

NETHER HEYFORD PARISH COUNCIL

CHAIRMAN: C. Kiloh

**CLERK: G. Ravine. Old Dairy Farm, Upper Stowe,
Weedon, Northampton. NN7 4SH
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340410**

Minutes Nether Heyford Parish Council Meeting, Mon 5th September 2016, Baptist Church Rooms, The Green.

A minutes silence was held in memory of Christine Metcalfe, who died on September 2nd. Christine had served for many years on both the Parish Council and the Burial Board, and had been chair. She was also involved in many other aspects of village life.

Present

M Brasset	L Carter - Hirst	A Collins	S Corner	L Dilkes
L Eales	P. Green	N Haynes	C Kiloh (in the chair)	A Williams
G. Ravine (clerk)		Cllr D Harries SNC		0 members of the public

1. **To Receive Apologies and Approve Reasons for Absence.** A-M Collins (illness) L Dilkes (personal) Apologies accepted by Council. Cllr J Kirkbride NCC. Cllr P Bignell SNC. Other meetings.
2. **To Invite Declarations of Interest.** L Carter – Hirst re S/2016/1926/FUL.
3. **Register Of Interests Update.**
4. **Public Participation.** Cllr Harries referred to the withdrawal of the Goodman's proposal as good news, and hoped that was the end of this episode. He feared, however, that it might come back.
5. **To confirm and sign minutes of the meeting held on 1st August 2016. Resolved.** Minutes were accepted as a true record. Chairman duly signed minutes and agenda.
6. **MATTERS ARISING FROM THE MINUTES;**
7. **REPORTS**
 1. Lighting. Light in the jitty between the war memorial and Church St. is reported out, as is the light on the corner of Bliss Close and Weedon Rd.
 2. Roads and pavements. Felt to be in poor condition generally. Work has started on parking spaces in front of the bungalows on the Pound. There were concerns as to who might use these, and it was wondered whether resident's only signs could be installed.
 3. The Green and Play Area. No problems at present. The Tea room had asked for permission to install 2 permanent picnic tables. **Resolved.** Council were minded to allow the installation of picnic tables.
A complaint had been made about speeding vehicles coming into the village on Bugbrooke Rd. **Resolved.** Highways to be asked that 30 mph sign be moved further along the road.
It was felt this would discourage speeding.
 4. Playing Fields. Bins for the Playing Field had been installed at the Village hall, after initial confusion. CK would accompany a PFA delegation to SNC to finalise arrangements for the purchase of the field adjacent to the Playing Fields.
LE reported that £1000 had been left to the PFA, and there was a plan to use this to renovate and cover a patio area, but there was a shortfall of £500, which the PFA were asking Council to make up. Council would require a written costed proposal, and recent accounts for the forthcoming precept meeting.
 5. Trees. No Current issues.
 6. Allotments. The hedge was now obstructing the pavement. **Resolved.** Mr Winstanley to be asked to do this as soon as possible.
 7. Footpaths. It was reported that footpath KS2 was blocked by a householder having work done. Council had reported this to the planning dept. at SNC, and to the Rights of Way team at NCC; who had visited and expected the blockage to be removed shortly.
 8. Churchyard. Diocese had made no decision on the churchyard wall as yet. Grass cutters still not cutting tall weeds in corners. Problems with domestic garden waste being put in the churchyard.
 9. Canal. MB had no report. NH had reported a loose step at the A5 bridge.
 10. JBB. Next full meeting September. Quotes received for tree and hedge work, and this would soon be carried out.
 11. Youth Club. Stowe tree services to be asked to look at Sycamore tree adjacent to house in Ridgeway Furlong and threatening to damage the roof.

8. Planning.

S/2016/1926/FUL	2 Parsons Close	Two single storey extensions to rear	Object on grounds of inappropriate size.
S/2016/1736/AGD	The Old Stables Weedon Road	Determine whether prior approval required for agricultural building in respect of: siting, design and external appearance of the building	Withdrawn
S/2016/1520/FUL	Church Rooms Church Lane	Replace wooden sash windows with uPVC windows	
S/2016/1322/FUL	16 The Green	Alter front garden & driveway, new pitched roof to rear conservatory	Approved
S/2016/1193/COND	Hillside Cresc.	Application for approval of demolition existing garages & associated hardstanding for 4 No. 2 bedroom affordable housing)	Approved
S/2016/1280/MAF	Nether Heyford Playing Field	Change of use from Agricultural Land to Utility Recreational Land	Approved
S/2016/1223/TPO	29 Manor Park	T3 beech tree crown raise, remove branches over footpath & neighbours	Approved

Resolved. Comments to be passed to SNC. L Carter – Hirst did not vote.

9. **Website** – The internal auditor had recommended an improved website, which Council had control of. Current website very limited. Clerk had distributed details of one suitable website and would contact Bugbrooke’s Clerk for information.
- 10 **To accept the External Auditor’s report.** The External Auditor stated that “on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”
They drew attention to several minor matters. The figures in the annual return show a small discrepancy, but this is accounted for in the underlying records. They also refer to the need to resolve to accept the budget before resolving to set the precept, as referred to by the internal auditor.
- Resolved.** To accept the external auditor’s report.
Clerk reported the appointment of a new internal auditor. David Linnell, one of the NCALC panel of auditors.
- 11 **To appoint a representative to sit on Bugbrooke Medical patients committee.** LE volunteered to attend the meetings.
- 12 **SNH – Land Transfer.** – Chair and clerk to liaise.
- 13 **Neighbourhood Plan.** Report on recent meetings. SC reported that the steering group was functioning well. LCH to look after accounts. Clerk to connect to Ordnance Survey site. SC to prepare an application form for SNC. Kirkwells and 2 other consultancy firms would be asked to tender. Mr Dowd’s article in the Prattler had been well received. SNC will shortly be publishing a list of potential development sites.
- 14 **Grasscutting contracts. - To consider renewal.** Contracts come up at the end of this cutting season. There was discussion about the merits of the present contractors. Clerk to prepare maps, which would be brought to next meeting to ensure all councillors were clear on which areas were to be cut.
- 15 **To Review the Asset Register.** Clerk had distributed an updated version of the Assets register for consideration.
- 16 **To Review Financial Regulations.** Financial regulations were in need of updating. Clerk to revise new model regulations for Council’s use, and liaise with AW and CK prior to next meeting
- 17 **To review Standing Orders.** Clerk would e-mail standing orders to all councillors to ensure all had an up to date copy. Councillors were asked to look at them and consider revisions, to be considered at next meeting.
- 18 **To consider a proposal to have a Church run dog show on the Green.** No decision necessary yet.
- 19 **To confirm Council representation at NCALC AGM on Oct 8th.** Clerk to attend on behalf of Council, with appropriate overtime and mileage.
- 20 **Insurance renewal.** Came had quoted £1,111.40, a rise of £51. Quotes had been expected from Aon and Zurich, but had not been forthcoming. It was felt that further quotes should be sought, and that the Finance Committee should consider them, as the insurance was due to end before the next meeting on Oct 3rd.
- Resolved.** Decision on Insurance renewal delegated to the Finance Committee.

Correspondence

BDO – External audit. - <i>Noted.</i>	P Judd SNC re website – distributed by e-mail. - <i>Noted.</i>
Came & Co – Ins renewal. - <i>Noted.</i>	Cllr Kirkbride re BT Box. – distributed by e-mail. - <i>Noted.</i>
C Gilkes re traffic speed Bugbrooke Rd	NCALC re new Internal Auditor appointment. - <i>Noted.</i>
CPRE – conference notice. <i>SC to attend.</i>	Pathfinder project re flooding. – distributed by e-mail. - <i>Noted.</i>
G Hartgrove – re Blocked Footpath - <i>Noted.</i>	SLCC annual conference – Hinckley - <i>Noted.</i>
E Leary – N. Plan wkshop slides – distributed by e-mail. - <i>Noted.</i>	SNC – re Youth Facilities – sent to YC – LD to respond.
	SNC – re bins. - <i>Noted.</i>

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. PFA - Playing Field Association. NHB New Homes Bonus. NP Neighbourhood plan. JCS – Joint Core Strategy.

21 Financial Matters. a) Bank balances : - Yorkshire Bank Parish Council 1/6/16 £5557.02 Co-op current Acct 5/8/16 £97,559.03

b) Accounts for payment.

	NAME	CH NO	AMOUNT	Incl VAT	POWER
	Yorkshire Bank – transfer from Co-op Bank	631	£30,000.00		
1	G Ravine – salary	1699	£722.39		<i>Highways Act 1980 S96</i>
2	D Booker - salary	1700	£259.20		<i>LGA 1972 s 112</i>
3	AH Contracts dog Bins	1702	£135.00	£22.50	<i>Clean Neighbourhood/Env Act 2005</i>
4	HMRC DB £64.80 GR£145 NI £24. Emp NICs £27.05	1701	£260.85		<i>LGA 1972 s 112</i>
5	4 Counties ground maintenance –	1703	£660.00	£110.00	<i>Highways Act 1980 S96</i>
6	Pure Ground Landscapes Ltd	1704	£840.00	£140.00	<i>Highways Act 1980 S96</i>
7	Stowe Tree Services – Youth Club Tree work	1705	£120.00		<i>Clean N/hoods & Env/ Act 2005</i>
8	BDO – Stoy Hayward – External Auditor	1706	£360.00	£60.00	<i>LGA 1972 s 112</i>
9	Autela – tax agent. July, Aug , Sept	1707	£30.00		<i>LGA 1972 s 112</i>
10	Home Ground Solutions Ltd – Youth Club hedge	1708	£300.00	£50.00	<i>Local Govnt. (Misc Prov.) Act 1976, s19</i>
11	Gardening Club – contribution towards website	1709	£100.00		<i>LGA 1972 s 137</i>
12	Petty Cash – April -Sept	1710	£194.46		<i>LGA 1972 s 112</i>
13	Home Ground Solutions Ltd – Allotments clearance	1711	£210.00	£35.00	<i>Allotments Act</i>
14	Nether Heyford Village Hall – room rent	1712	£15.00		<i>LGA 1972 s 114</i>

Resolved. Payments to be made.

22. Items for the next Agenda. Website. Standing Orders.

23. Next meetings – October 3rd.

There being no further business the meeting closed at 20.40

