

EYDON PARISH COUNCIL

Minutes of the Parish Council Meeting held from 7.30pm Tuesday 8th of December 2015
in the Village Hall, High Street, Eydon.

1. **Councillors present:** Cllrs K Simmons (Chair), R Collins, R Bracewell, W Coy, and C Henson. The Clerk was in attendance.
2. **The Parish Council received and approved apologies for absence from:**
Cllr I Stewart.
3. **Open meeting:** 5 members of the public were present and the following comments were raised from the floor:-
 1. The owner of Dodds Manor Farm advised the Meeting that following a site meeting and subsequent agreement with the South Northants Council Planning Dept, the mobile home on the site shall be vacated in the near future and removed from the site when the ground conditions are suitable.
 2. The continuing issue of dog-mess being left in public areas of the village was raised. The Chairman advised that the matter shall be highlighted in a future edition of Eydon Village News.
 3. The Chairman of the Village Hall Committee advised that remedial works are proceeding well with regard to the fabric of the Village Hall, however a further sum *circa* £9000 is required to complete the necessary replacement of the remaining unintended windows. It was suggested that a further claim could be made against the SNC New Homes Bonus scheme if there were still funds available under the scheme. Additionally, a formal approach to the Parish Council for financial assistance could be made in the future.
 4. Due to the road lay-out at the Moreton Road/High Street junction, the current car parking practice is a hindrance to other road users, including horse riders. It was suggested that an article in the Eydon Village News requesting greater consideration be given when parking cars in the vicinity of this junction may be of benefit.
4. **Declaration of Interest** on agenda items by Parish Councillors: None declared.
5. **Resolution to approve and sign the Minutes of the Eydon Parish Council Meeting held on the 10th of November 2015 as a true record of that meeting:**
Subject to the correction of a minor error in *item 1*, the Minutes were approved and signed by the Chairman accordingly.
6. **Matters arising:**
 1. The Meeting was advised that following an earlier decision to update the Welcome to Eydon information pack, the electronic copy is now with Cllr C Henson for editing.

7. Highway and byway issues:

1. Highway Warden's Report: The road at Barnett's Hill was repaired on 23rd November by patch repairs of the damaged sections rather than by broader resurfacing. Additionally, temporary traffic lights had been installed at Barnett's Hill to facilitate British Gas works in the locality, it was suggested these lights had not been correctly set. The highlighted potholes in the village had not yet been repaired by the NCC Highways contractors. During correspondence between the Highways Warden and the NCC Highways Liaison Officer, the potential use of VAS signs was mentioned. It was noted that the use of such equipment had been previously discussed but as yet, there has been no decision regarding its potential adoption as the monitoring of current typical/average speed along Lime Avenue is still to be undertaken. This had not yet been possible as suitable mounting sites for the equipment need to be clarified and permission sought from the relevant property owners.

8. Byfield Medical Centre:

With regard to proposed building development in the vicinity of Byfield Medical Centre, the Parish Council is to consider submitting correspondence to the relevant parties to support the interests of residents who use of the Centre.

Discussion of item 8 was deferred until further information requested had been received from the Medical Centre.

9. Street Light Maintenance:

The Parish Council is to review the service provided by the current contractor and resolve to either continue this service or use an alternative contractor to maintain the Parish Council owned street lights.

In order to achieve an improved maintenance and repair service for the street lights, the Parish Council discussed the matter and resolved that the Clerk is to make the necessary arrangements for Aylesbury Mains to undertake the described works in the future.

10. Village and Community enhancement:

The Parish Council is to discuss the development and promotion of pro-active aims within the village and community.

The Parish Council website is to be updated with individual Councillor roles/Parish interests, these to be clarified at the next Parish Council Meeting.

11. NCC Hedgerow tree sapling scheme:

The Parish Council is to consider the use of available saplings under this scheme.

The Parish Council agreed there is not currently a suitable area for proper development of the saplings.

12. Village Maintenance:

The Parish Council is to consider and agree to purchase a dog-waste bin for installation at the Eydon Community Sports Field. The cost of purchase is anticipated to be in the order of £90.00 excluding VAT.

The Parish Council agreed the above purchase to be arranged.

13. Reports:

1. Eydon Village Hall: The Minutes of the Village Hall Management Committee meeting had been circulated prior to this meeting, there was nothing further reported.
2. Eydon Community Sports Field: No report.
3. Eydon Educational Trust: There had been a relatively high number of grant applicants for consideration. The full and confirmed details shall be available in the annual report.

14. Parish Council Governance:

The Clerk is to report on the recently attended workshop, *Code of Conduct in practice*.

The Clerk advised that the workshop was particularly worthwhile and would be of great relevance and benefit to Parish Councillors. Information received from the workshop shall be distributed to Parish Councillors for information and reference in due course.

15. Finance:

1. Receipts. The Parish Council noted the following receipts:

1. Banbury Memorials:	Memorial inscription	£25.00
2. Co-op funerals ltd:	Headstone	£128.00

2. Payments.

The Parish Council considered and approved the following payments:

1. Alison Design & Marketing Ltd: Dec. EVN formatting and setting £80.00
Cheque no. 300212
2. Texprep: EVN printing and delivery: £48.23 + £2.15 VAT total: £50.38
Cheque no. 300213
3. Diane Malley: Half year payroll services £24.00
Cheque no. 300214
4. Northants CALC: A. Hartley Code of Conduct workshop fee £34.00
Cheque no. 300215

5. Texprep: EVN printing and delivery: £82.53 + £2.15 VAT total: £84.68
Cheque no. 300216
6. SNC Waste Services: annual cost of increased waste volume
collected from the Burial Ground: £132.50
Cheque no. 300217
7. Royal British Legion Poppy Appeal / Remembrance Day Wreath purchase:
Section 137 payment. £17.00
Cheque no. 300218
8. Eydon Village Hall: Hire charge for Oct/Nov/Dec 2015 £34.50
Cheque no. 300219

3. Bank balances:

The Parish Council noted the bank statement balances for the 30th November 2015 as follows:-

Current account: £4083.16
Deposit account: £19651.55

Subject to the following:-

The above receipts were not included in the bank statements and there was one outstanding payment cheque in the sum of £34.50 yet to be presented.

4. Budget and Precept request for 2016/17:

The Parish Council is to receive comments from the Financial and General Purposes Committee which met on the 3rd Dec 2015 prior to discussing and agreeing the financial budget and precept request to South Northants Council for the financial year 2016/17:

The Chairman presented the report from the meeting of the F&GP Committee, 3/12/15, (appended to the Minutes) and highlighted a proposal to replace/upgrade the street lights over a three year period to ensure compliance with relevant legislation and the associated potential cost of doing so. A number of smaller adjustments to the present annual budget were noted.

The Parish Council considered the report and, in order to protect the current level of reserves, agreed to propose an overall increase of the annual budget of £3589 which would incur an increase in the precept payment from SNC of 23%. To be confirmed at the January 2016 Meeting of the Parish Council.

16. Planning:

1. The Parish Council considered and responded to the consultation request for the following planning applications:
 1. S/2015/2864/FUL, 8 Hill View, Eydon.
Single storey part two storey rear extension.
The Parish Council agreed there to be no objection.
 2. Applications received for information only and noted by the Parish Council:
 1. S/2015/2642/TCA, 8 Hill View, Eydon: Fell a cherry tree.
 3. The Parish Council noted the correspondence received from SNC which confirmed that an appeal had been lodged against the refusal to grant approval for the planning application S/2015/1606/FUL, 8 Hill View, Eydon.
 4. The Parish Council noted the procedure by which the planning application S/2015/2161/FUL, Bakery/Farm food shop, land adjacent to no. 5 Moreton rd, Eydon is to be considered by the SNC Planning Committee.
 5. The Parish Council is to consider a means to facilitate a process by which residents' concerns over on-going, approved building developments are addressed.

The Parish Council considered such a process may be developed via item 10 above and by residents being greater informed of the formal SNC Planning Enforcement procedure.

17. Notable Correspondence the Parish Council considered and noted correspondence received since the previous meeting that was not covered above.

Received via email and previously circulated:

1. NCALC: Budget information.
2. NCALC Newsletter.
3. Daventry and South Northants Independent Advisory Group Open Evening information.
4. Northants Police Commissioner Christmas Message.

18. Councillors' comments and items for inclusion on the next agenda.

1. Further to the recent F&GP Committee Meeting report, the Chairman confirmed that with reference to the EPC Transparency Code, it would be appropriate for the discussion of external contracts to be undertaken in "closed sessions" to maintain suitable levels of confidentiality. The Chairman also noted that the F&GP

Committee considered Eydon Parish Council to be compliant with the Transparency Code.

19. Confirm date, time and venue of the next Parish Council Meeting.

Tuesday 12th January, 2016, 7.30pm, Eydon Village Hall.

20. The Parish Council is to resolve that item 21 on the agenda is to be discussed in a closed session of this Parish Council Meeting.

The Parish Council resolved that item 21 be discussed in a closed session.

21. The Parish Council is to discuss and agree the Clerk's terms of employment.

The Parish Council discussed and agreed the Clerk's contract of employment to be drafted to include a salaried payment of £2400 per year on an assumed 20 hrs per month worked.

22. The Meeting was closed at 8.55pm

Report of Finance & General Purpose Committee 3/12/15

1) Budget/Precept

We reviewed the previous budget and made the following observations

Recommend that the Grass cutting be extended to 10 cuts a year (subject to checking old tender) and that we invite 3 tenders for next year, this may well mean an increase in expenditure but not necessarily.

We then reviewed all expenditure and made the following decisions:

Increase budget for the following items

Newsletter £500

Hall hire £25

Payroll £24

Dog bins £80 - extra one if agreed

Audit/Nalc fees £100

Street Lighting £3000 - Recommend a 3 year plan of replacement approx cost £500 a unit 6 a year.

Reduce Audit fees by £140 - transparency code reduction

This gives an actual budget increase of £3,589 a year

It is unclear whether there will be a surplus this year.

So we recommend this increase which requires an increase on the precept of 23% to allow the program of works for the lighting without running down the reserves.

2) Clerks Contract

The wording will be approved and issued

3) Clerks Salary & eligibility for pension - verbal report in closed session

4) The Accountability Document

Transparency code

We are covered by the provisions being under the turnover limits so will not have to be externally audited as routine.

The only areas that we currently don't do and need to note are -

If letting contracts we need to be aware that we need to include data protection clauses regarding commercial interests. Consider publishing individual Councillors responsibilities

So all in all we comply.

Keith Simmons Chairman EPC