

EAST FARNDON PARISH COUNCIL MEETING AT THE VILLAGE HALL
GENERAL MEETING OF THE PARISH COUNCIL
WEDNESDAY 20TH JULY 2022 COMMENCING AT 7.15PM

PRESENT: Mr M Curtis (Chair), Ms M Duke (Vice Chair), Mr B Fallon, Mr P Harrison, Ms S Beesley
Mrs C Burton (Clerk to the Parish Council)

OTHERS IN ATTENDANCE - WNC Councillors Irving-Swift and Harris

1. Apologies for Absence

Apologies received and accepted from Councillors Hodgetts and Pepler, and from WNC Councillor Parker.

2. Declarations of Interest and Dispensations

There were no Declarations of Interest.

3. Co-option of Councillor

The Clerk confirmed that the Parish Council had received authority from WNC to co-opt a new Councillor on 10 June 2022, and the vacancy had then been advertised in accordance with the Parish Council's Co-option Procedure. Councillor Duke proposed Samantha Beesley, seconded by Councillor Curtis, and she was duly co-opted as a Councillor.

ACTION: Clerk to notify WNC of co-option of a new Councillor; to ensure that the necessary paperwork is completed and the website is updated; and to provide induction training.

4. Approval of the Minutes of the Meeting of the Parish Council on 18th May 2022

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

5. Matters Arising

ACTION	PROGRESS
Clerk to resolve remaining queries on burial plot ownership.	Ongoing
The Communications Working Group to discuss and recommend possible improvements to Parish Council communications at a future meeting.	Carried forward
Clerk to take necessary steps to fill Councillor vacancy.	Done
Councillor Fallon to compare current traffic levels to pre-covid levels (accepting that the SID has moved position in the interim).	Added to agenda
Councillor Fallon and Mr Roberts to meet to discuss speeding and the state of the roads, with a view to formulating a possible future action plan.	Added to agenda
Clerk to respond to planning applications 21/02113/FUL and 21/02114/OUT (Archway House), confirming that it objected to the applications on a planning technicality and recommended that the development site was redrawn to exclude the WNC land to remove this problem.	Done
Clerk to update all policies/procedures to refer to 'Chair' and 'they', and to reflect that review has taken place.	Done. Additionally, paragraphs 18f and 18g of the Standing Orders were updated to remove reference to the OJEU (agreed by Councillors via email)

ACTION	PROGRESS
Clerk to update the Business Continuity & Emergency Planning to reflect that the nominated Councillor is to be decided at the time, based on who is best placed.	Done
Councillor Fallon to monitor work undertaken by Futures Housing behind the bus stop.	Done - Futures Housing have ground down the tree stumps as promised
Clerk to liaise with the Tree Wardens to organise the purchase and planting of Jubilee tree/shrubs.	Done – agreed to wait until Autumn
Clerk and Chair to prepare a schedule of all the village maintenance tasks, for discussion at the July meeting.	Done – added to agenda
Councillor Fallon to carry out a site visit to identify exact locations for bins, and to liaise with the Clerk who will progress the purchase and installation of the bins.	In progress – carried forward
Councillor Duke to undertake heritage research, with a view to protecting heritage assets within the Parish.	In progress – carried forward
Clerk to add War Memorial Renovation to the July 2022 agenda.	Done – added to agenda
Councillor Fallon to progress an update of the village Wikipedia page.	In progress – carried forward
Clerk to add Community Awards to the July 2022 agenda.	Done – added to agenda
Clerk to pay 2022/23 insurance premium.	Done
Clerk to ensure Parish Council certifies itself as exempt; and to ensure all relevant documents associated with accounts for the year ended 31 March 2022 are published to meet reporting requirements as an exempt authority.	Done
Clerk to arrange removal of Janet Cooper and Russell Burton as bank signatories and add Councillors Harrison and Fallon.	Done – amended bank mandate sent. The signatories are now Councillors Curtis, Hodgetts, Fallon and Harrison.
Clerk to add the purchase of another defibrillator to the agenda for the July 2022 meeting.	Done – added to agenda

6. Roads and Transport

- **SID Statistics (to include Latest Statistics and Comparison to Pre-Covid Levels)**

Councillor Fallon reported that the latest statistics for 1 May to 19 July 2022 showed:

- 96,549 vehicles travelling north (leaving the village), with 82,069 vehicles travelling faster than the 85th percentile speed (36mph)
- The maximum speed was 80mph (at 8.45pm)

Councillor Fallon intends to turn the SID around on 1 August to capture data on vehicles travelling south (entering the village).

Now the Parish Council has 6 months of data, it was agreed that Councillor Fallon would explore speed reduction options to discuss at the September meeting.

ACTION: Councillor Fallon to present possible speed reduction options at the September 2022 meeting.

Councillor Fallon advised that the SID statistics for pre-Covid were unusable, so no comparison was possible.

- **Report on State of Roads By Mr Roberts**

WNC Councillor Harris confirmed that he had received Mr Roberts' report, and referred it to the Director of Place. He will also raise the issue at a meeting with Keir on 11 August 2022.

WNC Irving-Swift advised that the new contract with Keir will commence on 12 September 2022, and they will be working directly with Parishes to understand, and hopefully resolve, issues.

7. Planning and Development

Applications granted – see below.

Applications for consideration

- WND/2022/0383 Removal of existing steel frame shed and construction of single storey building to house indoor golf simulator - Market Harborough Golf Club, Harborough Road, Great Oxendon, Northamptonshire, LE16 8NB
The Parish Council had considered this application via email and had no objections. The application was approved on 11 July 2022.
- WND/2022/0423 Construction of new cattle building including storage of hay and straw - Land at Oxendon Road, East Farndon, Northamptonshire
The Parish Council had considered this application via email and had no objections.
- WND/2022/0525 Construction of shed - Home Farm House, Back Lane, East Farndon, Northamptonshire, LE16 9SE
The Parish Council had considered this application and had no objections.

ACTION: Clerk to respond to planning application WND/2022/0525 Construction of shed - Home Farm House.

8. Other Matters

• **Footpath Report**

The Clerk reported that Mr Alan Langley, the Footpath Warden, had provided the following:

- There are two good items of news to report.
- One is that the path behind the village hall is now clear and easy to use, the nettles having been cut down. Thanks to Jo Shaw who first cleared it. Then the contractors came not long after and finished the job, though their task was a lot easier than it would have been. This path is part of the Jubilee Walks, so it's good to know there's now no problem using it.
- Secondly the stile in the hedge south of 'The Haybarn' (New House Farm's replacement) has at long last been repaired. This is the stile which is down in a dip, so that through autumn and winter it has to be approached through a deep pool of water and mud. The approach at the northern side has been improved with a layer of gravel, but the hole on the southern side is still the same as it was and will fill with water again without some attention. However, there's been a definite improvement on this stile, long overdue but very welcome.

• **Burial Ground Committee Report**

The Clerk reported that the Burial Ground was in good order, and there are only two current outstanding actions – resolution of the remaining plot issues and removal of the bag of soil in the Burial Ground Extension. It was also agreed that the path needs weeding.

ACTION: Councillor Harrison to weed the Churchyard/Burial Ground path.

• **Tree Warden Report**

The Clerk reported that the Tree Wardens had advised that a large branch had fallen on the verge by Zair's Acre (now removed). However, it seems there is still a dead semi-mature non-TPO tree and a dead branch on a mature TPO one, which may fall in the road. They are meeting with the owners to discuss.

• **Police Liaison Representative & Neighbourhood Watch Report**

Councillor Harrison confirmed there was nothing to report, although he is meeting PC Tyres next week.

- **Village Maintenance Tasks**

A schedule of maintenance tasks has been circulated to Councillors, covering annual regular tasks and ad hoc projects. It was agreed that Councillor Beesley will lead on this and it should be discussed at the September meeting.

ACTION: Councillor Beesley to present options on approach to village maintenance tasks at the September 2022 meeting.

- **War Memorial Renovation**

The Clerk reported that with the assistance of Jess Oakden and Judy Hodgetts, two quotes for renovation work on the War Memorial (pavers to replace the gravel, evening of the steps and some repointing of the walls) have been obtained, with another quote awaited. Assuming the stone used is yorkstone, the work will cost in the region of £9,000.00.

The Parish Council holds £900.00 towards the work from the Platinum Jubilee proceeds (see below) and further funds of £200.00 are held by Jess Oakden (from funds previously raised by Ben Williams & David James) and £308.00 raised from the air crash talk by Judy Hodgetts. Further, the coffee morning on 29 July 2022 is being held for the War Memorial Renovation. It was agreed that Councillor Harrison would lead a working group on the War Memorial Renovation, comprising the Clerk, Jess Oakden and Judy Hodgetts (assuming they agree), and sources of possible funding will be investigated. Additionally, it was agreed that a website article should be drafted to villagers know what work is planned and why.

ACTION: Councillors Beesley and Curtis to investigate possible donations towards the War Memorial renovation.

ACTION: Councillor Curtis to draft a website article on the planned War Memorial renovation.

- **Platinum Jubilee**

Everyone agreed that all events were successful and very well attended. These included: Beacons & Beverages on 2 June; the Coffee Morning & Exhibition on 3 June; the Family Festival on 4 June and the Church Service on 5 June. A summary of the events, together with numerous photos have been posted on the village website, and the feedback from multiple sources has been very positive.

In summary, the events produced net proceeds of £4,738.87. The Parish Council has received £2,544.00 in Jubilee raffle sales and £1,531.48 in net fete proceeds (£1,781.48 less £250.00 PA hire cost) in respect of its event. The balance of funds of £663.39 held by the Platinum Jubilee Committee are being donated to the Market Harborough Army Cadets (£100.00) and East Farndon Parochial Church Council (£563.39).

Under section 137(4)(a) of the Local Government Act 1972, the Parish Council is limited on the donations it can make in a financial year. For 2022/23, the maximum sum is £8.82 per elector as at 1 April 2022; East Farndon had 269 electors at that date, so the maximum s137 spending allowable is £2,372.58. Donations to the Amenity Land Trust can be excluded from this, as donations can fall under section 19(3) of the Local Government (Miscellaneous Provisions) Act 1976 (based on advice by NCALC).

As regards the funds held by the Parish Council, it was agreed by Councillors via email to distribute these proceeds as follows:

- £979.48 to the East Farndon Parochial Church Council under s137, with the proceeds to be used for repairs to East Farndon Church. It was felt that this was an appropriate use of Platinum Jubilee Funds, and in line with the Platinum Jubilee Committee's Constitution.
- £848.00 to the East Farndon Amenity Land Trust (Marriott Green) under section 19(3) of the Local Government (Miscellaneous Provisions) Act 1976.
- £848.00 to the Market Harborough Jubilee Foodbank under s137.

- £900.00 to the East Farndon War Memorial maintenance & improvement fund to create an ongoing Jubilee physical legacy, with the Parish Council creating a specific reserve for these funds.
 - £500.00 to be kept in a nominated reserve to meet printing costs for a Commemorative Jubilee Booklet, on which work is ongoing. This will be sold and any proceeds distributed to the Church, Amenity Land and Foodbank.
- **Community Awards**
The Parish Council agreed it liked the idea, but concerns included that it could be divisive, whether it was appropriate for the Parish Council to lead on it, and the administration involved. However, it was agreed that villagers should be given the opportunity to recognise the contribution of individuals.
ACTION: Councillor Curtis to draft a website/newsletter article to advise villagers that if they wish to thank an individual for a contribution to village life, they can contact the webmaster and have a website article posted.
 - **Purchase of Another Defibrillator**
It was agreed that the Village Hall Committee should consider this.
ACTION: Councillor Beesley to raise the issue of the purchase of another defibrillator with the Village Hall Committee.
 - **Gartree Proposed New Prison**
The Clerk reported that an appeal has been made to the Planning Inspectorate regarding the refusal of planning permission in respect of the proposed new prison at Gartree. Gartree Action (the Lubenham group, which the Parish Council is supporting) have reformed and the group are preparing for the appeal, to be in a position to defend the decision of HDC and hope to hire a barrister and planning consultant (subject to being able to raise the money). Costs are likely to be in the region of £25,000. Lubenham and Foxton Parish Councils have set aside sums of money to help with costs but Gartree Action are asking for donations/pledges. The Parish Council agreed it should place information on the website and Facebook so that villagers may donate.
ACTION: Councillor Curtis to post information on the website and Facebook regarding donations to Gartree Action.
 - **East Midlands Airport – Airspace Modernisation Programme (Stage 2)**
Councillor Harrison reported that he had attended an online discussion session regarding the Airspace Modernisation Programme on 27 June 2022. He advised that the proposals would mean less air traffic over East Farndon.
 - **Change of Electricity Supplier**
The Clerk reported that as a result of contacting Utility Clear Solutions, as recommended by NCALC, the Parish Council has changed its electricity supplier from nPower to Yu Energy on 28 June 2022. This switch was agreed via email by Councillors. As a result, the Parish Council is on a three-year fixed cost contract, which is projected to save around £780.00 a year in electricity costs (based on current prices).
 - **Street Lighting Review**
As reported at the May 2021 meeting, the Parish Council has already been warned that all remaining stocks of SOX lamps will be diminished, so 'like for like' replacements will no longer be available, and suppliers have also advised that other consumable components manufactured specifically for use with SOX lamp technology have also been discontinued by manufacturers.

It was agreed at the November 2021 meeting that the parish lighting options are reviewed in 2022/23, with a view to making a decision and considering any associated budget impacts by November 2022. Accordingly, the Clerk has prepared and circulated to Councillors a paper on street lighting options.

Given the time constraints of the meeting, it was agreed that a working group of all available Councillors and the Clerk, lead by Councillor Curtis, would properly consider the options with a view to making a decision at the September meeting.

ACTION: Councillors to consider lighting options, with a view to making a decision at the September 2022 meeting.

- **Diseased Hornbeam in the Churchyard**

The Clerk reported that a hornbeam in the Churchyard is diseased. She has obtained advice from three tree surgeons and all recommended complete removal. The Clerk noted that she had advised the PCC, and they raised no issues.

The Clerk has obtained three quotes. It was agreed to accept the quote from Woodpecker Tree Surgery of £1,250 plus VAT, and this would be paid from the Burial Ground/Churchyard Maintenance Reserve fund.

ACTION: Clerk to organise the removal of the diseased hornbeam in the Churchyard.

9. Finance

- **Bank Reconciliation (as at Close of Business on 18 July 2022)**

Balance as at 1 April 2022

Current account	£18,784.60	
Deposit account	<u>£1,552.08</u>	
		£20,336.68

Income

Precept	£5,677.50	
Jubilee raffle ticket proceeds	£2,544.00	
Jubilee fete proceeds	£1,781.48	
Interest	<u>£0.15</u>	
		£10,003.13

Expenses

C Burton	£339.25
C Burton	£84.00
Npower	£388.90
EON	£60.00
The Doodle Cloud	£36.96
J Hodgetts	£41.76
Community Heartbeat	£162.00
C Burton	£549.19
BHIB	£680.39
The Doodle Cloud	£216.00
ICO	£35.00
C Burton	£86.99
Room For Music	£250.00
EON Solutions	£56.17
NCALC	£266.21

Andrew Brookes	£385.00	
C Burton	£489.20	
East Farndon Amenity Land Trust	£848.00	
Jubilee Foodbank	£848.00	
Marc Simons	£693.75	
East Farndon PCC	£979.48	
		-£7,496.25
Cheque from 2021/22 cleared	£130.00	
		-£130.00
<u>Balance as at 18 July 2022</u>		
Current account	£6,161.33	
Deposit account	£16,552.23	
		£22,713.56

The bank reconciliation was checked and signed by Councillor Fallon.

• **Actual v. Budgeted Spending (as at 18 July 2022)**

	Precept Agreed	Expenditure to Date	Balance
Streetlighting and Maintenance	£2,200.00	£477.19	£1,722.81
NCALC	£260.00	£254.21	£5.79
Insurance	£715.00	£430.39	£284.61
S137 Spending	£300.00	£41.76	£258.24
Training	£100.00		£100.00
Mowing of Burial Ground/Hedges	£3,000.00	£1,162.75	£1,837.25
Clerk Gross Salary	£3,260.00	£1,277.65	£1,982.35
Parish Council/Clerk Expenses	£700.00	£680.44	£19.56
Bin Collection	£600.00		£600.00
Defibrillator Expenses	£200.00	£135.00	£65.00
TOTAL	£11,335.00	£4,459.39	£6,875.61
Jubilee expenses and donations covered by Jubilee receipts		£2,925.48	
VAT		£111.38	
TOTAL PAYMENTS		£7,496.25	

RESERVES

Lighting Replacement	£3,000.00		
Renovation of Village Spring	£1,500.00		
Burial Ground/Churchyard Maintenance	£4,820.00		
Laptop purchase	£600.00		
Bin purchase	£500.00		

War Memorial Maintenance	£900.00		
Jubilee Commemorative Booklet Printing	£500.00		

- The following payments were agreed by all Councillors

Payee	Reason	Amount	Chq no
BHIB	Insurance	£680.39	online
The Doodle Cloud	Webhosting	£216.00	online
ICO	DP fee	£35.00	online
C Burton	Expenses	£86.99	online
Room For Music	PA hire for Jubilee event	£250.00	online
EON Solutions	Lighting Maintenance	£56.17	online
NCALC	Subscription and DPO fee	£266.21	online
Andrew Brookes	Hedge cutting	£385.00	online
C Burton	June/July salary/expenses	£489.20	online
East Farndon Amenity Land Trust	Donation from Platinum Jubilee proceeds	£848.00	online
Jubilee Foodbank	Donation from Platinum Jubilee proceeds	£848.00	online
Marc Simons	Mowing	£693.75	online
East Farndon Parochial Church Council	Donation from Platinum Jubilee proceeds	£979.48	online

10. Correspondence

- The Clerk had received a complaint about the noise from an audible bird scarer in the parish. As a result, Councillor Fallon had contacted the farmer and an article explaining the use of bird scarers has been posted on the village website.
- The Parish Council had been invited to send up to two delegates to the 75th NCALC Annual Conference on Saturday 1 October 2022.
ACTION: Clerk to confirm with all Councillors whether they wish to attend the NCALC Annual Conference on Saturday 1 October 2022.
- All other relevant correspondence (e.g. NCALC Newsletter) has been circulated to Councillors and shared on the village website and Facebook page where appropriate.

11. Any Other Business

- The Parish Council has been invited by NCALC to sign a Civility and Respect Pledge. It was agreed that the Council had sufficient policies in place, so the pledge was unnecessary.
- It was noted that HDC are starting the creation of a new Local Plan, and that the first stage consultation will be September/October 2023. The available communications talk about the key issue of unmet housing needs across Leicestershire and so could bring into play the potential 2,000 plus housing development between East Farndon and Market Harborough.
- WNC Councillor Harris reported that the next phase of the WNC Spatial Options would commence in December 2022.

12. Date of the next meeting – 21 September 2022

Provisional meeting date – 17 August 2022

13. Closure

The meeting closed at 9.25pm.

Signed that the Minutes are a true and accurate record

Chairman _____

Dated _____

18/22