

# 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, Mon 3<sup>rd</sup> October 2016, Baptist Church Rooms, The Green.

### Present

M Brasset	A-M Collins	S Corner	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

- To Receive Apologies and Approve Reasons for Absence.** L Carter - Hirst L Dilkes (holidays) Apologies accepted by Council. Cllr P Bignell SNC. Cllr J Kirkbride NCC. Other meetings.
- To Invite Declarations of Interest.** A-M Collins re S/2016/2327/FUL,
- Register Of Interests Update.**
- Public Participation.**
- To confirm and sign minutes of the meeting held on 5<sup>th</sup> September 2016. Resolved.** Minutes were accepted as a true record. Chairman duly signed minutes and agenda.
- MATTERS ARISING FROM THE MINUTES;**
- REPORTS**
  - Lighting. Aylesbury Mains had carried out their first maintenance visit successfully.
  - Roads and pavements. Work by BT had resulted in the partial re-instatement of the pavement in Church Lane.
  - The Green and Play Area. Grasscutting had been spasmodic. No major issues with green or Play Area. Clerk had attended a Playing Field inspection course, which he had found very useful. It had been recommended that a weekly visual inspection was all that was usually required, with a full inspection quarterly making it easier to spot deterioration of chain links, loose struts etc. A-M C and CK volunteered to meet Clerk and be shown some inspection methods.
  - Playing Fields. CK had accompanied Mr Thorneycroft to SNC to further discuss the purchase of the field adjacent to the Playing Field. Permission to change use had not yet come through from the Secretary of State.
  - Trees. No Current issues.
  - Allotments. One more plot vacated, and more expected. Hedge had not been cut due to contractor being ill. **Resolved.** Stowe Tree Services to be asked to cut the hedge as a matter of urgency.
  - Footpaths. Footpath KS2 accessible apart from a few scaffolding poles.
  - Churchyard. Stowe Tree Services to be asked to quote to cut the hedge as a matter of urgency. The churchyard wall had been inspected, and the architect is preparing a restoration plan. The windows at the Church Rooms will be repaired and decorated rather than replaced as the costs were prohibitive.
  - Canal. MB reported a problem with dog mess, with many bags being thrown into the hedge rather than properly disposed of. It was established that the Waterways Trust were responsible for the dog bins on the canal path.
  - JBB. Meeting had been held in September. Grasscutting had been a problem, would be put out to tender. The problem was not financial, the contractor had not been doing the job for whatever reason. The JBB would be asking for a £5000 precept.
  - Youth Club. Some of the older children who have moved on to Champion School have dropped out, but some new ones have started. The Youth Club roof has been completed, looks good and has a 10 year guarantee.

### 8. Planning.

S/2016/2437/ADV	One Stop 26 The Green	Illuminated Fascia Sign 1 no. Non-illumin. Window Graphic	No objections
S/2016/2354/FUL	55 Church Street	Single storey front and side extensions	No objection, but drawing felt to be incorrect.
S/2016/2327/FUL	20 Wakefield Way	Two storey rear extension, side dormers, detached garage	No objection, but no consideration given to window next door.
S/2016/2309/AGD	The Old Stables Weedon Road –	Determine whether prior approval needed for agricultural building re: siting, design and external appearance .	Re submitted.
S/2016/1926/FUL	2 Parsons Close	Two single storey extensions to rear	Pending
S/2016/1520/FUL	Church Rooms Church Ln	Replace wooden sash windows with uPVC windows	Pending

### Resolved. Comments to be passed to SNC.

9	<b>Website</b> – Clerk had liaised with Clerk at Bugbrooke, and was conducting further research. It was wondered whether site could be compatible with that planned for the Neighbourhood Plan site
10	<b>Freedom of Information Course.</b> Clerk reported that the course had been very useful.
11	<b>SNH – Land Transfer.</b> – Clerk to liaise with Chair.
12	<b>Neighbourhood Plan.</b> - SC to send round a monthly summary of progress.
13	<b>Grasscutting contracts.</b> – Clerk had a number of contractors to approach for quotations. Maps and specifications needed to be finalised before tender documents. Councillors felt that penalty clauses should be included. Clerk felt that the contract provisos were sufficient. Clerk to take advice on penalty clauses.
14	<b>To Review the Asset Register.</b> Deferred.
15	<b>To Review Financial Regulations.</b> Deferred.
16	<b>To review Standing Orders.</b> Deferred.
17	<b>Correspondence</b>
	Aon Insurance. – noted. Aylesbury Mains – lights – noted.
	N Owen – re land transfer – noted. PMSA – re mapping – noted.

Balfour Beatty – lights report – noted.  
 Came/Hiscox Insurance quote. – noted.  
 Enforcement Bailiffs Ltd – noted.  
 N Inwood re goals on the Green. – Clerk to reply.  
 K Palmer – Highways re road closure for remembrance service . Nov 13<sup>th</sup>. – noted.

SNC – re Planning unit – noted.  
 Re Harpole neighbourhood Plan– noted and distributed by e-mail.  
 J Sullivan – various re village Hall. New bins etc. – noted.  
 Zurich – insurance quote – noted.

CIL Community Infrastructure Levy. SNC – South Northants Council. NCC– Northants County Council VPMC – 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.

**18 Financial matters and accounts for payment.** The Finance Committee met on the 27<sup>th</sup> September to consider Insurance. They recommended acceptance of the Zurich quote (in preference to Aon and Hiscox) to include insurance of the Streetlights at a cost of £1030.74. It was felt preferable to accept a one year quote rather than a 3 year quote as the insurance situation for Parish Councils has become more competitive and fluid.  
**Resolved.** To endorse the decision of the Finance Committee.

a) Bank balances : - Yorkshire Bank Parish Council 30/9/16 £47,197.36 Co-op current Acct 5/8/16 £97,559.03

b)Accounts for payment.

	NAME	CH NO	AMOUNT	Incl VAT	POWER
1	Zurich Insurance	1713	£1030.74		LGA 1972 s111 &140
2	G Ravine – salary	1714	£757.46		LGA 1972 s 112
3	HMRC DB £64.80 GR£155.20 NI £30.24. Emp NICs £34.22	1715	£284.46		LGA 1972 s 112
4	D Booker - salary	1716	£259.20		LGA 1972 s 112
5	AH Contracts dog Bins	1717	£108.00	£18.00	Clean Neighbourhood/Env Act 2005
6	4 Counties ground maintenance –	1718	£660.00	£110.00	Highways Act 1980 S96
7	Pure Ground Landscapes Ltd	1719	£840.00	£140.00	Highways Act 1980 S96
8	Aylesbury Mains – Light maintenance	1720	£124.44	£20.74	Highways Act 1980 S301
9	Alderman Roofing – Youth Club Roof	1721	£10,812.00	£1802.00	Local Govnt. (Misc Prov.) Act 1976, s19
10	Autela – tax agent	1722	£30.00		LGA 1972 s 112
11	NCALC – FOI Course (shared with Heyford)	1723	£32.50		LGA1972 s143
12	NHVVH – room hire	1724	£10.00		LGA 1972 s 114
13	Youth Club ½ year grant	1725	£2000.00		Local Govnt. (Misc Prov.) Act 1976, s19
	Transfer Co-op Bank to Yorkshire Bank		£30,000.00		

**\*Resolved.\*** Payments to be made, with the exception of cheque 1719, withheld until situation clarified.

**19. Items for the next Agenda. Website. Grasscutting. Assets, Financial regs, Standing Orders.**

**20. Next meetings – November 7<sup>th</sup>.**

*There being no further business the meeting closed at 20.25*