

FARTHINGHOE PARISH COUNCIL MINUTES OF MEETING

held on Wednesday 14th March 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)
Mrs Sally Thomas (ST)
Mr Henry Bankes-Jones (HBJ)
Mr Ross van Geest (RVG)
Mrs Philippa Clayton (Clerk) (PC)

Apologies: Mrs Jenny Forbes (JF)

| ITEM | | ACTION |
|-----------|--|------------------------------|
| 18/03/448 | To receive and approve apologies for absence: It was resolved that apologies from Cllr Forbes be accepted. | |
| 18/03/449 | 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. | |
| 18/03/450 | 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. | |
| 18/03/451 | To receive and approve for signature the minutes of the meeting held on Thursday, 15 th February 2018: It was resolved that the minutes of Thursday, 15 th February 2018 were taken as read, duly signed by the Chairman and were adopted as approved. | |
| 18/03/452 | To review any actions arising from the minutes of 15 th February 2018 not included on this agenda for report only: 17/11/418 – Regarding the change of name for the Parish Council, the Clerk reported that the letter had not been received in time for the latest Community Governance Review process. SNC had confirmed receipt of the request and will include it in the next process. 18/01/435/1 – Cllr Grant has yet to write an article for the Chronicle, summarising the result of the traffic and speed count on Queens Street. 18/01/435/2 – Cllr Morris has yet to investigate the opportunity to a 7-day free use of portable speed monitoring from Traffic Technology. 18/02/444/3 - The Clerk reported that approval from Cllr Forbes and Cllr van Geest for the 2018/2019 budget had been received. 18/02/443 – It was agreed that the Chairman would mention the Northamptonshire Neighbourhood Alert email service during his report at the April APM and that the Clerk would include reference to it in the next Chronicle article. | JG MM MM PC |

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| | <p>Round the Table, February 2018</p> <p>Cllr Grant had circulated costs received from Aplin for registering the village hall land. These costs had been based on the value of the village hall itself of £525K, from the village hall insurance documents. Cllr Grant was asked to revert to Aplins to enquire whether it would be necessary to register the building or just the land. If it was the latter, the question would then be whether this would be a straight-forward uplift from the 1980 valuation of £2K or if a new valuation would be required. It was confirmed that the original deeds are held by Aplins. This issue is to be an agenda item for the April meeting.</p> | JG PC | | | | | | | | |
| 18/03/453 | <p>To receive the correspondence register since 10th February 2018 requiring action:</p> <p>It was agreed that the Clerk would place information on the volunteering opportunities at Sulgrave Manor in the noticeboard by the Fox.</p> | PC | | | | | | | | |
| 18/03/454 | <p>To consider financial matters from the RFO:</p> <p>454/1 To receive the financial report for February 2018</p> <p>It was resolved that the financial report for February 2018 was presented and was duly accepted.</p> <p>454/2 To approve bills for payment</p> <p>It was resolved that the following accounts be approved for payment:</p> <table border="0"> <tr> <td>Chq</td> <td>Payee</td> <td>Amount</td> <td>Power</td> </tr> <tr> <td>100774</td> <td>TexPrep</td> <td>£66.30</td> <td>Local Gov't Act 1972 s142</td> </tr> </table> | Chq | Payee | Amount | Power | 100774 | TexPrep | £66.30 | Local Gov't Act 1972 s142 | |
| Chq | Payee | Amount | Power | | | | | | | |
| 100774 | TexPrep | £66.30 | Local Gov't Act 1972 s142 | | | | | | | |
| 18/03/455 | <p>To review the GDPR (General Data Protection Regulation) toolkit and consider the offer from NCALC of a simplified guide to the toolkit.</p> <p>The Clerk reported that a subsequent communication received from NCALC confirmed that they would be producing the simplified guide. It was agreed that the Clerk would email NCALC to confirm that the council would also support a request for the simplified version.</p> | PC | | | | | | | | |
| 18/03/456 | <p>To determine responses to recent planning applications.</p> <p>S/2018/0558/TCA – Felling of prunus tree at Astwick House, Queens Street</p> <p>It was resolved to support this application.</p> | MM | | | | | | | | |
| 18/03/457 | <p>Maintenance matters:</p> <p>457/1 To appoint John Hicks for the 2018 playpark inspection</p> <p>It was resolved that the Clerk would write to John Hicks to confirm his appointment to conduct the 2018 playpark inspection.</p> | PC | | | | | | | | |
| 18/03/458 | <p>Traffic matters: to receive an update on traffic matters within the parish</p> <p>Bypass - Cllr Grant confirmed that he had sent a letter to Andrea Leadsom, which had been copied to all councillors. He confirmed that we have received written confirmation from Chris Wragg that he intends to challenge the £20M and above limit which has been levied on monies raised from road tax being spent on highways and bypasses. Cllr Grant will also write to Chris Grayling, expressing displeasure that this limit has been proposed.</p> <p>If the bypass were extended to bring it in line with the £20M limit, it is likely that further consultation would be required.</p> <p>It will still be necessary to fund £1M upfront costs for environmental studies and design etc, which is due to be funded by NCC who have no money. One suggestion would be to approach SNC for funding towards these initial costs</p> | JG | | | | | | | | |

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| | <p>and Cllr Grant will enquire about this approach. The majority of the £1M is required for the second year of the design study, with the first year being in the region of £250-£350K, which would get us to the bidding stage.</p> <p>Pedestrian crossing – the number of incidents of driving through the pedestrian crossing whilst lights are on red due to sun glare or inattention driving through crossing seems to be increasing; 3 incidents in one day were reported last Friday. The Clerk will include information in the Chronicle on how to report these, either by sending an email to the traffic@farthinghoe-parish-council.org address or dropping a note through the Clerk’s mailbox. Information required will be time, date and direction of travel. The possibility of directly forwarding any emails received to Chris Wragg was discussed. School Ties are also aware of how to report incidents.</p> | JG PC |
| 18/03/459 | <p>Village hall matters:</p> <p>459/1 To receive the report from the Village Hall Committee</p> <p>The report from the Village Hall Committee had been circulated prior.</p> <p>The finances were seen to be positive in comparison with the previous year and information provided on the profitability of the 150 Club was well received. The website proposal was also remarked upon as being of interest.</p> <p>The Clerk was asked to check the charity status rules to ascertain what benefits came from this.</p> <p>It was also recommended that a comparison of insurances between the Village Hall and the Parish Council is conducted to check for overlap. Cllr Morris will discuss this with Dave Hancock, Chair of the Village Hall Committee.</p> <p>495/2 To agree Parish Council representation at the March Village Hall Committee meeting</p> <p>It was agreed that Cllr Morris would attend the March meeting on Wednesday, 28th March 2018.</p> | PC MM MM |
| 18/03/460 | <p>To consider final arrangements for the 2018 Annual Parish Meeting to be held on Wednesday, 18th April 2018</p> <p>It was confirmed that the start time for the APM would be 7.30pm.</p> <p>The Clerk confirmed that Reverend Dommatt had responded to the email, confirming he would be unable to attend but would submit his report as requested. Contact had also been received from the Police, confirming a report would be sent, and from Cllr Breese, requesting clarification on the date.</p> <p>The Clerk will send a reminder email out to all bodies to request their reports.</p> <p>The Clerk will place notices in the noticeboards, email the database, place further details in the Chronicle and on Farthinghoe FaceBook pages to encourage attendance.</p> <p>It was agreed that tea, coffee and sparkling wine would be available after the meeting. Cllr Thomas will liase with the Clerk to make arrangements.</p> <p>The Clerk confirmed that it is possible that a ceiling-mounted data projector may be installed before the APM, but if that isn’t the case, a mobile data projector and screen will be provided for Steve Sneath’s presentation.</p> | PC PC ST/PC PC |
| | <p>Round the Table</p> <p>Cllr Morris reported that the Empowerment fund is in the balance and is currently on hold which would affect the proposal for the streetlight replacement.</p> | |

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| | <p>Defibrillator – the Clerk was asked to speak to Duncan Richardson to see if he would be happy to perform regular checks on the defibrillator. The Clerk will write an article for the Chronicle, explaining the basic process for using the defibrillator, which Cllr Thomas will review prior to publication.</p> | <p>PC PC/ST</p> |
| | <p>Cllr Thomas mentioned that Greatworth Parish Council have their parish meetings on a Saturday and suggested this may be a way of encouraging working people to become councillors. This suggestion is to be considered at a later meeting.</p> | <p>PC</p> |
| | <p>The Clerk confirmed that the latest statement for the New Homes Bonus has been received. The Clerk was asked to collate the forms required to make a claim.</p> | <p>PC</p> |

The meeting closed at 8.25pm.

The next Parish Council meeting will take place on Wednesday, 18th April 2018 at 6.30pm in the Beasley Room at Farthinghoe Village Hall with the Annual Parish Meeting following on at 7.30pm in the main village hall.

Correspondence from 10 February 2018 to 11 March 2018

| Received from | Details | Action |
|-------------------------------|--|--|
| Rural Services Network | Weekly Email News Digest x 3 Hinterland newsletter x 4 Other newsletters & updates x 4 | Hyperlinks uploaded to dropbox |
| Public Sector Network | Newsletters x 1 | Hyperlinks uploaded to dropbox |
| Cherwell & South Northants DC | SNC Peer Challenge Report | Circulated to councillors |
| | Monthly alterations to electoral register | Filed |
| | Dates of 2018 South Northants Parish Clerk Forums | Filed |
| Northants CALC | Job opportunity at Daventry Town Council | Filed |
| | General Data Protection Regulations (GDPR) Toolkit – inviting feedback on whether a simplified document would be preferable. | Circulated to councillors for consideration – to be included on March agenda |
| | Email from internal auditor to set up audit date. | Clerk responded with options |
| | Friday mini update – external auditing, GDPR toolkit, NCC budgets, Boddington Parish Council clerk vacancy | Circulated to councillors |
| | Email response to Clerk, confirming that as we were not given a public interest report for the 2017 Audit, there will be no requirement for an external audit. | Filed |
| Cllr Mick Morris | Email to parishioner, confirming Farthinghoe Parish Council has no jurisdiction regarding comments on fox hunting. | Filed |
| | Email to Cllr van Geest, requesting his approval for the 2018/2019 budget. | Filed |
| | Email to Farthinghoe School regarding road safety issues. | MM copied all councillors and John Boyd, parishioner |
| | Agreement from Cllr Forbes to the 2018/2019 budget and precept | Filed |
| | Email correspondence with the Clerk concerning illegal bill posting in bus shelter which has damaged the shelter | Filed |
| | Forwarded email from Cllr Breese, explaining that the 114 notice is being | MM forwarded to all councillors |

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| | <p>extended which includes the empowerment fund.</p> <p>Forwarded planning application for felling of a tree at Astwick House, Queens Street.</p> <p>Email communication between Cllr Breese and Ian Morris of Highways regarding concerns about the pedestrian crossing</p> | <p>MM forwarded to all councillors</p> <p>MM forwarded to all councillors</p> |
| Northants Police | Confirmation that a written report will be provided for the APM | Filed |
| Groundwork HS2 Funds Team | Annual Report | Circulated to all councillors by PC |
| TexPrep | Chronicle invoice | Filed |
| UK Servers Limited | <p>Confirmation that web hosting formerly managed by UK Servers Limited has been transfer to Namesco Limited</p> <p>Information regarding changes to email settings</p> | <p>Filed</p> <p>Circulated to councillors, PC to monitor</p> |
| Beth Lovell, parishioner | Email requesting permission to place a skip on the road during renovation work. | Clerk replied that this would be a district council issue, provided link to website and suggested skip hire company should organise a permit. |
| John Hicks | Letter offering services for playpark inspection | Circulated to councillors, to be agreed at March meeting |
| HM Revenue and Customs | Clerk submitted VAT return | Filed |
| Northants Highways | <p>Farthinghoe Road closure 18th April for 2 days</p> <p>Queens Street closure 16th April for 1 day</p> <p>Email correspondence with Cllr Morris concerning weight limits in the village</p> | <p>Clerk circulated to email database</p> <p>Clerk circulated to email database</p> <p>MM circulated to all councillors</p> |
| Sulgrave Manor Volunteering | Requesting advertising of volunteering opportunities at Sulgrave Manor | Decision to be taken on whether to advertise |
| Simon Dommett | Confirming unable to attend the APM but that will submit written report as requested | Filed |
| Cllr Ross van Geest | Confirming acceptance of the budget and precept | Filed |
| Nicky Dorward, Limes Farm | Confirming Chronicle invoice will be paid | Filed |
| Gail Bellingham, The Fox | Confirming that invoice chasing email will be forwarded to Neil, requesting payment. | Filed |

FARTHINGHOE & STEANE PARISH COUNCIL FINANCIAL REPORT

BANK STATEMENTS AT 28.02.2018

| | |
|------------------------|-----------|
| Business Saver Account | £200.54 |
| Community Account | £9,060.81 |

DIRECT DEBITS PRESENTED IN MONTH

None

RECEIPTS DURING MONTH (FOR INFO ONLY)

None

CHEQUES PRESENTED SINCE 28.02.2018

| | | |
|---------|--------|----------|
| TexPrep | 100773 | (£66.30) |
|---------|--------|----------|

UNPRESENTED CHEQUES

None

RECEIPTS SINCE 28.02.2018

None

ACTUAL FUND POSITION AT 10 MARCH 2018 **£9,195.05**

PRECEPT FUND POSITION AT 10 MARCH 2018 £6,799.23

PLAYPARK FUND POSITION AT 10 MARCH 2018 £2,156.34

DEFIBRILLATOR FUND POSITION AT 10 MARCH 2018 £239.48

PRECEPT FUND

BILLS FOR PAYMENT 14 MARCH 2018

| | | |
|-------------------------|--------|--------------------|
| TexPrep | 100773 | (£66.30) Chronicle |
| Total value of payments | | (£66.30) |

CLOSING PRECEPT FUND POSITION AT 14 MARCH 2018 **£6,732.93**

PLAYPARK FUND

BILLS FOR PAYMENT 14 MARCH 2018

None

CLOSING PLAYPARK FUND POSITION AT 14 MARCH 2018 **£2,156.34**

PROJECTED PLAYPARK FUND POSITION

| | | |
|--------------------|-----------|------------------|
| Ramp regulations | (£200.00) | |
| PROJECTED POSITION | | £1,956.34 |

DEFIBRILLATOR FUND

BILLS FOR PAYMENT 14 MARCH 2018

None

CLOSING DEFIBRILLATOR FUND AT 14 MARCH 2018 **£239.48**

PROJECTED DEFIBRILLATOR FUND POSITION

| | | |
|--------------------|---------|----------------|
| VAT reclaim | £197.00 | |
| PROJECTED POSITION | | £436.48 |