

FARTHINGHOE PARISH COUNCIL

MINUTES OF MEETING

held on Wednesday, 10th January 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)
Mrs Philippa Clayton (Clerk) (PC)

Apologies: Mrs Jenny Forbes (JF)
Mr Ross van Geest (RVG)

ITEM		ACTION
18/01/423	To receive and approve apologies for absence: It was resolved that apologies from Cllr Forbes be accepted. Apologies from Cllr van Geest were received during the meeting.	
18/01/424	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.	
18/01/425	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.	
18/01/426	To receive and approve for signature the minutes of the meeting held on Wednesday 8 th November 2017: It was resolved that the minutes of Wednesday, 8 th November 2017 were taken as read, duly signed by the Chairman and were adopted as approved.	
18/01/427	To review any actions arising from the minutes of 8 th November 2017 not included on this agenda for report only: 17/11/410 – Cllr Grant is meeting with Cllr Ian Morris on 18 th January 2018 and will be posing questions regarding removal of funding at that meeting. 17/11/411 – The Village Hall Committee hope to make a presentation at the February meeting regarding the heating project. 17/11/415 – Costings for the provision of wifi at the village hall have still to be investigated. 17/11/418 – The Clerk sent the application letter for the change of name and will chase for a response. 17/11/422/1 – The Clerk will enquire regarding the possibility of adjusting the coin operated electricity meter rates at the village hall. 17/11/422/2 – Cllr Thomas will contact Richard Harrison to enquire regarding the original documents relating to the village hall.	JG RvG PC PC ST/JG

18/01/428	<p>To receive the correspondence register since 5th November 2017 requiring action:</p> <p>It was agreed that there was no benefit in attending the Parish Mapping event and the Clerk will therefore decline the invitation.</p>	PC																												
18/01/429	<p>To consider financial matters from the RFO:</p> <p>429/1 To receive the financial report for December 2017</p> <p>It was resolved that the financial report for December 2017 was presented and was duly accepted.</p> <p>429/2 To approve bills for payment</p> <p>It was resolved that the following accounts be approved for payment:</p> <table border="1" data-bbox="316 613 1214 853"> <thead> <tr> <th>Chq</th> <th>Payee</th> <th>Amount</th> <th>Power</th> </tr> </thead> <tbody> <tr> <td>100766</td> <td>TexPrep</td> <td>£66.30</td> <td>Local Gov't Act 1972 s142</td> </tr> <tr> <td>100767</td> <td>E.ON Energy</td> <td>£107.70</td> <td>Parish Councils Act 1957 s3</td> </tr> <tr> <td>100768</td> <td>E.ON</td> <td>£265.21</td> <td>Parish Councils Act 1957 s3</td> </tr> <tr> <td>100769</td> <td>HMRC</td> <td>£70.00</td> <td>Local Gov't Act 1972 s112</td> </tr> <tr> <td>100770</td> <td>Mrs P Clayton</td> <td>£355.00</td> <td>Local Gov't Act 1972 s112</td> </tr> <tr> <td>100771</td> <td>NDC</td> <td>£234.00</td> <td>Parish Councils Act 1957 s3</td> </tr> </tbody> </table> <p>429/3 To finalise the budget for 2018/2019 and to set the precept</p> <p>A detailed review of the draft budget was conducted and from the initial proposal put forward by the Clerk, the following amendments were resolved:</p> <p>Grass cutting was reduced from £1,100 to £1,000. Maintenance costs for the defibrillator would be born by the defibrillator fund and would not form part of the precept, therefore £100 was removed from the budget. Training costs of £150 were removed. The General Maintenance heading would be updated to reflect the true purchase under this item, which is the emptying of the dog waste bins. The cost for upgrades to street lights would be reduced from £1,050.00 to £650.00. This is based on a full project cost of £2,650 to replace all lamps, against which it is anticipated that a grant of £2,000 will be received from the District/County Councillor's Enabling Fund. The contribution towards the village hall heating project of £500 would be removed. The legal work on the village hall documents would be reduced from £1,000 to £100. This is based on the assumption that the original documents can be secured and the Land Registry will therefore accept the application, removing the necessity to draw up new agreements. The net effect of the above discussions is a reduction in the budget figures of £2,150.00.</p> <p>It was resolved that with the changes listed above, the budget was approved.</p> <p>It was further resolved that the precept for 2018/2019 would be set at £7,900, a 10.5% increase on the previous year's precept which was £7,150. It was agreed that Cllr Grant would have a final review of the budget prior to the precept request being submitted but pending that review, all Councillors present were in agreement with the precept figure of £7,900 and the Clerk was asked to make the submission.</p> <p>It was agreed that the Clerk would write an article for the Chronicle, explaining</p>	Chq	Payee	Amount	Power	100766	TexPrep	£66.30	Local Gov't Act 1972 s142	100767	E.ON Energy	£107.70	Parish Councils Act 1957 s3	100768	E.ON	£265.21	Parish Councils Act 1957 s3	100769	HMRC	£70.00	Local Gov't Act 1972 s112	100770	Mrs P Clayton	£355.00	Local Gov't Act 1972 s112	100771	NDC	£234.00	Parish Councils Act 1957 s3	<p>PC</p> <p>PC</p> <p>PC</p>
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	the reasoning behind the budget and would circulate the article to councillors for comment prior to submission.	PC
18/01/430	<p>To confirm dates for meeting in 2018 to include the AGM and APM</p> <p>It was resolved that monthly meetings would continue as the 2nd Wednesday of each month, with a review of the necessity for July and December meetings taking place the previous months.</p> <p>It was resolved that the Annual Parish Meeting would be held on 18th April 2018, avoiding school holidays in order to encourage a greater attendance. April's Parish Council meeting will also be held on the 18th, immediately prior to the APM.</p> <p>It was resolved that February's Parish Council meeting would be held on Thursday, 15th February 2018.</p>	
18/01/431	<p>To determine responses to recent planning applications, including but not limited to: S/2017/2851/FUL and S/2017/2856/FUL – Hinton in the Hedges Airfield</p> <p>S/2017/2833/LBC - Insertion of window in first floor and double doors ground floor of northern gable end wall, erection of porch and log store, Abbey Lodge Main Road Farthinghoe NN13 5PB Cllr Morris confirmed that, following email correspondence during December with all councillors, a response had been submitted, supporting the application.</p> <p>S/2017/2851/FUL - Change-of-Use of Disused Runway to Storage for Utilities Company, Hinton in the Hedge Airfield S/2017/2856/FUL - Change-of-Use of Land to Open Storage Builders Compound (retrospective) Discussion took place, concerning the points covered in Berrys' supporting statement. The application states that there will be an additional 30 vehicles per week, mainly sprinter vans but the view around that the table was that evidence already suggests this to be inaccurate, with greater numbers of larger vehicles already in use.</p> <p>A major concern was the increased quantity of heavy vehicle traffic through Farthinghoe, which is already suffering from traffic and road safety issues. A general storage site with no restriction on the weight of vehicles, using a road not design for heavy vehicles and increasing traffic through an established problem area was not seen as a good thing.</p> <p>A vote was taken on S/2017/2851/FUL, the Utilities Company application, resulting in 1 support, 3 objections and 1 abstain. It was resolved that Cllr Morris would respond, objecting to the application due to the majority vote.</p> <p>A vote was taken on S/2017/2856/FUL, the Open Storage Builders Compound, resulting in 4 objections and 1 abstain. It was resolved that Cllr Morris would respond, objecting to the application due to the majority vote.</p>	<p>MM</p> <p>MM</p>
18/01/432	<p>To receive a report on the installation of the defibrillator and associated training</p> <p>Cllr Thomas confirmed that the defibrillator is now fully installed. It was resolved that Cllr Morris would write a letter to Steve Manning, thanking him for installing the device. Mr Manning has given his time and provided installation materials free of charge, which is greatly appreciated by the Parish Council and the villagers.</p>	MM

	<p>Basic life support training and training on the use of the defibrillator is taking place on Tuesday, 16th January at 7.30pm in the village hall. There are currently 20 confirmed attendees and it is hoped additional people may turn up on the night. Cllr Thomas requested assistance from councillors to set up the hall for the presentation and to provide refreshments.</p> <p>Monthly checks of the equipment will need to be carried out and it was agreed that this process would be discussed at the training event.</p>	
18/01/433	<p>To consider support from the Parish Council for the National Centenary Tribute on 11 November 2018</p> <p>Cllr Thomas volunteered to represent the Parish Council during organisation of the Centenary Tribute event.</p>	ST
18/01/434	<p>Maintenance matters:</p> <p>434/1 To receive an update on the street lighting upgrade</p> <p>This item had been discussed at length during the budget review. It was resolved that once the grant has been received from CC Breese, the project to replace all of the street lights throughout the village would commence.</p> <p>Once installation is complete, the Parish Council would be able to look at cancelling the maintenance contract and reducing electricity costs through improved efficiency lighting.</p> <p>434/2 To determine next steps for the renovation of the bus shelter</p> <p>Cllr Bankes-Jones volunteered to head up this project and will present a proposal at the next meeting.</p>	HBJ
18/01/435	<p>Traffic matters:</p> <p>435/1 To consider the results of the traffic and speed count conducted on Queens Street</p> <p>Following the results of the traffic and speed count, NCC will not be carrying out any further safety measures.</p> <p>It was agreed that Cllr Grant would write an article for the Chronicle, summarising the result of the traffic and speed count.</p> <p>435/2 To consider the option of a 7-day free use of portable speed monitoring device from Traffic Technology</p> <p>Cllr Morris will investigate this opportunity further.</p> <p>435/3 To receive an update on road safety on Cockley Road</p> <p>Cllr Grant reported that there has been no further contact from the school and therefore this is no update to report.</p>	JG MM
18/01/436	<p>Village hall matters:</p> <p>436/1 To receive the report from the Village Hall Committee meeting</p> <p>The Clerk had circulated minutes from the previous meeting. The Committee are currently looking at rebranding, with the production of a new logo.</p> <p>The Accounts to 31st December 2017 were provided, which show a reduction in overheads, year on year and an increase in income.</p> <p>The Clerk will ask for clarification on the 150 Club figures reported on the financial statement.</p> <p>436/2 To agree Parish Council representation at the January Village Hall</p>	PC

	<p>Committee meeting</p> <p>The date of the next meeting has yet to be confirmed. The Clerk will circulate as soon as this is known.</p>	PC
	<p>Round the Table</p> <p>Cllr Grant reported that he had received no response from the company whose driver damaged the water pump on the junction of Queens Street and Chapel Lane. He will chase.</p> <p>Items for future agendas: February – heating project at the Village Hall February – renovation of bus shelter</p>	JG

The meeting closed at 10.04pm.

The next Parish Council meeting will take place on Thursday, 15th February 2018 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

Correspondence from 6 November 2017 to 7 January 2018

Received from	Details	Action
Rural Services Network	Weekly Email News Digest x 8 Hinterland newsletter x 7 Other newsletters & updates x 9	Hyperlinks uploaded to dropbox
Public Sector Network	Newsletters x 2	Hyperlinks uploaded to dropbox
Cherwell & South Northants DC	Notes and presentations from Parish Clerk Forum on 27 October 2017 Invitation to apply for copy of new electoral register Results of Rough Sleeper Estimate 2017 Request for Parish Precept to be submitted by 22 nd January 2018 Changes to applications for Community Grants In Northamptonshire November and December Electoral Register Monthly Changes January 2018	Circulated to all councillors by PC Clerk responded Circulated to all councillors by PC Circulated to all councillors by PC Circulated to all councillors by PC Hyperlinks uploaded to dropbox Filed
Northants CALC	Email clarifying changes to External Audit for year ending 31/3/18 Update on changes to External Audit Invitation to Parish Mapping event on 22 January 2018 Friday Round-up – 24 November 2017 eUpdate November 2017 Notification of proposed pay scale increases	Circulated to all Councillors by PC Circulated to all Councillors by PC. Attendance to be discussed Circulated to all Councillors by PC Circulated to all Councillors by PC Circulated to all Councillors by PC
Cllr Mick Morris	Email concerning Hinton Airfield planning issue Response from Cllr Dashwood, adding clarification to above Planning application for Change of Use at Hinton Airfield Copy of Berry Applicants statement regarding Hinton Airfield Storage Copy of email sent to Mark Turner-Heslington at SNC requesting clarification on points regarding Hinton Airfield Email concerning grants for heating in village halls Correspondence concerning speeding vehicles at pedestrian crossing Update from Cllr Morris attending school assembly	Circulated to all councillors by MM To be discussed at January meeting Circulated to all councillors by MM Circulated to all councillors by MM Circulated to all councillors by MM Circulated to all councillors by MM Circulated to all councillors by MM

	<p>Suggestion for log of incidents to be held by the school</p> <p>Email informing that street light 24 on Main Road is faulty</p> <p>Circulating email from Nigel Pim concerning the Adonis report</p> <p>Planning applications for Abbey Lodge</p> <p>Request to Street Doctor to clear footpath. Letter to be sent to landowner requesting remedy.</p> <p>Presentations from Police Commissioners meeting in October</p> <p>Free use of portable speed monitoring device</p> <p>Proposed changes to hiring terms at village hall</p> <p>Email correspondence regarding Tom Arnold leaving the Fox</p> <p>Email correspondence with Cllr Dashwood regarding stocks of road salt</p> <p>Updated planning application for M40 Service Area and copy of Banbury Guardian article</p> <p>Copies of further Banbury Guardian articles concerning the M40 Service Area</p>	<p>Circulated to all councillors by MM</p> <p>E.ON informed</p> <p>Circulated to all councillors by MM</p> <p>Circulated to all councillors by MM</p> <p>Circulated to all Councillors by MM</p> <p>Circulated to all Councillors by MM – for discussion at January meeting</p> <p>Circulated to all Councillors by MM</p> <p>Circulated to all Councillors by MM</p> <p>Circulated to all Councillors by MM</p>
David Mellor	Email informing that street light 22 on Bowling Green is faulty	Clerk informed E.ON
Northants Police	Request to sponsor a PCSO	Circulated to all Councillors by PC
Northants County Council	Budget information	Circulated to all Councillors by PC
	Invitation to consult on Phase 2 of the Budget Proposals	Circulated to all Councillors by PC
Cllr John Grant	Copies of correspondence with Andrea Leadsom and Chris Grayling regarding the bypass	Circulated to all Councillors by JG
	Results of traffic & speed count on Queens Street	Circulated to all Councillors by JG
Northamptonshire Highways	Information on closure of Queens Street, 4 December 2017 for two days Cllr Morris responded, requesting repair at junction with Old Lane at the same time. MM met with Highways and a repair has been agreed but not for at least 3 months.	Circulated to Parish database
JACS (UK) Ltd	Suppliers of village gateways	Filed
Stock Signs	Supplier of speed awareness signs	Circulated to all councillors by PC
Cllr Sally Thomas	Correspondence concerning delivery	Circulated to all councillors by ST

	and installation of defibrillator	
Northamptonshire Trading Standards	Newsletter	Circulated to all councillors by PC
Northamptonshire Rural Housing Association	Information on performance	Circulated to all councillors by PC
Smaller Authorities Audit Appointments	Information on appointment of PKF Littlejohn LLP as external auditor for Northamptonshire	Held on file
Beth Lovell Helen Deeley Mick Morris	Reporting faulty street light on Chapel Lane	Clerk has requested a repair
Northampton Male Voice Choir	Appeal to highlight recruitment campaign	
Clive Harvey, parishioner	Email to Andrea Leadsom concerning bypass, bus routes and 20mph speed limit	Circulated to all councillors by PC

FARTHINGHOE & STEANE PARISH COUNCIL FINANCIAL REPORT



BANK STATEMENTS AT 31.12.2017

Business Saver Account	£200.54
Community Account	£11,126.22

DIRECT DEBITS PRESENTED IN MONTH

None

RECEIPTS DURING MONTH (FOR INFO ONLY)

Interest received	0.04
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CHEQUES PRESENTED SINCE 31.12.2017

Physio-Control	100765	(£780.00)
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UNPRESENTED CHEQUES

None

RECEIPTS SINCE 31.12.2017

None

ACTUAL FUND POSITION AT 1 JANUARY 2018 **£10,546.76**

PRECEPT FUND POSITION AT 1 JANUARY 2018 £8,150.94

PLAYPARK FUND POSITION AT 1 JANUARY 2018 £2,156.34

DEFIBRILLATOR FUND POSITION AS AT 1 JANUARY 2018 £239.48

PRECEPT FUND

BILLS FOR PAYMENT 10 JANUARY 2018

TexPrep	100766	(£66.30)	Chronicle
E.ON	100767	(£107.70)	Maintenance
E.ON	100768	(£265.21)	Electricity
HMRC	100769	(£70.00)	Clerk's tax
Mrs P Clayton	100770	(£355.00)	Salary and expenses
Nationwide Data Collection	100771	(£234.00)	Queens Street Traffic Count
Total value of payments		(£1,098.21)	

CLOSING PRECEPT FUND POSITION AT 10 JANUARY 2018 **£7,052.73**

PLAYPARK FUND

BILLS FOR PAYMENT 10 JANUARY 2018

None

CLOSING PLAYPARK FUND POSITION AT 10 JANUARY 2018 **£2,156.34**

PROJECTED PLAYPARK FUND POSITION

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

DEFIBRILLATOR FUND

BILLS FOR PAYMENT 10 JANUARY 2018

None

CLOSING DEFIBRILLATOR FUND AT 10 JANUARY 2018 **£239.48**