

BYFIELD PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL held in Byfield Village Hall on Thursday 9th September 2021 commencing at 7.30pm

PRESENT - 4 Councillors - Cllrs J Gillic (Chairman), S Boddington, L Clark and C Davis,
Also present - None

DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST – None

ACCEPTANCE OF APOLOGIES FOR ABSENCE were accepted from – Cllrs Crowshaw, Ridyard and Shepherd.

District Cllr Frost had also sent apologies for not being able to attend.

1. MINUTES OF THE LAST MEETING(S) –

12th August Cllr Davis proposed that the minutes be approved as a true record; seconded by Cllr Boddington and agreed by all who had been present.

2. REPORT ON MATTERS OUTSTANDING and not covered elsewhere on the agenda

- a) Updating Risk Assessment. With the Chairman.
- b) Updating Financial Regulations. With the Clerk.
- c) Members Register of Interests for West Northants Council. 2 still needed – unless sent direct to WNC.
- d) Opening a new bank account for Brightwell Recreation Ground Charity. Details still required from 2 councillors so that the Clerk can begin the process with Lloyds Bank.

3. ITEMS BROUGHT FORWARD FROM THE LAST MEETING

- a) Renewing a lease with the Scout Association Trust Corporation for Byfield Scout Group HQ. After some discussion it was agreed to continue with this process, which would include completing more forms by the Council and Scout Group. **Clerk/Scouts**

4. CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised he would not be available for the meeting on 14th October. It was agreed to bring forward the meeting to **Wednesday 6th October**. Clerk will advise/consult with the village hall Chairman. **Clerk**

5. REPORTS BY COUNTY and DISTRICT COUNCILLORS Not able to attend.

6. COMMENTS FROM PARISHIONERS PRESENT None

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

- a) Northants CALC AGM No-one able to attend the meeting on Sat 2nd October.

The Clerk would send apologies to Mr Moody. **Clerk**

- b) Request to bring mobile 're-fill' shop to the car park near to village hall It was agreed that the parking areas near to the hall are not ideal due to their limited size and often being occupied by vehicles of nearby residents or those using the hall or Brightwell Recreation Ground. However, alternative sites may be available. The Chairman would write to the applicant seeking more information. **Chairman**

8. FINANCE

a) FINANCIAL STATE

The Clerk reported that the financial state at 28th August 2021 showed total liquid assets of £110,694 of which £42,417 is ring-fenced – leaving a net figure of £68,277
Spending, excluding VAT, since 1st April totals £31,701 against a pro rata budget April-August of £31,270. The annual budget being £75,050.

b) Internal Control..

Cllr Davis had checked the books against statements etc. All found to be in order.

c) INCOME banked since the last meeting

Lloyds Bank	Interest	£0.86 (£3.28 last year)
A Linsey	Donation for loan of gazebo	£25.00
P Lines	Donation for use of BRG in July	£75.00
R Healey	Access licence 2021	£1.00

d) Membership of CPRE for a further year Cllr Boddington proposed that Council continue membership at £36.00 for the year from October 2021. Seconded by Cllr Davis and agreed by all. **Oct agenda**

e) Donation to Byfield Cricket Club for mowing It was agreed to make a donation of £650 for the cost of diesel for the CC mower for mowing most of the BRG more regularly from April to August. Payment to be made in October. **Oct agenda**

f) Request from Byfield Good Neighbour Scheme It was agreed to fund the cost of hiring the village hall so the GNS could re-start their monthly 'Café and Co'. Funding initially for 6 sessions/months. The Clerk will write to the GNS. **Clerk**

g) Audit 2020-21 No full report yet from the external auditors.

h) Funding Platinum Jubilee mugs for village children The Clerk supplied details of one firm offering these. Cllr Boddington would seek other sources. Council had funded commemorative mugs for village children for the Diamond Jubilee. **SB**

i) ACCOUNTS FOR PAYMENT see schedule on page 588

Cllr Davis proposed the listed payments be made; seconded by Cllr Clark and agreed by all.

9. PLANNING

a) APPLICATIONS None to consider.

b) APPROVAL(S)

i) WND/2021/0025 – 1 High Street for LB consent to remove existing s/s extension and replace with another s/s extension.

ii) WND/2021/0185 – 14 Greenwood Close to convert and alter one dwelling to 2 dwellings plus a s/s side extension.

iii) WND/2021/0206 – 19 Westhorpe Lane to demolish conservatory and construct rear extension.

iv) WND/2021/0301 – Farol site, Boddington Road to alter plots 1,2 and 3 roof space to provide additional bedroom. All 7 houses will now be able to offer 5 bedrooms each.

v) WND.2021/0353 – Morgan's Orchard, Whitecroft Lane for outbuilding to house swim spa and hot tub.

vi) 20/00070/WASCOU (County Council as was) site at former PoW Camp Boddington Road for change of use from storage and industrial yard to yard for crushing/screening hardcore and soils + formalising of existing access.

c) REFUSAL(S) None found on WNC website as of 3rd September.

d) WNC 'Calling-in' of planning applications – change of process All Parish and Town Councils in the new West Northants Unitary Council area had been advised of a change in procedure for a PC/TC wishing to have a planning application determined by their Planning Committee. Previously if a PC/TC objected to an application that application would not be decided upon by delegation to planning officers but would go before the Planning Committee. The new process now requires a Ward Member to 'call-in' an application for consideration by a Planning Committee but this must be done within 25 days from the beginning of the consultation period.

The feeling of the Parish Council is that this change of process, without any prior consultation, makes a mockery of the desire to listen to the locally elected representatives of a community – Localism.

The Chairman would draft a comment in response to the statement from Cllr Rebecca Beese as communicated to Parish Councils by the Daventry office of WNC in an email of 24 August. **Chairman**

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

10. COMMUNICATING WITH PARISHIONERS

a) Updating website and Council Facebook – the chairman advised he is continuing to post appropriate information.

b) Seeking a new 'webmaster'. The Chairman reported he is trying to get former councillor Taylor to liaise with a parishioner who may be interested in taking on the post of webmaster. On-going.

11. HIGHWAYS incl HS2 matters

- a) HS2 local works. Road through Wormleighton due to be closed a number of times.
- b) Flooding o/s 12 High Street No obvious clearing out, as promised, of gullies and drain system so rain water runs away as it should. Cllr Crowshaw will pursue.
- c) Request for traffic calming methods on A361 south Chairman and Cllr Crowshaw working on proposals to put to WNC/HS2.
- d) Location sites for Speed Indicators Following verbal requests the Clerk will ask Mr Marriott if the SID in Church Street could be located near to the junction with Becketts Close – as there is concern about speeding of traffic in this section of Church Street. **Clerk**
- e) Road closure procedure for Remembrance Sunday Local branches of the Royal British Legion are no longer allowed to apply for any road closure orders or to ‘police’ the sections of closed roads. Cllr Boddington had already offered to seek the necessary road closure order. The Clerk will find out who to contact at WNC Highways for this. **SB/Clerk**

12. COUNCIL PROPERTY including Brightwell and Russell Pavilions and Trees

- a) Update on refurbishing of Brightwell Pavilion Nothing available.
- b) Litter bin for Clock Meadow Cllr Davis reported that all residents had been consulted as to whether or not they would like a bin and if so where it should be located. 1 resident had responded. It was agreed to purchase a bin and to locate it near to PL98 on the Open Space area belonging to BPC. **Clk**
- c) Request within Council for No Responsibility signs on parking areas owned by the Council. Agreed to remove from agenda as no wording had been put forward for consideration.
- d) Chairman’s ‘working paper’ on requests for memorial benches and existing benches. On-going.
- e) Possible separate metered water supplies for Russell pavilion and village hall. Agreed not to pursue for the time being as an agreement seems to have been reached between the users of the pavilion and the hall as to the percentage of water going into the pavilion and bowls club irrigation tank. Quotes have been received for a new and separate supply to the hall and also for Anglian Water to provide a separate meter and piping from the main supply. In the meantime the Clerk will explore the cost of seeking where the ‘tee’ is from the supply to the pavilion to the hall. The tee would need to be capped or removed if separate supplies and meters are eventually installed. **Clerk**
- f) Managing the flower beds at the war memorial garden Cllr Clark offered to maintain these next year. Mr Manton may clear if necessary. Chairman to seek possible nearby volunteers to manage at least the large round bed. **Chair**

13. BURIAL GROUND and CLOSED CHURCHYARD

a) Burial Ground

- i) Quotations for providing alternative access for hearses. No response as yet to Cllr Boddington. The Clerk will hasten. **Clk**
- ii) Weed treatment of gravel paths. Carry forward to February agenda. **Clk**
In the meantime some weed removal may be carried out by the Pocket Park volunteers.

b) Closed Churchyard

- i) Update on any sum required by the PCC to help with dealing with unsafe memorials. There seemed to be a misunderstanding of the request in March 2021 by the PCC – as to who was doing what to which memorials. The Chairman would contact churchwarden Mrs Cross. **Chairman**

14. LIGHTS and UTILITIES

- a) Any problems with lights PL71 Lovett Road has stopped working. Reported to Zeta.
- b) PL82 at Fiveways junction. Cllr Davis had reported overhanging conifers to WNC Highways which had responded that work will take place in some weeks’ time. The Clerk offered to contact the letting agent – Hamptons – for them to press the homeowner to have the overhanging conifers cut back. **Clk**
The Clerk had written to the homeowner before the property was let but had received no reply and no work was carried out on the conifers.
- c) Cutting back highway trees on the verge beside Woodford Road to improve the effectiveness of PL59. It was agreed to ask Mr Gulliver for a price to cut back the self-seeded trees as it was unlikely that WNC Highways would do the work. **Clk**

15. ALLOTMENTS, POCKET PARK and ENVIRONMENTAL MATTERS

a) Allotments

i) Funding a mower for use in parts of the allotments. Cllr Clark advised this would not be needed as he is now having his spare mower refurbished.

ii) 'Get together' for allotment holders Village hall booked for Friday 8th October. Plots holders will be invited with renewal notices.

iii) Problems with rats No obvious work by rat catcher. Clerk will hasten.

Clk

iv) Repair of damaged roadside fence. Price accepted. Work to be carried out in October/November.

NOTE Council Clerk requested any chippings from tree work for allotment paths.

b) Pocket Park

Cllr Boddington reported compost from burial ground had been used on central shrub bed.

Hedges around burial ground and Sheep Meadow 2 due for a cut soon. Sheep Meadow 1 to be strimmed again soon to keep down nettles.

c) General Environmental work

Tasks for Mr Manton for September/October. Clearing banks of stream at Fiveways and also weeds near to garden of Crown House at Fiveways.

16. PLAYGROUND

a) Weekly inspections In the absence of Cllr Ridyard the Clerk advised there had been no issues noted, except for some litter and dog faeces left in parts of the playground.

b) Surface under nest swing Replacement tile due to be installed this week.

c) 'Dogs on Leads' signs The Clerk advised Cllr Ridyard had agreed the locations with the contractor and the signs were due to go back in this week.

17. BRIGHTWELL RECREATION GROUND

a) Creation of overflow channel for Cornbrook near to Scout HQ Carried forward as Cllr Crowshaw could not be present.

Agenda

b) Any other issues relating to the BRG None known of.

c) Review of access license for 42 Church Street It was noted that when the initial lease was drawn up by the then trustees of the Brightwell RG charity only one vehicle needed access to 42 Church Street – which has no vehicular access off Church Street. The property now has at least 2 and often 3 vehicles using the track off Farndon Road and parking on the parking space on the BRG and not driving into the property. Cllr Boddington proposed that the existing license fee of £1 per annum for vehicle access over Byfield PC and BRG managed land for a vehicle to be parked within the grounds of 42 Church Street be increased to £50.00 per annum from 1 January 2022. Agreed by all.

The Chairman to draft a suitable new lease to take account of the increase in vehicles and use of the BRG land for parking.

Chairman

The Clerk would write to Mr Healey at 42 Church Street advising him of the proposed changes.

Clk

18. RIGHTS OF WAY

a) Any known problems which need attention None known of.

b) Seeking Permitted Access for track beside canal feeder north of Boddington Road opposite reservoir.

The Clerk advised she had again written to the Canal and Rivers Trust seeking discussion on this topic. Cllr Clark supported this action and felt that the Council should try to obtain the agreement of the C&RT as this would allow for a good 4-5 mile circular walk from Byfield (or from Boddington) using formal RoWs and already Permitted Access routes at the reservoir.

The Chairman proposed that the Council approve the Clerk seeking such Permitted Access from the C&RT; seconded by Cllr Davis and agreed by all.

Not to be an agenda item until any response comes from the Trust.

c) Boddington reservoir C&RT had advised that the Permitted Access paths on the north and west sides of the reservoir are to be closed later in the year for remedial work and installation of more fishing points.

They would post notices advising of this closure.

19. VILLAGE ORGANISATIONS

a) Village Hall The Chairman reported that the re-opening was coming along well. A lot of improvement work had been undertaken inside plus the supply of new furniture.

There being no further business to consider the meeting was closed at 9.45pm.

The Chairman advised the Council may need to meet on **Thursday 23rd September** to consider comments on a small planning application which had been received too late for tonight's meeting.

Chairman

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Items for inclusion on October agenda

- Initial thoughts on the budget for 2022 -23
- Remembrance Sunday (14 November) - wreath and bearers

Agenda