

# FARTHINGHOE PARISH COUNCIL

## MINUTES OF MEETING

held on Wednesday 8<sup>th</sup> August 2018 at 7.00pm  
in the Beasley Room at Farthinghoe Village Hall



Councillors present: Mr Mick Morris (Chair) (MM)  
Mr David Dashwood (Vice Chair) (DD)  
Mr John Grant (JG)  
Mr Henry Bankes-Jones (HBJ)

Mrs Philippa Clayton (Clerk) (PC)

Apologies: Mrs Sally Thomas (ST)

Guest: Mr Dave Hancock, Village Hall Committee Chairman (DH)

ITEM		ACTION
18/08/510	To receive and approve apologies for absence:  It was <b>resolved</b> that apologies from Cllr Thomas be accepted. It was further noted that Cllr Dashwood had given apologies for a late arrival and early departure.	
18/08/511	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.)  There were no declarations of interest.	
18/08/512	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.	
18/08/513	To receive presentations from candidates for vacant councillor positions  Presentations were received from James Harrison and Trevor Jarvis, following which the Chairman asked councillors present to vote on co-option to the council for both candidates. The vote was unanimous and the Chair welcomed both gentlemen to the parish council.  The Clerk confirmed that relevant paperwork for the new councillors would be sent to their home addresses.	
18/08/514	To receive and approve for signature the minutes of the meeting held on Wednesday, 13 <sup>th</sup> June 2018:  It was <b>resolved</b> that the minutes of Wednesday 13 <sup>th</sup> June 2018 were taken as read, duly signed by the Chairman and were adopted as approved.	
18/08/515	To review any actions arising from the minutes of 13 <sup>th</sup> June 2018 not included on this agenda for report only:  18/06/506 To agree the promotion of the Home Safe Scheme from SNC and Care & Repair (Northamptonshire) Ltd. The Clerk will ensure that details will be included in the next Chronicle.  18/06/508 Traffic matters – lorry reported running red light at the pedestrian crossing.	PC

	The Chair will provide the parishioner who reported the matter with a copy of the letter received from the company in question, confirming that the driver received additional training and has since left the business.	MM																												
18/08/516	To receive the correspondence register since 11 <sup>th</sup> June 2018 requiring action: NCALC notice of Annual General Meeting on 6 October. This should be included on the next agenda as an opportunity for the new clerk to attend if desired.	PC																												
18/08/517	To consider financial matters from the RFO: 517/1 To receive the financial report for July 2018 It was <b>resolved</b> that the financial report for July 2018 was presented and was duly accepted. 517/2 To approve bills for payment It was <b>resolved</b> that the following accounts be retrospectively approved for payment, having been paid during the month of July 2018: <table border="1"> <thead> <tr> <th>Chq</th> <th>Payee</th> <th>Amount</th> <th>Power</th> </tr> </thead> <tbody> <tr> <td>100786</td> <td>HMRC</td> <td>£118.00</td> <td>Local Gov't Act 1972 s112</td> </tr> <tr> <td>100787</td> <td>P Clayton</td> <td>£547.00</td> <td>Local Gov't Act 1972 s112</td> </tr> <tr> <td>100788</td> <td>E.ON</td> <td>£294.99</td> <td>Parish Councils Act 1957 s3</td> </tr> <tr> <td>100789</td> <td>John Hicks</td> <td>£56.40</td> <td>Open Spaces Act 1906 s9&amp;s10</td> </tr> <tr> <td>100790</td> <td>TexPrep</td> <td>£66.30</td> <td>Local Gov't Act 1972 s142</td> </tr> <tr> <td>100791</td> <td>E.ON Energy</td> <td>£107.70</td> <td>Parish Councils Act 1957 s3</td> </tr> </tbody> </table> It was <b>resolved</b> that the following payment be approved for the month of August 2018: 100792 Mr J Hampson £100.00 Open Spaces Act 1906 s9&s10 The Clerk stated that Mr Hampson had chosen to reduce the number of grass cut during the dry period and had reduced his bill accordingly, for which the councillors were grateful.	Chq	Payee	Amount	Power	100786	HMRC	£118.00	Local Gov't Act 1972 s112	100787	P Clayton	£547.00	Local Gov't Act 1972 s112	100788	E.ON	£294.99	Parish Councils Act 1957 s3	100789	John Hicks	£56.40	Open Spaces Act 1906 s9&s10	100790	TexPrep	£66.30	Local Gov't Act 1972 s142	100791	E.ON Energy	£107.70	Parish Councils Act 1957 s3	
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18/08/518	To receive an update on unitary council proposals The Chair confirmed he had distributed all information received. It was confirmed that a large number of responses to the questionnaire favoured moving to three unitary councils, rather than the proposed two. The Secretary of State is now considering all input on the subject before a final decision is made.																													
18/08/519	To determine responses to recent planning applications. There were no planning applications for consideration.																													
18/08/520	To receive the safety report on the playpark It was <b>resolved</b> that the safety report had been considered by the councillors and that there are no significant areas of concern.																													
18/08/521A	To approve the appointment of the Parish Clerk following interviews The councillors provided their approval for the Chairman and Clerk to make the final appointment once interviews had been concluded.	MM/PC																												
18/08/521	To determine an application for the New Homes Bonus 521/1 Street lighting																													

	<p>It was <b>resolved</b> that a survey costing in the region of £350 would be undertaken to provide greater insight into the final cost of the project and to ask for advice on the grant application. This needs to take place quickly to ensure the grant application is made by the end of August deadline.</p> <p>521/2 Village hall heating</p> <p>It was <b>resolved</b> that the Chair of the Village Hall Committee would acquire a quotation for roof insulation before the end of August and that an application would be made under the New Homes Bonus for this provision for the hall.</p>	MM DH
18/08/522	<p>Maintenance matters:</p> <p>522/1 To progress the renovation of the bus shelter</p> <p>Cllr Bankes-Jones confirmed that two boards at the back of the shelter need replacing, as does the seat strut but that he had all works in hand.</p> <p>It was agreed that Cllr Dashwood would ensure that weedkiller is applied between the back of the shelter and Abbey Lodge's wall.</p> <p>522/2 Main Road allotment hedge</p> <p>It was confirmed that Ruth Brittain and Henry Bankes-Jones are now in charge of the allotments. Cllr Bankes-Jones will see if there are funds available in the allotment accounts to pay for hedge trimming. It was agreed that if this is not the case, Parish Council funds should be used.</p> <p>It was <b>resolved</b> that a decision on this point should be taken through email exchange before the next meeting to ensure that the hedge is trimmed and safety concerns are addressed.</p>	HBJ DD HBJ HBJ/MM
18/08/523	<p>Traffic matters:</p> <p>523/1 Proposal for one-way system on Queens Street</p> <p>It was <b>resolved</b> that Cllr Grant would write to Northants Council to ask if in principle a one-way option, either partial or full, would be considered for Queens Street.</p> <p>Cllr Grant will also write an article for inclusion in the Chronicle to ask residents for their opinions on the idea.</p>	JG JG
18/08/524	<p>Village hall matters:</p> <p>524/1 To discuss the village hall Land Registry position</p> <p>It was <b>resolved</b> that, following advice taken from a number of experts, the parish council would not pursue registration at this point in time. Advice provided is that no rules are being contravened and there is no benefit to registration unless selling the land.</p> <p>Cllr Grant will contact the solicitors to inform them that no further action is required.</p> <p>524/2 To further consider a request from Greatworth Parish Council to permit parking in the village hall car park</p> <p>It was <b>resolved</b> that the Clerk would respond, offering parking on a trial basis between 10am and 2pm to avoid school drop off and pick up times. Registration numbers of vehicles parking will be required. Parking will be at the owners' risk and permission may be withdrawn at any time.</p> <p>524/3 To agree Parish Council representation at the August Village Hall Committee meeting</p>	JG PC

	Cllr HBJ agreed to attend the next Village Hall meeting on 29 <sup>th</sup> August 2018.	
	<b>Round the Table</b> There were no items for discussion.	PC

The meeting closed at 8.43pm.

The next meeting will take place on Wednesday, 12<sup>th</sup> September 2018 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

### Correspondence from 11 June 2018 to 2 August 2018

Received from	Details	Action
Rural Services Network	Weekly Email News Digest x 3 Hinterland newsletter x 2 Other newsletters & updates x 6 Rural Bulletin x 5	Hyperlinks uploaded to dropbox
Cherwell & South Northants DC	Information on small grants programme  Information on public consultation regarding Local Government Reform  Minutes of Parish Clerks Forum of 12 June  Invite to Towcester event on proposed unitary council  Notification of additional Parish Clerk Forum, scheduled for 11 September  Updates to Electoral Register  Email from Peter Holt, Interim Assistant Director, Communications on local government reform consultation  Updates to electoral register	Forwarded to village hall committee  Forwarded to all councillors by PC  Forwarded to all councillors by PC  Forwarded to councillors by PC  Filed  Filed  Forwarded to councillors by PC  Filed
Northants CALC	Details of Chairmanship Training Courses  Survey on internal audit service  Forthcoming training courses  Notification of forthcoming Local Government Reorganisation stakeholder events  Friday mini eUpdate – 22 June Friday mini eUpdate – 29 June  Vacancy for Clerk to Titchmarsh Parish Council  Copy of presentation by ORS discussing the Local Government Reorganisation in Northamptonshire	Filed  Clerk completed  Filed  Forwarded to all councillors by PC  Forwarded to councillors by PC  Filed  Forwarded to councillors by PC  Filed

	<p>Vacancy for interim Clerk to Weldon Parish Council</p> <p>Notice of Annual General Meeting on 6 October 2018</p> <p>eUpdate for July/August 2018</p> <p><b>Vacancy for Clerk to Cold Higham Parish Council</b></p>	<p>Agree if wish to attend</p> <p>Circulated to councillors by PC</p> <p><b>Filed</b></p>
Brackley Town Council	<p>Notes from meeting of 11 June and agenda for July meeting</p> <p>Response to questionnaire on unitary councils</p>	<p>Forwarded to councillors by PC</p> <p>Forwarded to councillors by PC</p>
Cllr Mick Morris	<p>Correspondence with Helen Howard of Highways and Thames Water concerning sewerage issues on Main Road Confirmation that a Senior Engineer from Thames Water would investigate.</p> <p>Planning information on M40 J11 service area Confirmation that planning application was unanimously rejected by planning committee</p> <p>Thank you letter to Village Hall Committee for inclusion in the Chronicle</p> <p>Notification of interest from Trevor Jarvis in parish councillor vacancy</p> <p>Details of school competition to design traffic posters</p> <p>Correspondence with Matthew Clarke of Highways regarding speed signs for Queens Street and Baker Street</p> <p>Link to internal audit report for Northamptonshire Highways contract review</p> <p>Copy from Banbury Guardian of letter concerning bypass</p> <p>Link to Banbury Guardian article regarding road safety</p>	<p>Filed</p> <p>Forwarded to councillors by MM</p> <p>Circulated to councillors by MM</p> <p>Filed</p> <p>Forwarded to councillors by MM</p> <p>Forwarded to councillors by MM</p> <p>Filed</p> <p>Filed</p>

	Application from Mary Amos for Clerk position	Forwarded to councillors by MM
	Letter to residents of Alandale on Main Road requesting hedge to be cut back	Filed
	Email to councillors concerning allotment hedges and confirming request to Streetdoctor regarding overgrowth on footpaths	Filed
	Correspondence with Helen Howard of Highways regarding inadequate road signage	Filed
	Emails concerning response to unitary council questionnaire	Forwarded to councillors by MM
	Email correspondence with Tommy Gilchrist, Parliamentary Assistant to Andrea Leadsom re bypass funding	Circulated to councillors by MM
	Email correspondence with Rebecca Breese re HS2 funding	Circulated to councillors by MM
	Application from Lucy Aldous for Clerk position	Circulated to councillors by MM
	Email correspondence with Matt Barratt, Highways on potential fence by school	Filed
	Email highlighting potential issue with street lights	Circulated to councillors by MM and copied to Rebecca Breese
	Article from Banbury Guardian on unitary council consultation	Sent to councillors by MM
	Thank you email to John Grant for response from A W Jenkinson on pedestrian crossing incident	Sent to councillors by MM
	Report from Banbury Guardian on Northamptonshire County Council finances	Copied to councillors by MM
	Copy of Street Doctor complaint re Manor Lane verges not being cut	Sent to councillors by MM
	Email update on hedge trimming	Filed

	Update on unitary consultation	Sent to councillors by MM  Sent to councillors by MM
Northants Highways	Email from Gavin Hopkin concerning retexturing works taking place on A361 and A422 plus update on change of date of A361	Circulated to parish database
TexPrep	Invoice for Chronicle	To be paid at next meeting
Community Lincs Insurance		
Northants Police	Cancellation of councillor meeting with the Chief Constable scheduled for 18 June  Invitation to meeting for 15 August	Filed  Circulated to councillors by PC
Helen du Bois, Clerk to Greatworth Parish Council	Confirmation of receipt of response on parking at the village hall Response to questions	Filed  Put on August agenda
John Hicks	Playpark safety report and invoice	Include on August agenda
Clive Hockley, Chairman of Hinton-in-the-Hedges Parish Meeting	Synopsis of meeting regarding unitary council	Circulated to councillors by PC
HMRC	Confirmation of receipt of online submission	Filed
Trevor Jarvis	Expression of interest in vacancy councillor position	Circulated to councillors by PC
Pip Clayton	Invite to Trevor Jarvis and James Harrison to attend August PC meeting to present their interest in councillor vacancies	Filed
Nigel Tanner	Requesting information on detour on 29 <sup>th</sup> July due to road closure.	Clerk responded with information on fallen tree



## FARTHINGHOE PARISH COUNCIL FINANCIAL REPORT

### BANK STATEMENTS AT 31.07.2018

Business Saver Account	£200.74
Community Account	£10,355.73

### DIRECT DEBITS PRESENTED IN MONTH (FOR INFO ONLY)

None

### RECEIPTS DURING MONTH (FOR INFO ONLY)

None

### CHEQUES PRESENTED SINCE 31.07.2018

HMRC	100786	(£118.00)
John Hicks	100789	(£56.40)
Texprep	100790	(£66.30)

### UNPRESENTED CHEQUES

E.ON Energy Solutions	100791	(£107.70)	Street light maintenance
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### RECEIPTS SINCE 31.07.2018

None

ACTUAL FUND POSITION AT 2 AUGUST 2018 **£10,208.07**

PRECEPT FUND POSITION AT 2 AUGUST 2018 £7,615.25

PLAYPARK FUND POSITION AT 2 AUGUST 2018 £2,156.34

DEFIBRILLATOR FUND POSITION AT 2 AUGUST 2018 £436.48

### PRECEPT FUND

BILLS FOR PAYMENT 8 AUGUST 2018

None

Total value of payments (£00.00)

CLOSING PRECEPT FUND POSITION AT 8 AUGUST 2018 **£7,615.25**

### PLAYPARK FUND

BILLS FOR PAYMENT 8 AUGUST 2018

None

CLOSING PLAYPARK FUND POSITION AT 8 AUGUST 2018 **£2,156.34**

### PROJECTED PLAYPARK FUND POSITION

Ramp regulations (£200.00)

PROJECTED POSITION **£1,956.34**

### DEFIBRILLATOR FUND

BILLS FOR PAYMENT 8 AUGUST 2018

None

CLOSING DEFIBRILLATOR FUND AT 8 AUGUST 2018 **£436.48**

**PAYMENTS MADE BETWEEN JUNE AND AUGUST MEETINGS**

**For information only**

HMRC	100786	£118.00	Clerk's income tax
P Clayton	100787	£547.00	Clerk's salary and expenses Apr-Jun 18
E.ON	100788	£294.99	Electricity
John Hicks & Associates	100789	£56.40	Playpark inspection
Texprep	100790	£66.30	Chronicle
E.ON Energy Services	100791	£107.70	Street light maintenance