

# BYFIELD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL held on THURSDAY 24<sup>th</sup> OCTOBER 2019 in BYFIELD VILLAGE HALL at 7.30pm

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

Also present – District Cllr Frost.

**DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST** – Cllr Crowshaw in respect of two planning applications – DA/2019/0849 and 0850.

**ACCEPTANCE OF APOLOGIES FOR ABSENCE** were accepted from – Mrs B Ridyard.

Cllr Shepherd not present.

County Cllr not able to attend.

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

**12<sup>th</sup> September** - Cllr Davis proposed that the minutes be adopted as a true record of the meeting; seconded by Cllr Boddington and agreed by all who had been present.

**26<sup>th</sup> September** – Cllr Boddington proposed that the minutes be adopted as a true record of the meeting; seconded by Cllr Crowshaw and agreed by all who had been present.

**10<sup>th</sup> October** – to be carried forward to next meeting as not yet completed.

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

a) Update on registering part of Brightwell RG with Fields in Trust as Centenary Field. The Chairman reported that paperwork for registering the original part of the BRG needed to be finalised. **JG**

b) Update on request from Byfield School to plant or sow wild flowers in verges, install bug hotels and plant trees. It was agreed to take this off the agenda until such time as Cllr Ridyard and the school wished it to go back on again.

c) Risk Assessment update. The Chairman reported that Cllr Buckley and the Clerk were liaising with a advisor via NCALC for paid advice. **MB/Clerk**

A visit was due in the very near future.

d) Registering RVGs at the Land Registry. Still on-going **Clk**

e) Renewal of Scout HQ lease. Also still on-going. **Clk**

### 3. MATTERS BROUGHT FORWARD FROM THE LAST MEETING

a) Matters raised by the Internal Audit 2018-19 i.e. seeking a pension provider, setting out conditions for lone working (Clerk), seeking further back-up facilities for computer. To be carried forward. **Agenda**

b) Updating Financial Regulations. Cllr Davis and the Clerk working on this. Further guidance being sought from NCALC. **Agenda**

### 4. CHAIRMAN'S ANNOUNCEMENTS

Cllr Gillic reported, with sadness, the death of Russ Mallace. He reminded Council that Russ had been Chairman of the Council for a number of years and had also been a leader in the development of the extended Brightwell Recreation Ground and the provision of the two sports pavilions. He was the first Chairman of the Brightwell Recreation Ground Association. He was a long-time member of the local branch of the Royal British Legion, having been a fighter pilot in the Korean War and later a pilot with British Airways.

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

a) County Council – consultation on changes to the Council's Fair Contribution Policy. Agreed that councillors can reply as individuals if they so wish.

b) County Council – Consultation on the future of the Evelyn Wright House for Older People in Daventry. Council reminded that parishioners from Byfield have been, and are, residents of this property. Councillors can reply as individuals.

## **6. REPORTS FROM COUNTY and DISTRICT COUNCILLORS.**

District Cllr Frost reported that, at long last, work had commenced on repairs to the underside of the former railway bridge under the Hellidon Road. It was hoped that the road would re-open in early February 2020.

He also advised that work had commenced on the new complex in central Daventry which would include a cinema with a number of small screen facilities.

- Cllr Clark arrived at this point.

## **7. COMMENTS FROM PARISHIONERS PRESENT.** None present.

## **8. FINANCIAL MATTERS**

a) Audit for 2018-19 The external auditors (JKF Littlejohn LLP) had raised no issues which needed to be brought to the attention of the Council. Audit signed off.

b) Initial thoughts on the budget for 2020-21 None immediately forthcoming. The Chairman said he would arrange for an informal gathering to discuss any suggestions.

c) Sports Pavilion blocked drains The cricket club had paid for the unblocking and was seeking possible cost sharing with the Council and football club. It was agreed that the users would be responsible for clearing any blockages and the cost should be shared between the two sports clubs.

d) Reimbursement for having fire extinguishes checked in pavilions It was agreed that the users i.e. sports clubs should reimburse the Council for the cost of the annual safety checks. Clerk would invoice the clubs concerned.

## **e) ACCOUNTS FOR PAYMENT – listed at end of minutes- page 436**

Cllr Davis proposed that the accounts be paid; seconded by Cllr Buckley and agreed by all.

## **9. PLANNING**

### **a) APPLICATIONS**

i) DA/2017/0826 amended – outline application for new medical centre and residential development.

The two amendments of 15 and 17 October related to site location and site area plans which had been omitted from the last previous amendment.

It was agreed by all to maintain the objections of the Council already submitted.

It was noted that no suitable pedestrian access to/from the proposed medical centre off Woodford Road to Church Street was now shown and that a pedestrian access must be suitable for parents with prams or pushchairs or anyone in a wheelchair. It was also noted that the reduced number of dwellings (78 from 90) is now to occupy a smaller section of the whole site with a considerable area at the southern end excluded from the revised application with no indication of what is intended for this area of land.

- Cllr Crowshaw left the meeting room for consideration of the next two planning applications.

ii) DA/2019/0849 – 1 The Twistle to demolish existing garage/shed and construction of new double garage with loft space over.

Cllr Taylor proposed that Council support the application subject to the resolving of some highway issues and also to check with Cllr Ridyard if she had been able to speak with neighbours about the application. Seconded by Cllr Davis and agreed by all.

iii) DA/2019/0850 1 The Twistle for single storey and 2-storey extension to one side, single storey and 2-storey to the rear and new driveway.

Same agreement as for DA/2019/0849.

- Cllr Crowshaw re-joined the meeting.

iv) DA/2019/0855 – 5 Farebrother Close for work on a tree which is part of a group Tree Preservation Order. This involved some crown lifting to keep branches away from the property. Cllr Boddington proposed that Council support the application and abide by the decision of the DDC Tree Preservation officer. Seconded by Cllr Davis and agreed by all.

b) APPROVAL(S) None to be reported.

c) REFUSAL(S) None received

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

### **10. ENVIRONMENT including Council owned trees**

a) Engagement of contractor for 2 days a month to undertake various tasks Cllr Boddington had put forward a suggestion based on a daily rate quoted by one contractor. After some discussion it was agreed that Cllr Boddington go back to the contractor to negotiate with the contractor on the daily rate quoted. Item to be carried forward to the next meeting. **SB/Agenda**

b) Replacement for felled tree in The Causeway Cllr Boddington proposed that 3 rowan trees be purchased as these would provide flowers in spring and food for birds in the autumn and should not grown too large. Agreed. Cllr Boddington was given permission to spend between £150 and £200 for the trees, supports etc with the possibility of buying trees which are already fairly substantial.

c) Remaining cherry tree in The Causeway. Cllr Clark suggested if it was not encroaching into neighbouring gardens or damaging footways that it be crown reduced by a further 25%. To be considered after tree survey.

d) Survey of all trees It was agreed to accept the price of £975 quoted by RGS, who had carried out the previous surveys. Survey needed as soon as possible. **Clerk**

### **11 RECREATION GROUND**

a) Proposed internal work at sports pavilion Cllr Taylor reported that this was still a work in preparation but as funding might be available from the HS2 scheme it would be best to wait until after the government report on the viability of HS2 in early 2020.

b) Extending hedge alongside northeast edge of the BRG Cllr Boddington advised that a parishioner had acquired plants for a mixed species hedge from a charity and is very keen to use these to extend the existing hornbeam hedge. It was agreed Cllr Boddington organise to have this mixed species hedge planted. **SB**

### **12. PLAYGROUND**

a) Regular inspections. These are continuing on a weekly basis. No major issues.

b) post installation work on new items, as required by safety inspection. This had been carried out by Proludic, including supplying a replacement seat for the cable run.

c) Work recommended on 'old' units by safety inspection. Next agenda. **Agenda**

### **13. HIGHWAYS**

a) SID2 – this had been returned to the supplier and a credit note is awaited. Item not paid for.

The new SID3 also records data and passes this to the village volunteer.

b) HS2 work Work started again on the Chipping Warden by-pass and staggering of Aston le Walls cross roads. This will result in some temporary road closures of the A361 in due course.

The future of HS2 is under government review.

c) Replacement village road name signs (from DDC) Cllr Clark to let the clerk have a full list. He felt that new signs were needed for The Causeway and for Thomas Close as a starter.

d) Any other highway matters.

i) Flooding on Charwelton Road by Fiveways. This had been reported to County Highways via Fix My Street and also to Anglian Water for clean water flowing from a nearby manhole. The main problem is that the drain taking away surface water into the nearby Cornbrook is very quickly blocked by leaves. It is possible to raise the drain cover to release the leaves.

### **14. COMMUNICATING WITH PARISHIONERS**

Cllr Taylor reported there are now 151 'likes' on the Council's Facebook site.

He has spoken to two other website suppliers.

### **15. ALLOTMENTS and POCKET PARK/NEW WOOD**

a) Allotments

i) Reletting plots from 1 October. Only one plot holder had decided to give up their plot and nearly all the others had paid their rent. Cllr Clark suggested that the vacated plot needed to be 'pull back' before it could be let again.

ii) What to do with the Community Garden (unusable Plot 1). Cllr Clark reported that the plot holders do rather like the garden area as it and are not so keen to see it incorporated into the New Wood area. But the grass in the garden does need to be cut by the plot holders to keep the area in an acceptable state. Councillors were asked to give consideration to this for the next meeting. **ALL**

iii) How to maintain the steep bank on the east side of the gardens, beside Farndon Road. Cllr Boddington suggested that the best way may be to have it strimmed twice a year. More thought on this is needed.

She reported that the hedging and new fence to the south of the gate access improves the area. Crab apple trees retained.

b) Pocket Park and New Wood

Cllr Boddington reported the Friends of the Pocket Park had had a productive session and now had a lot of bulbs to plant.

**16. CLOSED CHURCHYARD**

a) Mowing contract from March 2020. To be carried forward.

**Agenda**

**17. LIGHTING, UTILITIES**

a) Feedback on 'trial' LED light Cllr Davis reported she had received no comments of any sort.

b) Non working lights Cllr Davis reported that a number of older mercury lights were failed or failing. It was agreed to press on with replacing these lights with LED lamps. **CD/Clerk**

**18. RIGHTS OF WAY**

Cllr Clark advised he had strimmed a number of footpaths.

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

a) Village Hall. Nothing to report.

b) Combined Charities. Nothing to report.

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

Chairman

November 2019

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**Date of next meeting(s) – Thursday 14<sup>th</sup> November.**

Items for the November agenda

- 1<sup>st</sup> draft of budget for 2020-21
- Set date for Annual Parish Meeting 2020
- Updating Financial Regulations