

# FARTHINGHOE PARISH COUNCIL

## MINUTES OF MEETING

held on Wednesday, 8<sup>th</sup> February 2017 at 7.00pm  
in the Beasley Room at Farthinghoe Village Hall



Councillors present: Mr Ross van Geest (Chair) (RVG)  
Mick Morris (Vice Chair) (MM)  
Mrs Sally Thomas (ST)  
Mr David Dashwood (DD)  
Mrs Jenny Forbes (JF)

Apologies: Mr Henry Bankes-Jones (HBJ) (part)  
Mr John Grant (JG)

Also in attendance: Mrs Philippa Clayton (Clerk) (PC)

ITEM		ACTION
17/02/286	To receive and approve apologies for absence It was <b>resolved</b> that apologies from Cllrs Grant and Bankes-Jones be accepted.	
17/02/287	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be transacted and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business.) It was <b>resolved</b> that there were no declarations of interest to be received.	
17/02/288	Public participation session (members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting). There were no members of the public present.	
17/02/289	To receive and approve for signature the minutes of the meeting held on Wednesday 18 <sup>th</sup> January 2017. It was <b>resolved</b> that the minutes of Wednesday, 18 <sup>th</sup> January 2017 were taken as read, duly signed by the Chairman and were adopted as approved.	
17/02/290	To review any actions arising from the minutes of 18 <sup>th</sup> January 2017 not included on this agenda for report only. 16/10/257/4 – Cllr van Geest reported that the action to write to village businesses and to Greatworth Inn regarding road-side advertising within the village is still outstanding.  Round the Table – the Clerk reported that the action to speak to residents parking by the post box on Baker Street is still outstanding.  16/11/270/3 – the Clerk reported that the action to discuss fund raising for a public access defibrillator is still outstanding. It was agreed that an article should be placed in the Chronicle, inviting volunteers to help fundraise.  17/01/279/3 – the Clerk will write to Jon Hampson to confirm the awarding of the mowing contract.  17/01/282 – the Clerk will include an agenda item for the March meeting, to review whether applications for tree pruning have been made by Mr & Mrs Wenmouth and by Abbey Lodge.	RvG  PC  PC  PC  PC

17/02/291	<p>To receive the correspondence register since 16<sup>th</sup> January 2017 requiring action: It was <b>resolved</b> that the following actions would be taken from correspondence received since 16<sup>th</sup> January 2017:</p> <ul style="list-style-type: none"> <li>• Cllr Grant would be asked by the Clerk to complete the Parish Satisfaction Questionnaire concerning KierWSP's performance</li> <li>• The Clerk reported that she had received a response from Mr &amp; Mrs Pearson, confirming they would trim back the foliage encroaching on Queen Street.</li> <li>• It was agreed that the Clerk would display the poster from Citizens Advice in the noticeboard by the Fox.</li> </ul>	PC/JG  PC												
17/02/292	<p>To consider financial matters from the RFO: 292/1 To receive the financial report for January 2017 It was <b>resolved</b> that the financial report for January 2017 was presented by the RFO and was duly accepted.</p> <p>292/2 To approve bills for payment It was <b>resolved</b> that the following accounts be approved for payment:</p> <table border="0" data-bbox="308 817 1331 929"> <thead> <tr> <th>Chq</th> <th>Payee</th> <th>Amount</th> <th>Power</th> </tr> </thead> <tbody> <tr> <td>100729</td> <td>TexPrep</td> <td>£66.30</td> <td>Local Gov't Act 1972 s142</td> </tr> <tr> <td>100730</td> <td>Jon Hampson</td> <td>£50.00</td> <td>Open Spaces Act 1906 s9&amp;s10</td> </tr> </tbody> </table> <p>The Clerk confirmed that invoices would be raised to the Fox and Limes Farm for advertising in the Chronicle from January 2017 to December 2017.</p>	Chq	Payee	Amount	Power	100729	TexPrep	£66.30	Local Gov't Act 1972 s142	100730	Jon Hampson	£50.00	Open Spaces Act 1906 s9&s10	PC
Chq	Payee	Amount	Power											
100729	TexPrep	£66.30	Local Gov't Act 1972 s142											
100730	Jon Hampson	£50.00	Open Spaces Act 1906 s9&s10											
17/02/293	<p>To consider the rebranding of the parish council to reflect Farthinghoe and Steane parishes It was <b>resolved</b> that:</p> <ul style="list-style-type: none"> <li>• the Parish Council logo should be updated to include reference to Steane.</li> <li>• the Chair will obtain copy of the logo and will have the changes made</li> <li>• the Clerk will update all templates once the new logo is available</li> <li>• the Clerk will provide an article for the Chronicle, launching the new logo once it is available and explaining why the update has been effected.</li> </ul>	RvG PC PC												
17/02/294	<p>To review the accident register and safety inspections for the playpark: It was <b>resolved</b> that:</p> <ul style="list-style-type: none"> <li>• it be minuted that site inspection records for January 2017 had been passed to the Clerk prior to the meeting for filing.</li> </ul>	PC												
17/02/295	<p>To determine responses to recent planning applications: S/2017/0254/FUL Glebe Farm, Farthinghoe It was <b>resolved</b> that Cllr Morris would draft a response to be circulated to the councillors for comment before submission. The response is to include similar concerns expressed at the initial application regarding vehicle access onto a busy road and the fact that the property has already been in B1 usage in breach of planning permission, which had been advised to SNC, and continues to be so.</p>	MM												
17/02/296	<p>Maintenance matters: 296/1 To receive an update on the village street lighting project Cllr Morris reported that he continues to chase both Balfour Beatty and E-ON. Balfour Beatty recently confirmed that they currently have no commercial staff to work on the presentation and there will therefore be a further delay. E-ON have now confirmed receipt of emails and will respond to technical questions.</p> <p>296/2 To determine tasks for the Community Enhancement Gang</p>													

	<p>It was agreed that a request would be made to tidy up the bus shelter, wash down the road signs, moving the “oncoming vehicles” sign by the church, clear foliage from other road signs, look at weeding issues, paint the protection barrier at the Bowling Green alley exit and clear the footpath on the A422 adjacent to the allotments.</p> <p>It was <b>resolved</b> that Cllr Morris would submit the request form as detailed above.</p>	MM
17/02/297	<p>Traffic matters:</p> <p>297/1 To receive an update on the Cockley Road speeding issues As Cllr Grant was not in attendance, it was <b>resolved</b> that this item would be carried forward to the March meeting.</p> <p>297/2 To review progress with parking issues within the village, including pavement parking outside the Almshouses Cllr Forbes confirmed that she has spoken to Almshouses residents. They confirmed that they do park there briefly whilst dropping off shopping. Councillors agreed this was acceptable and it was <b>resolved</b> that Cllr Forbes would reiterate this with the residents, asking them to ensure they keep any parking to a minimum.</p> <p>It was <b>resolved</b> that councillors would distribute the parking leaflets around the village by close of play on Sunday 12<sup>th</sup> February 2017.</p>	PC  JF  ALL
17/02/298	<p>Village hall matters:</p> <p>298/1 To receive the report from attendance at the Village Hall Committee meeting The Clerk provided an update from the Village Hall Committee, reporting that agendas, minutes and accounts are now available on the Parish Council website, that the 150 Club has been given greater attention and is now looking healthy and that visibility on bookings and payments is gradually improving.</p> <p>Outline plans for a storage area at the rear of the hall were discussed and the parish council provided their verbal approval for the project.</p> <p>Cllr Dashwood confirmed he would attend the next meeting on 22<sup>nd</sup> February 2017 on behalf of the Parish Council.</p> <p>298/2 To receive an update on the land registry status of the Village Hall plot: There was no further update available.</p>	DD
	<p><b>Round the Table</b></p> <p>It was reported that the gated road to Hinton is to be closed for three days but that no notification had been received. The question was voiced as to why funds were being spent on this but no answer was available.</p>	

The meeting closed at 8.50pm.

The next meeting will take place on Wednesday, 8<sup>th</sup> March 2017 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

## Correspondence from 16<sup>th</sup> January 2017 to 4<sup>th</sup> February 2017

Received from	Details	Action
Rural Services Network	Weekly Email News Digest x 3 Hinterland newsletter x 3 Rural Vulnerability newsletter Rural Opportunities Bulletin Free RSN Seminar – Rural Programmes Invitation to Rural Health Conference 2017 Rural Housing Spotlight – Jan 2017	Hyperlinks uploaded to dropbox
Mick Morris	Articles from Banbury Guardian and Auto Express on potholes Copy of email sent to Lisa Wenmouth concerning tree pruning at her property	Circulated to all councillors  Circulated to all councillors
Danny Moody, NCALC	Friday Round-up  NCALC eUpdate for January  Email to Danny Moody from PC, requesting information is updated to reflect Farthinghoe and Steane, rather than just Farthinghoe	Circulated to all councillors by PC Circulated to all councillors by PC
Anne Kirkland, NCALC	Confirmation of successful bid for Transparency Fund	Circulated to all councillors by PC
Rebecca Miller, Kier WSP	Parish Satisfaction Questionnaire concerning KierWSP's performance	Circulated to all councillors by PC. To be completed by 24 <sup>th</sup> February 2017. Consider at February PC meeting
Mandy Anderson, Cherwell & South Northants Council	Precept application	PC submitted application and received confirmation of receipt
Public Sector Network	January 2017 newsletter	Uploaded to Dropbox
Elizabeth Cox, Towcester Town Council	Invitation to sign petition set up by Towcester Bypass Action Group requesting earlier delivery of relief road	Circulated to all councillors by PC
Shirley Downing, parishioner	Email to Clerk, informing that she hasn't received letter regarding trimming foliage	PC emailed copy of letter to Mrs Downing, plus copy of letter to Mr & Mrs Pearson email to Mrs Pearson in case same situation has occurred.

Westminster Briefing	Invitation to Women in Local Government conference	Circulated to all councillors by PC
Pat Wood, CEO, Citizens Advice North Oxon and SouthNorthants	Update on services, provision of poster for display, request for fundraising	Circulated to all councillors by PC Consider any response at February PC meeting.

# FARTHINGHOE PARISH COUNCIL

## FINANCIAL REPORT

### BANK STATEMENTS AT 31.01.2017

Business Saver Account	£200.50
Community Account	£8,968.36

### RECEIPTS DURING MONTH

None

### DIRECT DEBITS PRESENTED IN MONTH

None

### UNPRESENTED CHEQUES

Land Registry	100701	(£30.00)
E.ON Energy Solutions	100723	(£107.70)
E.ON Lighting	100724	(£242.48)
P Clayton	100725	(£355.00)
Texprep	100727	(£132.60)

### RECEIPTS SINCE 01.02.2017

None

ACTUAL FUND POSITION AT 4 FEBRUARY 2017 **£8,301.08**

PRECEPT FUND POSITION AT 4 FEBRUARY 2017 £6,058.74

PLAYPARK FUND POSITION AT 4 FEBRUARY 2017 £2,242.34

### PRECEPT FUND

#### BILLS FOR PAYMENT 8 FEBRUARY 2017

Texprep (£66.30) Chronicle

Total value of payments (£66.30)

CLOSING PRECEPT FUND POSITION AT 8 FEBRUARY 2017 **£5,992.44**

### PLAYPARK FUND

#### BILLS FOR PAYMENT 8 FEBRUARY 2017

None

CLOSING PLAYPARK FUND POSITION AT 8 FEBRUARY 2017 **£2,242.34**

### PROJECTED PLAYPARK FUND POSITION

Ramp regulations (£200.00)

Weed spraying (£50.00)

PROJECTED POSITION **£1,992.34**

PLAYPARK ACCOUNT														Opening Bal.	£11,900.00
			Invoices			FPC Payments			Viridor Payment			Receipts	Running total		
	Date	Ref	Nett	VAT	Total	Nett	VAT	Total	Nett	VAT	Total				
Viridor	04-Jul	Chq 100654	£2,044.36		£2,044.36	£2,044.36		£2,044.36					£9,855.64		
Playscapes	28-Jul	Inv 14/15-21	£15,100.00	£3,020.00	£18,120.00								£9,855.64		
Playscapes	12-Aug	Chq 100662				£4,166.67	£833.33	£5,000.00					£4,855.64		
SNC New Homes Bonus	02-Sep											£7,715.00	£12,570.64		
Councillor Loan	02-Sep											£600.00	£13,170.64		
Playscapes	02-Sep	Chq 100663				£10,933.33	£2,186.67	£13,120.00					£50.64		
Playscapes	10-Sep	Inv 14/15-24	£5,985.00	£1,197.00	£7,182.00								£50.64		
Viridor	16-Sep	Ref. 8078							£5,985.00	£0.00	£5,985.00	£5,985.00	£50.64		
Playscapes	17-Sep	Inv 14/15-25	£14,015.00	£2,803.00	£16,818.00								£50.64		
VAT reclaim	18-Sep											£3,020.00	£3,070.64		
Councillor Loan	21-Sep											£1,200.00	£4,270.64		
Playscapes	22-Sep	Chq 100666				£0.00	£1,197.00	£1,197.00					£3,073.64		
Viridor	25-Sep	Ref. 8078							£14,015.00	£0.00	£14,015.00	£14,015.00	£3,073.64		
Playscapes	26-Sep	Chq 100667				£0.00	£2,803.00	£2,803.00					£270.64		
Playscapes	05-Oct	Inv 14/15-26	£2,650.00	£530.00	£3,180.00								£270.64		
Proceeds of cocktail night	12-Oct											£2,441.10	£2,711.74		
Playscapes	14-Oct	Chq 100675				£2,650.00	£530.00	£3,180.00					-£468.26		
J Hicks	20-Oct		£250.00	£50.00	£300.00								-£468.26		
September VAT claim	30-Oct											£4,000.00	£3,531.74		
Repayment of councillor loan	11-Nov	Chq 100678				£1,800.00	£0.00	£1,800.00					£1,731.74		
J Hicks	11-Nov	Chq 100677				£250.00	£50.00	£300.00					£1,431.74		
October VAT claim	19-Nov											£530.00	£1,961.74		
Safety signage	05-Jan		£17.40	£3.48	£20.88								£1,961.74		
Safety Signs 4 Less	13-Jan	Chq 100684				£17.40	£3.48	£20.88					£1,940.86		
B&B Properties (The Fox)	09-Mar	Chq 100691				£200.00		£200.00					£1,740.86		
2016													£1,740.86		
Proceeds of race night												£203.00	£1,943.86		
Proceeds of May Day												£185.00	£2,128.86		
Proceeds of church fete												£60.00	£2,188.86		
VAT reclaim												£53.48	£2,242.34		
		TOTAL COST	£40,061.76	£7,603.48	£47,665.24	£22,061.76	£7,603.48	£29,665.24	£20,000.00	£0.00	£20,000.00	£40,007.58			
PROJECTIONS:															
Ramp regulations						£200.00		£200.00					£2,042.34		
Weed spraying						£50.00		£50.00					£1,992.34		