

BYFIELD PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON THURSDAY 9th JULY 2020 via Zoom commencing at 7.30pm

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

This was the 5th meeting held by conference call due to Council not being able to meet in a public place because of the restrictions imposed to reduce the spread of the Covid-19 virus.

Also present – None

1. DECLARATIONS OF DISCLOSABLE INTERESTS – None

2. RECEIPT and ACCEPTANCE OF APOLOGIES FOR ABSENCE – Cllrs Buckley and Shepherd. District Cllr Frost had also sent apologies.

3. MINUTES OF THE LAST MEETING(S) –

11th June Cllr Taylor proposed the minutes be adopted as a true record. Seconded by Cllr Crowshaw and agreed by all who had been present.

4. UPDATE ON MATTERS OUTSTANDING not covered elsewhere on the agenda

a) New lease for Scout HQ, with the Scout Association Trust. Requested plans and other documents have been sent to the firm of solicitors acting for the Council. A draft of the new lease needs to be agreed. **CIK/JG**

b) Registering part of the BRG with Fields in Trust (Chairman) and updated Risk Assessment (Cllr Buckley and Clerk) to be carried forward.

c) Registering the RVGs with the Land Registry. Cllr Ridyard proposed that if this is not really necessary that it be dropped for the time being. Agreed by all.

5. CHAIRMAN'S ANNOUNCEMENTS The Chairman reported on comments via the website/social media regarding the planning application for a new medical centre + houses and the proposed road safety works being funded by HS2.

6. REPORTS BY PRINCIPAL COUNCILLORS None.

7. COMMENTS/QUESTIONS FROM PARISHIONERS PRESENT None present

8. GENERAL CORRESPONDENCE, requiring a decision and not covered elsewhere on the agenda. None.

9. FINANCE

a) Financial state The Clerk reported that at 28th June 2020 the Council's total financial assets – all with Lloyds Bank – were £107,822.64 of which £40,657 was ring-fenced. The balance of the CIL funding (£1069) had now been used to help fund upgrading of some street lights.

Fund balances Information was provided on expenditure to date. Expenditure to the end of June was £17,330 against the annual budget of £75,050.

b) Internal Control Cllr Gillic reported he and Cllr Davis had individually undertaken a light touch audit and found all to be in order.

c) INCOME banked since the last meeting

Lloyds Bank	Interest for May	£3.92
J&M Humphris	Burial fee – Ms H Burditt	£310.00

d) External audit report Report yet to be sent to the auditors.

e) Garden waste bin for use at Pavilion 2 It was agreed to reimburse Byfield Bowls Club for a second garden waste bin for material arising from cutting the hedge around the bowls green. Cost £37.00 for 12 months from 1 June.

f) ACCOUNTS FOR PAYMENT See schedule on Page 491

Cllr Davis proposed the listed accounts be paid plus a few additional accounts which had arrived after the publication of the agenda; seconded by Cllr Clark and agreed by all.

9. PLANNING MATTERS

a) DDC APPLICATIONS None

b) APPROVALS

i) DA/2019/1044 – East and West Lodges, Solden Hill House for change of use.

ii) DA/2020/0025 – 1 Banbury Lane for work on trees with TPO DA424

iii) DA/2020/0045 – Fiveways Filling Station, High Street for variation of Cond. 2 of permission 2019/0331 for new forecourt canopy.

iv) DA/2020/0132 – Dodd's Cottage, Charwelton Road for 2-storey extension.

v) DA/2020/0139 – Granary House, Whitcroft Lane for work on tree with TPO DA97.

vi) DA/2020/0155 – 12 High Street for various works including adding single storey extension and 2-storey extension including Velux windows. Limitations applied on provision, location and glazing of roof lights.

vii) DA/2020/0180 – 1 High Street for internal work on a Listed Building.

viii) DA/2020/0260 – 6 Becketts Close for new pitched roof and flat roofs to garage and utility room.

c) Refusals None received.

d) Any urgent matters to be brought to the attention of the Council, received after publication of the agenda.

- It was reported that a further transport study had been produced by the consultants for application DA/2017/0826 (Medical Centre and supporting housing) in response to the requirement of County Highways. This appears on the Medical Centre website.

11. TREES (BR)

Cllr Ridyard reported she, Cllr Boddington and a contractor had looked at the trees requiring some work and a quotation was awaited. Work recommended in the latest survey.

They had also looked at the very large trees on rising ground behind Pavilion 2, which while apparently structurally sound do present a leaf fall problem for the pavilion and other properties.

A request had been received from a parishioner for reducing the copper beech at the closed end of Becketts Close. Quotations for this would be sought.

Cik/BR

It was noted that one of the 3 rowans planted in The Causeway to replace the felled cherry appeared to be dying. If necessary a replacement would be obtained in the autumn.

12. COMMUNICATING WITH PARISHIONERS (MT)

a) Website. A Greener Byfield policy had been posted on this.

b) Facebook. 6 new followers. 207 to date.

16 postings in the last month

Cllr Taylor reported a number of enquiries including thoughts on traffic calming for Banbury Road. The parishioner had been advised this is not currently possible. Further notices had been displayed beside the A361 urging drivers to keep within the speed limit. SID had been re-set.

13. PLAYGROUND (BR)

a) Annual Safety Inspection One small item in the infant play area had been damaged but this had now been repaired. The inspector raised a few minor issues e.g. tightening the wire on the cable run. These would be dealt with.

b) Re-opening the playground It was noted that some parishioners/users had decided that the HMG guidance that playgrounds *may* be opened from 4 July meant that they would be opened and had taken it upon themselves to remove the hazard warning tape from items which were not padlocked closed and to use these items.

Cllr Ridyard had prepared the required Risk Assessment for re-opening the playground and this was accepted by Council.

Work on removing weeds from the cushionfall surfaces and forking over the cushionfall would be done before fully opening the playground.

Cllr Ridyard had prepared a suitable notice to be posted in and around the playground advising users of their responsibilities in not spreading the Covid-19 virus. When these were in place it was agreed the locked items would be opened so the playground would be fully available.

c) Resumption of weekly inspections The Clerk would ask Mrs White if she was now able to resume her contract. If not, then councillors would perhaps have to take it in turns to carry out inspections. **CIK**

d) Any improvement work on existing units Nest swing 'ropes' may need to be replaced as some surface fraying is noted on one section. Frayed area to be covered with tape for the time being. **CIK**

change of agenda order agreed

19. RECREATION GROUND (MT)

a) Signs for Dogs on Leads Cllr Taylor advised that Elite Designs could produce A4 size signs for £30 each plus fixings. Agreed that Cllr Taylor organise at least 2 signs and arrange for their installation. **MT**

b) Cutting of grass on various banks Mr Manton would be engaged to cut the grass on 2 lots of banks covering 2 days of work. This would be charged to the Environment budget. **PB/CIK**

c) Improvements to parking/turning area between Meeting Room of village hall and Pavilion 2

Many of the paving slabs installed some years ago by the village hall committee are now broken.

All to consider how best to improve this area.

All/Agenda

d) Saplings at rear of village hall Meeting Room These had been cleared following agreement between the Chairman and Clerk. A local contractor's quote had been agreed. This clearance is required every 3-4 years. Sapling roots currently hold the bank in place.

14. HIGHWAYS (SC)

a) Update on grant application Cllr Crowshaw had heard no more from the HS2 company managing the applications.

b) Byfield projects under HS2 Road Safety Works Currently late August to start on new Banbury Road pedestrian crossing and September for upgrading the High Street crossing. The chicane/build-out for Woodford Road is on schedule for later in the year. If this is not required to be funded under the project it might not be possible to transfer it to a build-out for Boddington Road, as County Highways would first need to produce a design and location for Boddington Road. It was, therefore, agreed to retain the £5K as a ring-fenced item in reserve funds towards a build-out for Boddington Road.

(When this sum had first been ring-fenced the £5K would have funded a build-out in Woodford Road)

c) Any other HS2 local works and road closures Weekday night closures in Wardington will last for some weeks – to prepare for installation of a pedestrian crossing. No further weekend closures of the A361 at Chipping Warden for some weeks.

d) Cornbrook culvert in Church Street The Clerk reported that a parishioner had found an easily accessible manhole to the culverted Cornbrook when removing a hedge alongside his property. The manhole is on the boundary of his property and highway land. A Daventry DC engineer had visited and advised that issues with small watercourses lay between the adjacent land owners – riparian ownership. County Highways had been advised of the unsecured access hatch but had deemed it as not being 'dangerous'. The householder had been advised by DDC to organise a means of securing the manhole cover.

e) Any other issues to be reported.

Footway beside Banbury Road (A361) needs to be sprayed to kill weed growth. Clerk to ask Highways if this can be done as soon as possible. **CIK**

15. COUNCIL PROPERTY including pavilions 1 and 2 (CD)

a) Request for work on RVG 61 outside 8 The Green. The householders had requested agreement to remove the present tarmac access across the RVG to their garages with granite setts.

The Chairman had prepared a draft response reminding the householder that it is still a requirement for access over any RVG and into the boundary of a property. This was agreed.

He suggested it might be time to again remind householders living adjacent to a Registered Village Green that any such green is a public open space and any planting on it should be requested. **JG/CIK**

b) Update on possibly replacing some litter bins with combined litter and recycling bins

The Clerk advised that Daventry Norse are not geared up to empty recycling bins alongside litter bins.

When Norse won the contract for DDC work there were, apparently, no combined litter/recycling bins in the District to be considered so their vehicles for the litter bin emptying teams are only suitable to take bagged general litter.

It was agreed that Cllr Taylor speak with District Cllr Jo Gifford about his idea.

MT

c) Update on Pavilion 2 replacement windows/glazing Clerk advised the contractor is now back at work. She would seek a possible installation date.

CIK

16. CLOSED CHURCHYARD and BURIAL GROUND (JG)

a) Closed Churchyard

- i) Grass maintenance. Agreed this is very good and in line with the standard set by Daventry DC.
- ii) Repair of collapsed wall on boundary with 30 Church Street or possibly no. 36. The Clerk will check with the householder at no. 30 if it might be a 'party' wall. **CIK**
- iii) Ivy on retaining wall to Church Street. Agreed to leave at present for environmental purposes but to cut back in the autumn. Clerk to arrange this with contractor. **CIK**

b) Burial Ground

i) Fence between existing ground and reserve ground (Sheep Meadow 2).

It was agreed to remove a suitable section of the existing fence to allow easier access for the deposit of spoil from the digging of new graves. An area for depositing of spoil to be clearly marked.

Clerk and Chairman to arrange for a contractor to do this work.

JG/CIK

Sheep Meadow 2 to only be strimmed from time to time. Hope is to create a wild flower meadow in due course.

17. LIGHTS and UTILITIES (CD)

a) Work on upgrading 12 more lights Cllr Davis advised that this work was due to take place this week. Western Power Distribution work may take longer.

b) Report of non-working lights None known.

18. ALLOTMENTS, POCKET PARK/NEW WOOD, GENERAL ENVIRONMENT

a) Allotment Gardens

i) Lettings. One large plot being taken back as tenants not able to work it and part may be re-let to someone on the waiting list. Another plot split and waiting list applicant taking this on. 4th mini-plot also let. All Byfield residents.

One plot to be split at the end of the letting season and remaining person on the waiting list may take on the 'given up' half.

ii) Maintenance of the Community Garden grass The Clerk to ask mowing contractor if he could include cuts of this with his small mower – as he uses at Clock Meadow and on the war memorial garden. **CIK**

iii) Allotment rents from 1 October 2021 Cllr Boddington proposed that as rents are due to rise by 5% this October there should be no increase for October 2021; seconded by Cllr Crowshaw and agreed by all. Clerk would advise tenants when sending out rent requests for 2020-21 in September. **CIK**

b) New Wood/Pocket Park

i) Managing Sheep Meadow 1 (SM1) It was agreed to ask Tony White if he would like to conduct a bug survey as the meadow has not been touched for many months. **CIK**

Compost bins for churchyard grass clippings etc to be made in due course.

To strim or not to strim for next agenda.

Agenda

ii) Coppicing and hedge laying. Luke Costello will coppice the New Wood and lay the hedge between SM1 and burial ground turning circle in the autumn.

c) General Environment

i) Small orchard at Clock Meadow. Cllr Boddington advised she has one volunteer from Clock Meadow houses to assist. She advised 5 trees make an 'orchard' and it might be difficult to have 5 trees on the public open space at Clock Meadow. But it may be possible to also include Sheep Meadow 2 in a scheme. She is keeping in touch with the village school on this possible project. She and Cllr Taylor are aiming to take part in a Zoom course on bio-diversity.

19. see page 489

20. RIGHTS OF WAY

a) Update on RoW issues yet to be resolved Cllr Clark advised he hopes soon to put in waymarkers on bridleway EF11 Boddington Road to Iron Cross.

There being no further business to conduct the meeting was closed at 9.10pm Meeting required 23 July for planning items received too late for the present meeting.

