



EVENLEY PARISH COUNCIL

www.evenleypc.org.uk

Minutes of the meeting held at Evenley Village Hall, on Monday 9th November 2015 at 7:30pm

Present: Jean Morgan (JM), Cathy Ellis (CE), Lisa Proffitt (LP) Nic Hamblin (NH), Mike Baul (MB), Jeff Peyton-Bruhl (JP), Clerk.

26 members of the public were present.

- 1) Apologies and welcome.
 - No apologies received.

- 2) Reports from Cllr John Townsend and Reverend Simon Dommert (unable to attend).
 - Cllr Townsend represents South Northamptonshire Council (SNC) and is there to help the Parish Council (PC) with issues relating to SNC. Cllr Sawbridge represents Northamptonshire County Council (NCC). The PC deals with the grass cutting, lighting and other local matters. The PC and the parishioners need to be the eyes and ears of the village. Although Evenley is a rich village there are people who need help and the PC/parishioners can bring this to the attention of the relevant authorities.
 - SNC are the local planning authority so if there are any planning issues the parishioners should inform Cllr Townsend or SNC.
 - Cllr Townsend would like to receive minutes of all of the Parish Council meetings and he would like the names of himself and Cllr Sawbridge in the newsletter as contacts for the parishioners.
 - JM informed Cllr Townsend that Evenley Charities has an income from a piece of land in the village. The charity provides sums of money very discreetly to individuals that need help. Evenley Matters also provides funds but this is for groups/organisations rather than individuals.
 - Cllr Townsend had referred to the Evenley Parish Plan as an unofficial plan and a parishioner asked what Cllr Townsend meant by this as the plan has been adopted by SNC. Cllr Townsend explained that the Evenley Parish Plan has been accepted as a Supplementary Planning Document (SPD) by SNC so the SNC planning office will take this document into consideration when deciding on planning applications. If SNC refuse the application and an appeal is made to the Planning Inspectorate, the SPD would not be given much weight by the inspector as it has not gone through the complete process (ie presented to a government inspector and put to a village poll) to be accepted as a Parish Plan. It is important to have a five year land supply although there is less pressure on villages to take on new houses as there are lots of houses being built in towns such as Brackley and Towcester. A councillor asked if it would be advised for EPC to take the additional steps to have a Neighbourhood/Parish Plan. Cllr Townsend responded that the PC could do this but it would cost around £20,000.

- 3) Disclosure of interests.
 - JM is a member of the ERA and secretary to Evenley Matters. MB is treasurer to the ERA and Evenley Matters.

- 4) To receive and approve for signature the minutes of the meeting held on 12/10/15.
 - The minutes were proposed, agreed and duly signed.

- 5) Public Participation session.
- A parishioner informed the PC that a large firework display took place on Saturday night and as residents weren't aware that this was going to take place, they were not able to prepare for it and put their horses in a secure area. The display was very loud and frightened the horses which resulted in the owners having to go looking for them. It also caused an issue for neighbours with dogs. It would be appreciated if residents could let their neighbours know that they are going to have a display. The PC agreed that this will be included in the next newsletter.
- 6) To consider applicants for co-option to Evenley Parish Council and agree on new member.
- Two applications have been received for co-option. It was proposed and agreed that Spencer Burnham be co-opted onto the Parish Council.
- 7) Vote of thanks to Jill Kelly.
- Jill Kelly has recently resigned for personal reasons. Jill will be very much missed from the Parish Council and the councillors would like to express their thanks to Jill for her work over the last few years. **Action: JM to write a letter of thanks to Jill.**
- 8) Other matters arising
- a) To report on discussions with ECC regarding use of The Green in 2016, plus management and maintenance; to approve mow and grass pick up of grass on The Green before Easter 2016 up to a cost of £150.
 - In the recent past there was a connection between the Evenley Cricket Club (ECC) and the PC as the Vice Chair of the PC was also the Chair of the ECC. As that councillor has now left a new connection needs to be made. A meeting is to be arranged between CE, MB and the ECC before Christmas. During this meeting dates will need to be confirmed for use of The Green to ensure that the PC don't arrange any events on the same days. The regularity of grass cutting is also to be confirmed. It was proposed and agreed that an additional grass cut and pick up will take place before Easter 2016 and the additional costs be taken out of reserves.
 - b) To approve replacement tree for The Green at a maximum cost of £100.
 - A tree on the Green has died – CE has met with the Tree Warden and proposes that a Hawthorn tree with pink flowers be put in its place. The old tree needs to be removed. All agreed. **Action: CE to organise removal and replacement of tree.**
 - c) Decision regarding publishing and circulating interim Newsletter to homes and businesses in the Parish of Evenley before Christmas with a maximum budget of £350 in addition to existing budget provision.
 - Mr Scott has kindly agreed to continue the Hamptons support of the newsletter so the budget of £350 is not required. If anyone has any ideas for further development of the newsletter please let the councillors know. A parishioner asked if details of the closure of the WI could be put in the next newsletter.
 - d) Strategic Plan, including use of The Green – in 2016. Update on progress of informal working group; decision regarding consultation processes and timing.
 - Plans have been put together for the three year term of the council by a small working group which includes councillors and parishioners. A SWOT analysis (Strengths, Weaknesses, Opportunities and Threats) has been compiled, looking at good things, bad things and risks in Evenley but the working group would like further input from the rest of the parishioners. MB proposed to spend £25 to print this document which will be delivered to all properties in Evenley. Responses can be made by e-mail or by written response which can be placed in a box in the shop. All councillors agreed.
 - A parishioner stated that they welcome the initiative to have the opinions of the parishioners but the villagers completed questionnaires in preparation for the Parish Plan so they asked if the PC would use the information from these questionnaires alongside the responses to the new questionnaire. The PC agreed that they will take this information into account.
 - A date of Fri 15th January has been agreed (subject to the Village Hall being available) to hold a consultation which will give parishioners the opportunity to have an informal chat with councillors to discuss the SWOT analysis, and what they would like to see in Evenley including use of the Village Green and events in the village.
 - e) To agree redesign of website and new website provider (including email provider) – Proposed budget of £1000 for redesign, and up to £100 per annum hosting.

- The current provider of the website will not be providing that facility from the end of Feb 2016. The intention is to look at a website that provides not just the statutory information required of the PC but to include other organisations to create a Parish website. The consultation document that will go out this week will include questions on what parishioners want from the website.
- The new website will need to be completed this financial year so the costs will have to come out of reserves as there is no budget for this. The specification will be sent out to a number of suppliers for quotes. The council delegated responsibility to MB, LP and NH to receive the quotes and agree on a new provider as this needs to be actioned asap. It was proposed and agreed to spend up to the amounts stated.
- f) Agreement of group councillor training sessions, and suggestions for dates, at a cost of £214 for EPC only or £275 to include other councils.
- Robert Fallon head of planning is offering to run some planning training at Towcester. General councillor training will be organised in Evenley as we have so many new councillors. **Action: JM to ask Rob Fallon if he can organise the planning training for January. JM to contact councillors to organise a suitable date for councillor training in Evenley.**

9) Councillor reports

- a) Allotments – A tree has come down in Church Lane next to the allotments. It has been chopped down but lots of branches need removing so someone is coming to clear this tomorrow. There has been a bit of swapping of allotments and changes of tenancy but the plots are still fully occupied.
- b) Pocket Park – NH volunteered to take on responsibility for reporting on Pocket Park. NH will look at a management plan and bring to next meeting.
- c) Street Lighting – LP has two quotes for a replacement light outside the Red Lion and will try to get more. Ideally LP would like to get this done by Christmas. It has been suggested by a parishioner that LED lighting would be better for elderly people. There may be funding or an interest free loan available. **Action: LP and MB to discuss further options. LP to obtain further quotes.**
- d) Village Hall – JPB will be taking on responsibility for the Village Hall from CE. JPB was on the Village Hall committee for many years. The roof is likely to need repairing or replacing over the next few years so ways to raise funds need to be considered as it will be a very expensive job.
- e) Village Green – Already covered.

10) Finance

- a) Consideration of request to change signatories for Pocket Park fund.
 - This has now been dealt with by the Pocket Park Committee so no action is required.
- b) Approval of finance statement.
 - The statement was proposed and agreed.
- c) Approval of payments as listed.
 - The payments and receipts were proposed and agreed.

	Balances on previous agenda as at 31.08.15	Current balances as at 02.11.15	Difference
Community Acct	£532.36	£343.17	-£189.19
Business Saver	£18,127.95	£22,835.94	£4,707.99
National Savings	£5,641.97	£5,641.97	£0
Total	£24,302.28	£28,821.08	£4518.80

Payments

11/09/2015	101829	Mike Boshier	£41.34
11/09/2015	101830	Kirsty Buttle	£228.90

05/10/2015	BACS	HMRC	£5.40
05/10/2015	BACS	E-On Energy Solutions	£160.55
05/10/2015	BACS	Kirsty Buttle	£36.03
05/10/2015	BACS	Anglian Water	£33.73
06/10/2015	BACS	Evenley Village Hall	£29.50
06/10/2015	BACS	NCALC	£39.00
06/10/2015	BACS	SNC	£30.00
06/10/2015	BACS	E-on	£317.36
06/10/2015	BACS	SNC	£826.09
15/10/2015	BACS	NCALC	£102.00
15/10/2015	BACS	A2B	£51.76
23/10/2015	BACS	Kirsty Buttle	£332.33
23/10/2015	BACS	HMRC	£5.20
02/11/2015	BACS	CPRE	£36.00
02/11/2015	BACS	Kirsty Buttle	£50.56
02/11/2015	BACS	Evenley Village Hall	£14.00

Receipts

07/09/2015	Barclays	Interest	£2.49
23/09/2015	Hurst/Reds	Ads Invoice	£25.00
28/09/2015	SNC	Precept	£6,705.50

11) Planning

Applications pending

S/2015/2426/FUL	5 The Green, Evenley. Trellis 1.96 metre high, 3.9 metres wide to rear garden (Retrospective)
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Decisions received

S/2015/1981/FUL	4 Broad Lane, Evenley. Two single storey rear extensions and loft conversion.	Approved
S/2015/1984/FUL	Paddock House, Barley Mow Farm, Buckingham Road, Evenley. Flue for wood burning stove on South elevation.	Approved
S/2015/1654/FUL	33 The Green Evenley. Raised roof over existing garage, and single storey porch.	Approved
S/2015/2080/FUL	Plomers Furze Farm, Charlton Road, Evenley. Change of use of paddock land to the construction of a purpose built horse training arena for private use.	Approved

An appeal has been received from Mr Tabb for his retrospective planning application refusal. This will be posted on the noticeboard.

12) **Budget** - To discuss the draft budget for 2016/17 (and to 2019), and to hear amendments and suggestions from councillors, in particular regarding:

- a) Reserves - use, allocation etc.
 - b) Anticipated precept.
- A discussion was held regarding the draft budget. The formal budget will be proposed in the January meeting.

13) AOB – For information only.

- Correspondence received from Adam Simmonds – Police and Crime Commissioner for the county. His strategic plan is to have more visible policing in our communities, police volunteers and the roads to be improved, safer places.
- Denise Stevens has volunteered to be the Flag Warden. The Parish Council would like to thank Denise for this kind offer and appreciate her taking on this role.

14) Report back on outcome of Annual Appraisal for Clerk/RFO; **Closed session** (Excluding members of the public) to discuss and decide on recommendations of appraisal panel.

- It was proposed and agreed to increase the clerk's hours from 25 to 30 per month as of 1st November 15.
- In recognition of the clerk's hard work over the previous months through a particularly difficult time, it was proposed to move the clerk up to SCP 18 with effect from 13th November 15. This brings forward the annual increase that would normally happen in April so the next increase will be in April 17 or when then Clerk achieves CiLCA accreditation. All councillors agreed.
- The post of Clerk/RFO to Evenley Parish Council needs to be re-evaluated within the next six months (JM to instigate this process).
- It was proposed and agreed that overtime will be paid over the next six months until the job and hours have been re-evaluated.

Meeting closed 9:15pm.

Signed by the Chairman..... Date.....