



**EVENLEY**  
PARISH COUNCIL

www.evenleypc.org.uk

**Minutes of the meeting held at Evenley Village Hall,  
on Monday 7<sup>th</sup> November 2016 at 7:30pm**

Present: Mike Baul (MB), Spencer Burnham (SB), Cathy Ellis (CE) Vice Chair, Nic Hamblin (NH), Jean Morgan (JM) Chair, Jeff Peyton-Bruhl (JPB), Cllr Lisa Proffitt (LP), Cathy Knott (CK) Clerk and 10 members of the public.

**44/16 Apologies and welcome**

No apologies received.

**45/16 Declarations of interests**

None declared.

**46/16 To receive and approve for signature the minutes of the meeting held on 5<sup>th</sup> September 2016**

The minutes were agreed and signed.

**47/16 Public Participation session**

Virginia Crowe still has several concerns over the SNC Local Plan Part 2a Consultation regarding the land behind the Red Lion. She asked why the council did not support the Broad Lane site on the basis of escalation but is supporting the site behind the Red Lion which could also escalate. She feels the council does not recognise villagers concerns and the responses (now available online) show the site isn't supported. Virginia went on to accuse the council of conspiracy and of putting its opinion before that of the village. She asked the council not to support the site, as we should be protecting the interests of the village.

Virginia also stated that the date in the last newsletter for the next stage of the plan in 2017 was wrong.

CE and JM advised that the date was given to the council by SNC and was correct at the time of publishing the newsletter. The council is publicising the information as widely as possible, and there is certainly no conspiracy. The council has expressed a view on behalf of the village. JM advised that we would try to cover Virginias' comments during item 58/16 and explained that SNC are still in the very early stages of the planning process.

**48/16 Matters Arising**

After looking into costings around installing and servicing dog waste bins, it was agreed that CK would purchase stickers to place on or near litter bins advising that "any litter bin will do". CE will advise of this in the next newsletter. CK has written to Mr Gibbons in response to his comments at the last meeting.

CK has written to Mr Haynes in response to his letter.

CE is in the process of obtaining permission for works on the trees to be actioned.

CK has established it is PC responsibility to clear overgrown vegetation on streetlights. She will contact Mr Dempsey in the first instance to ask if he would be willing to clear it.

JM has written to the village hall committee Chair offering parish council support with grants and match funding.

Steve's family is happy with the increase to deliver the newsletter to outlying properties.

CK has reported Puddleduck public footpath as being impassable.

CK has met with E.ON regarding electricity on The Green.

Bulbs have been planted around the village. CE thanked all those who helped.

**49/16 Finance**

**a. Financial statement – balances were agreed.**

**b. Payments received**

**c. Approval of invoices for payment**

**d. To approve the end of year accounts**

The annual return has been received. All councillors approved and accepted the statement.

| Account          | Balances as at<br>07.11.16 |
|------------------|----------------------------|
| Community        | £6711.16                   |
| Business Saver   | £16097.12                  |
| National Savings | £5684.29                   |
| TOTAL            | £28,492.57                 |

#### payments

|            |                          |                          |        |
|------------|--------------------------|--------------------------|--------|
| 12/09/2016 | E.ON                     | Street light maintenance | 160.55 |
| 12/09/2016 | BDO                      | External audit fee       | 120    |
| 19/01/2016 | E.ON                     | Street light electricity | 313.92 |
| 19/01/2016 | Anglian Water            | allotment charge         | 17.1   |
| 30/09/2017 | Unity Trust Bank         | service charge           | 18     |
| 03/10/2016 | Cathy Knott              | Salary Sept              | 523.5  |
| 03/10/2016 | Cathy Knott              | Expenses Sept            | 85.2   |
| 03/10/2016 | Evenley Village Hall     | hall hire(aug+sep)       | 40.5   |
| 10/10/2016 | E.ON                     | Street light electricity | 368.55 |
| 21.10.2016 | St George's Church (chg) | Meeting fee              | 30     |
| 07.11.2016 | SNC                      | Allotment bin service    | 30     |
| 07.11.2016 | Evenley Village Hall     | Hall hire (Oct)          | 14.50  |
| 07.11.2016 | Cathy Knott              | Salary Oct               | 489    |
| 07.11.2016 | Cathy Knott              | Expenses Oct             | 78.28  |
| 07.11.2016 | ECC                      | Cutting of Green         | 675    |

#### receipts

|            |          |                       |          |
|------------|----------|-----------------------|----------|
| 20/09/2016 | SNC      | Precept (second half) | 6,906.50 |
| 30/09/2016 | interest | deposit a/c           | 2.82     |

### 50/16 Budget - To discuss the draft budget for 2017/18 and to hear amendments and suggestions from councillors.

MB reported that he, JM and CK had met to review the accounts and to discuss the budget for the next financial year. He advised councillors that we had overspent on streetlight maintenance, clerk costs, village hall rental and website set up costs but had underspent on training, insurance and printing costs. To recover the overspend we have applied for a grant to cover some of the website costs leaving us on budget.

CK circulated proposed figures for the precept budget and MB advised on the following:

The precept this year is £13,813; nearly all of which is pre-determined cost to run EPC; whether that is village asset maintenance cost; legal insurances and fees; communication and IT. There is very little left from this amount that can be considered for investments in our village assets.

By comparison; our precept equates to £47.81 for a typical band D property per year; however neighbouring Parish Councils set their precept at £63.71 and £67.21 for the same property. If we were to propose a similar level this would generate a precept of around £18,000 which would provide the council with an additional £4000 per annum to budget for further improvements in our village assets. However, there are implications as this would be reported as a significant increase in our precept circa 30% but in real terms for each family in the village this would equate to an increase of just over £1 per month per household.

MB therefore proposed that our budget proposal for 2017/18 is based on a significantly increased precept and consideration be given to the projects and activities that we would want to support to justify such an increase.

A discussion took place and councillors agreed that the increase would give the council the capacity to make investments in the village. It was noted that previous parish councils had always managed to maintain a year's precept but hadn't increased it enough to be able to improve the village's assets. CK will establish when the last significant increase was made.

**Action: CK**

It was agreed that CE would put an item in the newsletter giving information on the proposed precept figures, showing neighbouring precepts and a decision will be made at the next meeting in January.

**Action: CE/CK**

### **51/16 To approve the Transparency Fund application**

CK has applied for funding from SNC towards setting up our new website. If successful, we should receive £2481.65 which will also enable us to purchase a laptop and scanner. This was unanimously agreed and approved.

### **52/16 Report back on outcome of annual appraisal for clerk/RFO**

JM reported that she, CE and CK had met on 23<sup>rd</sup> September for the clerk's appraisal. JM circulated a report giving an overview of the first six months, highlighting action points.

All Councillors were in agreement to make CK's appointment permanent. The next formal appraisal will be held in November 2017 (as specified in the Standing Orders) with an interim appraisal in April 2017.

### **53/16 Consider Evenley Village Hall Management Committee's request for funding and comment on their application to SNC/New Homes Bonus.**

Our first request for funding using our new Grant/Donations Policy (which was set up on 16<sup>th</sup> May this year) has been received from Tony Stevens, Treasurer on behalf of Evenley Village Hall Management Committee (EVHMC).

He has requested £1227.00 which is half the cost of roof repairs.

JM advised that she, JPB and CE had met with Eric Millard (Chair of EVHMC) for a catch up and to discuss the request and JPB reported that Eric put forward a very cogent case. It was felt that the village hall is in good hands at the moment.

JM advised that in the minutes of 16<sup>th</sup> May, it states the limit for a grant is £500.00. However, it was also stated in the same minutes that the saving on insurance this year (due to EVHMC taking back responsibility) of £634.04 should go into a donation pot specifically for the village hall. All councillors were unanimously in favour of this amount and approved to donate £634.04 to EVHMC.

Councillors also unanimously supported the committee's application to SNC New Homes Bonus fund.

### **54/16 Response to SNC Conservation Strategy**

Residents are being asked for their opinions on a strategy that aims to protect and preserve what is special about South Northamptonshire. You can do this by visiting the online consultation at

<http://www.southnorthants.gov.uk/1448.ht>), by visiting the council offices in The Forum, Moat Lane, Towcester.

Or by emailing comments to [heritage@southnorthants.gov.uk](mailto:heritage@southnorthants.gov.uk) or by post to Alan Munn, Planning and Conservation Officer, SNC, The Forum, Moat Lane, Towcester, NN12 6AD. All details are also on the village website ([evenleypc.org.uk](http://evenleypc.org.uk)). The closing date is 16<sup>th</sup> November 2016.

JM asked CK to comment on behalf of Evenley Parish Council regarding page 33, paragraph 664 - collaborative working should include the use of narrower yellow lines along Brackley High Street to help protect the town's character as reflected in other conservation areas.

**Action: CK**

### **55/16 Electricity on The Green**

CK reported that she had met with E.ON to discuss putting electricity on The Green. Costs would be in the region of £1000.00 if it was situated on the side of the village shop or £3000.00 if it was situated further over towards the War Memorial (as trenches would need to be dug).

Having electricity on The Green will enable more events without the worries of closing the road. It will also be nice to have a Christmas Tree on The Green.

MB advised that there was no financial provision to do it this financial year and the budget needs to be confirmed for next year before we take this forward. It would also be subject to risk assessments. All councillors proposed to pursue the idea.

### **56/16 HS2 Community and Environment Fund**

Northants County Council have received confirmation that Northants organisations may be able to bid for certain projects to support road safety and traffic calming along the route of HS2 through the HS2 Road Safety Fund.

Evenley Parish Council have therefore put together initial traffic calming ideas for the application as it is likely Evenley will be used as a "rat run" during the construction phase. The council will also propose that Evenley roundabout has improved lighting, signage, visibility lines and vehicle activated traffic lights. Brian Sinclair has agreed to be the lead person. All councillors agreed to support the application.

#### **Out of Council**

Brian Sinclair advised that in the minutes of the last HS2 Liaison Group meeting, they would be awarding contracts during April 2017. The next HS2 meeting will be held on 25<sup>th</sup> November at 2:00 pm at The Forum, SNC Offices.

#### **Back in Council**

## 57/16 Update on SNC Local Plan

JM reported that we have received the updated timetable (below) regarding the SNC Local Plan Part 2A Consultation. Regarding the comments made earlier by Virginia Crowe, JM advised that the parish council were asked by SNC for their thoughts on housing numbers and the suitability of sites landowners had put forward. The council quite properly expressed a view on sites and suggested 24 houses was too many and would prefer a maximum of 12. It is now out of our hands; we cannot go back on our previous discussion.

It is now for SNC to consider and come back to us. This is just one of several options SNC will be looking at. All sites have been in the public domain since 2014 and anyone is able to comment on them on the SNC website.

Latest dates received:

| Key Stages/Action  | Timescale                              |
|--|--|
| Publication of Issues Paper Consultation   | October 2013/January 2014              |
| Options Consultation (Regulation 18)*  | First quarter 2016                     |
| Consultation on Draft Document (Regulation 18)*  | Fourth quarter 2016/First quarter 2017 |
| Proposed Submission Consultation (Regulation 22)*  | Third quarter 2017                     |
| Submission of Local Plan and Sustainability Appraisal to Secretary of State (Regulation 22)* | First quarter 2018                     |
| Examination in Public (Regulation 24)*   | Third quarter 2018                     |
| Adoption (Regulation 26)*  | Fourth quarter 2018                    |

## 58/16 Strategic plan update

JM reported that the Strategic Plan involves the whole village, not just the parish council. As part of the monitoring of the plan CK has made updates which will be circulated to councillors for comment. It will then be presented at the next meeting for approval and to view any achievements and highlight areas we need to improve on. **Action: CK**

## 59/16 Confirm meetings dates 2017

CK circulated the meeting dates for next year. It is proposed to have nine parish council meetings and two ward meetings.

NH asked if one of the meetings could be specifically to discuss the SNC Local Plan Part 2A, where we could invite a representative from SNC to come and talk about the consultation. All councillors were in agreement with this.

The meeting dates were agreed and approved unanimously.

**Action: CK/JM**

## 60/16 Councillor reports:

### a. Allotments (LP)

LP reported that the allotments are looking a lot better now. There had been a lot of interest from Brackley who have a huge waiting list and one person has taken on a plot. Another plot will become available in April and LP will advertise again in the Spring. The plot that has been taken on was very overgrown so it was decided to let the plot free for the first six months.

### b. Pocket Park (NH)

NH reported that he would be meeting Matt Johnson from the Wildlife Trust on Wednesday who will carry out a survey of the park. NH will then compare this and the historic survey and put a budget together ready for the next meeting.

**Action: NH**

### c. Street Lighting (SB)

SB reported that we have a very antiquated system that needs updating. A photographic survey is now complete. CK is trying to find a contractor who could carry out a survey to give us a better understanding of which lights need to be updated first so that we can start a programme of replacement. She will also look into grant funding.

**Action: CK**

### d. Village Hall (JPB)

JPB reported that EVHMC have plans to tidy up the interior of the village hall. Eric Millard is now Chair and is keen to maximise their funds.

### e. Website (MB)

MB reported that the website is running well is being updated regularly by CK. He said it is a great investment in the community allowing for better communication. JM thanked MB for all the work he has put into it.

### f. Village Green and Trees (CE)

CE reported that the bulbs have been planted around the village and there is some money left over from the grant. She would like to apply to Evenley Matters for funding and use this and the left over money to plant up the entrance to the village.

She has been offered a used bench and asked for approval to put it on The Green. Councillors unanimously agreed and approved.

CE advised that in Fringford they have erected signs to protect their grass verges from vehicles and wondered if we should put similar signage up in Evenley as a temporary measure? She has also noticed that contractors working in the village are leaving a mess behind and would like to remind home owners to clean up after them. She will put an item in the newsletter.

CE is in the process of applying for conservation approval to have the works carried out on the trees. It has been established that the trees on The Green in School Lane are parish council responsibility. **Action: CE**

g. Newsletter (CE)

CE reported that there will be one more newsletter before Christmas.

### 61/16 Planning notices

|   |  |   |
|---|--|---|
| S/2016/2417/FUL                               | Proposal Subdivide dwelling & annexe into 2 separate dwellings<br>Location: The Barn, Church Lane, Evenley, NN13 5SG   | EPC comments were submitted to SNC 14.10.16.<br>Site visit complete by SNC case officer |
| S/2016/2416/FUL                               | Single storey rear extension<br>Location:20 Lawyers Close, Evenley, NN13 5SJ   | EPC comments were submitted to SNC 14.10.16. Site visit complete by SNC case officer    |
| S/2016/2446/FUL                               | Proposal Raise roof to provide two storey front, rear extensions & single storey side extension.<br>Location: Elm Tree Farm, Charlton Road, Evenley, NN13 5GH  | EPC comments were submitted to SNC. 14.10.2016. Site visit complete by SNC case officer |
| S/2016/2649/PC<br><b>FOR INFORMATION ONLY</b> | Northampton County Council Consultation for Importation of inert waste materials to create a fishing lake, and ancillary works and development including an access track, stock ponds, parking facilities, a facilities building and temporary bund.<br>Location Astwick Quarry Buckingham Road Evenley NN13 5LL | Further information can be found on SNC's website – planning.                           |
| S/2016/2700/FUL                               | Two storey extension<br>Location:Hayman Barn Plomers Furze Farm Charlton Road Evenley, NN13 5LJ  | EPC comments will be submitted to SNC by 21.11.2016                                     |

### Planning updates

|                 |   |  |
|-----------------|---|--|
| S/2016/1844/FUL | Single Storey front extension, 2 storey front & side extension & new windows, part demolition of existing cottage.<br>Location: Astwick Farm Cottages, Buckingham Road, Evenley.  | Approved by SNC  |
| S/2016/1645/MAF | Hybrid application seeking full planning permissions for admin building, car park, screening bund, landscaping & ancillary development works. Outline planning application seeking approval with all matters reserved for dormitory, fitness centre, shop, substation, extensions to post office & child development centre and other associated development (incl. demolition).<br>Location: RAF Croughton | EPC comments were submitted on 08.08.16<br><br><b>SNC Status:<br/>Info/Amendments<br/>Received</b> |

### 62/16 Correspondence received

The "Giant Voice" tanoy system at Croughton air base has moved its weekly test from Wednesday at 12:00 to Monday at 12:00. The Giant Voice test will sound with a wavering tone, followed by "This is only a test".

The parish council have been invited by ACRE to apply for the Best Village Competition 2017.

JM has asked if ERA would be happy to lead on this and they have agreed. Applications need to be submitted by 16<sup>th</sup> March 2017.

The Police & Crime Commissioner has launched a six week consultation on their proposed police and crime plan for Northamptonshire. Please see the village website for details.

### **63/16 Councillor Questions**

None received.

**The meeting closed at 9.09 pm.**

*The minutes of a council meeting are a public record of who attended and the decisions that were made.*

DRAFT