

## NETHER HEYFORD PARISH COUNCIL

CHAIRMAN: C. Kiloh

CLERK: G. Ravine. Old Dairy Farm, Upper Stowe,  
Weedon, Northampton. NN7 4SH
[netherheyfordparishcouncil@gmail.com](mailto:netherheyfordparishcouncil@gmail.com) 01327  
340410

### Minutes Nether Heyford Parish Council Meeting, Monday 3<sup>rd</sup> June 2019, at 7.30pm in the Baptist Church Rooms, The Green, Nether Heyford

#### Present

C Kiloh (in the chair)	M Brasset	S Corner	AM Collins	L. Dilkes
L Eales.	P Green	N Haynes	D Musson	A. Williams
Cllr P Bignell SNC	G Ravine, Clerk	Cllr D Harries, SNC	Cllr A Brown NCC	5 members of public

1	<b>To Receive Apologies and Approve Reasons for Absence.</b> None.
2	<b>To Invite Declarations of Interest.</b> None.
3	<b>Register of Interests Update.</b> None.
4	<p><b>Public Participation.</b> A resident noted recent work on cleaning gutters: and hoped residents might take note and take responsibility for the gutters in front of their houses and remove vegetation and debris. Mr Wright complained that a Lime in the cemetery had not been pollarded. NH replied that it had been inspected and was not suitable for pollarding, only crown lifting. CK agreed that a further inspection could take place.</p> <p>Cllr AB reported that NCC was working towards a shadow authority, and that elections would come in May 2020. He reported that NCC had made a small profit on last years accounts, but would still need to find £30M worth of savings this year. He expressed concerns about social services for children, feeling it would be better if this were dealt with on a county wide basis, rather than by different councils.</p>
5	<b>To confirm and sign minutes of the meeting held on 7<sup>th</sup> May 2019.</b> The Council <b>Resolved</b> to accept the minutes as a true record. The Chairman duly signed the minutes and agenda.
6	<p><b>Reports:</b></p> <p>A. PCSO. No report. On annual leave.</p> <p>B. Lights. No Report.</p> <p>C. Roads &amp; Pavements - Potholes had been patched.</p> <p>D. The Green &amp; Play Area -Mr Gibbins had been asked to quote for clearing gutters on the roads crossing the Green. A request had been made to be permitted to install a planter in front of the Millennium Sign. Deferred.</p> <p>E. Playing Fields. <b>Resolved.</b> Council to accept a Land charge (maximum of £50) from SNC related to the bid for NHB money for a storage container.</p> <p>F. Trees - During work dead wooding Robinias on the Green it became clear that 2 trees were hollow, and needed to be felled. <b>Resolved.</b> Quote for £590 from Stowe Tree Services accepted to fell the trees.</p> <p>A Silver Birch on Hillside Close would be checked for safety.</p> <p>G. Allotments - SC reported that another plot had been allocated. Some of the</p>

NHB money had been spent on a shed, which when secure, would house equipment.

**H. Footpaths** - No major problems. Broken stile near Wakefield Wat removed.

**I. Churchyard** - Jan Rands had contacted Council on the subject of safety checks on gravestones. Resolved. Council to assume responsibility for safety checks on the gravestones in the churchyard.

**J. Canal** - No report.

**K. JBB** - Meeting arranged for Monday 17<sup>th</sup> June. CK had arranged for emergency repairs on metalwork on the gate.

**L. Youth Club** - LD reported that the club had reached 50 members, and no more could be accepted with the volunteers available. A waiting list had been opened.

**M. Defibrillators.** - Both checked and in working order. CK was concerned that the ambulance service had given out the wrong code in an incident recently.

## 7 Planning Matters

S/2019/0911/ FUL	Sports Field Middle St	Storage container	Support
S/2019/0832/ LBC	Heyford Manor 29 Manor Park	Internal alterations, to include infilling door, staircase to lower ground floor, remove modern stud walls & doors, alterations & repairs to windows & roof lights.	No Objectio ns
S/2019/0647/ FUL	39 Hillside Crescent	First floor side extension over existing garage. Convert existing garage into playroom. Position pitched roof over washroom	Refusal
S/2019/0541/ FUL	Stoneleigh 16 Middle St	Two storey annexe to the side	Approve d

**Resolved.** Decisions to be passed on to SNC.

8	<b>Street naming - Resolved.</b> Council to recommend the name Hillcrest for the new Affordable Housing off Hillside Crescent.
9	<b>New Homes Bonus</b> - to consider application(s) - deferred. Clerk reminded Councillors that there was a substantial form to fill in, that evidence of need was required and that quotes needed to be sought for most things.
10	<b>Neighbourhood Plan</b> - SC and the Neighbourhood Plan team reported on progress towards the next step in the process, Consultation. This process would be started shortly, after another bout of work, to follow 2 years of work already. A draft/pre submission version of the plan was shown, highlighting the policies within the plan. The policies are the most significant part of the plan; as they will be part of what will become a legal document, that will be referred to by planning departments in the future. The policies are all evidenced by statements from residents, taken from previous questionnaires. Wellbeing is a core or overarching theme throughout the Plan, which is intended to always produce a positive impact. It was also hoped that future development would be Community led rather than developer led. Attention was drawn to density of development, which should always reflect the character of the area. The village has less than 25 dwellings per hectare - apart from Bliss Close - and it is intended that any future development would not exceed this limit. LD expressed concern as to the definition of Affordable Housing. This would be addressed within the plan with reference to the village. Cllr PB asked whether disabled access to housing was being born in mind. SC replied that it was.
11	<b>Play Area Inspection - to report.</b> The annual Play Area inspection had taken place

	and while no major problems were encountered, there are some low risk issues that will need addressing. Chair felt that the Play Area was showing its age and that Council should be looking at replacing and extending it.
<b>12</b>	<b>New Standing Orders - Resolved.</b> To adopt the policy.
<b>13</b>	<b>New Financial Regs - Resolved.</b> To adopt the policy.
<b>14</b>	<b>Disciplinary and Grievance Policy - Resolved.</b> To adopt the policy.
<b>15</b>	<b>Correspondence.</b>
Acre - Incorporation for Charities Seminar - circ - noted - Rural Wellbeing paper - circ - noted P Briggs inspect Play area. - Circ - Noted. S Burns - re Funding fair June 29 <sup>th</sup> - circ. S Howcroft NHS - re defib. A Morvern re bench - Council happy for bench to go near to the river, rather than the Green	NCALC Various - circ. Noted. DPO Service policies to adopt - circ. Noted. J Rands - re churchyard gravestones safety checks. Clerk to respond as above. SLCC re membership renewal - Noted. SNC re NHB money. Noted --By phone - re. fires behind Denbrook Fires witnessed, letter sent asking owner to desist.

**Circ.- Circulated by email:** EMRA- East Midlands Regional Assembly, HSC Heyford Sports Club, JCS Joint Core Strategy, CLASP Community Landscape & Archaeology Survey Project, WMJPU Wet Northants Joint Planning Unit, SNH South Northants Homes, NRHA Northants Rural Housing Association, PFA Playing Field Association - NHB New Homes Bonus, NP Neighbourhood Plan, SNC South Northants Council.

**16. Financial Matters.** Clerk outlined additional financial controls as recommended by the Internal Auditor. Each month two Councillors would be asked to spot check accounts, choosing transactions and checking cheque stubs, invoices, spreadsheets and bank statements. They would then sign the invoice to confirm the checks had taken place. CK and DM to makes checks at this meeting.

A) Bank Balance: Yorkshire Bank Parish Council 01/05/2019 £1133,210.70 B) Accounts for approval

	NAME	CH NO	AMOUN T	Incl VAT	POWER
1	G Ravine - salary incl Holiday Pay and Overtime.	2125	£761.80		<i>LGA 1972 s 112</i>
/2	HMRC DB £74 GR £205.40 NI£36.84 Emp NI£42.37	2126	£358.61		<i>LGA 1972 s 112</i>
3	D Booker - salary	2127	£295.45		<i>LGA 1972 s 112</i>
4	Simons and Sons Grounds maintenance - grass	2128	£1,661.88	£276.98	<i>Highways Act 1980 S301</i>
5	DNH Contracts Dog Bins	2129	£210.00	£35.00	<i>Clean Neighbourhood/Env Act 2005</i>
6	J Gibbins. Furnace lane Gutters	2130	£90.00		<i>Highways Act 1980 S301</i>
7	Police - PCSO contract. May - Sept 2019	2131	£6,207.50		<i>Local Gove'nt and Rating Act 1997, s.31</i>
8	L Eales - allots expenditure. NHB	2132	£847.80		<i>Smallholdings &amp; Allotments Act 1908</i>
9	J Gibbins. - Jitty clearances and spraying	2133	£160.00		<i>Highways Act 1980 S301</i>
10	Seagrave Inspection Services Ltd - Play Area insp.	2134	£108.77		<i>Local Govn't (Misc. Prov.) Act 76, s. 19</i>
11	J Garrett - for "Entrypreneurs" plants for village entrances	2135	£135.89		<i>Local Govn't (Misc. Prov.) Act 76, s. 19</i>
12*	Stowe Tree Services. - work on trees on the green	2136	£305.00		<i>Open Spaces Act 1906, s. 15;</i>
	Pension Ee £ Er £		tbc		<i>LGA 1972 s 112</i>
	*Denotes invoice received after agenda published				

**Resolved.** Payments to be made.

<b>16</b>	<b>Items for the next Agenda.</b> GDPR policies. NHB plans.
<b>17</b>	<b>Next meetings - Monday, 1<sup>st</sup> July 2019</b>

*There being no further business the meeting closed at 21.02.*

