

FARTHINGHOE PARISH COUNCIL

MINUTES OF MEETING

held on Wednesday, 18th January 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)
Mr John Grant (JG)
Mrs Sally Thomas (ST)
Mr David Dashwood (DD)
Mr Henry Bankes-Jones (HBJ) (part)

Apologies: Mrs Jenny Forbes (JF)

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

ITEM		ACTION
17/01/273	To receive and approve apologies for absence It was resolved that apologies from Cllr Forbes be accepted and that apologies from Cllr Bankes-Jones for an early departure be accepted.	
17/01/274	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.	
17/01/275	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.	
17/01/276	To receive and approve for signature the minutes of the meeting held on Wednesday 9 th November 2016. It was resolved that the minutes of Wednesday, 9 th November 2016 were taken as read, duly signed by the Chairman and were adopted as approved.	
17/01/277	To review any actions arising from the minutes of 9 th November 2016 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.	RvG PC PC
17/01/278	To receive the correspondence register since 9 th November 2016 requiring action: It was resolved that the following actions would be taken from correspondence received since 9 th November 2016: <ul style="list-style-type: none"> The Clerk will recirculate the Northamptonshire County Council draft budget and council plan to all councillors. DONE All councillors to consider works required of the Community Enhancement Gang and to come to the February meeting with a list of such, which will be 	PC ALL

	<p>collated at the February meeting by Cllrs Thomas and Morris for submission by 24th February 2017.</p> <ul style="list-style-type: none"> The Clerk will update the Chronicle with contact details supplied by the police. 	PC																												
17/01/279	<p>To consider financial matters from the RFO:</p> <p>279/1 To receive the financial report for December 2016</p> <p>It was resolved that the financial report for December 2016 was presented by the RFO and was duly accepted.</p> <p>279/2 To approve bills for payment</p> <p>It was resolved that the following accounts be approved for payment:</p> <table border="1"> <thead> <tr> <th>Chq</th> <th>Payee</th> <th>Amount</th> <th>Power</th> </tr> </thead> <tbody> <tr> <td>100723</td> <td>E-ON Maint.</td> <td>£107.70</td> <td>Parish Councils Act 1957 s3</td> </tr> <tr> <td>100724</td> <td>E-ON Lighting</td> <td>£242.48</td> <td>Parish Councils Act 1957 s3</td> </tr> <tr> <td>100725</td> <td>P Clayton</td> <td>£355.00</td> <td>Local Gov't Act 1972 s112&s111</td> </tr> <tr> <td>100726</td> <td>HMRC</td> <td>£70.00</td> <td>Local Gov't Act 1972 s112</td> </tr> <tr> <td>100727</td> <td>TexPrep</td> <td>£132.60</td> <td>Local Gov't Act 1972 s142</td> </tr> <tr> <td>100728</td> <td>Marcus Young</td> <td>£187.20</td> <td>Litter Act 1983 s5&s6</td> </tr> </tbody> </table> <p>279/3 To finalise the budget for 2017/2018</p> <p>It was resolved by a unanimous show of hands by those present that there would be no inflationary increase for the budget for 2017/2018 and that the Clerk would submit the precept request at £7,150.00.</p> <p>It was resolved that the Clerk would write to Jon Hampson to retain his services for a further two years, at which point the Parish Council would conduct a tender process.</p> <p>It was resolved that the Chronicle report would include reference to the fact that there is no increase for the next financial year but that an inflationary increase may be necessary for the 2018/2019 budget.</p>	Chq	Payee	Amount	Power	100723	E-ON Maint.	£107.70	Parish Councils Act 1957 s3	100724	E-ON Lighting	£242.48	Parish Councils Act 1957 s3	100725	P Clayton	£355.00	Local Gov't Act 1972 s112&s111	100726	HMRC	£70.00	Local Gov't Act 1972 s112	100727	TexPrep	£132.60	Local Gov't Act 1972 s142	100728	Marcus Young	£187.20	Litter Act 1983 s5&s6	PC PC PC
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17/01/280	<p>To consider inclusion in the Community Governance Review 2017 proposed by Cherwell and South Northants Councils</p> <p>It was resolved that the Clerk would request that records be updated with NCALC to refer to the parishes of Steane and Farthinghoe.</p> <p>It was resolved that the Clerk would include an agenda item for February 2017 to discuss the rebranding of the parishes to reflect the true relationship between Steane and Farthinghoe.</p>	PC PC																												
17/01/281	<p>To review the accident register and safety inspections for the playpark:</p> <p>It was resolved that:</p> <ul style="list-style-type: none"> it be minuted that site inspection records for December 2016, which showed no incidents or concerns, had been passed to the Clerk for filing. The Clerk would make provision in the playpark accounts for weed spraying in the playpark to the value of £50. 	PC PC																												
17/01/282	<p>To determine responses to recent planning applications:</p> <p>There were no planning applications for consideration.</p> <p>It was resolved that Cllr Morris would write to Mr & Mrs Wenmouth to request an update on the request to remedy a yew tree on their property which is impinging on street lighting.</p>	MM																												
17/01/283	<p>Maintenance matters:</p> <p>283/1 To receive an update on the village street lighting project</p> <p>Cllr Morris reported that he has been waiting for 2 months for replies from EON and</p>																													

	<p>from Balfour Beatty and is constantly chasing.</p> <p>It was resolved that Cllr Morris would continue pursuing the information requested and that the Parish Council would wait until the report from Highways to be given at the APM in April 2017 on the progress with the bypass before again requesting financial support for the street lighting project from NCC.</p>	MM
17/01/284	<p>Traffic matters:</p> <p>284/1 To receive an update on the speed limit restrictions on New Road and Clarks Lane</p> <p>Cllr Grant reported that the speed limit restrictions are now in place. Thanks were expressed by the councillors for Cllr Grant's persistence in reaching this conclusion.</p> <p>284/2 To receive an update on the visit from Helen Howard of Highways on 14 November 2016 regarding various traffic issues in the village</p> <p>Regarding issues along Cockley Road past the school and the village hall, Cllr Grant reported that Helen Howard is considering the possibility of installing a gated area leaving and arriving into the village. The question was asked whether similar gated areas could be included on the A422 accesses and Cllr Grant took an action to enquire.</p> <p>Cllr Grant reported that he has also asked Steve Sneath to try and photograph instances where the wing mirrors of lorries are endangering pedestrians on pavements to demonstrate this significant danger.</p> <p>Cllr Grant has asked for the clearway sign on New Road to be secured.</p> <p>284/3 To approve the parking notice proposed for distribution within the village</p> <p>It was resolved that the Clerk would make some minor changes to the leaflet before sending on to Cllr van Geest.</p> <p>It was resolved that Cllr van Geest would print 150 copies for distribution, to be undertaken between the councillors.</p> <p>It was resolved that the Clerk would place copies of the leaflets on the village noticeboards.</p> <p>It was resolved that parking would form part of the agenda for parish council meetings going forward so that persistent offenders could be identified and approached personally.</p> <p>Cllr Grant wished it to be minuted that he felt that removing foliage to the properties on the corner of Chapel Lane and Queens Street would not assist with improved vision exiting Chapel Lane and that as a pedestrian, he felt safer with the protection of the greenery from the bare wall.</p>	<p>PC</p> <p>RvG</p> <p>PC</p> <p>PC</p>
17/01/285	<p>Village hall matters:</p> <p>285/1 To receive the report from attendance at the Village Hall Committee meeting</p> <p>There had been no village hall committee meeting in December.</p> <p>It was requested that the proposed updates to the village hall constitution should be made with input from the parish council. The Clerk will enquire of Cllr Bankes-Jones whether he has any suggested contacts to assist with drawing up the new constitution.</p> <p>285/2 To receive an update on the land registry status of the Village Hall plot:</p> <p>Cllr van Geest confirmed that he would chase for an update, particularly since the registration cheque has not been presented for payment.</p>	<p>PC</p> <p>RvG</p>

	Round the Table It was reported that on two occasions recently, an Audi has been parked physically on the pavement outside the Almshouse nearest to Brackley/KPH Tyres, preventing safe pedestrian access to the bus stop. This point is to be discussed at the February meeting to allow input from Cllr Forbes.	

The meeting closed at 8.58pm.

The next meeting will take place on Wednesday, 8th February 2017 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

Correspondence from 7th November 2016 to 15th January 2017

Received from	Details	Action
Rural Services Network	Weekly Email News Digest x 6 Hinterland newsletter x 5 Rural Vulnerability newsletter x 3 Rural Opportunities Bulletin x 2 Rural Housing Spotlight Free RSN Seminar – Grants and Funding	Hyperlinks uploaded to dropbox
Northamptonshire County Council	November newsletter January newsletter NCC draft budget and council plan	Hyperlinks uploaded to dropbox
Mick Morris	Email correspondence between MM and Brennan Nicholls of BBC Oxford regarding bypass Email received from Ian Smith of Kier WSP regarding weed spraying and mowing. Response sent by MM. Email correspondence with Balfour Beatty concerning street lighting Information on house building data to support bypass arguments Email to Neil Warner, requesting information to be passed to Zoe Fawcett-Shapland concerning overgrown branches obstructing street light by Abbey Lodge.	Circulated to all councillors by MM. Circulated to all councillors by MM. Circulated to all councillors by MM. Circulated to all councillors by MM. Held on file.
Danny Moody, NCALC	Vacancy for a Clerk to Upton Parish Council Vacancy for a Clerk to Harlestone Parish council Budget information for 2017/18 – includes information	Filed Filed Circulated to councillors by PC

	<p>on increase in membership fees</p> <p>Vacancy for a Clerk to Finedon Parish Council and for a Community Connector for Moulton Parish Council</p> <p>Vacancy for a Clerk to Boddington Parish Council</p> <p>Vacancy for a Clerk to Brixworth Parish Council</p> <p>November/December 2016 Northants CALC eUpdate</p> <p>Confirmation of no precept capping for 2017/2018</p> <p>Announcement of new auditors from 2018 – PKF Littlejohn LLP</p> <p>Vacancy for a clerk to Mawsley Parish Council</p>	<p>Filed</p> <p>Filed</p> <p>Filed</p> <p>Circulated to councillors by PC</p> <p>Circulated to councillors by PC</p> <p>Held on file</p> <p>Filed</p>
Bruno Peek, Pageant Master	<p>Invitation to participate in beacon lighting on 11th November 2018 to commemorate 100 years of the end of WW1.</p>	<p>Response required by end of January 2017</p>
Anne Kirkland, NCalc	<p>Training courses for 2017</p> <p>Confirmation of receipt of transparency fund application of £340</p>	<p>Circulated to councillors by PC</p>
Primary Care Supplies	<p>Public access defibrillator supplies – various emails</p>	<p>Filed</p>
E-ON Highway Lighting	<p>Financial Statement</p>	<p>Filed</p>
Langley Tree Surgeons	<p>Email offering arboriculture services</p>	<p>Filed</p>
Eventure Research	<p>Offering public consultation and engagement services</p>	<p>Filed</p>
Rachel McCullough, Limes Barn	<p>Request to be added to email database</p>	<p>Address added and confirmation email sent</p>
Helen Howard, Kier WSP	<p>Information on mowing of grass on public highways</p>	<p>Circulated to councillors by PC</p>
Celestina Remi	<p>Student at University of Northampton enquiring about how the non-existent bypass has affected the village</p>	<p>Detailed response sent by MM</p>

Sally Thomas	Parking leaflet for consideration	Circulated to councillors by ST
Mandy Anderson, Cherwell & South Northants Council	Request for precept application	To be submitted by 20 th January 2017, on agenda for consideration at January's meeting. Circulated to all councillors by PC
David Mellor	Email to MM, informing of faulty street lamp, and asking why December Chronicle has not been uploaded to the website	PC uploaded Chronicle and has informed E-ON of faulty lamp.
Emma Faulkner, Cherwell & South Northants Council	Information on Community Governance Review Updated information extending deadline to Monday 20 February 2017.	Circulated to all councillors by PC and included on January agenda.
Public Sector Network	December 2016 newsletter	Uploaded to Dropbox
Joel Bliss, Cherwell & South Northants Council	Requesting information on village hall	PC responded 161229
Barcham Trees	Offering tree planting	Filed
Chris Wragg, NCC	Response to Clerk, confirming attendance at APM on 12 th April 2017.	Filed
Kevin Lerner, Cherwell and South Northants DC	Notes and presentations from Parish Clerks' Forum Meeting on 4 November 2016	Circulated to all councillors
Rebecca Miller, Kier WSP	Invitation to submit requests to Community Enhancement Gangs. N.B. list of works includes improvements to bus stops/shelters.	Circulated to all councillors – submissions to be made by Friday 24th February 2017.
The Clerk	Letters sent to Mr & Mrs Pearson and Mr & Mrs Downing concerning foliage on Queens Street	Circulated to all councillors
John Boyd	Email received by the Chair requesting update on safety issue exiting Chapel Lane into Queens Street.	Chair responded with note from latest minutes and confirming that a parking leaflet will shortly be circulated within the village. Response was acknowledged by Mr Boyd.
Micki Simons, PC 581, Brackley Safer Community Team	Email providing new contact numbers for contacting the police	Circulated to all councillors

FARTHINGHOE PARISH COUNCIL FINANCIAL REPORT



BANK STATEMENTS AT 31.12.2016

Business Saver Account	£200.50
Community Account	£8,885.56

RECEIPTS DURING MONTH

None

DIRECT DEBITS PRESENTED IN MONTH

None

UNPRESENTED CHEQUES

Land Registry	100701	(£30.00)
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RECEIPTS SINCE 31.10.2016

None

ACTUAL FUND POSITION AT 15 JANUARY 2017 **£9,056.06**

PRECEPT FUND POSITION AT 15 JANUARY 2017 £6,813.72

PLAYPARK FUND POSITION AT 15 JANUARY 2017 £2,242.34

PRECEPT FUND

BILLS FOR PAYMENT 18 JANUARY 2017

Texprep	(£132.60)	Chronicle (two months)
Mrs P Clayton	(£355.00)	Clerk's salary & expenses
HMRC	(£70.00)	Clerk's income tax
E-ON	(£107.70)	Street light maintenance
E-ON	(£242.48)	Electricity
Marcus Young Landscapes	(£187.20)	Dog waste bins

Total value of payments (£1,094.98)

CLOSING PRECEPT FUND POSITION AT 18 JANUARY 2017 **£5,718.74**

PLAYPARK FUND

BILLS FOR PAYMENT 18 JANUARY 2017

None

CLOSING PLAYPARK FUND POSITION AT 18 JANUARY 2017 **£2,242.34**

PROJECTED PLAYPARK FUND POSITION

Ramp regulations (£200.00)

PROJECTED POSITION **£2,042.34**

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		£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		£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	