



EVENLEY
PARISH COUNCIL

www.evenleypc.org.uk

Minutes of the meeting held at St. George's Church, Evenley, on Wednesday 27th January 2016 at 7:30pm

Present: Spencer Burnham (SB), Cathy Ellis (CE), Jean Morgan (JM) (Chair), Lisa Proffitt (LP), Jeff Peyton-Bruhl (JP), Clerk.

5 members of the public were present.

The meeting started at 7:40pm.

- 1) Apologies and welcome.
 - Apologies were received from Mike Baul, Nic Hamblin and Reverend Simon Dommett.
- 2) Disclosure of interests.
 - JM is a member of the Evenley Residents Association (ERA) and is a ball sponsor for the Evenley Cricket Club (ECC).
- 3) Report from Reverend Simon Dommett
 - Carrie O'Regan led a short remembrance for Janet Cropley. Janet was a remarkable woman, and was heavily involved in the community. She will be remembered for her love of horses and riding for the disabled, her love of nature and gardening, and her roles as Tree Warden, bell ringer, choir member and as member and speaker at the Gardening Club. The bereavement prayer and a prayer of thanks for Janet were read, followed by a period of silence.
- 4) To receive and approve for signature the minutes of the meeting held on 09/11/15.
 - The minutes were approved and signed.
- 5) Public Participation session.
 - A parishioner asked whose responsibility it is to mend the gate at the top of path AK6 as the latch is broken. The parish council (PC) believe it is the landowner in liaison with the rights of way officer. **Action: JM to provide Carrie O'Regan with the contact details of the County Councillor in order for her to contact him about this issue and the general issue regarding a lack of responses from the Rights of Way officer.**
 - A parishioner reported that the zig zag markings on the corner of Church Lane/The Green are faded and vans are now parking on there. **Action: Clerk and parishioners to report this on Street Doctor.**
- 6) To propose and agree a councillor to take on the role of Vice Chair.
 - It was proposed and agreed that Cathy Ellis take on the role of the Vice Chair until the 2016 Annual Meeting in May.
- 7) Feedback from Open Evening
 - The event was a huge success. Lots of people came and enjoyed having a chat with councillors and other parishioners. There was feedback about the use of The Green, the celebrations for the Queen's birthday and the strategic plan. It was a very positive social event and some parishioners requested that this be run annually.

- 8) To report on discussions with ECC regarding use of The Green in 2016 plus management.
- The Cricket Club have returned the proposed agreement with the PC for The Green. Both organisations want a new bench and to share cost, although were concerns about insurance. This would be a new, larger bench than the one on The Green at the moment (which is not in very good condition). It was proposed and agreed to spend up to £350 towards a new bench. Both the PC and ECC are happy with the principle of the new agreement, both just need to finalise the written agreement. The councillors agreed that they would like to thank the ECC for their work on this. **Action: Letter of thanks to be sent to Chris Scott by CE.**
- 9) Proposal to adopt the following parish council documents:
- a) Strategic Plan – This has been amended in the light of the comments from the open evening to produce the document proposed. Some of this plan is incorporated from previous plans. No one has expressed any disagreements with anything in the plan since publication of the draft. The strategic plan was proposed and agreed.
 - b) Risk Assessment – Proposed and agreed.
 - c) Publication Scheme – Proposed and agreed.
- 10) Newsletter
- a) Agreement of schedule of newsletter production
 - It was proposed and agreed to produce up to 6 newsletters per year, with the possibility of producing them bi monthly.
 - b) Agreement of fees for adverts in the newsletter
 - It was agreed to charge a flat rate of £30 per advert.
- 11) Proposal to install a defibrillator (funded by a British Heart Foundation Grant) on the wall of the Village Hall.
- Proposed and agreed. **Action: Chris Hart to co-ordinate actions required from the councillors such as advertising the BHF and their donation, CPR training, co-ordinate weekly checks, addition to asset register etc.**
- 12) Proposal to register for the Local Council Award Scheme (LCAS) Foundation level at a cost of £50
- A further fee of £50 will be charged when the application for accreditation is submitted.
 - Proposed and agreed. **Action: Clerk to register for the LCAS Foundation Award.**
- 13) Councillor and warden reports
- a) Confirmation of responsibilities of councillors and wardens
 - Snow Warden – Kim Goulding
 - Footpaths Warden – Carrie O'Regan
 - Arts co-ordinator – Kevin O'Regan
 - Noticeboard Warden – Joyce Stevens (to March 2016; then alternative arrangement – **Action: JM to speak to JS)**
 - Village Correspondent – Eric Millard
 - HS2 Warden – Brian Sinclair
 - Pocket Park Warden– Merrick Loggin
 - Tourism - LP and NH
 - Emergency Planning – JM
 - Village Hall – JPB
 - Village Green – CE
 - Grass Cutting – CE
 - Lighting – LP and SB
 - Pocket Park - NH
 - Internal Controls Councillor - MB
 - b) Allotments – LP – The water hadn't been turned off due to the mild weather, then freezing weather caused a problem and the tap started running continually. Anglian Water have been out and provided a key which is now stored with the tap. A new tap may be required. **Action: LP to find out if new tap is required and costs.**
 - c) Pocket Park – NH intends on creating a flyer to advertise the Pocket Park and would like to reconvene the 'Friends of Pocket Park' creating a team that can prune trees, complete mowing and planting. One young resident would like to establish a scarecrow festival in

Evenley and Pocket Park seems to be a good venue for this. Someone has suggested that in 2017 the PC should look at ways to raise money and/or secure grants with the aim of putting an outside gym in the pocket park. Some councillors are concerned about the access issues to the pocket park and feel this may not be a suitable place to locate such equipment.

- d) Street Lighting – LP - One quote has been received for a new electricity supply. E-on replied stating that if they provide a metered supply it will cost more due to standing charges. It was agreed that the lighting issues should be dealt with in three stages – Stage 1 - Electricity supply, Stage 2 - Change light outside pub, Stage 3 - Consider changing all lights to LED.

Action: SB, LP and MB to work on this.

- e) Village Hall – JPB – The Village Hall Committee will be looking for a new chairman and two committee members on 31st May at the AGM. The Parish Council have been provided with a copy of the Deeds for Trustees of the village hall from 1959 which sets out the constitution of the committee and it has been suggested that this could possibly be updated. The roof needs repair as there is water ingress in the changing room and in the small hall. A survey of the building should be completed. **Action: Clerk and JP-B to organise comprehensive survey of the building.**
- f) Village Green and trees around the parish – CE and SB – The new tree will be planted soon.
- g) Website planning – MB – The current provider will offer monthly continuation at a cost of £10 per month until a new website is up and running. The Clerk and MB will be meeting one of the prospective new providers next week.
- h) Newsletter – CE and MB – Already covered under item 10.
- i) Report from Footpaths Warden – Walks have been happening around 9-10 times per year although the people that requested the walks in order to find out where the footpaths are do not attend. It would be helpful if the dates of the walks could be published in the newsletters. **Action: Carrie O’Regan to e-mail dates to CE.**

- 14) Open Space, Sport and recreation review – The ERA have an agreement with the brewery that the public can access the play area outside The Red Lion at all times, even if they are not using the pub so this is part of Evenley’s open spaces. **Action: Clerk to complete review forms and return.**

15) Finance

- a) Approval of finance statement – The balances agreed and signed.
- b) Approval of payments as listed – The payments were approved and signed.
- c) Proposal to contribute to cost of clerk’s membership with the SLCC at a cost of £34 – Proposed and agreed.
- d) Proposal to change bank account to Unity Bank due to ongoing issues with the service received from Barclays Bank – Unity bank doesn’t have AAA status (most banks aren’t at the moment) but it is intended to put the reserves in another bank account thereby reducing the risk. Proposed and agreed. **Action: Clerk to get application forms completed, signed and sent off soonest.**
- e) To confirm that the council will remain opted-in to the Sector Led Body arrangements for the procurement of external audit. – Proposed and agreed.

	Balances on previous agenda as at 02.11.15	Current balances as at 21.01.16	Difference
Community Acc’t	£343.17	£1192.53	-£849.36
Business Saver	£22,835.94	£20838.67	£1997.27
National Savings	£5,641.97	£5684.29	-£42.32
Total	£28,821.08	£27715.49	£1105.59

Payments

04/12/2015	101831	Evenley Village Hall	£29.50
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04/12/2015	101832	Texprep	£23.30
04/12/2015	101833	Kirsty Buttle	£353.81
30/12/2015	101834	Anglian Water	£14.27
30/12/2015	101835	E-On Energy Solutions	£160.55
30/12/2015	101836	Kirsty Buttle	£294.20
30/12/2015	101837	D J Allen	£144.00
07/01/2016		Barclays Bank	£30.45
27/01/2016	101838	E-on	£317.36
27/01/2016	101839	SLCC	£34.00
27/01/2016	101840	Jean Morgan	£19.65
27/01/2016	101841	Evenley Village Hall	£14.00
27/01/2016	101842	Nic Hamblin	£100.66
27/01/2016	101843	Mike Baul	£20.00
27/01/2016	101844	Kirsty Buttle	£379.14
27/01/2016	101845	HMRC	£11.80
		Total	£1,946.69

Receipts

14/10/2015	Dickins	Ads Invoice	£25.00
07/12/2015	Barclays	Interest	£2.73
01/01/2016	NS&I	Interest	£42.32
		Total	£70.05

16) Planning

a) Update on planning arrangements

- It was suggested that a small planning committee should be set up. Planning training will be held on 7th March. **Action: Clerk to put planning committee on first agenda after 7th March.**

Applications pending

S/2015/2837/FUL	5 Rudgeway Evenley NN13 5RQ. Demolish the existing double garage and to build a replacement in a different location on the site. Demolish an existing rear extension and extend out to the rear and side of the bungalow. To construct a new pitched roof with three dormer windows to the rear to create living accommodation and three sky-lights to the front elevation. To construct an oak frame porch with a pitched roof on the front elevation. – Support as it improves the visual aspect from the Highway and uses high quality materials.
S/2016/0069/MAR	Radstone Fields, Brackley. Application for the approval of reserved matters for phase 2 of (S/2010/0995/MAO An urban extension comprising up to 1000 new homes, including highway access arrangements from Halse Road and Radstone Road, local centre including community hall with uses within A1-A5 inclusive (up to 1000 square metres), a site for a new primary school, open space and associated physical infrastructure. (Includes Environmental Statement) at Land at Radstone Fields, Brackley) Matters relating to appearance, access, landscaping, layout and scale for 141 dwellings – No representation
S/2015/3074/FUL	Robinia Farm, Church Lane, Evenley. First floor extension remove existing hallway linking the main house and the games room/barn to the rear of the property, replacing it with a single story extension. – No objections subject to conditions – to upgrade the services to mitigate the impact of this large development re sewage, drains, flooding. Removal of the proposed window on the boundary wall.

S/2016/0063/TPO	St George's Church, Church Lane, Evenley. TPO-003-1987 -9 Lime trees. - Works to trees as per the schedule of works - Support
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Decisions received

S/2015/2503/TCA	The Barnstead, Church Lane, Evenley. Remove one apple tree. Reduce one whitebeam by approx one metre.	No objections
S/2015/2563/TCA	Land at rear of 22 The Green, Evenley. T2 & T3 - False Acacia - Remove. T1 Tree of Haven - Reduce by 25%	No objections

17) To agree the budget and precept demand for 2016/17

- It was proposed and agreed to increase the allotments budget by £100 due to the possible need for a new tap and to reduce the newsletter printing costs by £100 making the precept demand £13,813. **Action: Clerk to submit precept demand of £13,813 to SNC.**

18) Decision re action to take, if any, in response to the withdrawal of bus service 8 from May 16

- There are two services currently available as an alternative – the Brackley volunteer car service run by SNVB and County Connect run by South Northants Council (SNC). The new website should include details of both of these services. **Action: Clerk to invite someone from the Brackley Volunteer service to speak at the Annual Parish Meeting to make parishioners aware of the service and to recruit more volunteers.**
- It was suggested that a group complaint from all of the parishes on the route of bus service 8 is made to Arriva about the loss of the service. **Action: Clerk to contact other councils on the route to see if they would like to be involved.**

19) Confirmation of meeting dates for 2016:

- 7th March – Councillors to arrive at 6pm for planning training immediately before PC meeting. Please consider any specific planning questions beforehand.
- 18th April – Annual Parish Meeting
- 16th May – Annual meeting of the PC
- 4th July
- 18th July – Ward meeting (Evenley)
- 5th September
- 7th November

20) To discuss response to communication from Inspector Phil Kings regarding future contact with Parish Councils in South Northamptonshire – **Action: JM to write to the local police commander to say that the PC are not happy about this change as they believe the report is valuable to residents who are interested in what the police do.**

21) AOB – For information only –

- A request has been sent out from NALC for Parish Councils to organise a beacon lighting event in celebration of the Queen's 90th birthday. **Action: Clerk and councillors to look into possible locations for a beacon and the costs involved.**
- The Evenley birthday celebrations for the Queen will be held on Sun 12th June. Parishioners would be welcome to join a committee to help put the event together. **Action: Queen's birthday celebrations to go on next agenda.**

Meeting closed at 9:53pm

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