
Minutes of the virtual meeting of Evenley Parish Council held via Zoom on Monday 15th June 2020 at 7.30 pm

Present: cllr Spencer Burnham (SB), chairman Cathy Ellis (CE), cllr Jean Morgan (JM), vice chairman Jeff Peyton-Bruhl (JPB), cllr Charles Reader (CR), cllr Sue Ricketts (SR), Cathy Knott (CK) clerk, eight representatives from RAF Croughton (just for the presentation) and eight members of the public.

Squadron Leader Clive Wood thanked the parish council for giving him and his colleagues the opportunity to speak of their plans for a new large vehicle inspection site (LVIS) at RAF Croughton, in advance of an application to South Northants Council (SNC). He introduced Laura Haddy, Community Relations Adviser and his colleagues from the Defense Infrastructure Organisation (DIO); Alison Dornan, Chris Hewitt, Paul Campo, Susannah Gregory, Steve Birnie and Mark Taylor.

Please see appendix one (at: <http://www.evenleypc.org.uk/parish-council/minutes.html>), a presentation showing the need for the development and the proposed information and drawings.

Discussions are ongoing with SNC but a target date for submission of plans is late July 2020 with a view to commence construction towards the end of 2022.

A question & answer session followed and the following information was obtained:

- The old gate will be blocked off and will only be used for emergency access.
- New gate guardians (aircraft) will be discussed with US colleagues.
- The new buildings will be single storey and no higher than what is already there.
- There will be appropriate signage along the exit road reminding people to drive on the left side of the road.
- All traffic movements will be subject to traffic lights and the access road has been designed with physical central reserves.

81/20 To receive apologies for absence and welcome

All councillors present. The Chairman welcomed everyone and thanked Squadron Leader Clive Wood and his colleagues for their presentation and for keeping us informed.

82/20 To receive and approve for signature the minutes of the annual meeting of the parish council held on 18th May 2020.

The minutes were approved and virtually signed.

83/20 To note any matters arising from the minutes not included on this agenda for report only

45/20F – costs have been provided for 'no parking signage' by Warren (who made our allotment sign). Each wooden sign will be £35 and will say 'Please no parking on the Green' (TBC). The chairman proposed we purchase five and councillors unanimously agreed. Cllr JPB kindly offered to fit them to the back of benches.

58/20F – costs to connect the electricity on the Green have been obtained:

- Option one - between £250 and £300 to connect three double sockets and one fuse board.
- Option two - between £600 - £700 to connect three phase socket.

Councillors unanimously approved option one.

84/20 To receive declarations of interest related to business on the agenda

Chairman CE for 85/20 - invoice for plants.

Cllr JM for 89/20 – EM secretary and for item 93/20 – is a judge for the Northamptonshire Village Awards.

85/20 Finance:

- a. Financial statement
- b. To note payments received
- c. To consider invoices to be paid

The chairman advised that cllr SB has taken over the responsibility for internal controls and thanked cllr CR and cllr JM for also offering to take on the role.

Cllr SB thanked Mike Baul for his previous work advising that he will be building on what is already in place. He will report at every meeting on the actual v budget figures and provide a quarterly report keeping everything as transparent as possible.

The clerk circulated an updated accounting statement – slightly different from the agenda:

Account	£		
Community	14,491.83		
Business Saver	22,350.02		
National Savings	5,833.36		
TOTAL	42,675.21		
Receipts since the last meeting		£	
Allotment rent (plots 4 & 4a)		46.80	
Claydon Auctioneers (Dickens) newsletter donation		120.00	
ERA contribution towards supply electricity to the Green		1,500.00	
Invoices approved		VAT	£
C.Knott (June salary & HMRC payment)		541.00	0
HMRC		5.00	0
C.Knott (expenses including Zoom, stationary & Avast virus fee)		73.92	6.65
Barbara Osbourne (PAYE quarterly fee)		66.00	0
SSE (streetlight electricity) direct debit		99.32	4.95
C. Ellis (GreenStuff – village planters)		70.80	0

86/20 To receive updates and recommendations from planning representatives

S/2020/0303/FUL	change of use from agricultural land to a dog training area, increase height of fence to 1.52 m and hard standing area for vehicle parking. Location: land north of Cottesford Road, Evenley	EPC: No objection SNC: consults dispatched
S/2020/0431/FUL	Single Dwelling. Location: land east of Windrush, 23 Church Lane, Evenley	EPC: objection SNC: consults dispatched
S/2019/2469/FUL	Detached dwelling and Associated Works. Amendment details. Location: Willowbourne 5 Bicester Hill	EPC: no objection SNC: APPROVED
S/2020/0462/FUL	Variation of condition 2 (plans) S/2019/0895/FUL (Refurbishment of an existing building to create a new reception and office building) to alter elevational treatments. Location: Reynard Investments Ltd, Unit 6 Reynard Park, Brackley	EPC: no objection SNC: consults dispatched
S/2020/0673/FUL	Single storey side extension and new proposed rooflight on south east elevation. Location: Manor Cottage, 6 Church Lane	EPC: no objection SNC: consults dispatched
S/2020/0860/FUL	Single storey rear extension. Location: 3 Lawyers Close	EPC: no objection SNC: consults dispatched

87/20 To note Mike Baul's resignation and the process to fill the vacancy

The clerk advised that Mike had resigned during May's meeting via the online chat box in Zoom. CE wrote and thanked Mike (on behalf of the team) for his work and contributions he has made to the parish council since he joined in 2015. The clerk has notified SNC of the vacancy and in accordance with the local election rules, an election to fill the vacancy shall be held if within 14 days of the notice (no later than 24th June) a request for an election to fill the vacancy is made in writing to the returning officer by ten electors, an election will be held to fill the vacancy otherwise we can begin the process of co-option.

88/20 To discuss/reassign councillor responsibilities

The following amendments were agreed:

Remove emergency planning.

Cllr SB responsibility for internal controls.

Cllr JM responsibility for footpaths & stile survey for the east side of the village (A43 divide) and defibrillator guardian.

Cllr SR responsibility for footpaths & stile survey for the west side of the village (A43 divide).

The following was noted: Footpath AK5 which currently runs through several gardens behind School Close up to the A421 - cllr CR agreed to approach the landowner to discuss the possibility of moving the footpath over, to run through the paddock for easier access.

Councillors JM, SR, CR and the clerk agreed to form a working party to increase accessibility to all footpaths in the parish. The chairman publicly thanked land owners for the high standards of upkeep to footpaths running through their land.

89/20 To adopt a protocol for dealing specifically with councillors who are members of Evenley Matters
Chairman CE proposed to adopt the protocol that was circulated before the meeting and cllr JPB seconded; councillors SB, CR and SR approved the wording and cllr JM voted against adoption. Because of the majority vote, the protocol was formally adopted.

90/20 To review the code of conduct

It was agreed that no amendments were needed. It was noted that the national association of local councils (NALC) and the local government association (LGA) are consulting on a new national code.

91/20 To note and approve amendments made to the risk schedule in relation to COVID-19

An amendment to the schedule was made regarding elections and information on remote meetings was added. In the finance section, local government reorganisation (LGR) was added. All councillors unanimously approved the changes. The clerk will put the updated schedule on the website at: <http://www.evenleypc.org.uk/parish-council/policies.html>

92/20 To discuss updating the village website and the new accessibility regulations coming into force on 23rd September

Chairman CE advised that the website is now four years old and in need of updating and decluttering. Media Tribe (our website designer) is aware of the new regulations and is in the process of checking all the necessary implantation required for our website. They will get back to us with timings and cost. The clerk has also contacted a private website designer for costings on re-design, regular updates, etc. It was agreed to discuss further via email once costs are in before making a proposal at the next meeting. *Action: All*

93/20 To respond to Northants ACRE regarding the Northamptonshire Village Awards options available

The clerk explained that due to the Covid-19 pandemic it hasn't been possible for Northants ACRE to continue with the awards this year. We have been given several options for our application. Option one was agreed; to carry forward our application to next year along with the fee we paid and automatically be entered into the 2021 Northamptonshire Village Awards. Northants ACRE would like to celebrate the wonderful work volunteers are doing in our communities during the covid-19 pandemic and will be asking parishes to let them know of some of the support they have been providing. They will collate the information received and publicise a booklet celebrating Northamptonshire's volunteers and in Spring 2021 hold an evening celebration for volunteers. The chairman thanked our great volunteers in Evenley who are doing a sterling job and have put in a huge amount of effort during the current crisis. She said that after speaking to some of them, the consensus is they would rather not be singled out for recognition as they are just providing neighbourly support.

94/20 To discuss whether to create a one-off response fund using monies received from Evenley Matters (proposed by cllr JM)

Cllr JM circulated a document prior to the meeting (as requested in item 78/20 at the last meeting), detailing how a coronavirus emergency community response fund for 2020/21 could work. After a lengthy discussion councillors agreed to reject the proposal.

95/20 To discuss items for the agenda for the Littlebrook Ward Meeting on 27th July (Croughton)

The following suggestions were put forward:
Road works and diversions on A43 – invitation to Helen Howard
West Northamptonshire unitary programme – ask Rebecca Breese to speak about issues including council tax equalisation.
Opening up future 'ward' meetings to include Charlton and Hinton in the Hedges.
Electric vehicle charging points.

96/20 To confirm meeting dates for 2021

The clerk circulated dates prior to the meeting which councillors approved. The clerk will update details on the website: <http://www.evenleypc.org.uk/parish-council/parish-council-meetings.html>

97/20 To accept councillors reports on the following areas:

- A Allotments (CR)** the plots are looking good and all rents have been paid this year. The weeds along the outside wall need to be treated.
- B Pocket Park (CR)** Nothing to report.

- C Street lights (SB)** Nothing to report.
- D Village Hall (JPB)** Nothing to report.
- E Website (MB)** see item 92/20.
- F Village Greens, planting and trees (CE/SB)** litter is a real concern at the moment. The chairman and clerk have met with Lukasz Kulaga, waste & cleansing operations manager at SNC to discuss having more bins but due to the size of the street cleansing team (comprising of eight members who cover 245 square miles/120 villages) they are unable to approve new bins or schedule in more 'empties'.
The Red Lion has provided more bins and Forge Coffee has provided a small bin for café waste, however due to the amount of 'picnic' litter the bins are still overflowing. It was therefore agreed that the clerk should contact Brackley Town Council to ask if we can tag onto their team, to ask Forge Coffee to provide a larger black bin (specifically for recycling waste) and to put a post on the village Facebook page asking people to take their rubbish home with them. **Action: CK**
- G Newsletter (CE)** to be actioned this week.
- H Hs2 & Highways (SB & CE)** the chairman attended a virtual HS2 liaison meeting on 5th June and thanked Esme Cushing after the meeting for all the support she has given to our village. Information from liaison meetings can be found on the village website at: <http://www.evenleypc.org.uk/home/noticeboard/hs2-noticeboard.html>
Chairman CE has met with Clive Hockley (chairman of Hinton-in-the-Hedges parish meeting) to discuss ongoing traffic issues including the latest notification for essential maintenance works to the A43. He and CE have been in communications with Mark Atherton, the construction project manager for Tarmac who will be carrying out the works in August and they advised him of the meeting with Highways England (HE) last October and the agreement that discussions about diversions should be cleared with local parishes before they are circulated to the wider community. This has resulted in a good outcome and once received the updated notification will be circulated.
- I Local Government Reorganisation (JM)** For the latest news please see appendix two - the first bulletin of the revised Future Northants programme (on the website at: <http://www.evenleypc.org.uk/parish-council/minutes.html>).
- J St. George's Church** Nothing to report.

98/20 Correspondence received

- Email regarding the relocation of new road signs on Mixbury Road – this has been actioned and a 'thank you' sent to Helen Howard and the Northants Highways team for their quick response.
- Email from a Broad Lane resident regarding the new chicane and various issues arising including people driving on the wrong side of the road, poor access to certain driveways and dangerous driving. It was agreed that the clerk should send the observations into Northants Highways and ask for their advice and cllr JPB will move the speed sign to try to slow traffic leaving the village. **Action: CK**
- Email regarding litter on the Green – see item 97/20F.
- Email regarding the hedging on the corner of Church Lane – the clerk will respond.
- Email regarding a parishioners' confrontation with a farmer – the clerk will respond.
- Email regarding loose dogs on the Green and dog fouling – more notices have recently been put up and we will monitor the situation.
- Request to hold Pilates classes on the Green (for commercial gain) – it was agreed this shouldn't be encouraged. The clerk will respond.

99/20 Councillor questions

Cllr JM advised that a resident of the Green was concerned about the amount of young people playing football and drink driving (non-villagers). It was agreed that any future concerns should be reported to the Police as we (as a council) are unable to police this kind of behaviour.

100/20 Public Participation session (Members of the public are invited to address the council through the chairman)

A parishioner advised that the overgrown vegetation on Broad Lane is obscuring the 'priority' signage which is causing further problems on top of the chicane issues. Cllr JPB kindly agreed to give it a trim and cllr SB will notify the owners.

101/20 Close

The meeting closed at 9.45 pm.

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

Virtually Signed: Cathy Ellis Dated: 13.07.2020