

## EVENLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 13th July 2015 at 7.30pm.

Present: Alan Thornhill (AT), Mike Boshier (MB), Jean Morgan (JM), Denise Stevens (DS), Jill Kelly (JK) Kirsty Buttle (Clerk), 3 members of the public, Katherine Harrison – Assistant Conservation Officer.

- Katherine Harrison provided details of the Conservation Area (CA) review. The Conservation Officers have chosen to maintain the boundary as it is. The last review of the Evenley CA was completed in 1987. The review papers are available online. In a CA planning permission must be obtained for anything that will affect the external façade of the houses/buildings and 6 weeks notice must be given for any work on trees. There are Tree Preservation Orders (TPO) on some trees (leading up footpath of Church) which require formal planning consent. House prices can go up when a Conservation Order is in place. Any feedback on the report is welcomed and an open consultation will be held on July 31<sup>st</sup> @ 5pm. The proposed CA will go to committee towards end of November. A councillor asked if the ponds to the North of Evenley and a field near to the church were considered to be included. Katherine advised that these were considered but it was decided that they should not be included but if the councillors/parishioners would like to suggest any amendments to the CA they should put their suggestions in writing to Katherine.
- 1) Apologies
    - Apologies received from Cathy Ellis and Lisa Proffitt.
  - 2) Disclosure of interests
    - JM is Vice Chair of Evenley Residents Association (ERA) and Secretary to Evenley Matters. MB is Chair of Evenley Cricket Club (ECC).
  - 3) Minutes of meeting held on 18/05/15.
    - a) Consider if minutes are an accurate representation of the meeting
      - It was requested that the lead people be underlined on the councillor responsibility list so it is clear who is the deputy. **Action: Clerk to amend councillor roles and responsibilities list.**
      - A councillor is concerned that there may be a conflict of interest for MB being the Chair of ECC as well as organising the grass cutting for EPC. All other councillors disagree that there is a conflict of interest so MB will continue with his role re grass cutting.
      - It was proposed and agreed to sign the minutes.
    - b) Matters arising from the minutes
      - MB has contacted NSI and the details have now been updated.
      - JM has not had any response from The Friends of Pocket Park so it is possible that it is defunct.
  - 4) Other matters arising
    - a) Evenley Parish Council Logo/letterhead
      - Defer to next meeting as CE has not yet provided a sample letterhead.
    - b) Agreement to amendments made to risk management policy
      - It was proposed and agreed to add to the risk management policy details of e-mails and the risk management system. **Action: MB to write an addition to the policy to be agreed at the next meeting.**
    - c) New Councillor Training
      - **Action: Clerk to contact NCALC to see if they would offer bespoke training and contact other wards to see if they also require training.**
    - d) New streetlight near pub
      - Defer to next meeting - AT will get quotes for the work and planning applications and find out if any grants are available.–Lighting in corner of the green was mentioned as an aim last meeting. AT will look into costs and residents opinion about an extra light on the green.
    - e) SMS text to villagers

- Only a small number of residents are signed up to the SMS service. **Action: MB to create and display posters to advertise the service.**
  - f) Discussion re applying for Foundation (Basic) level of the Local Council Award Scheme
    - JM would like to work on this with CE, LP and the Clerk. The councillors would consider this scheme or at least working towards it informally but would like to know what is involved. **Action: JM to find out more information about the scheme and report back to November meeting.**
  - g) Consideration of Evenley Gardening Society (EGS) request to plant additional spring bulbs in the village this Autumn
    - It was suggested that cowslips, bluebells and snowdrops would be a good option but the councillors would like to know which areas are suggested for planting. **Action: Clerk to contact EGS.**
  - h) Agreement of additions to flag flying dates
    - It was proposed to add the Prince of Wales birthday (14<sup>th</sup> November), Events of national significance where flying the union flag represents remembrance/unity/celebration and all weekend cricket match days subject to someone being available to arrange to fly the flag. All agreed. **Action: DS to circulate updated list.**
  - i) Consideration of purchase of new rope and cleat for flag
    - It was proposed and agreed to set a budget of £50 for the purchase of a new rope and cleat for the flag. There will be some labour involved which should be agreed before the rope and cleat are ordered. **Action: DS to provide details of item to be ordered to Clerk.**
  - j) Decision regarding re alignment of pavers and re-fixing and replacing damaged grouting on War Memorial
    - Defer to next meeting as it is possible that the pavers should be replaced with better quality pavers rather than be re aligned. **Action: JM and CE to enquire with SNC if permission is needed as it is in the CA and to find out the cost of new pavers. Clerk to put on next agenda.**
  - k) Decision re action to take regarding parishioners concerns about overgrown areas on the lane next to The Red Lion
    - It was proposed and agreed to spend up to £20 on basic land registry searches to find out who owns the land. **Action: Clerk to order land registry searches. MB to ask Dempsey to cut the verges in this area until more is known about ownership.**
- 5) Allotments - LP
- a) Condition of plots
    - Paths recently mown. A few allotment holders are keen to form an allotment association which may help with grants for a children's area.
  - b) Vacant plots
    - No vacant plots.
  - c) Outstanding rent
    - 2 plots are still unpaid.
- 6) Pocket Park issues – JK
- No litter issues on Pocket Park. Merrick has only be able to cut it once as he has lost the key to the chain but a spare is available. The park really needs strimming and there are lots of overgrown shrubs that need some attention. It was suggested that the other entrance that does not have a chain across it should be more welcoming. A parishioner volunteered to put together a small maintenance group with some of the allotment holders. **Action: JK to organise the maintenance group/day.**
- 7) Village Risk assessments
- Village Hall – CE and Mick Coles have inspected the leak in the Village Hall but there is no evidence of a further leak. The Village Hall committee would like to thank Cathy for getting the windows repaired and repainted.
  - a) Reallocation of roles
    - DS would like to give up the role of street lighting – AT agreed to take this on. All agreed.
- 8) Speedwatch/VAS data.- MB

- Traffic calming measure details have been given to MB with an estimated cost of £20k. It was suggested that the parishioners are asked how they feel about the idea of urbanising the village with traffic calming measures. There will be no speedwatch this year. **Action: JM to draft a consultation letter to residents to go out in September.**

## 9) Parish representatives –

- a) Highways appointment
  - Brian Sinclair has volunteered to take on the role of Highways representative. All agreed.

## 10) Correspondence

- None

## 11) Finance

- a) Approval of finance statement – All agreed
- b) Approval of payments as listed – All agreed.
- c) Review Internal audit for financial year 14/15 – All Councillors have received the internal audit document and accept the report. There were no issues raised by the auditor so no changes are required to the current procedures. A Councillor raised the fact that we have £2k more in the bank at the end of the year than the year before and wondered what the Council opinion is on having this extra money considering the council increased its precept. The Chair explained that the increase in funds is because the PC were successful in obtaining grants.
  - The PC expressed their thanks to Mike and the Clerk for their work towards the audit.
- d) Agreement to war memorial paving cleaning in exchange for a free advert in the newsletter
  - It was proposed and agreed that Stonebright can clean the paving in exchange for a free advert in the newsletter.

	Balances on previous agenda as at 11.05.15	Current balances as at 06.07.15	Difference
Community Acct	1286.07	289.92	996.15
Business Saver	21535.18	21127.95	407.23
National Savings	5641.97	5641.97	0
Total	28463.22	27059.84	1403.38

Payments

Date	Chq No/BACS	Payee	Amount
20/05/2015	BACS	Evenley Village Hall	31
20/05/2015	BACS	Kirsty Buttle	228.9
20/05/2015	BACS	Complete Weed Control	252
20/05/2015	BACS	Came & Company	1105.96
08/06/2015	BACS	Evenley Village Hall	36.5
08/06/2015	BACS	SNAST	10
08/06/2015	BACS	E-on	28.16
08/06/2015	BACS	M Boshier – Expenses for delivery of newsletters	20.49
30/06/2015	BACS	Kirsty Buttle	303.39

30/06/2015	BACS	HMRC	16.6
30/06/2015	BACS	E-on	160.55
30/06/2015	BACS	Anglian Water	13.6
Total payments			2207.15

### Receipts

12/05/2015	Stirrat	Allotment rent	30.69
14/05/2015	Ungar	Allotment rent	72.31
18/05/2015	Hamptons	Ads Invoice	70
26/05/2015	HMRC	VAT reclaim	590.16
08/06/2015	Barclays	Interest	2.61
29/06/2015	Hunt	Allotment rent	38
Total received			803.77

### 12) Planning

### **Applications pending**

S/2015/1130/FUL	The Coach House, Plomers Furze, Charlton Road, Evenley. Single storey side extension to the west elevation featuring a green roof.
S/2015/0980/FUL	The Barn, Church Lane, Evenley. Variation of condition 2 (plans) of approved application S/2014/0500/FUL (Single storey and first floor extension to existing annexe). Retrospective changes to include increased eaves height, enlarged and repositioned rooflights, enlarged toilet window on SW elevation and extension of hip roof to lean to.
S/2015/1350/FUL	Plomers Furze Farm, Charlton Road, Evenley. Agricultural building.

### **Decisions received**

S/2015/0187/FUL	Beechwood House, Church Lane, Evenley. Raise garage roof, 2 dormers to front elevation of garage and porch.	Refusal
S/2015/0620/OUT	Land to the rear of 22 The Green, Evenley. Four terraced houses with parking (outline)	Refusal

Planning – There is an issue with councillors not replying to DS e-mails regarding planning, not informing DS and the Clerk when they are on holiday and generally not responding to planning queries. If necessary the 2 councillors who are not on the planning committee can be called on to help if not enough councillors are available. It was suggested that all councillors check and reply to their e-mails on a regular basis (at least within 24 hours where practicable) as many e-mails, particularly in response to planning are time sensitive. Dates of holidays should be circulated to all as if Councillors do not know that someone is away it is possible for plans or other important documents to be posted through their door and remain for weeks unattended. **Action: Clerk to put item on next agenda.**

### 13) HS2 – JM

- LP attended the recent HS2 meeting. Community Fund Area 14 addresses concerns re HGVs moving spoil from the building of the line and the impact on the additional traffic concerns on the A421, A422 and A43. HS2 have changed the recommended routes for HGVs which

suggest that the A421 will no longer be used and the use of the A43 between A422 and M40 will be reduced. The PC believe this suggestion meets the concerns of Evenley and therefore no response or comment is required.

14) Discussion re South Northamptonshire Council Settlements and Development Management Policies Local Plan

- The plan suggests that 27 new houses are required for Evenley. Rob Fallon (South Northants Council Planning) has explained in a recent meeting that, as other villages have already built well over their requirement, Evenley may not need further housing.

15) AOB – For information only

- The Community Enhancement Gang (CEG) are a group that provide minor improvement and safety works to improve appearances around villages. **Action: All councillors to e-mail AT to suggest works that could be completed by CEG. Clerk to make a request to CEG when all responses have been received.**

Meeting closed at 9:14pm

It is incumbent on all councillors to support and promote policies and decisions democratically decided at Parish Council meetings