

EAST FARNDON PARISH COUNCIL MEETING AT THE VILLAGE HALL
GENERAL MEETING OF THE PARISH COUNCIL
TUESDAY 8TH OCTOBER 2019 COMMENCING AT 7.45PM

PRESENT: Mr. R West (Chair), Mr. R Burton, Mr. P Hodgetts, Mr. M Curtis, Ms. J Cooper, Ms. J Prew, Dr. C Crifo

Mrs. C Burton (Clerk to the Parish Council)

OTHER RESIDENTS IN ATTENDANCE – Three

62. Apologies for Absence

None.

63. 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.

64. Approval of the Minutes of the Meeting 10th September 2019

The Minutes of the above meeting was agreed by all Councillors and signed by the Chair.

65. Matters Arising

ACTION	PROGRESS
Councillor Burton to draft a letter to request a) the Speed Limit Review Panel reconsider the application to lower the 60mph limit and b) that average speed cameras are installed.	Carried forward
Councillor West to remove vegetation around The Spring.	Carried forward – Councillor West confirmed that this has been booked for November 2019, after nesting of birds
Councillor West to weed War Memorial steps/walls - Councillor Hodgetts to confirm whether this should be hand-weeded instead.	Councillor Curtis has weeded the War Memorial
Clerk to advise DDC that the Parish Council has no objections to Application DA/2019/0638.	Done
Councillors West and Curtis to attend the West Northamptonshire Strategic Plan exhibition, and report back at the November 2019 meeting.	Unable to attend
Tree wardens to apply for a TPO in respect of the beech tree on the village green, and to purchase a plaque for the tree.	Ongoing – the plaque has been ordered and a short ceremony is planned on 10 th November after the morning church service

The Churchyard Transfer Working Group to meet with the working group from the PCC (Richard Green and Sonya Fraser), so that both bodies can share all information available in order to resolve boundary ownership, define any problem areas that need rectification pre-transfer and prepare recommendations on next steps for discussion at the November 2019 meeting.	Done – item added to agenda
Richard Green to obtain PCC permission for the parish council to have access to the PCC surveyor (John Barker) to understand the boundaries and assess risks for the churchyard from the Quinquennial Inspection that is due in Sept 2019.	Permission refused by PCC
Councillor Hodgetts to review his deeds to help to determine churchyard boundary ownership.	Done – item added to agenda
PCC to supply documents to the parish to help to determine churchyard boundary ownership.	Done – item added to agenda
The Churchyard Transfer Working Group to obtain a copy of the last churchyard tree survey from Sonya Fraser.	Done – item added to agenda
Clerk to complete the GDS basic website accessibility check and report back at the November 2019 meeting.	Carried forward
Clerk to reflect removal of reserve for work on The Lealand in the accounts.	Done
Clerk to reflect street lighting replacement reserve of £1,000 in the financial accounts.	Done
Clerk to draft a Street Lighting policy for the November 2019 meeting.	Carried forward
Clerk to draft new Financial Regulations for the May 2020 meeting.	Carried forward
Clerk to complete ICO Toolkit and report on results at the November 2019 meeting.	Carried forward
Clerk to respond to the East Midlands Airport Future Airspace Programme survey.	Done
Clerk to apply for a one-off event grant from DDC for the VE Day 75 celebration.	The Parish Council can only apply if the event has wide community benefit and contributes positively to the ongoing future provision of services to the community. Therefore, Clerk is investigating the possibility of the East Farndon Amenities Trust applying with Parish Council support
Clerk to add action following possible cessation of parish newsletter to November 2019 meeting agenda.	Carried forward
Clerk to investigate costs of obtaining 'No dog-fouling' notices for The Lealand.	Carried forward

66. Planning and Development

Applications granted - DA/2019/0638 Single storey rear extension - Hillcrest, Back Lane, East Farndon, Northamptonshire, LE16 9SE

Applications for consideration - None

67. Other Matters

• **Transfer of Churchyard**

Councillor Curtis confirmed that he had a useful meeting with Cameron Fraser (acting on behalf of the PCC) and Sonya Fraser, and has received various documents including the tree report and relevant part of the last Quinquennial Report, which he has passed to the Clerk.

Councillor Curtis confirmed:

- The EFPC does not object to the closure of the Churchyard as the main reason is that there is "no proper room for new graves"
- The MOJ process links the closure order with the transfer of maintenance even though they are separate steps
- The process is unclear on how to object just to the transfer of maintenance, so if the Parish Council objects, then it would do that on the closure itself and provide a supporting letter setting out its reasons in relation to maintenance
- Although the Churchyard is generally kept in good order, there are clear current liabilities with part of the boundary walls and potential future liabilities with walls, monuments and trees. Although difficult to assess, the current liability appears to be in the order of £2,000 to £3,000
- The PCC and Councillor Hodgetts have both confirmed that the legal boundary ownership is unclear and therefore potentially shared
- The only current professional liability assessments seen by the Parish Council date from 2012 for walls and 2015 for trees
- In the closure process, the PCC has the option to retain maintenance themselves, transfer to the Parish Council or transfer to the DDC
- Legally, if the Parish Council objects to and subsequently refuses to take on maintenance then ultimately it falls to DDC, and the Parish will be billed directly for the work (via special expenses impacting the Precept), with neither the PCC nor the Parish Council then having control over the work done
- The PCC has not offered any solutions where they manage or even part fund the current liabilities pre-transfer
- The PCC gets an immediate benefit with the Parish Council meeting all Churchyard maintenance costs

Councillor Curtis suggested that the Parish Council could either:

- Accept - sign the form and move on;
- Hold - send a letter to the PCC stating that we will object unless they provide a more up to date liability risk assessment and agree to fund a percentage (suggest at least 50%) of the liability identified; or
- Object - sign the form and enclose a letter stating that we do not accept the liability risk, adding that the reports supplied are old, and let the process take its course.

The Parish Council unanimously agreed to accept the position. The form was duly completed and handed to the PCC.

A query was raised as regards whether the Parish Council would need to amend its insurance cover, even though the Church insurance would continue on the same terms.

ACTION: Clerk to raise a query with BHIB insurance as regards any changes needed after the Parish Council assumes maintenance responsibility of the Churchyard

68. Finance

- **Authorisation of Payments**

The following payments were agreed by all Councillors

Payee	Reason	Amount £	Chq no.
Eon	Lighting Maintenance	64.69	online
Eon	Electricity	232.67	online

69. Correspondence

The Parish Council has received a letter from a member of the PCC, expressing dismay at the way the transfer of the churchyard had been progressing; it was agreed with the PCC that no response was required.

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

70. Any Other Business

- **Road widening**

The Clerk reported that a resident had notified the Clerk that they had spoken to contractors, who appeared to be from Northants Highways, who were surveying the junction of The Lealand/Main Street. The contractors advised that:

- They are going to widen the corner to enable lorries to get round whilst delivering the generators to the proposed site on Lubenham Road
- They are having to move the lamp post and the BT box and take some of the grass from the side of the road opposite to the path
- They are also going to create some 'passing places' along the Lubenham Road
- It will not happen for another 3 or 4 months

Based on this information, the Parish Clerk assumed that is connected to Application DA/2016/0801 (installation of a back-up power generation facility off Lubenham Road, which needs to be started by 3 Nov 2019). The application approval states that a Construction and Traffic Management Plan must be submitted to and approved by the Local Planning Authority before development starts. DDC have confirmed that the Plan was approved back in 2017 and have provided the Clerk with a copy. The plan states that the 'Developer and contractor will liaise with East Farndon Parish Council and local residents to inform them when the works are anticipated to commence and, in particular when the generator containers are due to be delivered, so any concerns they might have can be raised and be resolved'. Given the lack of communication, the Clerk has raised the issue as to who should be contacting the Parish Council in this regard.

ACTION: Clerk to obtain relevant contact details for liaison regarding work relating to Application DA/2016/0801 (installation of a back-up power generation facility off Lubenham Road)

ACTION: 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

- **Land of Village Hall**

The Clerk advised that she had recently been told that the Parish Council owned the land on which the Village Hall is situated. She had contacted the Village Hall Committee, and they confirmed this and provided a copy of the conveyancing. It is not known where the deeds are, although it seems they may be held by Bray & Bray Solicitors.

ACTION: Clerk to contact Bray & Bray to see if they hold deeds to the Village Hall land

ACTION: Clerk to update the Fixed Asset Register to include the Village Hall land

71. **Date of the next meeting** – 12th November 2019 at 7.45pm

72. **Closure**

The meeting closed at 8.29p.m.

Signed that the Minutes are a true and accurate record

Chairman _____ Dated _____