

FARTHINGHOE PARISH COUNCIL

MINUTES OF MEETING

held on Wednesday, 14th September 2016 at 7.00pm
in the Beasley Room at Farthinghoe Village Hall



Councillors present: Mr Mick Morris (Vice Chair) (MM)
Mr John Grant (JG)
Mr Henry Bankes-Jones (HBJ)
Mr David Dashwood (DD)
Mrs Jenny Forbes (JF)

Apologies: Mr Ross van Geest (Chair) (RVG)
Mrs Sally Thomas (ST)

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

| ITEM | | ACTION |
|-----------|--|------------------------|
| 16/09/236 | To receive and approve apologies for absence It was resolved that apologies from Cllr van Geest and Cllr Thomas be accepted. | |
| 16/09/237 | 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. | |
| 16/09/238 | 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. | |
| 16/09/239 | To receive and approve for signature the minutes of the meeting held on Wednesday 10 th August 2016. It was resolved that the minutes of Wednesday, 10 th August 2016 were taken as read, duly signed by the Vice Chairman and were adopted as approved. | |
| 16/09/240 | To note any actions arising from the minutes of 10 th August 2016 not included on this agenda for report only. 16/08/225 – The rejection of the existing fence at Steane Grounds Barn. Councillors confirmed that they had visited the site and could see no issues. It was resolved that Cllr Morris would visit the owners to offer future support if required. This action was carried forward from the August meeting. 16/08/226 - NCALC AGM, 8 th October 2016 - it was resolved that the Clerk would respond, declining the invitation on behalf of all councillors. 16/08/231 – the action on the Clerk to include in the Chronicle article reference to the fact the dogs are prohibited from the playpark for the safety of the children due to hygiene factors is outstanding from August. 16/08/234/3 – Cllr Forbes confirmed that the repairs to Hinton Road had indeed been completed satisfactorily. It has been confirmed that further repairs will be carried out in the next financial year, likely to include remedial work on the flooding that occurs at the A422 end of the Hinton Road. Cllr Forbes reported that a resident has expressed concern that repairs to Hinton Road may increase speed on the road. | MM PC PC |
| 16/09/241 | To receive the correspondence register since 10 th August 2016 requiring action: It was resolved that the following actions would be taken from correspondence received since 10 th August 2016: • CPRE – Invitation to Autumn Roadshow. It was resolved that no councillors | |

| | <p>wished to attend.</p> <ul style="list-style-type: none"> Email promoting Be Clear on Cancer campaign. It was resolved that circulation of this information from the Parish Council would not be appropriate. Email from parishioner regarding potholes and street light issues on Queen Street. It was resolved that Cllr Morris would visit the parishioner to explain the current status. It was further resolved that the Clerk would include information in the Chronicle on the use of Street Doctor to report issues, as greater use of Street Doctor would be likely to result in a speedier response. A further email had been received from a parishioner who had been asked to remedy trees which were encroaching on street lighting. It was resolved that the Clerk would reply, confirming that the issue had been raised at the Parish Council meeting and that a full response would be supplied once further investigations had been carried out. | <p>PC</p> <p>MM PC</p> <p>PC</p> | | | | | | | | | | | | | | | | |
|-----------|--|--------------------------------------|-----------------------------|--------|-------|--------|---------|---------|---------------------------|--------|------------------|---------|-----------------------------|--------|-------------|---------|-----------------------------|-----------|
| 16/09/242 | <p>To consider financial matters from the RFO:</p> <p>242/1 To receive the financial report for August 2016</p> <p>It was resolved that the financial report for August 2016 was presented by the RFO and was duly accepted.</p> <p>242/2 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>100710</td> <td>TexPrep</td> <td>£132.60</td> <td>Local Gov't Act 1972 s142</td> </tr> <tr> <td>100711</td> <td>E.ON Maintenance</td> <td>£107.70</td> <td>Parish Councils Act 1957 s3</td> </tr> <tr> <td>100712</td> <td>Jon Hampson</td> <td>£315.00</td> <td>Open Spaces Act 1906 s9&s10</td> </tr> </tbody> </table> <p>The RFO reported that an invoice had been received from Eon for replacement of a photocell on a street light. It was resolved that the RFO would query the invoice, as it was unclear whether this should be covered under the maintenance contract.</p> <p>The RFO advised that considerations for the budget should be commenced at the October meeting.</p> | Chq | Payee | Amount | Power | 100710 | TexPrep | £132.60 | Local Gov't Act 1972 s142 | 100711 | E.ON Maintenance | £107.70 | Parish Councils Act 1957 s3 | 100712 | Jon Hampson | £315.00 | Open Spaces Act 1906 s9&s10 | <p>PC</p> |
| Chq | Payee | Amount | Power | | | | | | | | | | | | | | | |
| 100710 | TexPrep | £132.60 | Local Gov't Act 1972 s142 | | | | | | | | | | | | | | | |
| 100711 | E.ON Maintenance | £107.70 | Parish Councils Act 1957 s3 | | | | | | | | | | | | | | | |
| 100712 | Jon Hampson | £315.00 | Open Spaces Act 1906 s9&s10 | | | | | | | | | | | | | | | |
| 16/09/243 | <p>To review the accident register and safety inspections for the playpark:</p> <p>Cllr Grant affirmed that there had been no reported accidents or incidents in the playpark over the last month. Wood chippings which had spilled over onto the grass needed to be tidied up. The playpark committee are planning a further meeting in the near future to discuss the success of the playpark to date and to consider whether further equipment should be provided.</p> <p>It was resolved that:</p> <ul style="list-style-type: none"> it be minuted that the site inspection records for August 2016 were passed to the Clerk by Cllr Grant for filing. | | | | | | | | | | | | | | | | | |
| 16/09/244 | <p>To determine responses to recent planning applications:</p> <p>There were no planning applications for consideration.</p> | | | | | | | | | | | | | | | | | |
| 16/09/245 | <p>Maintenance matters:</p> <p>245/1 To determine a date to conduct a village walk to identify areas requiring improvement.</p> <p>Cllr Morris reported that he had recently conducted a village walk with Mark Hathaway of Highways. Cllr Morris had made it clear that the contractors were not carrying out the works expected, which Mr Hathaway acknowledged and said would be reported back. Mr Hathaway will provide a report on the survey,</p> | | | | | | | | | | | | | | | | | |

| | | |
|-----------|--|----------------------|
| | <p>and it was resolved that the necessity for a village walk would be reconsidered once the report had been received.</p> <p>245/2 To receive an update on the village street lighting project</p> <p>Cllr Morris reported that there had been a visit by Balfour Beatty who have the contract with the County Council for street lighting. This visit resulted in conflicting advice being given. It was resolved that Cllr Morris would provide an interim report once a full quotation and explanation had been received.</p> <p>245/3 To discuss the issue of roadside signs and advertising in the village</p> <p>It was resolved that all councillors would personally review the signs currently displayed around the village and that the issue would be revisited at the October Parish council meeting to agree the next steps.</p> <p>245/4 To discuss verge, hedge and public area grass cutting</p> <p>It is unclear on who has responsibility for different areas within the village. As part of the village walk, it was agreed that a map should be drawn up to clearly identify areas of responsibility.</p> <p>It was agreed that grass cutting should continue in line with the planned current schedule, but that the situation should be reviewed at the next Parish Council meeting. The council provide 3 cuts in the growing season, which isn't considered to be sufficient to keep the village looking tidy.</p> <p>It was confirmed that the allotment hedge has been trimmed. Cllr Morris queried the state of the pavement alongside the allotments. It is believed that a fund for repairing pavements may be available from NCC.</p> | <p>MM</p> <p>ALL</p> |
| 16/09/246 | <p>Traffic matters:</p> <p>246/1 To receive an update on any further correspondence regarding the proposed bypass.</p> <p>There having been no further information received since the article presented in the last Chronicle, it was resolved to carry this item forward to the next agenda.</p> <p>246/2 To receive an update on the speed limit restrictions on New Road and Clarks Lane</p> <p>Cllr Grant had received a response from Highways, reporting that the project was progressing. It was resolved that Cllr Grant would write again, asking for a specific date for the work to be carried out.</p> <p>Cllr Bankes-Jones expressed thanks and congratulations to Cllr Grant for the work he has undertaken in getting the speed limit on Clarks Lane reduced.</p> | JG |
| 16/09/247 | <p>Village hall matters:</p> <p>247/1 To receive the report from attendance at the Village Hall Committee meeting</p> <p>The Clerk provided an update on the latest meeting, advising that despite a very poor turn-out at the village show, it appeared a small profit had been made. The evening Hoe-Down had been postponed to November, due to low numbers being able to attend. It was reported that the Annual General Meeting of the Village Hall Committee is due to take place at the end of October.</p> <p>247/2 To receive an update on the land registry status of the Village Hall plot:</p> <p>Cllr Bankes-Jones confirmed that the conveyance document he had reviewed was standard and that it would enable the land to be registered. It was resolved that application should now be submitted, to be accompanied by a covering letter, confirming that the land had never formally been registered.</p> | RvG |

The meeting closed at 8.23pm.

The next meeting will take place on Wednesday, 12th October 2016 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

Correspondence since 10th August 2016

| Received from | Details | Action |
|--|--|---|
| Rural Services Network | Weekly Email News Digest x 4 Hinterland newsletter x 5 Rural Vulnerability newsletter x 2 Rural Opportunities Bulletin Spotlight on Heart of the Village | Hyperlinks uploaded to dropbox |
| Northamptonshire County Council | August newsletter | Hyperlink uploaded to dropbox |
| Mick Morris, Councillor | Various emails regarding cutting of hedges and verges within the village Various emails regarding street lighting Copy of email from David Mellor, parishioner, regarding pedestrian crossing lights Email from MM to Inn at Greatworth, asking them to remove their sign Email to Salix, confirming attendance at meeting on 27 th September | On agenda for discussion On agenda for discussion MM responded that this has been reported to Street Doctor. |
| Ross van Geest, Councillor | Email correspondence between RvG and Chris Wragg regarding bypass, in relation to delay in presenting to cabinet. | Circulated to all councillors by RvG. On agenda for discussion at September meeting |
| NCALC | Four clerk vacancies & AGM reminder Response to request for the 2016 AGM agenda – provided 2015 agenda | Circulated to all councillors by PC Circulated to all councillors by PC Decision to be taken on attendance at AGM |
| CPRE | Invitation to Autumn Road Show | Attendance to be discussed |
| Annalee Bougourd, Senior Communications & Marketing Specialist, Northants CC | Email promoting Be Clear on Cancer campaign | Decision to be taken regarding circulation of information to parish |
| Steve McCarroll | Email regarding: Deflector shield for street light Potholes on Queen Street Update on bypass | Clerk responded: will discuss at September meeting, brief response provided re potholes and bypass |
| E.ON Maintenance | Reminder notice regarding unpaid invoices | Cheque was sent post-August meeting. Delay was due to no July PC meeting. |
| Rebecca Mills | Forwarding advice from Daventry Police regarding travellers causing issues in Northamptonshire | Circulated to councillors by PC |
| John Grant, Councillor | Email correspondence between JG and Helen Howard of Highways regarding speed limit on Clarks Lane and illegal road signs | On agenda for discussion at September meeting |

FARTHINGHOE PARISH COUNCIL FINANCIAL REPORT



BANK STATEMENTS AT 31.08.2016

| | |
|------------------------|-----------|
| Business Saver Account | £200.46 |
| Community Account | £7,194.71 |

DIRECT DEBITS PRESENTED IN MONTH

None

UNPRESENTED CHEQUES

| | | |
|------------------|--------|-----------|
| Land Registry | 100701 | (£30.00) |
| TexPrep | 100702 | (£132.60) |
| E.ON Maintenance | 100703 | (£107.70) |
| Jon Hampson | 100709 | (£175.00) |

RECEIPTS SINCE 31.08.2016

| | |
|----------|-------|
| Interest | £0.02 |
|----------|-------|

ACTUAL FUND POSITION AT 13 SEPTEMBER 2016 **£6,949.89**

PRECEPT FUND POSITION AT 13 SEPTEMBER 2016 £4,761.03

PLAYPARK FUND POSITION AT 13 SEPTEMBER 2016 £2,188.86

PRECEPT FUND

BILLS FOR PAYMENT 14 SEPTEMBER 2016

| | | |
|--------------|-----------|-------------------------------------|
| TexPrep | (£132.60) | Chronicle (2 months) |
| E-ON | (£107.70) | Street light maintenance to 30/9/16 |
| Mr J Hampson | (£315.00) | Mowing |

Total value of payments (£555.30)

CLOSING PRECEPT FUND POSITION AT 13 SEPTEMBER 2016 **£4,205.73**

PLAYPARK FUND

BILLS FOR PAYMENT 14 SEPTEMBER 2016

None

CLOSING PLAYPARK FUND POSITION AT 14 SEPTEMBER 2016 **£2,188.86**

PROJECTED PLAYPARK FUND POSITION

| | |
|----------------------|------------------|
| VAT claim to be made | £50.00 |
| Ramp regulations | (£200.00) |
| PROJECTED POSITION | £2,038.86 |

| 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 | £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 | £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 | |
| | | 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 | £39,954.10 | | |
| PROJECTIONS: | | | | | | | | | | | | | | |
| J Hicks VAT claim | | | | | | | | | | | | £50.00 | £2,238.86 | |
| Ramp regulations | | | | | | £200.00 | | £200.00 | | | | | £2,038.86 | |