

# FARTHINGHOE PARISH COUNCIL

## MINUTES OF MEETING

held on Wednesday 14 August 2019 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)  
   Mr Barry Willett (BW)  
   Mr James Harrison (JH)

Mrs Mary Amos (Clerk) (MA)

Apologies:                                 Mr Henry Bankes-Jones (HBJ)  
   Mr Trevor Jarvis (TJ)

ITEM		ACTION
19/08/633	To receive and approve apologies for absence.  It was <b>resolved</b> that apologies from Cllrs Bankes-Jones and Jarvis be accepted.	
19/08/634	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.	
19/08/635	<b>Public participation session:</b> (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).  A Farthinghoe resident stated that although vegetation on the Queen Street /Main Road junction had been cut back it was still obscuring the road and requested it was cut back further.  The Council advised that the hedge had been cut back to be within the resident's boundary line & was now meeting the Highway Dept needs. we could only politely ask the owner to do more should they choose to.  The resident also advised that someone was regularly parking on pavement on the main road next to the pedestrian crossing. The driver had been approached but continues to park there.  The Council advised that parking as described was possibly illegal and advise the resident to take photos & report it to our PCSO.	
19/08/636	To approve the APM meeting for April 2020.  The APM date has been confirmed as Monday 27 April 2020, in addition the monthly Parish Council meeting will take place on 8 April 2020. The Village Hall has been reserved for these dates.	MM
19/08/637	To receive and approve for signature the minutes of the meeting held on 12 June 2019.  It was <b>resolved</b> that the minutes of Wednesday 12 June 2019 were taken as read, duly signed by the Chairman and were adopted as	

	approved.							
19/08/638	<p>To review any actions arising from the minutes of 12 June 2019 not included on this agenda for report only:</p> <p>638/1 Item 19/04/609 (April) Action from meeting held on 8 May 2019 Cllr Morris to discuss with Cllr Breese why information on road surface requirements were required.</p> <p>Cllr Morris advised that Cllr Breese had explained that she requested the information for future budget planning being considered at the time.</p> <p>The Kierwsp statement was actually about current budgets and was therefore not contradictory.</p> <p>638/2 Update – Item number 19/06/625 Clerk vacancy applications.</p> <p>Cllr Morris advised that there were three applications for the position and were currently being reviewed.</p> <p>638/3 Update – GDPR</p> <p>The Clerk advised that GDPR policies had now been loaded onto the website and that she would write to the Cllrs that had not yet completed a GDPR form.</p> <p>Cllr Morris advised that new standards were being introduced that affects websites and suggested that this be put on the Agenda for September 2019.</p>	<p>MM/MA</p> <p>MA</p>						
19/08/639	<p>To receive the correspondence since 12 June 2019 requiring action.</p> <p>639/1 Electronic Planning Consultation- Community Grant for equipment.</p> <p>It was <b>resolved</b> that the Council would apply for this grant.</p> <p>The Clerk stated that HMRC had sent a reminder to re-enrol in the workplace pension scheme deadline is March 2020. To date no-one was enrolled in the Farthinghoe PC scheme.</p> <p>Cllr Morris asked for the Clerk to forward the information regarding the scheme renewal.</p>	<p>MA</p> <p>MA</p>						
19/08/640	<p>To consider financial matters from the RFO:</p> <p>640/1 To receive the financial report for July 2019</p> <p>It was <b>resolved</b> that the financial report for July 2019 was presented and was duly accepted.</p> <p>626/3 To approve bills for payment</p> <p>It was <b>resolved</b> that the following payments be approved:</p> <p>Cheque Drawn since 31 May 2019 Cheque No. 100832 HMRC £108.00</p> <p>Total for June 2019 £108.00</p> <p><b>Cheques drawn for August 2019</b></p> <table> <tr> <td>Texprep Cheque No.100833</td> <td>£132.60</td> </tr> <tr> <td>Jon Hampson Cheque No.100834</td> <td>£190.00</td> </tr> <tr> <td>E'ON (2 invoices) Cheque No. 100835</td> <td>£551.11</td> </tr> </table>	Texprep Cheque No.100833	£132.60	Jon Hampson Cheque No.100834	£190.00	E'ON (2 invoices) Cheque No. 100835	£551.11	
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	<p>Clerk Salary Cheque No. 100836 £507.00</p> <p>John Hicks Cheque No. 100837 £56.40</p> <p>Total £1437.11</p>	
19/08/641	<p>To determine responses to recent planning applications.</p> <p>St Michael &amp; All Angels Church Main Road, Farthinghoe, S/2019/1211/FUL Re-roofing of South Aisle. This application arrived too late for June and so was distributed to Cllrs for a decision.</p> <p>It was <b>resolved</b> that Farthinghoe Parish Council fully supported the application with the proviso that lead substitute materials were used in the re-roofing.</p>	
19/08/642	<p>Traffic matters;</p> <p>641/1 Bypass;</p> <p>The latest Bypass situation required a comprehensive statement &amp; this can now be found on the Parish Council website (Bypass updates)</p> <p>This has also circulated to everyone who is registered on the e-mail database</p> <p>641/2 HS2 Matters; Discussions are still underway regarding the upgrade to the village pedestrian crossing with a full report in July's Chronicle article.</p> <p>Action will be taken soon to improve the visibility of the crossing lights</p>	
19/08/643	<p>Maintenance matters: Update</p> <p>Cllr Grant submitted a quotation for the cleaning of the village signs by a local company, two times per year at a cost of £40 per visit every 6 months. Cllr Grant is seeking further clarification on the number of signs included in the quotation, and this item will be carried forward to Septembers 2019 meeting.</p>	JG
19/08/644	<p>Village hall matters;</p> <p>644/1 To consider any feedback from July's Village Hall Annual meeting.</p> <p>Cllrs Morris and Willet attended and stated that it had been a very good meeting. All of the outgoing Committee members were re-appointed to the new Committee for 2019/20. More details can be found on the Village Hall Committee website</p> <p>644/2 Village Hall MOU</p> <p>Clarification has been sought from NCalc &amp; Northants Acre to clarify the Council's role in the administration of the Village Hall and the Council's relationship with the Village Hall.</p> <p>Both NCalc &amp; Northants Acre confirmed that the Council's role is as a Custodial Trustee, officially holding the Hall Deeds.</p> <p>The Day to Day Running is the complete responsibility of the Management Trustees who are the Village Hall Committee. However one Parish Councillor must always be part the Village Hall Committee. As a result, Cllr Morris proposed that the Parish Cllr who attends the Village Hall meetings should be the same nominated Cllr at every meeting (except in the case of absence – when another Parish Cllr would Stand). Cllr Harrison volunteered to be the nominated</p>	

	<p>Committee Member.</p> <p>It was <b>resolved</b> that Cllr Harrison would attend all Village Hall meetings, with a fellow Cllr substitution on the occasions when he is unable to attend.</p> <p>644/3 To agree Parish Council representation at the September Village Hall on 4 September 2019 at 7.30pm in the Village Hall.</p> <p>It was <b>resolved</b> that Cllr Harrison would attend this meeting for the foreseeable future.</p>	
	<p><b>Round the Table</b></p> <p>No matters were raised.</p>	

The meeting closed at 9.20pm.

The next meeting will take place on Wednesday 18 September 2019 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

## FARTHINGHOE PARISH COUNCIL FINANCIAL REPORT

BANK STATEMENTS AT 31 July 2019	£11995.63
Business Saver Account	£10145.32
Community Account	£1850.31
 DIRECT DEBITS PRESENTED IN MONTH (FOR INFO ONLY)	 None
 RECEIPTS DURING MONTH	 None
 CHEQUES PRESENTED SINCE 31 July 2019	 None
UN-PRESENTED CHEQUES SINCE 31 May 2019	None
CHEQUES/PAYMENTS DRAWN SINCE 31 May 2019	£108.00 (HMRC)
 ACTUAL FUND POSITION AT 11 August 2019	 £11995.63
 PRECEPT FUND POSITION AT 11 August 2019	 £9402.81
PLAYPARK FUND POSITION AT 11 August 2019	£2156.34
DEFIBRILLATOR FUND POSITION AT 11 August 2019	£436.48
 PRECEPT FUND	
BILLS FOR PAYMENT 14 August 2019	
Texprep (July & August 2019)	£132.60
Jon Hampson (Mowing)	£190.00
E'ON (Street Lighting Jan-June (2 Invoices))	£551.11
Clerk Salary (April-June)	£507.00
John Hicks (Playground Inspection)	£56.40
 Total value of payments (£1437.11)	
 Current Precept Position 11 August 2019	 £ 6715.70
Precept Reserves (for Parish Elections)	£1250.00
<b>Total Closing Precept Fund at 11 August 2019</b>	<b>£7965.70</b>
<b>VAT Awaiting Claim</b>	<b>£57.44</b>
 PLAYPARK FUND	
BILLS FOR PAYMENT 11 August 2019	None
CLOSING PLAYPARK FUND POSITION AT 11 August 2019	<b>£2,156.34</b>
 DEFIBRILLATOR FUND	
BILLS FOR PAYMENT 11 August 2019	None
CLOSING DEFIBRILLATOR FUND AT 11 August 2019	<b>£436.48</b>

<b>Received From</b>	<b>Correspondence 11 June to 13 August 2019</b>	<b>Action</b>
PFK Littlejohn	External auditors - confirmation of receipt of documents and notification of exempt status	MA filed
KierWSP	Integrated Works program	MA forwarded to Cllrs
NCALC	Friday update x5	MA forwarded to Cllrs
NCC	June's Update	MA forwarded to Cllrs
Rural Services Network	Newsletter x 13	MA forwarded to Cllrs
HS2 Liaison Group	Group update x3	MA forwarded to MM
E'ON	Confirmation of reduced rates due to changes in street lighting & confirmed consumption reduction of 37.4%	MM forwarded to MA
Acre	Correspondence received from ACRE regarding village hall trust	MM forwarded to Cllrs
Tommy Gilchrist	Correspondence received from TG confirming Bypass meetings are being rescheduled	MM forwarded to Cllrs
Dave Hancock	Email correspondence confirming VH meetings re-scheduled to every two months commencing July 19 (AGM) & start time will be 7.30pm	MA rescheduled with Cllrs
St Peters Church	Invitation to attend Summer concert 2019	MA forwarded to Cllrs
Planning	Planning Application S/2019/1211/FUL	MM forwarded to Cllrs for decision as closing date was prior to August PC meeting.
Stephen Mold PFCC	Advance notice of next Councillor meeting with SM scheduled for 16/07/19	MA forwarded to Cllrs
MM	MM email to MA to confirm that GDPR should be loaded on Village website	MA loaded onto website
MA	Email to Newbottle Clerk confirming that Farthinghoe decline part funding of PCSO & the Clerk's response	MA filed
KierWSP	Rights of Way Consultation Improvement Plan & request to update our Path Warden list	MA forwarded to MM
KierWSP	Weekly Works programme x 4	MA forwarded to MM
Cherwell SNC	Alterations to the Electoral Register x 2	MA filed
MM	Note to Cllrs confirming outcome of meeting with Highways regarding improving pedestrian crossing safety improvements	MM forwarded to Cllrs

KierWSP	Monthly Newsletter	MA forwarded to Cllrs
MM	Correspondence from ACRE	MM forwarded to Cllrs
Parishes Together	Cancellation of July meeting	MA forwarded to MM
Jon Hampson	Correspondence regarding Public liability Insurance, Invoice	MA to write to JH/MA to arrange payment
MM	Correspondence regarding APM 2020	MM forwarded to Cllrs
HMRC	Re-enrolment workplace pension	MA to discuss with Cllrs
NCC	July Update	MA forwarded to Cllrs
Greatworth PC	Forwarded email correspondence stating Andrea Leadsom calls for HS2 to be urgently reviewed /HS2 response	MA forwarded to Cllrs
TexPrep	Invoice July 2019 & August 2019	MA arrange payment
MM	Correspondence regarding Farthinghoe Bypass	MM forwarded to Cllr
Police	Fundraising request in favour of COPs	MA forwarded to Cllrs
Farthinghoe Resident	Correspondence raising concern regarding neighbouring development of property & response from FPC 25/07/2019	MA forwarded to MM
Cherwell SNC	SNC Parish Clerk Forum Notes & Presentations - 16 July 2019	MA forwarded to Cllrs
Cherwell SNC	RE: Electronic Planning Consultations - Community Grant & Correspondence to Cllrs concerning this	MM forwarded to Cllrs
NCALC	Invitation to the 72nd Northants CALC Conference & AGM & Training Manager vacancy	MM forwarded to Cllrs
MM/KierWSP	Correspondence regarding waste drains in Chapel Lane, and response confirming work has been completed	MM forwarded to Cllrs
Chronicle	August edition	MA loaded onto website
MM/KierWSP	Correspondence detailing update on pedestrian crossing upgrade	MM forwarded to Cllrs
MM	Correspondence concerning planning matters	MM forwarded to Cllrs
West Northants	Strategic Planning Consultation	MA forwarded to Cllrs
JG	Street Sign Cleaning Quotation	Agenda item August PC meeting
MM/KierWSP	Report of vegetation blocking pedestrian walkway & response	MM forwarded to Cllrs
Greatworth PC	Stop HS2 campaign update	MA forwarded to Cllrs

