

FARTHINGHOE PARISH COUNCIL

MINUTES OF MEETING

held on Wednesday, 9th November 2016 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)
Mrs Jenny Forbes (JF)
Mr David Dashwood (DD) (part)

Apologies: Mr Henry Bankes-Jones (HBJ)

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

ITEM		ACTION
16/11/260	To receive and approve apologies for absence It was resolved that apologies from Cllr Bankes-Jones be accepted and that apologies from Cllr Dashwood for an early departure be accepted.	
16/11/261	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.	
16/11/262	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.	
16/11/263	To receive and approve for signature the minutes of the meeting held on Wednesday 12 th October 2016. It was resolved that the minutes of Wednesday, 12 th October 2016 were taken as read, duly signed by the Chairman and were adopted as approved.	
16/11/264	To review any actions arising from the minutes of 12 th October 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. 16/10/258/2 – It was resolved that the Clerk would respond to the parishioner who had enquired about the siting of a traffic viewing mirror, explaining that the parish council were consulting with the police regarding options to improve the area. Round the Table – the Clerk reported that the action to speak to residents parking by the post box on Baker Street is still outstanding.	RvG PC PC
16/11/265	To receive the correspondence register since 13 th October 2016 requiring action: It was resolved that the following actions would be taken from correspondence received since 13 th October 2016: <ul style="list-style-type: none"> Stephen Mold, Police and Crime Commissioner. It was resolved that the Clerk would forward to email to Cllr Thomas, who would complete the survey on the proposed Police and Crime Plan for Northamptonshire. 	PC ST

	<ul style="list-style-type: none">Derek Blunt. It was resolved that the Clerk would suggest that Mr Blunt contact the Northamptonshire Records Office to assist with his research.Bruno Peek, Pageant Master. It was resolved that the Clerk would register for the Parish to participate in the beacon lighting on 11th November 2018.Public Health Communications, Northants CC. It was resolved that the Clerk would share the Stay Well This Winter posters on the village noticeboards.Chris Wragg, Northants Highways. It was resolved that the clerk would invite Mr Wragg to attend the APM in April 2017 to present the latest update on the bypass to the village. <p>265/1 To determine a response to the Precept Referendum requested by NCALC</p> <p>It was resolved that the Clerk would complete and submit the suggested letter on behalf of the Parish Council.</p>	PC PC PC PC PC																				
16/11/266	<p>To consider financial matters from the RFO:</p> <p>266/1 To receive the financial report for October 2016</p> <p>It was resolved that the financial report for September 2016 was presented by the RFO and was duly accepted.</p> <p>266/2 To approve bills for payment</p> <p>It was resolved that the following accounts be approved for payment:</p> <table><tr><td>Chq</td><td>Payee</td><td>Amount</td><td>Power</td></tr><tr><td>100719</td><td>Mr Jon Hampson</td><td>£210.00</td><td>Open Spaces Act 1906 s9&s10</td></tr><tr><td>100720</td><td>TexPrep</td><td>£66.30</td><td>Local Gov't Act 1972 s142</td></tr><tr><td>100721</td><td>Mr R van Geest</td><td>£49.98</td><td>Local Gov't Act 1972 s142*</td></tr><tr><td>100722</td><td>Mr R van Geest</td><td>£74.25</td><td>Local Gov't Act 1972 s142*</td></tr></table> <p>* Reimbursement of domain name registration and web hosting fee for 1 year</p> <p>266/3 To review draft budget for 2017</p> <p>Cllr Morris proposed that refurbishment of the bus shelter by the church should be considered as a project for 2017. It was agreed that ongoing upkeep of the shelter including foliage clearing could be covered from the contingency fund.</p> <p>No other projects were proposed.</p> <p>It was resolved that the Clerk would prepare two budgets for consideration in January, one of which will include a 2% inflationary increase. The agenda item for January would be that the budget had been set with the only decision to be taken as to whether to confirm acceptance of the proposed inflationary increase.</p>	Chq	Payee	Amount	Power	100719	Mr Jon Hampson	£210.00	Open Spaces Act 1906 s9&s10	100720	TexPrep	£66.30	Local Gov't Act 1972 s142	100721	Mr R van Geest	£49.98	Local Gov't Act 1972 s142*	100722	Mr R van Geest	£74.25	Local Gov't Act 1972 s142*	PC
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16/11/267	<p>To review the accident register and safety inspections for the playpark:</p> <p>It was resolved that Cllr Grant would provide the Clerk with a copy of the site inspection records for October 2016 after the meeting.</p> <p>Cllr Grant reported that he had requested costings from Jon Hampson for weed spraying in the playpark. He is now waiting for approval from Cllr Dashwood for the work to be carried out and from the Playpark group to confirm they are happy to fund £50 for the spraying.</p> <p>It was resolved that Cllr van Geest would write to Jon Hampson, expressing thanks on behalf of the Parish Council for the work he carries out in the playpark.</p>	JG RvG																				
16/11/268	<p>To determine responses to recent planning applications:</p> <p>There were no planning applications for consideration.</p>																					

16/11/269	<p>To review the invitation to comment on the Conservation Strategy circulated by South Northants Council</p> <p>It was resolved that as there were no perceived changes to the conservation strategy, no action was required.</p>	
16/11/270	<p>Maintenance matters:</p> <p>270/1 To consider viability of Parish Council taking full responsibility for village maintenance</p> <p>It was agreed that this is currently not a viable option for the Parish Council. It was resolved that Cllr Morris would continue to apply pressure to ensure that scheduled maintenance is carried out satisfactorily.</p> <p>Thanks were expressed to Cllr Dashwood for cutting back the hedge on the A422.</p> <p>270/2 To receive an update on the village street lighting project</p> <p>Cllr Morris reported that he had received a proposed solution from Balfour Beatty which had raised further questions. The project continues.</p> <p>270/3 To consider the provision of a public access defibrillator</p> <p>The Clerk presented costs for a public access defibrillator. It was resolved that the Clerk would speak to the Chronicle editor to ask if he would be willing to lead on a fundraising effort, with the Parish Council making a contribution to the cost.</p>	<p>MM</p> <p>MM</p> <p>PC</p>
16/11/271	<p>Traffic matters:</p> <p>271/1 To receive an update on the proposed bypass</p> <p>Cllrs Grant and Morris had attended the Northamptonshire County Council Cabinet Meeting on 9th November 2016 where the A422 Farthinghoe Bypass was on the agenda with the recommendations that Cabinet 1. Agrees that the A422 Farthinghoe Bypass is added to the County Council's priority list of major road schemes and 2. Notes the preference of the public consultation referred to in Section 4 of the report for a northern route and agrees that this should form the basis of further work to develop the scheme. The recommendations were agreed, meaning that scheme has been added to the County Council's priority list of major road schemes and the bypass plans were given approval to move onto the next stage where further technical work, including environmental assessment, would progress on generating a preferred route for the scheme, with the pace of the work depending on the availability of finance and resources.</p> <p>Cllr van Geest thanked Cllrs Grant and Morris for representing the Parish Council at the meeting. It was resolved that the Clerk would obtain a copy of the minutes of the Cabinet meeting.</p> <p>271/2 To receive an update on the speed limit restrictions on New Road and Clarks Lane</p> <p>Cllr Grant reported that he continues to chase Highways for a date for the work to be carried out, but that he has no further updates at this stage.</p> <p>271/3 To consider requesting a review of the speed limit on Cockley Road by the school</p> <p>Cllr Grant confirmed that he is meeting Helen Howard of Highways at the village hall week commencing 14th November to discuss the possibility of a 20mph speed limit past the school on Cockley Road. At the same time, he will</p>	<p>PC</p> <p>JG</p>

	<p>enquire about Clarks Lane, about the parking problems within the village, and about the results of the speed count conducted on Queens Street.</p> <p>271/4 To receive a report on the advice provided by the police concerning parking and access issues within the village</p> <p>Cllr Thomas reported that Chris Bird, our local rural police officer, had visited the village. Advice given was that villagers in the affected area on Queens Street/Chapel Lane should be requested to cut back overhanging foliage in order to improve vision. The Clerk will contact the appropriate property owners.</p> <p>It was resolved that the Clerk should include an article in the Chronicle, highlighting the incidents of illegal parking, the implications of responsibility should there be an accident caused by illegal parking, and the issues illegal parking causes for emergency vehicle access.</p> <p>It was further resolved that Cllr Thomas would contact Chris Bird again for promised information on parking close to junctions.</p> <p>This item will be included on the January agenda to allow input from Cllr Dashwood to be considered.</p> <p>It was resolved that Cllr van Geest would write to the owners of the company van which is consistently parked on Manor Lane, expressing concern about the access issues caused by the van.</p>	<p>PC</p> <p>PC</p> <p>ST</p> <p>PC</p> <p>RvG</p>
16/11/272	<p>Village hall matters:</p> <p>272/1 To receive the report from attendance at the Village Hall Committee meeting</p> <p>The Clerk presented a precis of the village hall AGM, where a new committee had been appointed, including a new chairman. It was stated that the initial aim of the new committee would be to gain greater control over the finances of the hall before planning how to improve and build on village hall usage going forward.</p> <p>272/2 To receive an update on the land registry status of the Village Hall plot:</p> <p>Cllr van Geest confirmed that receipt of the submission had been confirmed but no further information had been received.</p>	
	<p>Round the Table</p> <p>It was reported that a verbal complaint had been received regarding the Limes Farm exit on Manor Lane having been used for traffic leaving the premises after Halloween events, which is contrary to planning approvals.</p>	

The meeting closed at 9.20pm.

The next meeting will take place on Wednesday, 11th January 2017 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

Correspondence from 13th October 2016 to 6th November 2016

Received from	Details	Action
Rural Services Network	Weekly Email News Digest x 4 Hinterland newsletter x 4 Rural Vulnerability newsletter x 2 Rural Opportunities Bulletin Rural Housing Spotlight Free RSN Seminar – Grants and Funding	Hyperlinks uploaded to dropbox
Northamptonshire County Council	October newsletter	Hyperlink uploaded to dropbox
Democratic and Elections Data Processor, Cherwell District Council and South Northamptonshire Council	Email providing form to complete to request a full electoral register	Request sent back by email 30 th October 2016
Stephen Mold, Police and Crime Commissioner,	Email launching 6 week consultation period on proposed Police and Crime Plan for Northamptonshire. Requesting completion of survey.	Email circulated to councillors – action to be determined
Michaela Simons, Brackley Safer Community Team	November policing update	Circulated to all councillors by PC
Louise Ellison-Newton, the Noticeboard Company	Email advertising services	Put on file
Mick Morris	<p>Email correspondence between MM, Ron Sawbridge and Ian Morris of Northants Council concerning taking back responsibility of verge cutting and weed spraying.</p> <p>Email to Mark Hathaway of Northants Council concerning unsatisfactory weed spraying</p> <p>Email correspondence between MM and Andrew Jones of Cherwell and South Northants concerning unsatisfactory street cleaning. Andy Jones arranging for South Northants equipment to be used in Farthinghoe or a manual crew. Confirmation that a crew will be attending w/c 7/11/16</p>	<p>Circulated to all councillors by MM. On agenda for discussion at November meeting.</p> <p>Circulated to all councillors by MM. On agenda for discussion at November meeting.</p> <p>Forwarded to all councillors by PC. On agenda for discussion at November meeting.</p>

	Correspondence with Anglian Water, requesting official leaflets to distribute to the village concerning toilet waste. In response to complaint received regarding overflow at the Main Road end of Chapel Lane.	Information to be included in the next Chronicle
Kathryn Burke, TV company	Email via website, requesting contact details for allotments.	PC put her in touch with Mrs Dashwood.
Kevin Larner, Cherwell and South Northants Council	Email introducing himself as new contact at SNC, responsible for organising Parish Clerk Forum meetings.	Put on file
Ron Sawbridge	Emails concerning attendance at the Cabinet meeting on 9 th November	Forwarded to all councillors by PC, asking who will be in attendance
Craig Felts, Northamptonshire Rural Housing Association	Email providing link to the Annual Report	Forwarded to all councillors by PC
Derek Blunt	Email received requesting information on acreage of current parish and breaking up of manorial estates for book research	Discuss appropriate contact to provide
Stephen Bunce, Farthinghoe Village Hall	Latest village hall accounts	Circulated to councillors by PC
Danny Moody, NCALC	Update on AGM, information on Director Vacancy, request for response to Precept Referendums Big Friday Round Up Includes template letter regarding response to Precept Referendums, plus other information NALC response to Government, objecting to the possibility of precept capping, plus 3 Clerk vacancies	Circulated to councillors by PC Circulated to councillors by PC Decision needed on Precept Referendum (included on November agenda) Circulated to councillors by PC
Bruno Peek, Pageant Master	Invitation to participate in beacon lighting on 11 th November 2018 to commemorate 100 years of the end of WW1.	Response required by end of January 2017
Public Health Communications, Northants CC	Promoting the Stay Well This Winter campaign	Circulated to councillors by PC – do we wish to take any action?
Anne Kirkland, NCALC	Reminder to apply for	PC will action

	Transparency Funding for 2016/2017	
Cabinet meeting on bypass	Various emails concerning logistics for the meeting and exchanging ideas for Farthinghoe's speaking opportunity	All councillors cc'd into all pieces of correspondence
Wix	Reminder to renew Wix premium plan (website)	On November payments list
Stacey Webster, WEL Medical	Quotation for public access defibrillator	On November agenda
Chris Wragg, Northants Highways	Response to Clerk's invite to next Parish Council meeting, stating that no further updates will be fully relevant until the next financial year.	Clerk to invite Mr Wragg to May Parish Council meeting
Maureen Paddick	Requesting information on parish records for the church	PC forwarded email to Rev. Dommett
Kris King, Hartwell Safety	Offering portable appliance testing	PC forwarding to village hall committee
Jon Hampson	Email correspondence between Jon Hampson and John Grant, concerning hedge trimming and weeds at playpark.	Circulated to all councillors by PC
Laura Osgathorp, Homelessness Strategy officer, SNC	Email requesting confirmation of rough sleeper estimate for night of 10 th November	PC to complete form as requested, to be returned by 21 November
HM Revenue & Customs	BACS remittance advice for VAT repayment	Filed

FARTHINGHOE PARISH COUNCIL FINANCIAL REPORT



BANK STATEMENTS AT 31.10.2016

Business Saver Account	£200.48
Community Account	£10,289.11

RECEIPTS DURING MONTH

HMRC – VAT rebate	£313.92 (for info only - included in balance above)
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DIRECT DEBITS PRESENTED IN MONTH

None

UNPRESENTED CHEQUES

Jon Hampson	100712	(£315.00)
E.ON Lighting	100713	(£242.48)
BDO LLP	100714	(£240.00)
HMRC	100716	(£70.00)
E.ON Maintenance	100717	(£28.16)
TexPrep	100718	(£66.30)

RECEIPTS SINCE 31.10.2016

None

ACTUAL FUND POSITION AT 5 NOVEMBER 2016	£9,456.57
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PRECEPT FUND POSITION AT 9 OCTOBER 2016	£7,214.23
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PLAYPARK FUND POSITION AT 9 OCTOBER 2016	£2,242.34
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PRECEPT FUND

BILLS FOR PAYMENT 9 NOVEMBER 2016

Virtual Names (pay to R van Geest)	(£49.98)
Wix (pay to R van Geest)	(£74.25)
Texprep	(£66.30)
Jon Hampson	(£210.00)

Total value of payments	(£400.53)
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CLOSING PRECEPT FUND POSITION AT 9 NOVEMBER 2016	£6,813.70
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PLAYPARK FUND

BILLS FOR PAYMENT 9 NOVEMBER 2016

None

CLOSING PLAYPARK FUND POSITION AT 9 NOVEMBER 2016	£2,242.34
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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	£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
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