

FARTHINGHOE PARISH COUNCIL MINUTES OF MEETING

held on Wednesday 18th April 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)

Absent: Mr Ross van Geest (RVG)

ITEM		ACTION
18/04/461	To receive and approve apologies for absence: It was resolved that apologies from Cllr Forbes be accepted.	
18/04/462	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.	
18/04/463	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.	
18/04/464	To receive and approve for signature the minutes of the meeting held on Wednesday, 14 th March 2018: It was resolved that the minutes of Wednesday 14 th March 2018 were taken as read, duly signed by the Chairman and were adopted as approved.	
18/04/465	To review any actions arising from the minutes of 14 th March 2018 not included on this agenda for report only: 18/01/435/1 – Cllr Grant to write an article for the Chronicle, summarising the result of the traffic and speed count on Queens Street. This will appear in the next issue. 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. 18/03/459 – The comparison of insurance overlap between the Parish Council and the Village Hall Committee has yet to be conducted. This needs to take place at a suitable time for both parties in relation to renewal of insurance. March Round the Table The Clerk confirmed that Duncan Richardson is agreeable to performing checks on the defibrillator. The Clerk has agreed to provide instructions. The article for the Chronicle on use of the defibrillator is outstanding.	JG MM MM PC PC

	Consideration of moving parish meetings to a Saturday is to be included on the September agenda.	PC																																
18/04/466	<p>To receive the correspondence register since 10th March 2018 requiring action:</p> <p>The New Homes Bonus should be included on the next agenda. The Clerk is to speak to the Chair of the Village Hall committee to ascertain whether finalised quotes for the heating project are available to support a grant application.</p> <p>The Clerk is to contact NCALC to enquire if they have had complaints from other Parish Councils regarding the lack of direct information from NCC or those responsible for NCC on the current financial situation and recommendations.</p> <p>“Help for Residents with ‘Home Safe’” to be included on May agenda.</p>	<p>PC</p> <p>PC</p> <p>PC</p>																																
18/04/467	<p>To consider financial matters from the RFO:</p> <p>467/1 To receive the financial report for March 2018</p> <p>It was resolved that the financial report for March 2018 was presented and was duly accepted.</p> <p>467/2 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>100775</td> <td>E.ON</td> <td>£259.44</td> <td>Parish Councils Act 1957 s3</td> </tr> <tr> <td>100776</td> <td>E.ON Maintenance</td> <td>£107.70</td> <td>Parish Councils Act 1957 s3</td> </tr> <tr> <td>100777</td> <td>TexPrep</td> <td>£132.60</td> <td>Local Gov't Act 1972 s142</td> </tr> <tr> <td>100778</td> <td>Clerk's Salary</td> <td>£355.00</td> <td>Local Gov't Act 1972 s112&s111</td> </tr> <tr> <td>100779</td> <td>HMRC</td> <td>£70.00</td> <td>Local Gov't Act 1972 s112</td> </tr> <tr> <td>100780</td> <td>NCALC</td> <td>£422.80</td> <td>Local Gov't Act 1972 s143</td> </tr> <tr> <td>100781</td> <td>J Hampson</td> <td>£110.00</td> <td>Open Spaces Act 1906 s9&s10</td> </tr> </tbody> </table> <p>467/3 To approve closing figures for financial year 2017-2018</p> <p>The Clerk presented the closing figures for the financial year and it was resolved that these were a true reflection of the accounts.</p> <p>It was noted that the invoice to the Fox for advertising in the Chronicle is outstanding for payment. The Clerk will provide the Fox with an overdue statement of account and this is to be an agenda item for the May meeting.</p>	Chq	Payee	Amount	Power	100775	E.ON	£259.44	Parish Councils Act 1957 s3	100776	E.ON Maintenance	£107.70	Parish Councils Act 1957 s3	100777	TexPrep	£132.60	Local Gov't Act 1972 s142	100778	Clerk's Salary	£355.00	Local Gov't Act 1972 s112&s111	100779	HMRC	£70.00	Local Gov't Act 1972 s112	100780	NCALC	£422.80	Local Gov't Act 1972 s143	100781	J Hampson	£110.00	Open Spaces Act 1906 s9&s10	PC
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18/04/468	<p>To determine next actions in registering the village hall land</p> <p>It was noted that Councillor Grant has picked up copies of the Trust document and the Conveyancing document for the Village Hall and that these are to be lodged with the Clerk.</p> <p>Cllr Grant confirmed that these are being reviewed by a lawyer with considerable experience of land registry and who is affiliated to a member of the parish.</p> <p>It was resolved that on receipt of a land valuation from a qualified member of the parish, Aplins would be engaged to perform the land registration requirements, which is likely to cost in the region of £250-£300 plus the land registry fee.</p> <p>It was recognised that a valuation of £495K on the land would reduce the registration fee from £400 to £200.</p> <p>Cllr Morris took an action to investigate whether there is any covenant requiring the land to be used only as a village hall, which could affect the land value.</p>	<p>PC</p> <p>MM</p>																																

18/04/469	<p>To consider the annual risk assessment and resolve any amendments to the document</p> <p>It was resolved that the Clerk should include the defibrillator on the risk assessment with immediate effect, ensuring that this is also included on the insurance.</p> <p>With the above amendment, it was resolved that the risk assessment be adopted as approved.</p>	PC
18/04/470	<p>To determine responses to recent planning applications.</p> <p>There were no planning applications for consideration.</p>	
18/04/471	<p>Village hall matters:</p> <p>471/1 To agree Parish Council representation at the April Village Hall Committee meeting</p> <p>Cllr Thomas agreed to attend the next Village Hall meeting, dependent upon diary availability.</p>	
	<p>Round the Table</p> <p>There were no comments from around the table.</p>	

The meeting closed at 7.25pm.

The next meeting, which is the Annual General meeting, will take place on Wednesday, 9th May 2018 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

Correspondence from 12 March to 13 April 2018

Received from	Details	Action
Rural Services Network	Weekly Email News Digest x 4 Hinterland newsletter x 4 Other newsletters & updates x 5	Hyperlinks uploaded to dropbox
Public Sector Network	Newsletters x 1	Hyperlinks uploaded to dropbox
Cherwell & South Northants DC	Change of name for Farthinghoe Parish Council – will be included on the next Community Governance Review process, date to be advised Email providing list of funding sources New Homes Bonus budget notification letter Funding Events information Funding Fair at Towcester Racecourse	Discussed with councillors Circulated to all councillors and to village hall committee Circulated to all councillors – to be included on agenda Circulated to all councillors Circulated to all councillors, send to Chair of Village Hall Committee who has registered for the event
Northants CALC	GDPR quick start guide Audit Update Training course schedule Urgent Audit Update eUpdate Correction regarding Internal Auditor report	Circulated to all councillors Circulated to all councillors Circulated to all councillors Circulated to all councillors. Clerk has responded, confirming that timescale is achievable Circulated to all councillors Circulated to all councillors
Cllr Mick Morris	Copy of email from Grand Union Housing, confirming they will contact residents of 11 Bowling Green to request hedge is trimmed. Link to article in the Banbury Guardian regarding M40 J11 proposed service station Revised planning application for the above Results of pollution report carried out by London Barn on Main Street Link to new Farthinghoe Village Hall website	Filed MM circulated to all councillors MM circulated to all councillors MM circulated to all councillors MM circulated to all councillors

	<p>Copy of bypass story from Banbury Guardian</p> <p>Email to Clerk concerning use of social media to increase traffic issue awareness</p> <p>Information on recent speed checks carried out in the village</p> <p>Email to Clerk, enquiring about support from NCALC for better service from NCC</p> <p>Chairman's report for APM</p> <p>Email to Clerk, highlighting "Help for Residents with'Home Safe'" for consideration for a future meeting</p> <p>Email to Clerk, suggesting encouraging individuals to object against the proposed M40 J11 service station, in addition to the PC response</p>	<p>MM circulated to all councillors</p> <p>Held on file</p> <p>MM circulated to all councillors</p> <p>Action to be considered</p> <p>Filed</p> <p>Clerk to include on May agenda</p> <p>Filed</p>
Jon Hampson	Email correspondence with Clerk, confirming arrangements for grass cutting	Held on file
Northants Assoc for the Blind	Notice of dates for mobile unit visiting Brackley	Clerk has posted onto noticeboards
Northants Highways	Forwarding email from Cllr Forbes, regarding closure of Hinton airfield road for repairs on 18 th and 19 th April. Confirmation from Gary Thorp, Northants Highways that details of date would be emailed out on 23 March.	Forwarded to all Councillors by MM
Rebecca Mills	SNC Report for APM	Filed
	NCC Report for APM and confirming attendance at APM	Filed
Wendy Whitehouse, Farthinghoe School	Email confirming report will be provided, confirming attendance by Ms Whitehouse at the APM but giving apologies from Graham Thorley.	Held on file
PKF Littlejohn, Auditor	Instructions for 2017/2018 audit	Circulated to councillors
Street Doctor	Reference 934118 acknowledging notification of lamp failure on Give Way sign at junction of Queens Street and Main Road	Held on file

Rosemary Jarvis	Response to request for Mothers Union report for APM, confirming that only 4 members so no local report	Filed
E.ON Highway Lighting	Statement of account	Filed
Jenny Forbes	Almshouses report for APM	Filed
Dave Hancock	Village Hall report for APM	Filed

FARTHINGHOE PARISH COUNCIL FINANCIAL REPORT

BANK STATEMENTS AT 29.03.2018

Business Saver Account	£200.64
Community Account	£9,551.37

DIRECT DEBITS PRESENTED IN MONTH

None

RECEIPTS DURING MONTH (FOR INFO ONLY)

Limes Farm	£120.00
HMRC VAT return	£503.16

CHEQUES PRESENTED SINCE 29.03.2018

TexPrep	100773	(£66.30)
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UNPRESENTED CHEQUES

None

RECEIPTS SINCE 29.03.2018

None

ACTUAL FUND POSITION AT 13 APRIL 2018 **£9,752.01**

PRECEPT FUND POSITION AT 13 APRIL 2018 £7,159.19

PLAYPARK FUND POSITION AT 13 APRIL 2018 £2,156.34

DEFIBRILLATOR FUND POSITION AT 13 APRIL 2018 £436.48

PRECEPT FUND

BILLS FOR PAYMENT 18 APRIL 2018

E.ON Electricity	100775	(£259.44)	Street lighting
E.ON Energy	100776	(£107.70)	Street light maintenance
TexPrep	100777	(£132.60)	Chronicle
Mrs P Clayton	100778	(£355.00)	Clerk's salary and expenses
HMRC	100779	(£70.00)	Clerk's income tax
Northants CALC	100780	(£422.80)	Membership and internal audit fee
Jon Hampson	100781	(£110.00)	Mowing
Total value of payments		(£1,457.54)	

CLOSING PRECEPT FUND POSITION AT 18 APRIL 2018 **£5,701.65**

PLAYPARK FUND

BILLS FOR PAYMENT 18 APRIL 2018

None

CLOSING PLAYPARK FUND POSITION AT 18 APRIL 2018 **£2,156.34**

PROJECTED PLAYPARK FUND POSITION

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

DEFIBRILLATOR FUND

BILLS FOR PAYMENT 18 APRIL 2018

None

CLOSING DEFIBRILLATOR FUND AT 18 APRIL 2018 **£436.48**