

**EAST FARNDON PARISH COUNCIL MEETING VIA ZOOM.US
GENERAL MEETING OF THE PARISH COUNCIL
TUESDAY 14TH JULY 2020 COMMENCING AT 7.45PM**

PRESENT: Mr R West (Chair), Mr R Burton, Mr M Curtis, Mr P Hodgetts, Ms J Cooper, Dr C Crifo
Mrs. C Burton (Clerk to the Parish Council)

OTHERS IN ATTENDANCE – Mr C French (Welland Rivers Trust), Ms J Hodgetts & Ms J Oakden
(Tree Wardens)

16. Apologies for Absence

None received.

17. Declarations of Interest and Dispensations

There were no Declarations of Interest. However, as before, Councillor Hodgetts noted that he owns the property bordering the churchyard, and therefore, if felt necessary, he would abstain from any voting on matters where there could be a perceived personal interest.

18. Approval of the Minutes of the Annual Meeting of the Parish Council on 12th May 2020

The Minutes of the above meeting were agreed by all Councillors.

ACTION: Clerk to arrange for signing of May 2020 minutes by Chair.

19. Matters Arising

ACTION	PROGRESS
Clerk to see if lamp post on Harborough Road can be upgraded when moved as part of the road widening for the back-up power generation work.	Ongoing
Councillor West to organise the repair of the bench in The Lealand and repainting of the bench on Lubenham Road.	Problems with bench in The Lealand as wooden slats are concreted in – Councillors West and Burton to inspect. Councillor Burton to paint the bench on Lubenham Road.
Councillor West to organise a plan for proposed planters to be installed on both verges.	Ongoing
Councillor Burton to provide NCC with plan, public liability insurance certificate and confirmation that adjoining landowner has no objections to proposed planters.	Carry forward
Councillor West to organise, subject to regulations, construction of planters in front of the village signs.	Carry forward
Councillors West and Burton to make further improvements to The Spring in June/July 2020.	Councillors West and Burton to inspect and agree course of action.
Clerk to arrange for signing of March 2020 minutes by Chair.	Done
Clerk to request that owners prune the tree behind the war memorial.	Done – not done to date. Councillor West to follow up.
Clerk to sign up for the free trial of Parish Online, and provide details to Councillors.	Done
Councillors to explore Parish Online and report back on potential benefits at the next meeting.	Added to agenda
Clerk to submit an application to the Employer Recognition Scheme.	Done and application successful. Certificate has been hung in village hall.

ACTION	PROGRESS
Clerk to publish the updated Financial Regulations on the website.	Done
Clerk to update all policies/procedures on website to reflect that review has taken place, and update the font to Arial.	Done – plus documents reformatted to create accessible pdfs.
Clerk to pay 2020/21 insurance premium.	Done
Clerk to arrange 'wet' signature by Chair of AGAR; ensure Parish Council certifies itself as exempt; and to ensure all relevant documents associated with accounts for the year ended 31 March 2020 are published to meet reporting requirements as an exempt authority.	Done
Clerk to purchase an annual Zoom subscription, using the NCALC discount code.	Discount code expired, so agreed via email to pay monthly as required.
Councillor Hodgetts to try and organise removal of the branches from the burial ground extension.	Done
Clerk to get a quote from the mowing contractor to trim/mow the burial ground extension each month (up to October).	Done. Quote received and approved via email, and work commenced.

20. Roads and Transport

Councillor Burton reported that, following discussions earlier in the year with the Highways Department, new high-visibility 30mph signs have been fitted at the north end of the village, plus a 'children warning' sign on the south end of Harborough Road to alert northbound traffic approaching the bus stop where school children gather. Further, Councillor Burton cleared the trees from around the 'Slow Down' sign at the north end of the village; this sign appears to not be currently working, so Councillor Burton has reported it on Street Doctor.

21. Planning and Development

Applications granted – None

Applications for consideration

DA/2020/0418 New carport to rear, single storey extension to rear, balcony to rear and new doors to rear - Horseshoe Cottage, Main Street, East Farndon, Northamptonshire, LE16 9SJ
The Parish Council discussed the application and had no objections.

ACTION: Clerk to advise DDC that the Parish Council has no objections to Application DA/2020/0418 (Work at Horseshoe Cottage, Main Street, East Farndon).

22. Other Matters

• Footpath Report

The Clerk presented the following report from Alan Langley, the Footpath Warden:

- Two fingerposts need attention. I have reported them and been told that they will be dealt with – though nothing's happened yet. One is next to The Dales (it had been dumped in the ditch) and the other is on the triangular green at the top of the village (it's invisible when the copper beech is in leaf).
- I reported two fields on Rectory Farm where a path had not been made through the crop and I am able to report that the Rights-of-Way officer contacted the farmer and a path has now been made in both cases.
- Richard West has reinstated the stile into the first field on the Lubenham Road, which means that walkers do not have to use the gate. The more people who use a gate, the more likely it is to get left open.

- On the Marston side of Main Street I have cut back some of the brambles and hawthorn which grow across stiles and gates, so that walkers should be able to pass through unscathed. I will do the same on the other side of the village, but could I suggest to walkers that, once in a while, they take a pair of secateurs with them on their walk and cut back the odd bramble, to keep the paths free of hazards.

Councillor West also reported that the residents at 2, The Wharri will be cutting their hedge that borders the footpath at the back of The Wharri.

- **Burial Ground Committee**

The Clerk reported that Richard Green has organised to have the hedges cut in the burial ground (to be paid from Committee funds), and has advised that the rest of the burial ground looks good. Mr Green has also checked the gravestones in the churchyard; some have a good lean on them, so he did the recommended test but none of them moved. However, he thinks that at some time, they will need to be laid flat so he will talk to the PCC.

- **Tree Wardens**

Judy Hodgetts reported that the lime tree subject to a TPO in the churchyard is overhanging Rectory Court. Permission is being obtained for the branches to be removed.

- **Neighbourhood Watch**

Councillor Burton reported that the Neighbourhood Watch signs could do with replacing.

ACTION: Councillor Burton to source new Neighbourhood Watch signs.

- **Parish Online**

The Clerk had signed up for the free 90 day trial of Parish Online on 18 May 2020, and Councillors had explored the tool to assess any potential benefits for the Parish Council. It was agreed that the mapping tools provided by Parish Online did not merit the annual cost of £50 plus VAT (or with the 20% discount for NCALC members, £40 plus VAT). The Parish Council agreed that it should cancel the free trial now to avoid being charged for a full annual subscription.

ACTION: Clerk to cancel free trial of Parish Online.

- **Churchyard Boundary Wall**

Councillor Hodgetts reported that the wall between his property and the churchyard had started to fall down. He contacted the PCC and they were happy for Councillor Hodgetts to undertake the repairs (at his own cost). These has been done, and Councillor Hodgetts feels that the wall is now stable.

The Clerk noted that following a recent query raised by another Parish Clerk, section 33.5 of Arnold-Baker states 'The responsible body must maintain the churchyard in decent order ... It must also keep the walls (which are often retaining walls) and fences in good repair, and effective for their purpose'. Section 215(1) of the Local Government Act 1972 also applies (which states the same).

- **Village Confines**

Following recent planning discussions, the Clerk confirmed that she had located the Village Confines map in the archive records. She has sent a copy to all Councillors, together with the letter the Parish Council sent back in 2003 regarding the draft Village Confines provided by DDC. This is the current basis for the Village confines, as there has been no amendments since.

The Clerk reminded the Parish Council that under the Settlements and Countryside Local Plan (Part 2) for Daventry District 2011-2029, East Farndon is classed as an 'Other Village'. The Local Plan states at 5.2.25 that *"....it is considered that development should be limited at these villages, to being small scale within the confines. However, development may be allowed outside the confines exceptionally..... As a consequence of development being limited the confines have not been mapped within this Plan. However in assessing the confines of the village the following criteria should be used.*

The following will be classified as being inside the confines:

A. Buildings and curtilages which are contained and visually separate from the open countryside that are clearly part of a coherent network of buildings that form the village

B. Areas of land with planning permission for housing or community use that are directly adjacent to the village and are under construction

The following will be regarded as being outside the village confines:

C. Gardens or areas of open space which relate to the open countryside taking into account the character and appearance of the garden and the surrounding area

D. Individual and groups of dwellings and buildings that are detached or peripheral to the village and relate to the open countryside rather than the built form of the village

E. Areas of employment or leisure use, including public open space, that is detached or peripheral to the village

F. Land which would otherwise be outside the confines, even if it is between the edge of the village and a bypass

G. Rural Exception Sites"

Then at 5.2.26, it confirms that if a neighbourhood development plan defines the village confines for any of the villages identified as 'other villages' then once the plan is made, those confines should be used when assessing development proposals.

As the Local Plan states that the village confines have not been mapped within the Plan, and East Farndon does not have a Neighbourhood Plan, it is unclear whether the old confines map is still relevant (although it does, for the main part meet the criteria set in the Local Plan for defining the confines). The Clerk has sought advice from DDC, and is awaiting a response.

ACTION: Clerk to obtain advice on village confines mapping.

- **Spring Water Test**

Councillor Burton advised that a villager has suggested the Parish Council could get the water from the spring tested to see if it is suitable for drinking. The cost is in the region of £20.

ACTION: Clerk to organise a spring water test.

- **Microlights Flying Over Village**

Councillor Hodgetts reported that microlights have been flying above the village, and he received a complaint on 23 June that there were nine cars parked at the field at the top of the village and they were flying until 10.30pm. Further complaints have been received by Councillors Hodgetts and West.

Councillor West has spoken to man in charge of the microlight flights, and he advised that there is a limit on the number of take-offs in a particular location, so they regularly move location. Further, he confirmed he had paid the landowner to allow take-offs from the land. The Clerk has researched this issue and flying at night is unlawful. She has sent a query to the Civil Aviation Authority via their website to ask what action, if any, the Parish Council can take. However, she has not received a reply to date.

ACTION: Clerk to raise a query regarding appropriate action that can be taken regarding microlights, with NCALC, SLCC, DDC, the Gliding Centre, and the Parish Councils of Marston Trussell, Lubenham and Sibbertoft.

- **Welland Rivers Trust & Harborough Woodland**

Chris French of Welland Rivers Trust gave a presentation on natural flood management, and the particular issues relating to the flooding of Market Harborough. East Farndon is located near the source of the River Welland in Sibbertoft. As the parish is elevated and there is heavy clay soil, the rain cannot permeate the soil and flows into Market Harborough. The average rainfall is rising, in particular with heavy short bursts. Welland Rivers Trust is working with Harborough Woodland community volunteers to work with nature to deal with extremes of weather, undertaking, for example, the planting of trees, creating wetland areas and building instream structures. Welland Rivers Trust would like to connect with local landowners and farmers to discuss what steps could be taken within the East Farndon Parish.

The Parish Council found the presentation very informative and agreed that they wished to support any suitable project, with local volunteers if interested.

ACTION: Councillor West to meet with Welland Rivers Trust in the first instance.

- **Fixed Asset Audit**

Councillors Prew and Burton conducted the 6-monthly Fixed Asset Audit on 6 July 2020. Report as follows:

- the bench in the Lealands needs the timber replacing, as previously, this is an outstanding Action
- the bench on Lubenham Lane needs to be repainted, as previously; Councillor Burton volunteered to do this
- the low branches on the beech tree on the village green are obscuring the footpath signs;
- the plaque underneath the beech tree should be added to the Fixed Asset Register
- the hedges in the burial ground should be considered for cutting; the Clerk has referred this to Richard Green on the Burial Ground Committee and this is being actioned

Otherwise, all village assets are present and correct

The Clerk noted that the mowing contractor had also advised that the lower branches of the beech tree on the village green need removing, as he is having difficulty mowing under the tree and the branches are engulfing the bench on the green. The mowing contractor has quoted £30 to undertake the work and remove the debris. It was agreed to accept this quote.

ACTION: Councillor Burton to paint the bench on Lubenham Lane.

ACTION: Clerk to arrange for the mowing contractor to remove the low branches on the beech tree.

ACTION: Clerk to add the beech tree plaque to the fixed asset register.

23. Finance

- Bank Reconciliation**

<u>Balance as at 1 April 2020</u>			
Current account	£12,542.63		
Deposit account	<u>£1,551.58</u>		
			£14,094.21
<u>Income</u>			
Precept	£5,100.00		
PCC contribution to mowing	£177.67		
Interest	£0.20		
VAT refund 2019/20	<u>£176.90</u>		
			£5,454.77
<u>Expenses</u>			
			-£3,290.06
<u>Balance as at 8 July 2020</u>			
Current account	£14,707.14		
Deposit account	<u>£1,551.78</u>		
			£16,258.92

ACTION: Councillor Hodgetts to check and sign the July bank reconciliation.

- Actual v. Budgeted Spending**

	Precept Agreed	Expenditure to Date	Balance
Streetlighting and Maintenance	£2,000.00	£327.00	£1,673.00
NCALC	£245.00	£244.24	£0.76
Insurance	£800.00	£680.39	£119.61
Donations	£100.00		£100.00
Training	£100.00		£100.00
Mowing of Burial Ground/Hedges	£2,400.00	£563.00	£1,837.00
Clerk Gross Salary	£2,645.00	£1,117.94	£1,527.06
Parish Council/Clerk Expenses	£350.00	£168.97	£181.03
Miscellaneous Expenses	£100.00		£100.00
Graveyard Responsibility	£1,000.00		£1,000.00
Election Expenses (May 2020)	£260.00		£260.00
Defibrillator Expenses	£200.00	£126.00	£74.00
VAT		£62.52	
TOTAL	£10,200.00	£3,290.06	£6,972.46

RESERVES

Lighting Replacement	£2,000.00		
Renovation of Village Spring	£500.00		
Churchyard Maintenance Work	£1,000.00		

The following payments were agreed by all Councillors

Payee	Reason	Amount	Chq no
BHIB Ltd	Insurance	£680.39	online
K Kavanagh	Mowing (graveyard/burial ground)	£533.00	online
K Kavanagh	Mowing (burial ground extension)	£30.00	online
ICO	Annual data protection fee	£35.00	online
EON	Lighting maintenance	£64.69	online
C Burton	Clerk salary and expenses for June/July 2020	£465.99	online

24. Correspondence

All other relevant correspondence (e.g. NCALC Newsletter) has been circulated to Councillors and shared on the village website and Facebook page where appropriate.

25. Any Other Business

- Councillor Burton reported that the PCC have put up a notice on the village hall noticeboard to advertise the forthcoming closure of the churchyard.

26. Date of the next meeting – 8th September 2020

Provisional meeting date – 11th August 2020

27. Closure

The meeting closed at 9.10pm.

Signed that the Minutes are a true and accurate record

Chairman _____

Dated _____