

**EAST FARNDON PARISH COUNCIL MEETING AT THE VILLAGE HALL  
GENERAL MEETING OF THE PARISH COUNCIL  
WEDNESDAY 15TH MARCH 2023 COMMENCING IMMEDIATELY FOLLOWING THE ANNUAL  
MEETING OF THE PARISH**

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

**OTHERS IN ATTENDANCE** – WNC Councillor Parker and one resident

**1. Apologies for Absence**

Apologies received and accepted from Councillor Beesley and WNC Councillor Irving-Swift and Harris.

**2. Declarations of Interest and Dispensations**

There were no Declarations of Interest.

**3. Resignation of Councillor**

The Clerk confirmed that following the resignation of Mr Harrison as a Councillor, she had commenced the co-option process. The Parish Council received authority from WNC to co-opt a new Councillor on 13 March 2023, and the vacancy now needs advertising.

**ACTION: Clerk to advertise the Councillor vacancy, with a view to appointing a new Councillor at the May 2023 meeting.**

The Parish Council expressed its thanks to Mr Harrison for his time as a Councillor, and that he had agreed to continue as the Police Liaison Representative and Neighbourhood Watch Co-ordinator, plus Lead of the War Memorial Renovation Working Group.

**4. Approval of the Minutes of the Meeting of the Parish Council on 18th January 2023**

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

**5. Matters Arising**

<b>ACTION</b>	<b>PROGRESS</b>
Burial Ground Committee to resolve remaining query on burial plot ownership.	Done
Councillor Fallon to progress an update of the village Wikipedia page.	This has been referred to the Heritage Group to consider, following their work on heritage assets.
Clerk and Burial Ground Committee to address the memorials not fixed to their plinths.	Done – one memorial has been fixed, one has been laid down, and one is being addressed by a family member.
The Clerk and Councillor Curtis to explore online storage options for parish archive material.	Done. Current online storage is sufficient, but needs reviewing once the structure of the village archive material is confirmed.
Councillor Fallon to find volunteers for Community Speedwatch 2023.	Website request made.
Councillor Fallon to set up a working group to formulate speed reduction proposals for consideration by the Parish Council.	Carried forward

<b>ACTION</b>	<b>PROGRESS</b>
Clerk to report on Street Doctor the issues regarding the pavement on Back Lane, the hedge on Back Lane, the trench re-instatements on Main Street and the dip on Main Street near Bramble Cottage.	Done (plus pothole outside Farrer Cottages). Received a reply on trench re-instatements, dip and pothole the same day, advising that there are no immediate safety concerns relating to these issues that warrant repair.
Clerk to investigate the issue of contractor parking on Back Lane.	Done – contractors have split parking between Back Street and Main Street, not on pavements. Website article also published reminding residents not to park on the pavement
Councillor Curtis to publish details of the street lighting upgrade on the website.	Done
Councillor Curtis to ascertain whether a health and safety audit was necessary before a dark night skies policy was implemented.	Done – added to agenda
Clerk to liaise with the lighting maintenance contractor to ensure the street light outside Farndon Hall is fixed.	Done - engineer attended site on the 19 January 2023 and replaced the lamp
Clerk to produce appropriate policy suggestions for the March 2023 meeting, based on NCALC information relating to the role of parish councils in combating climate change and helping the UK government achieve its net zero targets.	Done – added to agenda
Councillor Curtis to publish a website article to ask villagers if they would like to plant trees in their gardens in memory of Queen Elizabeth II.	Done – three requests received
Clerk to obtain quotes for recommended work on the TPO horse chestnut in the churchyard.	Carried forward – awaiting response from WNC Tree Warden
Clerk to obtain permission from WNC Tree Warden for the recommended work on the TPO horse chestnut in the churchyard.	Application submitted 1 February 2023. Opinion also sought on 13 February 2023 as to whether the tree could be removed due to its location. Response awaited.
Clerk to contact insurers to clarify insurance position on church boundary walls.	Done – they have confirmed the Parish Council is covered by its existing public liability insurance cover
Clerk to contact local builders to obtain an opinion on the state of the church boundary wall.	Done – no concerns
Clerk to submit 2023/24 precept requirement and payment requisition form to WNC.	Done
Councillor Curtis to make two new planters.	No further action. Planters must be positioned at least 1.5 metres from the carriageway, which is not possible at the proposed locations
Councillor Curtis to publish a website article on the onshore wind development consultation.	Done
Clerk to make a donation of £100 to the PCC towards the cost of parish newsletter printing.	Done – paid 23 January 2023 and received with thanks

## 6. Roads and Transport

Councillors Curtis and Fallon, and WNC Councillor Harris met with Stuart Timmiss, WNC Director of Place, Economy and Environment, on 25 January 2023, to discuss the state of the roads, drains, speeding/traffic calming, and the Spring hardstanding.

The summary was:

- Roads: Agreed the road needs repairing/resurfacing in places and will seek to action this soon.
- Speeding/traffic calming: Agreed in principle to paint crocodile teeth markers or similar leading into the village (either end) and re-paint lines and speed markers in road (formal request required) and agreed to discuss further traffic calming measures once we have a firm proposal, but supports further measures in principle.
- Spring hardstanding: Agreed there is no sensible reason why the Parish Council cannot be allowed to manage the spring area as we see fit, while still being under technical ownership of Highways. This will be granted through a licence - further discussion and conclusion will be made in the coming months.
- Kerbs/gulleys: Accepts there is clearly a problem and will arrange with Highways to resolve.
- Drains/Flooding/Sewers: Agreed to act quickly to get this resolved.

The latest update is:

- Drainage issues: There is an ongoing investigation to look at all of the connections underground and Mr Timmiss expects it will be a further 10 days or so where more information will be known about what exactly is going on.
- Road surfaces: The Highways team will also be investigating the use of the thermal repairs machine for the road surfaces - so rather than a piecemeal pothole repair, they will be determining whether it is more appropriate to resurface a section around the Lubenham road junction.
- The Spring: WNC are continuing to look at ownership issues/options.

Councillor Fallon provided a brief overview of the SID statistics from 31 January 2023 to present.

## 7. Planning and Development

- **Applications granted - None**
- **Applications for consideration**  
WND/2023/0120 Work to tree subject of tree preservation order DA 280 - St John The Baptist's Church, Main Street, East Farndon  
As this is the Parish Council's application, no response is necessary.

A resident, in attendance, highlighted that approval is now required from the Forestry Commission if you wish to fell a tree of more than five cubic metres.

**ACTION: Councillor Curtis to publish a website article on the new rules in felling trees.**

WND/2023/0173 Demolition of outbuilding. Construction of two storey extension - Moyargot, Main Street, East Farndon, Northamptonshire, LE16 9SH  
The Parish Council had no objections.

WND/2023/0134 Construction of balcony to first floor rear of property - Redbrick Cottage, Main Street, East Farndon, Northamptonshire, LE16 9SJ  
The Parish Council had no objections.

**ACTION: Clerk to respond to planning applications WND/2023/0173 Demolition of outbuilding and construction of two storey extension – Moyargot and WND/2023/0134 Construction of balcony to first floor rear of property - Redbrick Cottage**

It was agreed that until all consultation responses are available on the Planning website (expected in six months), Councillors would flag up any planning applications where they feel other consultation responses should be requested from WNC Planning, before the Parish Council finalised its response.

## 8. Other Matters

- **Street Lighting Update (including dark skies trial)**

Councillor Curtis confirmed that the new LED street lights were installed on 7 February 2023, with sensors which turn off the lights between midnight and 5.30am. This partial dark skies policy will be reviewed at the May meeting. Views from residents have been sought via the website and Parish newsletter.

Prior to installation, advice was sought whether a health and safety audit was necessary and it was not. Notwithstanding this, the Parish Council has completed a risk assessment, including measures to assess the impact.

Further, Stuart Timmiss, WNC Director of Place, Economy and Environment, has written to the Parish Council as follows:

- As the WNC has no legislative or regulatory powers in regard to dark skies trial, it is therefore for the Parish to decide how the streetlights are used.
- However, he wanted to congratulate the Parish Council for embracing this agenda and forwarding a strategy that will have positive benefits in regard to saving money, supporting the overall aims of the climate emergency and lastly, but often forgotten, the benefits of reducing light pollution in both the opportunities of accessing dark skies and to the wildlife.
- Technology is developing regarding street lighting and the times to switch off are for the Parish Council and residents to decide - the longer it is turned off the more the benefits will be accrued, but it will be important to do this with the support of your residents.
- He is always happy to help if there are any technical challenges/questions, etc., but he would like to wish the Parish Council well with this project going forward.

**ACTION: Clerk to add review of partial dark skies trial to May 2023 agenda.**

The Clerk confirmed that new MPANs have been issued for the new street lighting, and sent to Yu Energy.

**ACTION: Clerk to ensure new MPANs are registered with Yu Energy.**

- **Climate Action Policy**

The Clerk had circulated a draft Climate Action policy to all Councillors. After discussion, it was agreed to bring back this draft policy to the May 2023 meeting, and to consider the appointment of a Councillor to lead on Climate Action. It was also agreed that the Clerk would investigate Impact, the parish-level carbon emission calculator.

**ACTION: Clerk to add Climate Action Policy to the May 2023 meeting agenda.**

**ACTION: Clerk to investigate Impact, the parish-level carbon emission calculator.**

- **NCALC Policies & Documents List and Tracker**

The Clerk has completed the NCALC Policies & Documents List, which shows that the Parish Council has all the policies required in law and those required by best practice suitable to the Parish Council. The Clerk has also completed the Policies & Documents Tracker. It was agreed that the Standing Orders, Financial Regulations, and Committee Terms of Reference will be reviewed annually, with all other policies and documents being reviewed every three years (unless an earlier review is necessary, e.g. change in legislation).

- **No Mow May**

WNC are asking parishes to participate in No Mow May, which is an initiative where lawns are left to grow without maintenance. This encourages smaller plants to grow and flower which increases biodiversity. WNC are asking parish councils to participate in this by spreading the word to its residents and also leaving parish owned land unmown throughout May or for even longer.

**ACTION: Clerk to request that the mowing contractor does not mow in May.**  
**ACTION: Councillor Curtis to publish a website article encouraging residents to participate in No Mow May.**

- **Rights of Way – Path Routes and Dog Owners**

The Parish Clerk reported that she had received two complaints from landowners in the parish regarding people not sticking to the footpaths and dogs being allowed to run through fields (particularly when there is livestock in the fields).

**ACTION: Councillor Curtis to publish a website article reminding residents of NFU guidance that dogs should be kept on a lead when walking on footpaths, guidance on walking in fields with livestock and a reminder of where the footpaths run.**

- **Memorial Bench**

The Clerk reported that a resident would like to place a memorial bench in the field Hall Close. The landowner has agreed in principle, but as the field falls within the scheduled monument, the Parish Clerk is making enquiries about Scheduled Monument Consent and any other planning permissions required. WNC Councillor Parker confirmed he had guidance on this, which he will email to the Clerk.

**ACTION: Clerk to continue enquiries regarding placing a memorial bench in Hall Close field.**

- **Heritage Research Update**

Councillor Duke reported that heritage research was continuing and the website heritage layout has been updated.

- **Coronation gift to children**

The Clerk reported that East Farndon United Charities had agreed in principle to purchasing a £20 book token for each child aged under 18 in the parish. The Parish Council agreed that it would purchase magnetic bookmarks from SSAFA, the Armed Forces Charity, as well as a commemorative bookplate to go with the United Charities book token.

**ACTION: Clerk to purchase Coronation bookmarks and bookplates.**

- **Budget for Village Spring Clean**

Councillor Beesley has circulated details of the East Farndon Spring Clean event, launching on 18 March and finishing on 2 April 2023. This work will be recognised under the East Farndon Wombles via Northants Wombles (this is key as the Council gets funding for every bag collected). Also, 'The Great British Spring Clean' event (this is the Keep Britain Tidy event) runs 17 March through to 2 April 2023, and Councillor Beesley will sign up the East Farndon Wombles as the number of bags can be registered along with the hours.

There are lots of volunteers and six locations in the village to cover. Each group will be given: H&S risk assessment document; high viz Wombles vest; equipment (which will be returned to the Village Hall for storing and future use); and a request for photos of their group, plus filled bags. Volunteers will be asked to leave filled bags at specified locations and Councillor Beesley will aim to get these to the Village Hall to have one location for them to be picked up by the Council.

Councillor Beesley has also circulated the potential costs involved in the Village Spring Clean. The Parish Council agreed to pay up to £200 to meet these costs.

## 9. Finance

- **Bank Reconciliation as at close of business on 13 March 2023**

<u>Balance as at 16 January 2023</u>		
Current account	£5,470.78	
Deposit account	£16,566.82	
		£22,037.60
<u>Income</u>		
Interest	£16.25	
		£16.25
<u>Expenses</u>		
East Farndon PCC	£100.00	
Yu Energy	£11.79	
Yu Energy	£156.56	
Yu Energy	£18.40	
NCALC	£45.60	
Caroline Burton	£529.20	
Yu Energy	£11.31	
Yu Energy	£11.14	
Yu Energy	£73.90	
		-£957.90
<u>Balance as at 13 March 2023</u>		
Current account	£4,512.88	
Deposit account	£16,583.07	
		£21,095.95

The bank reconciliation was checked and signed by Councillor Fallon.

- **Actual v. Budgeted Spending as at 13 March 2023**

	Precept Agreed	Expenditure to Date	Balance
Streetlighting and Maintenance	£2,200.00	£2,054.56	£145.44
NCALC	£260.00	£254.21	£5.79
Insurance	£715.00	£680.39	£34.61
S137 Spending	£300.00	£244.37	£55.63
Training	£100.00	£123.00	-£23.00
Mowing of Burial Ground/Hedges	£3,000.00	£2,472.75	£527.25
Clerk Gross Salary	£3,260.00	£3,394.45	-£134.45
Parish Council/Clerk Expenses	£700.00	£619.85	£80.15
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>£10,578.58</b>	<b>£756.42</b>

Jubilee Expenses and Donations Covered by Jubilee Receipts		£2,925.48	
VAT		£813.29	
Payments from Reserves (see below)		£2,289.89	
<b>TOTAL PAYMENTS</b>		<b>£16,607.24</b>	

RESERVES		Expenditure	Receipts	Balance
Lighting Replacement	£3,000.00			£3,000.00
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		£1,050.00	£1,950.00
Coronation	£250.00			£250.00

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

Payee	Reason	Amount	Chq no
East Farndon PCC	Newsletter donation	£100.00	Online
Yu Energy	Electricity	£11.79	Direct Debit
Yu Energy	Electricity	£156.56	Direct Debit
Yu Energy	Electricity	£18.40	Direct Debit
NCALC	Training	£45.60	Online
Caroline Burton	Clerk Salary and Expenses	£529.20	Online
Yu Energy	Electricity	£11.31	Direct Debit
Yu Energy	Electricity	£11.14	Direct Debit
Yu Energy	Electricity	£73.90	Direct Debit

The Clerk also confirmed that she had organised the garden waste stickers for the Burial Ground and Churchyard (current cost £55 each per year). The Parish Council approved the setting up of an annual direct debit to meet these costs.

## 10. Correspondence

- The Local Government Boundary Commission for England (LGBCE) has launched a public consultation on the proposed map and Councillor numbers for WNC. The consultation closes on 15 May 2023. It proposes that WNC should be made up of 76 Councillors, serving 35 wards representing seven single-Councillor wards, 15 two-Councillor wards and 13 three-Councillor wards. East Farndon will fall under the 'Walgrave and East Farndon' ward, with one WNC Councillor.

**ACTION: Clerk to respond to Proposed Boundary Change consultation, raising concerns regarding the geographical size of the Walgrave and East Farndon ward, with only one WNC Councillor.**

- 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

- WNC Councillor Parker confirmed that further money had been available from the Government for pothole repairs; there will be a review of rural bus services; and the second consultation on the WNC strategic plan in the summer.

- A resident raised concerns about the dip on Harborough Road just below Bramble Cottage. The Parish Council confirmed this has already been reported to Highways.
- The Welland Neighbourhood Plan Forum wants to meet with the Parish Council regarding the possible 3,000 home development; they are strongly opposed to this development and would like to be jointly prepared with East Farndon parish should anything further come about with this proposal.

**ACTION: Councillor Curtis and the Clerk to meet with the Welland Neighbourhood Plan Forum.**

- It was agreed that a new Footpath Warden should be sought.  
**ACTION: Councillor Curtis to publish a website article to find a new Footpath Warden.**
- The Parish Council had received a request for a donation to the Amenity Land Trust. The Parish Council has already made a donation of £848 this financial year from the Platinum Jubilee proceeds, which it felt was sufficient.

**12. Date of the next meeting** – 17th May 2023 Annual Meeting of the Parish Council  
Provisional meeting date – 19th April 2023

**13. Closure**

The meeting closed at 9.52pm.

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

**Chairman** \_\_\_\_\_ **Dated** \_\_\_\_\_