

Farthingstone Parish Council (DRAFT)

Minutes of the Meeting of Farthingstone Parish Council held in the Village Hall on Monday
21st September 2015 at 8.00pm

Minute No		Action														
	<p>Attendance and Apologies: Present: Jennie Miller, Peter Stanton, Stewart Summers, Susan Castle, John Church, and Sarah Hyatt Apologies: Stephen Batterby In Attendance: Linda Mayne (left meeting at 8.20pm), Councillor Johnnie Amos</p>															
28/15	<p>Members Disclosable Pecuniary and other Disposable Declarations of Interest in agenda items: None declared</p>															
29/15	<p>Minutes of the last Meeting: The Minutes of the Farthingstone Parish Council Meeting of 20th July 2015 were reviewed for accuracy. The Minutes were then signed by the Chair as a true and accurate record.</p>															
30/15	<p>Matter Arising not covered by the agenda:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 10%; text-align: center;">22/15</td> <td>Church Wall – SS has obtained 3 quotes for both patch up and full repair of the stretch of church wall. Agreed to go for full repair. Costs between £4,150 and £5,863 (ex VAT). JC reported Moulton College Students may be an option but need to wait 2/3 weeks for confirmation. This would reduce cost significantly. Consideration of other sources of funding eg Councillor Robin Brown, Historic Churches Trust, Church, ACRE Funds. JM reported that Everdon have secured some funds but not sure of source. LM reported that a Faculty may be necessary which would also have a cost associated. Agreed: LM to check on Faculty and investigate other sources of funds; JM to speak to Robin Brown and Jonathan Hill (re Everdon funds); SH to follow up on Moulton option. Agenda again in November for progress.</td> <td rowspan="6" style="text-align: center; vertical-align: middle;">LM/JM /SH</td> </tr> <tr> <td style="text-align: center;">22/15</td> <td>Kings Arms Chimney – report from SB that landlord is aware of problems and work is in progress to remedy.</td> </tr> <tr> <td style="text-align: center;">22/15</td> <td>Broadband – Colin Benham has made no progress with alternatives and is waiting to see what BT programme will deliver.</td> </tr> <tr> <td style="text-align: center;">23/15</td> <td>Burial Fees – SH reported that she has investigated burial fees (for the cemetery) and Parish Councils are able to set their own scale of fees. Local fees vary and there are fees set by the Diocese for Churchyards. Discussion about reserving plots also. Agreed that SH, SC and JM will meet and review fee scale and bring recommendation to November Parish Council Meeting.</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">SH/SC/ JM</td> </tr> <tr> <td style="text-align: center;">24/15</td> <td>Standing Orders – SH advised that these have been amended to reflect decisions at last meeting. It was agreed that these will be posted on the Parish Council page of the website.</td> </tr> <tr> <td style="text-align: center;">27/17</td> <td>Joymead Grant – cheque passed to Debbie Mason Chair of Joymead Trustees.</td> </tr> </tbody> </table>	22/15	Church Wall – SS has obtained 3 quotes for both patch up and full repair of the stretch of church wall. Agreed to go for full repair. Costs between £4,150 and £5,863 (ex VAT). JC reported Moulton College Students may be an option but need to wait 2/3 weeks for confirmation. This would reduce cost significantly. Consideration of other sources of funding eg Councillor Robin Brown, Historic Churches Trust, Church, ACRE Funds. JM reported that Everdon have secured some funds but not sure of source. LM reported that a Faculty may be necessary which would also have a cost associated. Agreed: LM to check on Faculty and investigate other sources of funds; JM to speak to Robin Brown and Jonathan Hill (re Everdon funds); SH to follow up on Moulton option. Agenda again in November for progress.	LM/JM /SH	22/15	Kings Arms Chimney – report from SB that landlord is aware of problems and work is in progress to remedy.	22/15	Broadband – Colin Benham has made no progress with alternatives and is waiting to see what BT programme will deliver.	23/15	Burial Fees – SH reported that she has investigated burial fees (for the cemetery) and Parish Councils are able to set their own scale of fees. Local fees vary and there are fees set by the Diocese for Churchyards. Discussion about reserving plots also. Agreed that SH, SC and JM will meet and review fee scale and bring recommendation to November Parish Council Meeting.	SH/SC/ JM	24/15	Standing Orders – SH advised that these have been amended to reflect decisions at last meeting. It was agreed that these will be posted on the Parish Council page of the website.	27/17	Joymead Grant – cheque passed to Debbie Mason Chair of Joymead Trustees.	
22/15	Church Wall – SS has obtained 3 quotes for both patch up and full repair of the stretch of church wall. Agreed to go for full repair. Costs between £4,150 and £5,863 (ex VAT). JC reported Moulton College Students may be an option but need to wait 2/3 weeks for confirmation. This would reduce cost significantly. Consideration of other sources of funding eg Councillor Robin Brown, Historic Churches Trust, Church, ACRE Funds. JM reported that Everdon have secured some funds but not sure of source. LM reported that a Faculty may be necessary which would also have a cost associated. Agreed: LM to check on Faculty and investigate other sources of funds; JM to speak to Robin Brown and Jonathan Hill (re Everdon funds); SH to follow up on Moulton option. Agenda again in November for progress.	LM/JM /SH														
22/15	Kings Arms Chimney – report from SB that landlord is aware of problems and work is in progress to remedy.															
22/15	Broadband – Colin Benham has made no progress with alternatives and is waiting to see what BT programme will deliver.															
23/15	Burial Fees – SH reported that she has investigated burial fees (for the cemetery) and Parish Councils are able to set their own scale of fees. Local fees vary and there are fees set by the Diocese for Churchyards. Discussion about reserving plots also. Agreed that SH, SC and JM will meet and review fee scale and bring recommendation to November Parish Council Meeting.		SH/SC/ JM													
24/15	Standing Orders – SH advised that these have been amended to reflect decisions at last meeting. It was agreed that these will be posted on the Parish Council page of the website.															
27/17	Joymead Grant – cheque passed to Debbie Mason Chair of Joymead Trustees.															

Farthingstone Parish Council (DRAFT)

	27/17	Broken Stile – agenda item	
	27/15	Telephone Kiosk – SH reported that Karen Rawden’s project is now finished and she has passed paint etc, key and the balance of the project funds (£56.80) to the Parish Council. PS reported that he and Tony Millyard had designed; and PS was making a set of cork lined display boards to fit the kiosk which could be used by different clubs or organisations for non-religious, non-political and non-commercial purposes.	
31/15	<p>Budget Report:</p> <ul style="list-style-type: none"> • SH presented the Budget Report showing the position as at 28th August 2015. One cheque has not yet cleared through the bank. Cash at bank is £5,550.55 (Current Account £1,158.03 and Deposit Account £4,392.52). Balance on accounts is £5,522.55 – variance being £28.00 cheque not yet presented to Bank. • The report includes all payments to date. • The invoice for mowing the churchyard and cemetery for 2015 has been received and remains at the same level as in 2014 of £1,260.00. Payment was approved for the end of September when the remaining 50% of the Parish Precept (£1,625.00) will be received removing the need to transfer funds from the deposit account. • SH reported that the VAT return for 2014/15 has been completed showing recoverable VAT of £268.93. This was approved for submission to HMRC. • It was resolved to accept the entire Budget Report – proposed Peter Stanton and seconded John Church. 		
32/15	<p>Governance Report:</p> <p>SH provided a verbal report covering three aspects:</p> <ul style="list-style-type: none"> • Policies that the Parish Council should have in place – there are a number of policies which should be established, early ones to include Freedom of Information and Publication Scheme, Complaints and Financial Regulations. It was agreed that SH would draft these (using examples from other council websites) and circulate for comment and approval at the November Meeting; • Revised Code of Conduct from Simon Bovey at Daventry District Council which had been circulated prior to the meeting. All agreed to accept the Code of Conduct. Code to be posted on Parish Council website; • Formal appointment of the Responsible Financial Officer and Proper Officer for 2015/16 – SH as Clerk to take this role. <p>It was resolved to approve the entire verbal report including all three points – proposed Jennie Miller and seconded Susan Castle.</p>		
33/15	<p>Transparency Code and Funding:</p> <p>SH made a number of points in relation to this:</p> <ul style="list-style-type: none"> • All councils with an annual turnover of less than £25,000 pa should be compliant with the new Transparency Code by 1st July 2015. • Compliance is achieved by publishing annually a set of information on a council website; as well as ongoing information regarding agendas and papers of meeting. • We already meet some of the requirements and it is very straightforward to become fully compliant – all the information is available but just needs publishing. 		

Farthingstone Parish Council (DRAFT)

	<ul style="list-style-type: none"> The Council agreed that SH should meet with Debbie Mason with a view to ensuring all required information is published in line with the Code. SH advised that there is funding to support councils in becoming compliant. The Council agreed that there were no costs associated with securing full compliance and so no bid for funds was needed. 	SH
34/15	<p>Rights of Way Update: PS reported that following emails with the new manager of the Rights of Way department he has met with the local officer on 30th July. Together they reviewed several stiles in the Parish including the one reported from the last meeting. PS asked the Council to note a number of issues:</p> <ul style="list-style-type: none"> Work is contracted out to KeirWSP (formerly May Gurney) for the last 7 years – budget cuts have meant that resources have been reduced and the situation has worsened; Grass is not considered a crop – so there is no requirement for footpaths through grass to be mown out; A gap in the hedge (as the MacMillan Way on the Weedon Road side) is acceptable where the land is arable – no requirement for gate or stile; The gate on the footpath below Littlecourt Yard (across the paddock behind the yard) is the animal owners responsibility; Bridges are the responsibility of Highways. If a stile needs replacing - it is supplied to the landowner who must install it or employ someone to do it for them (PS happy to do this if needed) Beetle banks should be kept clear but are not part of RoW; Stile step should be no higher than 30cms with the top of the stile no more than a further 60cms; Any paths that need researching – contact PS RoW officer printed off map of all footpaths in Parish – framed and hanging in lobby of Village Hall; Replacement stiles are pending – as soon as resources are available. 	
35/15	<p>Cemetery Roadside Hedge: SS suggested that the old hedge should be removed as the new hedge is now becoming established and removal of the old hedge would enable it to thicken up and fully establish and grow. Council noted that this had always been the intention and agreed all would look at hedge and discuss best approach and timing for the work needed at the November meeting.</p>	All
36/15	<p>Planning Applications: None</p>	
37/15	<p>Neighbourhood Watch Report: None JM to ask Colin Benham if he still wishes to continue as Neighbourhood Watch Co-ordinator. If yes – she will invite him to the November meeting to report. If not – JM will take on Neighbourhood Watch Co-ordinator role.</p>	JM
38/15	<p>Correspondence:</p> <ul style="list-style-type: none"> Email regarding Daventry District Council Planning Training – noted that SB has agreed to attend if he is able to. 	SB
39/15	<p>Any Other Business: (a) “Big Bag” Sellers – PS reported that a villager had a difficult encounter with one of these sellers who became loud and abusive; and felt concerned about how someone more frail and vulnerable might feel in</p>	JA

Farthingstone Parish Council (DRAFT)

	<p>the same situation. Unclear what organisation manages these individuals – Councillor Amos agreed to investigate and report back.</p> <p>(b) Church Clock – now running smoothly – SH to email Cumbrian Clocks to check what the problem was in case it is something that can be sorted locally by Graham Baseley in future, and to check if any cost was incurred.</p> <p>(c) Agricultural vehicles – SB asked (by email) for any instances of tractors travelling too fast in the village and local lanes as a villager had raised some concerns. His own experience was that generally drivers were considerate. PS reported that there had been some loads of straw driven very fast and potentially dangerously through the village, but this had now stopped. Agreed to review next year before harvest commences to see what actions could be taken to minimise risks.</p>	SH
40/15	<p>Councillor Johnnie Amos: Councillor Amos thanked the Council for an interesting meeting and promised to attend again in future whenever it was possible to do so. He commended the Council for the steps they are taking to ensure that appropriate governance and accountability is well established in the way that they work.</p>	
	<p>Date of the Next Meeting: Monday 16th November 2015 8.00pm Farthingstone Village Hall</p>	
	<p>The Meeting closed at 9.40 pm.</p>	