

## **EAST FARNDON PARISH COUNCIL MEETING AT THE VILLAGE HALL**

### **GENERAL MEETING OF THE PARISH COUNCIL**

**WEDNESDAY 16TH NOVEMBER 2022 COMMENCING AT 7.15PM**

**PRESENT:** Mr M Curtis (Chair), Ms M Duke, Mr P Hodgetts, Ms S Beesley, Ms E Pepler  
Mrs C Burton (Clerk to the Parish Council)

**OTHERS IN ATTENDANCE:** WNC Councillors Harris and Parker

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#### **1. Apologies for Absence**

Apologies received and accepted from Councillors Harrison and Fallon, and WNC Councillor Irving-Swift.

#### **2. Declarations of Interest and Dispensations**

None.

#### **3. Approval of the Minutes of the Meeting of the Parish Council on 23rd September 2022**

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

#### **4. Matters Arising**

<b>ACTION</b>	<b>PROGRESS</b>
Clerk to resolve remaining queries on burial plot ownership.	Ongoing – only one query remaining that the Burial Ground Committee need to resolve
Councillor Fallon to progress an update of the village Wikipedia page.	Ongoing
Councillor Fallon to present possible speed reduction options at the November 2022 meeting.	Added to agenda
Councillor Harrison to weed the Churchyard/Burial Ground path.	Ongoing
Councillor Beesley to present options on approach to village maintenance tasks at the November 2022 meeting.	Added to agenda
Councillor Beesley to raise the issue of the purchase of another defibrillator with the Village Hall Committee.	Done – added to agenda
Clerk to arrange signing of minutes by Councillor Curtis.	Done
Clerk to ensure bin on Lubenham Road is moved.	Done
Clerk to pay invoice for removal of diseased hornbeam.	Done
Clerk to respond to planning application WND/2022/0772 Construction of new cattle building at New House Farm.	Done
Clerk to take appropriate steps to deal with pathway obstructions on Ash Lane and Back Lane.	Done – both kindly cleared by the relevant landowner
Clerk and Burial Ground Committee to address the memorials not fixed to their plinths.	Ongoing – see Burial Ground Committee report
Councillor Beesley to consult the Village Hall Committee on the purchase of a noticeboard for the bus shelter.	Done – The Village Hall Committee will source and purchase a noticeboard
Clerk to explore mapping the heritage assets on Parish Online.	Done – Councillor Duke is to explore the mapping

<b>ACTION</b>	<b>PROGRESS</b>
Councillor Duke to approach archaeological consultants to obtain views and fee quotes for a potential East Farndon heritage project.	Added to agenda
War Memorial Renovation Working Group to report on fundraising progress at the November 2022 meeting.	Added to agenda
Clerk to accept the quote from EON, and the Clerk and Councillor Curtis to progress the Street Lighting replacement project, in consultation with all Councillors.	Done – added to agenda
Councillor Curtis to post a website article on the new street lighting.	Added to agenda
Clerk to ensure Yu Energy have applied the new UMS issued.	On going – Yu Energy have confirmed that the new UMS has been added to the account, but not yet reflected in electricity charges
Clerk to respond to the Ward Boundary Change consultation.	Done
Clerk to arrange for a website article to be published on the amended PSPO, when adopted.	Done

## 5. Roads and Transport

### • Speed Reduction Options

The Clerk reported that:

- Councillor Fallon's meeting with Stuart Timmiss, Director of Place, Economy and Environment at WNC, has twice been postponed, but hopefully it will take place in the next few weeks.
- Councillor Fallon will get the latest SID statistics and will circulate in the coming days; the SID has been facing Harborough for a few months and has had a very positive impact on slowing most vehicles down as they enter from the bottom. It will stay facing that direction for another few weeks into December and then he will turn it around.
- Councillor Fallon feels we now have enough data in both directions to present to Highways and the Police to begin the process of formally requesting traffic calming measures, and over the next few months, he will start this process. He would welcome assistance and input from fellow Councillors/residents and will consider a public consultation and setting up a steering group.

**ACTION: Councillor Fallon to progress speed reduction actions.**

## 6. Planning and Development

### Applications granted

WND/2022/0772 Construction of new cattle building - New House Farm, Harborough Road, East Farndon, Northamptonshire, LE16 9SG. Approved on 15 November 2022.

**Applications for consideration - None**

## 7. Other Matters

### • Footpath Report

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

- Following the change in contractors from KeirWSP to Keir minus WSP, I wondered to what extent the Path Warden training scheme, to which a great deal of attention was paid in the latter stages of the previous contract, would continue under the new regime. There has been no mention of it so far. I sent an email to the liaison officer, Jacqui Williams, to see if she was still there. She replied to say that she was, so there is some continuity. I asked her if previously reported problems would be dealt with and she said they would and asked for the numbers of some reports which had not led to any result. However it is difficult not to be sceptical about this.

- A couple of new reports I made recently were looked into and sorted out within days – so is this a new policy? If so, that is good news; but I think it would be wise to report old problems once again and see if they get solved that way.
- One new development which should be welcomed is when a path crosses a field, particularly one where there is a crop coming up, a line of temporary posts is put in to show the way until a more clearly marked route is made. Also I noticed that these posts have been put in on the pasture field next to Brierley Farm to show the route across the field. This is very helpful for walkers and riders and would seem to be a good idea from the farmer's point of view, as it keeps people to one route rather than wandering all over.
- So, it is still early days with the new contract but there are some signs that problems may be dealt with rather more promptly than before.

Councillor Pepler queried whether electric fences around fields containing footpaths should be marked as such.

**ACTION: Clerk to investigate whether electric fences around fields containing footpaths should be marked as such.**

- **Burial Ground Committee Report**

The Clerk reported that the Burial Ground is in good order. During October, a double plot was purchased resulting in income of £450. The checking of monuments and following up some issues with fixing has been delayed due to inclement weather; this will now take place in late November or early December.

- **Tree Warden Report**

The Tree Wardens, Judy Hodgetts and Jessica Oakden, had provided an up-to-date TPO schedule, which has been circulated to all Councillors. The outstanding matters relate to the re-planting of TPO trees and the healthcheck of one TPO tree. The dead tree and dead branch on the TPO tree at Zairs Acre have been removed. The Platinum Jubilee Tree was planted on the Amenity Land on Remembrance Sunday.

- **Police Liaison Representative & Neighbourhood Watch Report** – nothing to report.

- **Village Maintenance Tasks**

Councillor Beesley presented information on the various maintenance tasks. She advised that a resident has been appointed as her Deputy Lead, as part of the Duke of Edinburgh scheme. Councillor Beesley is proposing that Saturday, 1 April 2023, is the Village's Big Spring Clean, so that the village is ready for Easter and the Coronation, with a launch in the new year looking for volunteers.

**ACTION: Councillor Beesley to provide an estimate of costs associated with the 2023 Big Spring Clean.**

- **Defibrillator in East Farndon**

Councillor Curtis reported that the Parish's defibrillator is on the National Defibrillator Database and has been since installation. East Midlands Ambulance Service (EMAS) can decide to alter the defibrillator activation radius (normally 500m) for linear villages. They have reviewed East Farndon and have widened our radius to cover a bigger area, so all the houses in East Farndon are covered, apart from the houses around Harts Lane on Marston Road. This means that if a resident within this new radius calls 999 in an emergency then EMAS will see on their system the defibrillator at the Village Hall. Prior to this it would only have shown for those within 500m of the Village Hall. The emergency operator will be the one making the decision at the time whether to go and get the defibrillator or not, based on the situation.

Councillor Beesley reported that given this change, the Village Hall Committee did not feel the purchase of another defibrillator was necessary.

The Parish Council agreed that information on the village defibrillator should be placed on the website and social media.

**ACTION: Councillor Curtis to post information regarding the village defibrillator on the website and social media.**

- **Update on Heritage Research Project**

Councillor Duke provided an update on this research project, including a meeting with WNC Heritage Officers and discussion with the Archaeological Officer. It was agreed that in the first instance, Councillor Duke will co-ordinate the compilation a local list of heritage assets, with a view to putting this on the website and for submission to WNC for consideration, and would welcome assistance from villagers. This is likely to take several months to complete. Councillor Duke will also get fee quotes from archaeological consultants for a potential East Farndon heritage project.

**ACTION: Councillor Duke to co-ordinate the compilation of a local list of heritage assets and get fee quotes from archaeological consultants for a potential East Farndon heritage project.**

- **War Memorial Working Group Report**

The Clerk reported that the Platinum Jubilee Committee has recommended that as we are saving money on the Jubilee Booklet printing costs, the £500 held by the Parish Council, in a special reserve for this purpose, should be transferred to the War Memorial Restoration reserve. This was agreed by the Parish Council.

**Action: Clerk to move £500 from the Jubilee Commemorative Booklet Printing reserve to the War Memorial Restoration reserve.**

The Clerk reported that the Platinum Jubilee Committee has decided that any profits from the sale of the Jubilee Booklets will be distributed as follows: 10% to East Farndon Church; 10% to the Amenity Land Trust; 10% to the Foodbank and 70% to the East Farndon War Memorial Restoration Fund. This distribution is in line with the Jubilee Committee objectives and provides a good balance of support across local projects and charities.

The War Memorial Working Group officially launched its appeal fund on Remembrance Sunday, including a Go Fund Me page ([www.gofundme.com](http://www.gofundme.com) - search for East Farndon War Memorial). The event was well attended, and cash donations of £633.30 were received. The Group also received a donation of £140.00 from the recent Village Hall film night, plus has been selling cards. So far, it has raised in the region of £1,600.00. A wine-tasting event is planned for 19 November 2022, and there are plans for a beer festival in May 2023 and a sponsored bike ride. The Working Group will then review the funds raised and plan further actions as necessary.

**ACTION: War Memorial Working Group to report on fundraising progress at the January 2023 meeting.**

- **Street Lighting Update**

Councillor Curtis reported that:

- The thirteen new EON streetlights have been ordered with the standard (cheapest) part night sensor and these are factory preset to turn lights off between 12 midnight and 5.30am. They do track and adjust themselves for the seasons. They cannot be adjusted and therefore any change to times after installation will need new sensors to be fitted at a cost of £30 each. The midnight to 5.30am off period has been adopted by many councils as it is thought to give the best balance between energy savings and road / path safety.
- Our current three LED streetlights have the normal dawn to dusk sensors. EON have confirmed that they can be retrofitted with the same part night sensor at a cost of £24.11 each, if fitted at the same time as the other thirteen lights. This is an attractive option as it would put all sixteen lights on the same strategy for £72.33 extra cost.

- EON have confirmed that shields are £20 each, if fitted at the same time as the lights are installed. Councillor Curtis has spoken to the homeowners near the lights that might need these and it looks like it will be a maximum of three shields. Shields can be fitted to the front, back or sides of the lights.
- EON are saying that work will commence in approximately two to three weeks.

The Parish Council agreed to:

- Proceed to install the thirteen new streetlights and retrofit part night sensors to the three current LED streetlights, so the village has a common strategy of all streetlights being LED with a preset off period of 12 Midnight to 5.30am. In addition, install shields at three locations, giving a total expenditure of £3,985.28.
- Publicise this change on the village website and our social media channels, highlighting the cost and climate friendly benefits from this change.

**ACTION: Councillor Curtis and Clerk to progress streetlighting installation and publicise this change on the website and social media.**

- **Consultation of Parish Council on Changes to Planning Applications**

Councillor Duke raised the issue that not all documentation relating to planning applications is available on the planning website, e.g. comments, and that the Parish Council is not advised of changes made to planning applications. As regards the planning website, Councillors Harris and Parker advised that legacy systems are currently being used, although a new single planning site is planned, and the Daventry district is a paper-based system; they do not have the time to upload all the information, but this issue should be addressed by the new system. As regards not being advised of changes to planning applications, Councillor Parker advised this should not be happening, and undertook to investigate a planning application flagged up by Councillor Duke.

- **NCALC 75th Annual Conference Feedback**

Councillor Beesley provided feedback on the conference, focussing on climate change, the cost of living and policing in Northamptonshire. She will provide more feedback via email.

**ACTION: Councillor Beesley to provide NCALC 75th Annual Conference feedback via email.**

- **Mowing & Hedgecutting 2023 Contracts**

The Parish Council had received a 2023 mowing quote from its existing contractor. It is £1,975 compared to £1,850 this year, reflecting the increase in inflation especially in petrol. The Parish Council agreed to accept this quote.

The Parish Council had also received a 2023 hedgecutting quote from its existing contractor. It is £405 per hedge cut compared to £385 this year, an increase based on half of inflation between 2021 and 2022 according to the Bank of England online calculator. The Parish Council agreed to accept this quote.

**ACTION: Clerk to formally accept the 2023 quotes for mowing and hedgecutting.**

- **Coronation of King Charles III**

The Coronation of King Charles III is to take place on Saturday, 6 May 2023. The Parish Council agreed that it would not lead on a Coronation event, but Councillors may wish to assist any event organised by others. It was agreed that the Parish Council would buy some item for the children of the Parish, to commemorate the Coronation.

**ACTION: Clerk to set up a Coronation reserve of £250.00.**

- **Dates of 2023 Meetings**

The dates for the 2023 meetings were agreed (working on the basis of the third Wednesday in each month), starting at 7.15pm, as follows:

Full Meetings

18 January 2023

15 March 2023 (Annual Meeting of the Parish, followed by a Parish Council Meeting)

17 May 2023 (Annual Meeting of the Parish Council)

19 July 2023

20 September 2023

18 October 2023

15 November 2023

Provisional Meetings

15 February 2023

19 April 2023

21 June 2023

16 August 2023

18 October 2023

20 December 2023

**ACTION: Clerk to organise for the 2023 meeting dates to be placed on the website, and advise WNC Councillors and other village representatives accordingly.**

**8. Finance**

- Bank Reconciliation (as at Close of Business on 1 November 2022)**

Balance as at 20 September 2022

Current account £4,189.06

Deposit account £16,553.48

£20,742.54

Income

Precept £5,677.50

Memorial Stone fee £120.00

Burial plot purchase £450.00

Interest £2.47

£6,249.97

Expenses

Woodpecker £1,500.00

Yu Energy £114.90

Yu Energy £16.11

Yu Energy £11.29

Norse £72.00

Marc Simons £925.00

SLCC £80.00

Andrew Brookes £385.00

Royal British Legion Poppy Appeal £20.00

C Burton £489.20

J Oakden £40.00

-£3,653.50

Balance as at 1 November 2022

Current account £6,783.06

Deposit account £16,555.95

£23,339.01

The bank reconciliation was checked and signed by Councillor Duke.

- **2023/24 Budget and Precept Discussion (including Actual v. Budgeted Spending)**

The Clerk had prepared actual v budgeted spend for 2022/23 to date; anticipated income and spending for the rest of 2022/23; and a draft budget for 2023/24 for discussion (see attached). After discussion, the Councillors agreed the following:

- The reserves for 2023/24 should comprise Spring (£1,500.00); Churchyard/Burial Ground (£4,260.00); War Memorial (£1,950.00) and Coronation (£250.00).
- No provision would be made for the possible devolution of WNC assets or services; the possible areas identified that may be devolved were the filling of grit bins and mowing of verges, but Councillor Parker believed WNC would continue with these on the grounds of safety.
- The provision for streetlighting should be increased. However, bearing in mind the cost of living crisis, it was agreed that the precept should not be increased from the 2022/23 level.

**ACTION: Clerk to finalise 2023/24 budget and prepare 2023/24 precept request for January 2022 meeting.**

- **The following payments were agreed by all Councillors**

Payee	Reason	Amount	Chq no
Woodpecker	Tree Removal	£1,500.00	Online
Yu Energy	Electricity	£114.90	Direct Debit
Yu Energy	Electricity	£16.11	Direct Debit
Yu Energy	Electricity	£11.29	Direct Debit
Norse	Moving of Bin	£72.00	Online
Marc Simons	Mowing	£925.00	Online
SLCC	Subscription	£80.00	Online
Andrew Brookes	Hedge Cutting	£385.00	Online
Royal British Legion Poppy Appeal	Remembrance Wreath	£20.00	Online
C Burton	October/November 2022 salary and expenses	£489.20	Online
J Oakden	Jubilee Tree	£40.00	Online

## **9. Correspondence**

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

## **10. Any Other Business**

- The Clerk reported that WNC Councillor Irving-Swift had flagged up two new initiatives launched by WNC – The Cost of Living on-line hub to help residents and a new e-letter for all the residents to give the latest news and information from WNC (residents just need to sign up), both of which have already been advised on East Farndon's website. WNC Councillor Irving-Swift also confirmed that due to the change from 93 to 77/78 Councillors for the new Unitary Elections, the boundary commission has asked for WNC's submission, which was voted at full Council on the 3 November 2022; for the Brixworth Ward, the proposal is to split into three wards, two representing the rural part and one stand alone for Brixworth. East Farndon would be part of the Spratton Ward, with one WNC Councillor.

- The Clerk reported that SCP are currently undertaking a bus network review on behalf of WNC. The aim of this review is to assist WNC to identify and deliver a core bus network which is commercially viable and which increases bus use within the council area. SCP are requesting initial views on bus services in your area. East Farndon currently has no bus service, but Councillors felt a semi-routed, on demand, community bus would be beneficial for the residents of the Parish.  
**ACTION: Clerk to respond to the bus network review.**

- The Parish Council agreed it wanted to discuss a possible Climate Change policy.  
**ACTION: Clerk to add Climate Change policy discussion to the January 2023 agenda.**

- The Clerk reported that Councillor Fallon had advised that a large amount of standing water is being held in an underground pipe along Harborough Road to Lealands, including under the road and particularly where all the houses are. Each house has a well, which have overflow pipes leading towards the road, and all the road drains also feed into this pipe. It has been discovered that the 'pipe' is the old, now disused, Victorian sewer which is supposed to carry this water ultimately into the fields and gullies towards Harborough; however, it has collapsed in several places and is causing massive flooding due to the surrounding ground being saturated continuously by water escaping the broken sewer. This has been going on for many years. It has become apparent over the last few months that a couple of houses have subsidence, believed to be caused by nearby trees, but that is now being questioned. Councillor Fallon has contacted Anglian Water and they have been out, put cameras through the sewer and found the breaks; however, they have confirmed it is not their asset – it belongs to WNC. So, he has been in touch with WNC Highways (Kier) and they have been out to survey and have created a works job that should happen in the next couple of weeks.

- Councillor Hodgetts advised that he had been approached by East Farndon PCC to enquire whether the Parish Council would fund the printing of the village newsletter.

**ACTION: Councillor Hodgetts to obtain details of the printing costs of the village newsletter.**

- Councillor Curtis advised that the Parish Council needs to obtain online storage for the parish archive material.

**ACTION: The Clerk and Councillor Curtis to explore online storage options for parish archive material.**

#### **11. Date of the next meeting – 18 January 2023**

Provisional meeting date – 15 February 2023

#### **12. Closure**

The meeting closed at 9.10pm.

**Signed that the Minutes are a true and accurate record**

Chairman \_\_\_\_\_

Dated \_\_\_\_\_



## 2023/24 BUDGET AND PRECEPT WORKSHEET

	Precept Agreed	Expenditure to Date	Anticipated Expenditure for Year Remaining	Anticipated Balance
Streetlighting and Maintenance	£2,200.00	£1,243.88	£1,143.74	-£187.62
NCALC	£260.00	£254.21		£5.79
Insurance	£715.00	£680.39		£34.61
S137 Spending	£300.00	£98.43	£150.00	£51.57
Training	£100.00	£85.00	£38.00	-£23.00
Mowing of Burial Ground/Hedges	£3,000.00	£2,472.75	£270.00	£257.25
Clerk Gross Salary	£3,260.00	£2,216.05	£1,178.40	-£134.45
Parish Council/Clerk Expenses	£700.00	£579.85	£250.00	-£129.85
Bin Collection	£600.00	£600.00		£0.00
Defibrillator Expenses	£200.00	£135.00		£65.00
<b>TOTAL</b>	<b>£11,335.00</b>	<b>£8,365.56</b>	<b>£3,030.14</b>	<b>-£60.70</b>
Jubilee Expenses and Donations Covered by Jubilee Receipts		£2,925.48		
VAT		£756.13	£845.00	
Payments from Reserves (see below)		£2,289.89	£3,900.00	
<b>TOTAL PAYMENTS</b>		<b>£14,337.06</b>	<b>£4,745.00</b>	

		Expenditure	Receipts	Anticipated Expenditure for Year Remaining	Balance
<b>RESERVES</b>					
Lighting Replacement	£3,000.00			£3,900.00	-£900.00
Renovation of Village Spring	£1,500.00				£1,500.00
Burial Ground/Churchyard Maintenance	£4,820.00	£1,250.00	£690.00		£4,260.00
Laptop purchase	£600.00	£414.99			£185.01
Bin purchase	£500.00	£624.90			-£124.90
War Memorial Maintenance	£900.00		£550.00		£1,450.00
Jubilee Commemorative Booklet Printing	£500.00				£500.00

<b>BALANCE IN ACCOUNTS @ 1 NOVEMBER 2022</b>		
CURRENT ACCOUNT	£6,783.06	
DEPOSIT ACCOUNT	£16,554.18	
<b>TOTAL</b>		<b>£23,337.24</b>

<b>LESS ANTICIPATED EXPENDITURE</b>		
Yu Energy electricity (Nov 22 - Mar 23)	£1,096.93	
EON lighting maintenance (Oct - Dec 22)	£46.81	
S137 spend	£150.00	
Training	£38.00	
Mowing	£270.00	
Clerk's salary (Dec - March 23)	£1,178.40	
Parish Clerk/Council Expenses	£250.00	
Replacement Lighting	£3,900.00	
VAT (primarily on Replacement Lighting)	£845.00	
<b>TOTAL</b>		<b>£7,775.14</b>

<b>PLUS ANTICIPATED INCOME</b>		
Interest	£3.50	
<b>TOTAL</b>		<b>£3.50</b>

<b>ESTIMATED BALANCE AS AT 31ST MARCH 2023</b>		<b>£15,565.60</b>
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<b>RESERVES</b>	
Renovation of Village Spring	£1,500.00
Burial Ground/Churchyard Maintenance	£4,260.00
War Memorial Maintenance	£1,950.00

Devolution of Assets/Services - Grit Bins? Mowing of Verges?

**BALANCE -  
GENERAL RESERVE**

**£7,855.60** Plus VAT recoverable in 2023/34  
in the region of £1,600.00

**SUGGESTED 2023/24 PRECEPT**

Streetlighting and Maintenance	£1,300.00	Or more, to be on the safe side?
NCALC	£280.00	Based on NALC's advice
Insurance	£715.00	
S137 Spending	£600.00	Coronation expense? Newsletter
Training	£100.00	Predominantly online training available
Mowing of Burial Ground/Hedges	£3,000.00	2023 contract prices (£2,785, plus contingency for Mar 2024 mowing and weedkiller)
Clerk Gross Salary	£3,650.00	Indicative rate is £12.97 for 2022/23, and NCALC recommend budgeting a further 5% increase, plus untaken leave allowance
Parish Council/Clerk Expenses	£700.00	Including DPO and ICO fees (est. £55), Clerk's SLCC fee (est. £90), Clerk homeworking allowance (£10 pcm), website costs
Bin Collection	£630.00	Current cost, plus inflation at 5%
Defibrillator Expenses	£200.00	
<b>TOTAL</b>	<b>£11,175.00</b>	