

FARTHINGHOE PARISH COUNCIL

MINUTES OF MEETING

held on Tuesday, 8th December 2015 at 7.00pm
in the Beasley Room at Farthinghoe Village Hall



Councillors present: Mr Ross van Geest (Chair) (RVG)
Mr Mick Morris (Vice Chair) (MM)
Mr John Grant (JG)
Mr Henry Bankes-Jones (HBJ)
Mrs Jenny Forbes (JF)
Mrs Sally Thomas (ST)

Apologies: Mr David Dashwood (DD)

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

ITEM		ACTION
15/12/108	To receive and approve apologies for absence It was resolved that apologies from David Dashwood be accepted.	
15/12/109	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 resolved that there were no declarations of interest to be received.	
15/12/110	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). Three members of the public attended public time. They wished to discuss the recent bypass exhibition and proposals. The Chair explained that whilst the Parish Council could listen to their concerns, they would not be able to immediately provide answers. The main queries voiced by the public members centred around there having been no village meeting to discuss moving forward with initial investigations with NCC on potential routes and the fact that the leaflet appeared in their opinion to offer just two choices of route and no opportunity to make other suggestions. The public felt that after a long time of silence, there appeared to be an urgency to push the scheme through without full consultation. The Councillors responded that a great deal of time and effort had been put into campaigning over concerns regarding the A422 and its suitability as a main route through the village and that progress had been minuted in the Parish Council minutes and reported in the Farthinghoe Chronicle. Other significant schemes across the county are close to or have completed, resulting in Farthinghoe's issues having coming higher up the list of priorities. NCC had carried out a survey to determine the best routes to bring a scheme in at under £10M, which could potentially be funded by the local Council, without having to request additional government funding. The leaflet asks which option would be preferred but also includes a section asking for further ideas if the respondent did not support the options. Public members expressed	

	<p>the opinion that parishioners needed as much information as possible before being able to make a decision. The Chair explained that at this point in time the parishioners have as much information as the Parish Council itself. The Parish Council expects to receive the report from NCC on the results of the questionnaire in January which would indicate whether in fact the village wants a bypass or not.</p>																	
15/12/111	<p>To receive and approve for signature the minutes of the meeting held on Wednesday 11th November 2015.</p> <p>It was resolved that the minutes of Wednesday 11th November 2015 were taken as read, duly signed by the Chairman and were adopted as approved.</p>																	
15/12/112	<p>To note any matters arising from the minutes of 14th October 2015 not included on this agenda for report only.</p> <p>15/09/069 – The Clerk confirmed that she has sent an email to NCALC, requesting advice on transparency regulations funding. This item to be carried forward to the January meeting.</p> <p>15/10/087-1 – The Clerk reported that the “No Dogs Allowed” sign for the playpark entrance has yet to be ordered. This item to be carried forward to the January meeting.</p> <p>15/11/103 – It was noted that it may be necessary to postpone Steve Barber’s attendance at the January 2016 FPC meeting, should there be a presentation from Northants Highways on the bypass scheduled for January.</p> <p>15/11/104/1 – The Clerk requested assistance in determining exactly what was required from a mowing point of view before going out to obtain competitive quotes. Cllrs Grant and Thomas offered their assistance.</p>	<p>PC</p> <p>PC</p>																
15/12/113	<p>To receive the correspondence register since 11th November 2015 requiring action.</p> <p>The correspondence register was duly received and there were no items seen to be requiring action.</p> <p>It was resolved that the Clerk would look into the issue of the hyperlinks in Dropbox not working.</p>	PC																
15/12/114	<p>To receive the financial report from the RFO:</p> <p>It was resolved that:</p> <ul style="list-style-type: none"> - the financial report for November 2015 was presented by the RFO and was duly accepted. - The Clerk would chase the invoice from the Fox for the buffet provided following the official opening of the Dashwood playpark. 	PC																
15/12/115	<p>To approve bills for payment:</p> <p>It was resolved that the following accounts be approved for payment:</p> <table border="0"> <thead> <tr> <th>Chq</th> <th>Payee</th> <th>Amount</th> <th>Power</th> </tr> </thead> <tbody> <tr> <td>100679</td> <td>TexPrep</td> <td>£115.05</td> <td>Local Gov’t Act 1972 s142</td> </tr> <tr> <td>100680</td> <td>R van Geest</td> <td>£124.23</td> <td>Local Gov’t Act 1972 s142</td> </tr> <tr> <td></td> <td>Reimbursement of domain name registration and web hosting fee for 1 year</td> <td></td> <td></td> </tr> </tbody> </table>	Chq	Payee	Amount	Power	100679	TexPrep	£115.05	Local Gov’t Act 1972 s142	100680	R van Geest	£124.23	Local Gov’t Act 1972 s142		Reimbursement of domain name registration and web hosting fee for 1 year			
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15/12/116	<p>To review the draft budget for 2016/2017</p> <p>The draft budget was reviewed and the following was resolved:</p>																	

	<ul style="list-style-type: none"> The Clerk would write to the Fox and Limes Farm, informing them of an increase in the price of advertising in the Chronicle to £10 per month. that the precept be raised this year with the size of the increase to be agreed at the January 2016 meeting. 	PC
15/12/117	<p>To determine responses to recent planning applications:</p> <p>It was resolved that the following response be made:</p> <p>S/2015/2788/FUL Old Rectory Stable House, Old Lane, Farthinghoe Variation of condition 2 plans for S/204/0903/FUL - to amend point of access to new dwelling</p> <p>Response: The application is supported by the Parish Council</p>	
15/12/118	<p>To receive a report from Cllr Morris on the status regarding the village street lighting</p> <p>Cllr Morris reported that he has been in correspondence with Western Power, EON Electric and EON maintenance regarding the potential savings with LED street lights. He has requested a copy of the maintenance contract and enquired whether LED lights will reduce the maintenance charge, but is awaiting a response. There is a possibility that the street lights on Main Road would be centrally funded as it is a trunk road, but that the Parish Council would need to fund the side roads</p> <p>It was resolved that Cllr Morris would continue with his investigations and would report back at the January meeting.</p>	MM
15/12/119	<p>To review the following regarding the Dashwood Playpark:</p> <p>15/12/119-1 Entrance way including planning permission, laying of tarmac and entrance post</p> <p>15/12/119-2 Accident register</p> <p>15/12/119-3 Ongoing safety inspections</p> <p>Cllr Grant provided a written report regarding the above items, a copy of which appears at the end of these minutes.</p> <p>It was resolved that a review of the accident register and the safety inspections would be included on the agenda for each monthly Parish Council meeting.</p> <p>It was resolved that the Clerk would be provided with a written copy of the monthly safety inspections to keep on file for insurance purposes.</p>	PC JG
15/12/120	<p>To receive the report from attendance at the Village Hall Committee meeting:</p> <p>The Clerk provided a brief update from the latest Village Hall Committee meeting. Concerns over traceability of cash movements had been expressed, and it had been agreed that the Treasurer would work with Pete Hampson and Diane Jones to agree processes to account for cash receipts and payments.</p> <p>Similarly it was identified that a process was required to record that where hirings were paid for through automatic bank transfer, these were reconciled back to the diary to ensure payments were made correctly.</p> <p>There are plans to redecorate the village hall in 2016 and to purchase some replacement table and chairs for those in a damaged state.</p>	

15/12/121	To determine the land registry status of the Village Hall plot It was resolved that the Chair would commence the application.	RvG
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The meeting closed at 9.05pm.

The next meeting will take place on Wednesday, 13th January 2016 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

Review of Status
Dashwood Playpark

A number of issues still need to be resolved and these are, namely:

- 1) 30 mph Speed Limit along Clarks Lane/New Road
- 2) Ramp access to Playpark
- 3) Electricity Pole retention wire
- 4) Incident report record

30 mph Speed Limit along Clarks Lane

We have not received any further information from NCC regarding what action they propose. We are pursuing our intention to secure costs for the supply and installation of a flashing visual indicator. A request to Steve Barber of NCC to address our Committee on 13/01/2016 and provide details of self-purchase has been made and accepted. However, this may conflict with the bypass update from NCC and needs to be rescheduled.

Ramp access to Playpark

We received an e-mail dated 04/11/2015 from Kerry Palmer of NCC concerning the access ramp to the Playpark, and she has subsequently discussed the issue with Playscapes Design Ltd. To date, we have heard no further so, until we do, it is assumed this matter is not urgent and we will not have to spend monies this financial year, to change the materials used for the ramp. We have not budgeted for this expenditure at this time as we have no idea of costs involved. We anticipate that we will need to secure retrospective planning approval to modify the Highway entrance and this will cost in the order of £200.00. This cost has been budgeted in the Playpark expenditure.

Electricity Pole retention wire

As suggested by J. Hicks, in his Post Installation Inspection Report, we have discussed with Western Power Distribution the matter of the intruding stay wire from the electricity pole installed in the Playpark. Following inspection, on site, Western Power Distribution submitted an e-mail (dated 23/11/2015), details of which have been forwarded to all Councillors, proposing 2 x alternative methods of improving safety. Option 1 has been chosen as the preferred option. At this stage no mention of cost has been raised.

Incident Log

An Incident Log manual has been designed to record any accidents or incidents that happen in the playpark and will be maintained by the Dashwood Playpark Committee, on a rote basis. A report will be provided to FPC each month in the event of any incidents occurring. This will also be available for our insurers, should this be necessary.

Dashwood Playpark Committee
8th December 2015

FARTHINGHOE PARISH COUNCIL FINANCIAL REPORT



BANK STATEMENTS AT 30.11.2015

Business Saver Account	£200.40
Community Account	£7,181.63

DIRECT DEBITS PRESENTED IN MONTH

None

UNPRESENTED CHEQUES

None

RECEIPTS SINCE 30.11.2015

Interest	0.02	
Community Lincs	19.70	Overpayment of play park insurance

ACTUAL FUND POSITION AT 5 DECEMBER 2015 **£7,401.75**

PRECEPT FUND POSITION AT 5 DECEMBER 2015 £5,440.01

PLAYPARK FUND POSITION AT 5 DECEMBER 2015 £1,961.74

PRECEPT FUND

BILLS FOR PAYMENT 8 DECEMBER 2015

TexPrep	(£115.05)	Chronicle
R van Geest	(£124.23)	Web site hosting repayment
Total value of payments	(£239.28)	

CLOSING PRECEPT FUND POSITION AT 6 NOVEMBER 2015 **£5,200.73**

PLAYPARK FUND

BILLS FOR PAYMENT 5 DECEMBER 2015

None

CLOSING PLAYPARK FUND POSITION AT 5 DECEMBER 2015 **£1,961.74**

PROJECTED PLAYPARK FUND POSITION

VAT claim to be made	£50.00	
Grand opening buffet	(£200.00)	
Ramp regulations	(£200.00)	
PROJECTED POSITION		£1,611.74

PLAYPARK ACCOUNT											Opening Bal.	£11,900.00
			Invoices			Payments			Receipts	Running total		
	Date	Ref	Nett	VAT	Total	Nett	VAT	Total				
Viridor	04-Jul	Chq 100654				£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							
FPC	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	
J Grant (councillor loan)	02-Sep								£600.00		£13,170.64	
FPC	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	
J Grant (councillor loan)	21-Sep								£1,200.00		£4,270.64	
FPC	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	
FPC	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							
September VAT claim	30-Oct								£4,000.00		£3,531.74	
J Grant (repayment)	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	
		TOTAL COST	£38,000.00	£7,600.00	£45,600.00	£41,844.36	£7,600.00	£49,444.36	£39,506.10			
PROJECTIONS:												
J Hicks VAT claim									£50.00		£2,011.74	
Grand opening buffet								£200.00			£1,811.74	
Ramp regulations								£200.00			£1,611.74	
RECONCILIATION												
Opening Balance		£11,900.00										
Monies received		£39,506.10										
Payments made		£49,444.36										
Closing balance at 5/12/2015		£1,961.74										