report on the regular inspections) and any new matters
  
- 19. Reports from representatives of village organisations**
  
- 20. Date(s) of next meeting(s)**

22 June 2023 (if required)  
13 July 2023 - Full Council meeting
  
- 21. Close of Meeting**