

## NETHER HEYFORD PARISH COUNCIL

**CHAIRMAN: C. Kiloh**

**CLERK: G. Ravine. Old Dairy Farm, Upper Stowe, Weedon, Northampton. NN7 4SH**  
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**Minutes Nether Heyford Parish Council Meeting, Monday 5<sup>th</sup> February 2018, Baptist Church Rooms, The Green.**

**Present**

S Corner	L Dilkes	L Eales	P Green	N Haynes
		C Kiloh (in the chair)	A Williams	
Cllr Bignell SNC.		Cllr Harries SNC.	G. Ravine (clerk)	7 members of the public

1. **To Receive Apologies and Approve Reasons for Absence.** AM Collins. Holiday. Resolved. Apologies accepted.
2. **To Invite Declarations of Interest.** None.
3. Register of Interests Update. None.
4. **Public Participation.** Mrs Reeves was pleased to see a Village Cleaning day announced but was concerned that litter picking be safely done. She expressed concern that the Linkman was not observed working during the hours of daylight. The Chair explained that he usually worked in the evening. Mr Wright reported that he would be unable to continue with helping at the Cemetery, which he had now done for 40 years. He was concerned that signs be produced to ensure that the bins were used appropriately, and that Council was unwilling to pollard the lime tree near his house. Cllr DH reported that NHB money would still be forthcoming in future levels, but that the proportion SNC would be giving to Parishes would be reduced.
5. **To confirm and sign minutes of the meeting held on 2<sup>nd</sup> January 2018. Resolved.** Minutes were accepted as a true record. Chairman duly signed minutes and agenda.
6. **MATTERS ARISING FROM THE MINUTES;** None.
7. **To co-opt new Councillors.** No candidates.
8. **REPORTS**
  1. **Lighting.** Light between 1&2 Western Ave not working
  2. **Roads and pavements.** Large potholes in Furnace Lane and Church Lane to be reported.
  3. **The Green and Play Area.** All outstanding work on swings and furniture in the Play Area has now been carried out. Clerk to check whether broken bin still present.
  4. **Playing Fields.** No report.
  5. **Trees.** One quote received for pollarding 16 Limes in the Churchyard. More to be sought.
  6. **Allotments.** Approximately 75% of rents collected so far at Rent night and since. 35 plots paid, 12 still to come, but suspected 17 plots will remain vacant.  
10 people had come forward at the Rent night showing an interest in improving the allotments. Clerk reminded that if volunteer labour was to be used, that a Risk Assessments needed to be made and names of volunteers listed for insurance purposes.
  7. **Footpaths.** Gate on the footpath from Church lane by Rice's field rotten. Clerk had reported to Rights of way team. Site needs to be identified for a dog waste bi in this area.
  8. **Churchyard.** Wall to be repaired shortly, held up by the weather. Quotes to be sought for pollarding the Limes on the North side. NH reported that the church was receptive to having cremation ashes put in the churchyard. Clerk to write formally to the PCC for permission. A site meeting to discuss locations and procedures.
  9. **Canal.** MB reported that the footpaths were very wet, and dog mess was an increasing problem.
  10. **Joint Burial Board.** A Meeting had been held on Jan 22<sup>nd</sup>. Another would be held in March. Work to be done on the Yews.
  11. **Youth Club.** YC able to pay for coppicing Ash tree from own funds. LD reported increasing numbers of juniors using the club. A new cooker had been fitted which would help with bookings.

**9 Planning.**

<a href="#">S/2018/0217/FUL</a>	14 Middle Street	Two storey side extension.	Extension applied for.
<a href="#">S/2018/0218/FUL</a>	14 Middle Street	Detached double garage with ancillary accommodation over.	ditto
S/2018/0063/OUT	Land E of Winston Close	Four detached properties (Outline)	Object. Outside village confines. More large houses not needed. Prefer to retain as open countryside.
<a href="#">S/2018/0101/106D</a> <a href="#">V</a>	Land at Heyford Cottage 6 The Green Bugbrooke Road.	Appl. for Deed of Variation to revoke S106 Legal Agreement re. S/2001/0919/P [Conv & ext. existing barn to form dwelling, erect 3 detached dwellings & attached garage for existing dwelling & new access road].	Object. Section 106 conditions should be upheld. No changes since 2001. More large houses not needed, and no suitable entrance.
<a href="#">S/2017/2940/COND</a> <a href="#">S/2017/2939/COND</a>	22 Furnace Lane	Conditions 4 & 5 [Archaeological Report]planning permission S/2016/2651/LBC [Change roof material outbuildings, erect boundary fence to rear, remove oven, int alterations & fix services to external wall/	Approved

		roof].	
S/2017/2984/TPO	12 Manor Park	T1 Common Beech Tree - Fell	Pending
S/2017/2753/FUL	10 Church Lane	Single storey rear extension. 1 <sup>st</sup> floor side ext, incl new dormers.	Approved
S/2017/2484/MAF	Land E of Middle St	Change of use – agric. land to equestrian paddock/ stable block.	Pending

**Resolved.** Comments to be passed to SNC.

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| 10. | <b>General Data Protection Regulation – to discuss becoming compliant with law from May 25<sup>th</sup>.</b> Clerk reported that he had attended a training course. Council would need to do an Information Audit, appoint a Data Protection Officer and form a policy on document retention and destruction prior to the introduction of GDPR. It was hoped that suitable templates would be provided by SLCC and NCALC. |
| 11. | <b>Finger Posts</b> – No information from NCC yet. Deferred.  |
| 12. | <b>Village Spring Clean.</b> – It is understood that the WI will be taking the lead, and the scouts and Youth Club may be involved. Clerk had been asked to provide high visibility jackets and litter pickers, but these would come from SNC and would need applying for by the organisers.  |
| 13. | <b>Revue of the Internal Audit</b> – Clerk distributed copies of a document. <b>Resolved.</b> Revue of the Effectiveness of the Internal Audit document adopted.  |
| 14. | <b>Risk Assessment – Annual review.</b> Clerk distributed copies of a Health and Safety and Financial Risk Assessment documents. <b>Resolved.</b> Financial Risk Assessment adopted.<br><b>Resolved.</b> Health and Safety Risk Assessment adopted.   |
| 15. | <b>Neighbourhood Plan</b> – SC reported that work continued, to a rather tight schedule. Advice had been received that it would be better to specify preferred sites for development than not.  |
| 16. | <b>Staff Assessment.</b> – CK reported that the assessment was satisfactory. This triggers a rise in the Clerk’s pay scale from SCP 33 to SCP 34. <b>Resolved.</b> Council approved the annual increment, to be applied in 2018/19  |
| 17. | <b>Lights on the Green, Furnace Lane.</b> Aylesbury Mains suggest upgrading the light opposite the entrance to Hillside Road. This is rather shrouded by trees in the adjacent houses. Clerk to write to the householders. Meeting regarding the light at 5 The Green still to be arranged. Clerk to inform and consult with householders in the vicinity.  |
| 18. | <b>Annual Football match on the Green</b> – to consider giving permission. Application withdrawn as date clashes with Royal Wedding and FA Cup final.   |

#### 19 CORRESPONDENCE.

Arien Signs – E-mailed. ACRE – re Best Village competition – Circ ACRE – Annual report & AGM notice– Circ M Anderson.SNC – Precept acknowledgement - Noted Big Things – re art project - Circ A Lewis – Active Spaces – E-mailed. D Moody – re access to national NALC website	NCC – re food waste recycling campaign - Circ R Pardon – Application for permission to build a shed - to be discussed by new allotments group. SNC. Sarah Burns. – Funding fair – Circ. SNC – Re Neighbourhood Plans - Circ Police. Northamptonshire Neighbourhood Alert Registration and New Email. Circ Shivercasting.- re TV show – Circ. Wickstead security keys. To be held by Clerk and CK.
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CIRC. Circulated by E-mail. CIL Community Infrastructure Levy. SNC – South Northants Council. NCC– Northants County Council VHMC – Village Hall Management Committee EMRA – East Midlands Regional Assembly. HSC – Heyford Sports Club. NCALC – Northants County Association of Local Councils. CLASP – Community Landscape & Archaeology Survey Project. WNJPU – West Northants Joint Planning Unit. SNH –South Northants homes. NRHA – Northants Rural Housing Association. PCC Parochial Church Council. PFA - Playing Field Association. NHB New Homes Bonus. NP Neighbourhood plan. JCS – Joint Core Strategy. WPD (Western Power Distribution). SNC –South Northants Council. EA Environment Agency.

#### 20 ACCOUNTS FOR PAYMENT/Financial Matters.

a) Bank balances: - Yorkshire Bank Parish Council 29/12/17 £95,996.46 b) Accounts for payment.

	NAME	CH NO	AMOUNT	Incl VAT	POWER
1	G Ravine – incl overtime * overpaid 20p in Jan - adjusted	1942	£835.25		LGA 1972 s 112
2	HMRC DB £67.40 GR £193.00 NI£46.08 Emp NICs £52.99	1943	£359.47		LGA 1972 s 112
3	D Booker – salary * overpaid 20p in Jan - adjusted	1944	£269.90		LGA 1972 s 112
4	AH Contracts dog Bins	1945	£135.00	£22.50	Clean Neighbourhood/Env Act 201
5	Aylesbury mains – light maintenance. Bliss Close	1946	£87.84	£14.64	Highways Act 1980, s. 301
6	SLCC - Seminar	1947	£90.00	£15.00	LGA1972 s143
7	Aylesbury mains – light maint replaces 1931 – made out in error Pension £19.17	1948	£155.88	£25.98	Highways Act 1980, s. 301

**\*Resolved.** \* Payments to be made.

**21. Items for the next Agenda.** Finger post. Light reports.

**22. Next meetings** – Monday. March 5<sup>th</sup>.

*There being no further business the meeting closed at 20 18.*