

NETHER HEYFORD PARISH COUNCIL**CHAIRMAN:** - Mr C. Kiloh**CLERK:** G. Ravine Old Dairy Farm, Upper Stowe
Weedon. Northampton. NN7 4SH
netherheyfordparishcouncil@gmail.com. 07935931787**Minutes of the Annual Meeting of Nether Heyford Parish Council held online due to the Coronavirus Emergency on 4th May 2020 at 7.30pm.**

1	Election of Chairman & Declaration of Acceptance of Office. C Kiloh elected as chair and signed the declaration of office.			
2	Election of Vice Chairman and Acceptance of office L. Dilkes elected as vice - chair and signed the declaration of office.			
3	Appointments of committees			
	Councillor	Finance	Allots	Planning
	M Brasset			JBB
	S. Corner		✓	✓
	L Dilkes	✓		
	L. Eales		✓	
	P. Green			
	N. Haynes			
	C. Kiloh	✓		✓
	D. Musson			
	A. Williams	✓		✓ (Chair)
4	Appointments to outside bodies			
	Playing Field Representative L Eales	Arnold Charity. C. Kiloh		
	Youth Club Representatives. L. Eales, L Dilkes	Bliss Charity School Trustees C Kiloh		
	Village Hall Representatives. L Dilkes	Tree warden N Haynes		
	“Accounts monitors” C Kiloh. A Williams. L. Dilkes.	Neighbourhood Plan Group – S Corner, C Kiloh,		
	Flood Warden. C Kiloh	Footpaths. D Musson		
5	Re-affirmation of Clerk as RFO. Resolved Clerk re-affirmed as RFO			
6	Apologies for absence. S Corner (Illness), M Brasset, P Green (unable to access meeting) Resolved to accept apologies.			
7	Declarations of Interest. None.			
8	Insurances – to assess cover. Deferred until September. Clerk noted that new lights would have to be considered.			
9	To Review Policies. – Deferred. Clerk would distribute policies, Financial Regs etc with a view to revising or re-adopting.			
10	Public Question Time. Jez Wilson reported on volunteer activities during the emergency, and wondered whether councillors were happy with the website. Councillors thanked him for his efforts with food parcels etc during the last months. Cllr AB reported that NCC were looking to re-open tips. He reported a tremendous response to the coronavirus all round, but 200 plus deaths. There had been a severe impact on NCC Finances that they would look to central government for help. On LGR the first meetings of the Shadow authorities were due to take place. Highway repairs were still being carried out. Cllr DH reported that SNC finances had been in good order but that the Emergency had severely affected all Council incomes and felt central government would have to plug these revenue holes. He expressed concern for Councils who were less well placed. Cllr PB reported that the first virtual Planning meetings had taken place, and re-iterated that no site visits could take place. He encouraged applicants to send photographs with applications			
11	Minutes of the meeting held on 6th April 2020. Resolved. The minutes were confirmed as a true account of the meeting and signed by the Chair			

12. Planning.

<u>S/2020/0530/FUL</u>	5 Watery Lane	Single storey and first floor extensions to front and first floor extension to rear	Complex issue which has been to appeal. Applicants have complied with conditions, no grounds for objection. Neighbours content.
<u>S/2020/0619/FUL</u>	37 Hillside Cresc	First floor side extension	No Objections
<u>S/2020/0501/FUL</u>	17 The Peak	New detached garage & single storey side extension & front porch	Concern at narrowness of access
<u>S/2020/0428/FUL</u>	Rear Denbrook Weedon Rd	Detached single storey dwelling	Adjourned until August
<u>S/2020/0331/FUL</u>	53 Manor Park	Front porch and two storey rear extension	Approved
<u>S/2020/0108/FUL</u>	8 Winston Close	Single storey rear extension, garage conversion	Pending
<u>S/2019/2308/LBC</u>	30 The Green	Listed building consent garden shed, Rebuild existing wall.	Pending
<u>S/2019/2305/6/FUL</u>	White Hall Watling St	To convert 2 listed agric. buildings to holiday lets	Pending

Resolved. Comments to be passed to SNC.

13	Annual Parish Meeting. There had been no Annual Parish Meeting due to the Covid 19 Emergency and the meeting was postponed until the situation improved.
14	Reports 1. PCSO – had sent out a report which had been circulated. 2. Lights – AW reported that it was hoped that quotes from Aylesbury Mains and Balfour Beatty would be forthcoming. AW had consulted the latter regarding “Smart Management” but it was not felt that this would be cost effective in such a small lighting system. NHB scheme had been reopened. DH cautioned that the wording on an application would need to be carefully considered. 3. Roads and pavements. It was noted that repairs were still being carried out, but that some areas such as Hillside Road were in very poor condition and were not being attended to. 4. The Green and Play Area – inspection due. The Play Area was still locked up, but it was felt that the inspection should go ahead. CK continued to do weekly inspections. 5. Playing Fields. No report. 6. Trees. No problems reported. 7. Allotments. Allotments were felt to be in the best condition for years. There were no empty plots now. LE commended DM for work on the wildlife area. 8. Footpaths. Felt to be in reasonable condition apart from the section between Church lane and the river footbridge which had subsided and was felt to be dangerous. 9. Churchyard. Tree work has had to be paused. 10. JBB. There had been complaints about the grass and foliage in the cemetery. CK would check this. 11. Canal. No report. 12. Youth Club. No report. 13. Defibrillators. Had been inspected and were in working order.
15	Covid 19 Emergency reports. Leaflets had been delivered. It was reported that food parcel distribution was proceeding well and now included Upper Heyford. Medications from Bugbrooke surgery were now routinely delivered. It was felt that village volunteers were on top of the situation. Councillors thanked Jez Wilson and Faye Brasset for their efforts.
16	2019 – 20 Accounts. The accounts and a reconciliation had been distributed. LD drew attention to an anomaly, which was corrected. Resolved. To accept the Accounts and pass them to the Internal Auditor.
17	Internal and External Audit – Clerk reported that the AGAR forms had been received from PKF late because of the Emergency, and that the Internal Audit would take place remotely. It was hoped to keep within the standard timeframe, although deadlines had been relaxed.
18	Further grant Funding for Church Roof – to discuss in light of NCALC advice. The Chair felt that further contributions should not be made as Council had been advised that it was unclear whether such donations

	could or should be made to a religious organisation. Council were, however, obliged to take responsibility for the Churchyard, and there was a power enabling them to pay for the upkeep of the church Clock.
19	Correspondence.
P Briggs re Play Area inspection. Noted and Circ. D Jacobs re internal audit. Noted and Circ. NCALC – Update & Covid 19 situation. Noted and Circ. PKF Littlejohn – Agar documents. Noted and Circ.	D Moody – regarding grants. Noted and Circ. LGR Q&A - West Northamptonshire Confirmation Noted and Circ. G Stanford – re trees on Green. STS to be asked to look into this.

EMRA – East Midlands Regional Assembly. EMDA – East Midlands Development Agency SNC – South Northants Council NCC – Northamptonshire County Council OSHMC – Old School Hall Management Committee EMRA – East Midlands Regional Assembly. NCALC – Northants County Association of Local Councils. CLASP – Community Landscape & Archaeology Survey Project. WNJU – West Northants Joint Planning Unit. Circ – circulated by e-mail.

20	Financial Matters. a) Bank balances Yorkshire Bank 1/4/2020. £73451.32
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b) Accounts for payment

	Name	Chq. No	Amount	Vat	Power used.
1	G Ravine – salary	2245	£782.15		LGA 1972 s 112
2	HMRC DB £78.40. GR £201.00 NI £37.81	2246	£317.61		LGA 1972 s 112
3	D Booker – salary	2247	£314.00		LGA 1972 s 112
4	DNH Contracts - Dog Bins	2248	£210.00	£35.00	Clean N'hood/Env Act 2005
5	Simons and sons ground maintenance - Grasscutting	2249	£1302.99	£217.16	Highways Act 1980 S301
6	Primary Health Care Supplies – Hand Sanitiser	2250	£95.81	£15.97	Clean N'hood/Env Act 2005
7*	A Wilson – NACRE Village Awards Scheme Fee	2251	£40.00		LGA 1972 s 137
	*Denotes invoice received since agenda publication				
	Pension DD		£70.37		
	Inome – SNC – Precept.		£40,000.00		
	Allots rents		£26.08		
21	Items for the next Agenda. Policies review.				
22	Next meeting –Monday June 1st.				