

# BYFIELD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL held in Byfield Village Hall on THURSDAY 12 AUGUST 2021, commencing at 7.30pm.

**PRESENT** - Cllrs J Gillic (Chairman), S Boddington, L Clarke, C Davis, and B Ridyard.  
Also present – District Cllr Frost

**DECLARATIONS OF DISCLOSABLE INTERESTS** – None

**APOLOGIES FOR ABSENCE** were accepted from Cllrs Crowshaw and Shepherd.

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

**10<sup>th</sup> July 2021** – Cllr Boddington proposed the minutes be adopted as a true record; seconded by Cllr Ridyard and agreed by all who had been present.

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

a) Updating the Risk Assessment On-going with the Chairman.

b) Scout HQ lease. Still in discussion with Scout Association Trust Corporation. Possible consideration of not seeking a renewed lease with the Corporation. **Agenda**

c) Updating Financial Regulations Clerk to do.

d) Members Register of Interests for WNC The Daventry office of WNC had advised they had not seen forms from Byfield councillors. The Clerk advised councillors that she had not received completed forms from all 7 councillors. 3 new forms distributed at the meeting. One councillor felt they may have sent theirs directly to WNC via the internet.

### 3. CHAIRMAN'S ANNOUNCEMENTS None.

### 4. REPORT BY DISTRICT COUNCILLOR

a) Cllr Frost reported that the new cinema in Daventry would not be able to open until Christmas.

b) He also advised that changes were afoot in the planning department for more decisions to be made under delegated powers and that a Parish Council might no longer be able to rely on an objection to cause an application to go before the Planning Committee. He advised of a short life consultation on new Standing Orders for the West Northants Council which may bring this policy into existence and urged the Council to respond to the consultation.

He advised that a Parish Council may in future need to actually ask for an application to be determined by the Planning Committee if there were strong objections to it.

### 5. COMMENTS FROM PARISHIONERS PRESENT None present.

### 6. MATTERS BROUGHT FORWARD FROM THE LAST MEETING None

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

a) West Northants Council consultation on establishing Standing Orders for the new Council. Runs only to 31 August 2021. Cllr Ridyard offered to respond on behalf of Byfield PC. **BR**

### 8. FINANCE

a) Financial state The Clerk reported that as at 28<sup>th</sup> July 2021 the Council had total financial assets of £115,031. Information on fund balances had been provided by the Clerk. The Chairman advised that Council was not spending in excess of the budget.

b) Internal Control. Cllrs Gillic and Davis had carried out checks of the account books and bank statements and found all to be in order.

c) Audit 2020-21 The Clerk reported that the auditors had requested details of some variations from the previous year and these had been supplied. No report as yet.

d) INCOME banked since the last meeting –

Lloyds Bank	Monthly interest	£0.85 (£3.94 last year)
Western Power Distribution	Wayleave for poles on BRG	£25.17 (contra)
HMR&C	Refund of VAT May & June	£331.83
S Wilkinson	Allotment rent – plot 14	£5.00

**e) ACCOUNTS FOR PAYMENT** See schedule on page 582.

The Chairman advised that in addition to accounts for payment issued with the agenda the following invoice for approved work had also been received –

Playground Inspection Co Ltd	Annual safety inspection 2021	£132.00 incl vat.
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Cllr Davis proposed that the listed and additional accounts be paid; seconded by Cllr Boddington and agreed by all.

**9. PLANNING**a) WNC applications

i) WND/2021/0353 - Morgan's Orchard, Whitecroft Lane for construction of outbuilding to house swim spa and hot tub.

Cllr Ridyard advised she and the Clerk had visited neighbours and neither were concerned except for a possible link with a waste water outlet from one property.

She proposed Council support the application as it would provide an amenity to the property. Agreed by all.

ii) WND/2021/0329 - 45 Church Street for Listed Building consent to re-roof all slopes plus associated reconstruction of lead valleys and mortar replacement.

Cllr Ridyard proposed Council support the application as the work is essential to make the property water tight. Agreed by all.

iii) WND/2021/0425 and 0426 –57 Church Street for Listed Building consent for thatched canopy over door on north gable elevation and also replacing of existing door with new oak door – both retrospective.

Cllr Ridyard advised that both pieces of work had been carried out a good many years ago and the current applications were possibly due to the property being for sale.

It was agreed to offer no direct comment but to abide by the decisions of the Conservation Planning Officer.

b) Approvals None found when agenda issued but Cllr Ridyard reported she had discovered from the WNC website that permission seemed to have been granted for WND/2021/0185 for 14 Greenwood Close under delegated powers even though Byfield PC had raised objections on the grounds of insufficient off-road parking. She would make enquiries as to why this application had not gone to the Planning Committee. **BR**

c) Refusals None found by 7 August

d) Any URGENT planning matters to be brought to the attention of the Council None.

**10. COUNCIL PROPERTY including sports pavilions and trees**

a) Request for waste bin at southern end of Clock Meadow It was agreed to purchase and install a Futuro style bin from Glasdon UK but as the request had come from only 1 resident this would be subject to the agreement of the majority of residents within Clock Meadow. The Clerk would provide a voting slip for each household which would also ask for suggestions for the location of any bin. Cllr Davis would deliver the voting slips and a final decision made at the Council meeting in September.

**Cik/CD/Agenda**

b) Wording, quantity and location, for proposed 'No responsibility' signs for parking areas

As no suggestions had been forthcoming the Chairman proposed this item be shelved for the time being. The Clerk had sent on to all councillors the standard wording for such signs as supplied by Nordis.

c) Policy on benches The chairman had not yet been able to complete his working paper. To be carried forward to September meeting. **JG/Agenda**

d) Possible separate water supplies to village hall and Russell pavilion The Clerk advised she had heard that the hall committee and the users of the Russell pavilion (bowls and tennis clubs) were working on an agreement over the percentage of water going to the pavilion. This would/should remove the need for the hall treasurer to read the main and sub-meters in order work out invoices for the pavilion. It would also remove the need for the time being to separate the supplies to the hall and the pavilion/bowls green. The Clerk advised that she had discovered that the original water supply was for a bowls green irrigation some time prior to the building of the village hall and it was the supply to the hall which was teed off the supply to the bowls green irrigation system and not, as had been assumed, the other way round. At the time of the installation of the original bowls green there was no pavilion.

e) Provision of name boards for Russell and Brightwell pavilions The Chairman advised this could be arranged as soon as was possible.

## **11. BPC BURIAL GROUND and CLOSED CHURCHYARD**

### **a) Burial Ground**

i) Re re-sinking of fallen memorial stone. It was agreed to leave the re-sunk memorial stone as it is, even though it is slightly out of line with the other memorials in the row.

ii) Creation of alternative access for hearses The promised quotation had not yet been received. The Clerk would seek alternative sources to quote. **CIK**

### **b) Closed Churchyard**

i) Re-setting of unsafe memorials No sum yet been put forward by the Parochial Church Council for this to be carried out. Clerk will contact the church wardens for an update. **CIK**

## **12. LIGHTS and UTILITIES**

a) Any failed/failing lights None known of.

b) Privately owned trees overhanging PL82 at Fiveways The Clerk advised she had written to the property owner but had received no response nor had any work on the conifer trees been carried out. The property has now been let.

Cllr Davis said she would report the matter to the WNC Fix My Street website. **CD**

## **13. ALLOTMENTS, POCKET PARK & GENERAL ENVIRONMENT MATTERS**

### **a) Allotments**

i) 'Get together' for allotment holders. It was agreed to book the village hall (main hall) for Friday 8<sup>th</sup> October (if possible) and to invite all allotment holders and their immediate family. Simple refreshments to be organised. Clerk and Cllr Clark will liaise to organise. Clerk will book hall and send out invitations with rent reminders early in September. **CIK/LC**

ii) Rats Cllr Clark reported there is still a problem. Clerk to chase rodent operative again or seek an alternative. **CIK**

iii) Letting of plots Cllr Clark advised one mini plot may become available. (NB plot holder has since withdrawn his notice of giving up and wishes to retain the plot.)

iv) Clearing bank beside Farndon Road It was agreed this is very difficult to keep cut back due to being so steep. So best left alone.

v) Damage to fence beside Farndon Road A price for repair is being obtained and details of the insurer of the car which caused the damage will be sought.

### **b) Pocket Park**

i) Volunteer group work Cllr Boddington reported the group had met this morning. More nettles had been strimmed off in Sheep Meadow 1 and roses planted in the 'roundabout' in front of the memorial gates of the burial ground.

### **c) General environmental matters**

i) Possible tasks for August Cllr Boddington wondered if the banks of the stream at Fiveways could be cut back and she would ask Mr Manton if he felt able to deal with these.

The Clerk advised that the Council is responsible just for the bank on the Fiveways land side as it now owns that land and the West Northants Council Highways department should, if possible, deal with the opposite bank alongside Church Street. However, as this is not likely to be work done by WNC it might be best if Mr Manton could clear back both sides of the stream.

## **14. COMMUNICATING WITH PARISHIONERS**

a) Website/Facebook The Chairman advised he is continuing to post appropriate material but cannot deal with the statistics as did Cllr Taylor.

b) Replacement webmaster Nothing further on this as a meeting between the prospective webmaster and Cllr Taylor is proving difficult to set up.

**15. PLAYGROUND**

a) Weekly general inspection – no problems report with equipment. But often a lot of litter – despite bins being available nearby.

b) Annual safety inspection. Cllr Ridyard reported this had been carried out early in July and a lengthy report received, including the benches near the playground and the stream. No issues requiring immediate attention.

c) Nest swing safer surface The surface installers had visited and concluded that the damage is most likely due to the tile(s) being caught by the blade of a mower. A quote to replace the damaged tile/s is awaited.

**Agenda**

In the meantime the Clerk advised she had instructed the mowing contractor to not mow at all under the nest swing.

d) Re-installing 'Dogs on Leads' signs These are now with a local contractor – Geraint Jones – who will give a price to put them back together and install them again but with concrete 'feet'. Cllr Ridyard will liaise with Mr Jones on this matter.

**BR**

**16. BRIGHTWELL RECREATION GROUND**

a) Overflow channel near Scout HQ to alleviate flooding issues Two quotations now received but item to be carried forward to September as Cllr Crowshaw is leading on this.

**Agenda**

b) Request by Tigers FC for location for storage container No further action as the FC to liaise with the Council for a site meeting about a location. Off future agendas.

**17. HIGHWAYS** all agenda items to be carried forward to September.

**Agenda**

**18. RIGHTS OF WAY**

a) Any problems. None known of.

b) Seeking Permitted Access from Canal and River Trust for beside feeder to reservoir.

Clerk yet to write, again, to the Trust.

**Clk**

**19. BRIGHTWELL RECREATION GROUND CHARITY**

a) Opening new bank account The Clerk advised that without the information she needs from **all 7** councillors/trustees she cannot proceed with applying to Lloyds Bank for a new account for the charity for which the Council is Sole Trustee. All councillors have received a one-page form to complete and return to the Clerk.

**20. REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATION**

a) Village Hall The Chairman reported that the hall is 'OK'. Much improvement work continues to be undertaken. Bookings are now allowed as the strict lockdown has come to an end.

There being no further business the meeting was closed at 9.05pm.

Chairman \_\_\_\_\_ Date \_\_\_\_\_

**Next meetings** – Thursday 26<sup>th</sup> August for planning, if needed  
Thursday 9<sup>th</sup> September for Full Council.

**Items for September meeting**

Review Standing Orders and Financial Regulations  
Portable Appliance Testing for items in sports pavilions