

**EAST FARNDON PARISH COUNCIL MEETING AT THE VILLAGE HALL  
GENERAL MEETING OF THE PARISH COUNCIL  
WEDNESDAY 19TH JULY 2023 COMMENCING AT 7.15PM**

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

**OTHERS IN ATTENDANCE** - None

**1. Apologies for Absence**

Apologies received and accepted from Councillor Duke and WNC Councillors Harris and Parker.

**2. Declarations of Interest and Dispensations**

There were no Declarations of Interest.

**3. Approval of the Minutes of the Meeting of the Parish Council on 17th May 2023**

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

**4. Matters Arising**

<b>ACTION</b>	<b>PROGRESS</b>
Councillor Fallon to set up a working group to formulate speed reduction proposals for consideration by the Parish Council.	Done – see ‘Roads and Transport’
Clerk to obtain quotes for recommended work on the TPO horse chestnut in the churchyard.	Done – added to agenda
Clerk to continue enquiries regarding placing a memorial bench in Hall Close field.	Scheduled Monument Consent obtained. Resident will now purchase bench.
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.	Done
Councillor Fallon to contact Director of Space, Stuart Timmiss, to chase action on road repairs, the Spring hardstanding and drains work.	Done – response awaited
Councillors Beesley and Knott to gather information from other Climate Action groups in nearby parishes, to inform possible future action.	Carried forward
Councillor Beesley to organise for a sign to be placed at the entrance of the bridleway on Main Street, based on the PSPO notice (to be provided by the Clerk).	No further action. WNC have confirmed they will erect a PSPO notice.
Clerk to pay 2023/24 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 2023 are published to meet reporting requirements as an exempt authority.	Done
Clerk to arrange removal of Scott Harrison as a bank signatory and add Councillor Knott.	Done
Clerk to add Neighbourhood Development Plans to the July 2023 agenda.	Done
Councillor Curtis to post information on the rules on lighting external fires on the website/social media.	Done

## 5. Roads and Transport

- **Community Speedwatch 2023**

Councillor Fallon confirmed that the Speedwatch will commence in the second week of August and we have the equipment for four weeks.

**ACTION: Councillor Fallon to circulate link to the Speedwatch training video for volunteers.**

- **Speed Reduction Proposals**

Councillor Fallon reported that himself, Councillor Curtis and the Clerk had met and the proposal is to request:

Phase 1

- Crocodile teeth and 30mph signs to be painted in the road at the village entrances on Harborough Road and Clipston Road, plus a countdown marker on Harborough Road
- Moving the start of the 30mph zone on Harborough Road 100 yards towards the Leicestershire border
- Repaint the junction road markings on Oxendon Road, plus replace the 'Give Way' sign with a 'Stop' sign

Phase 2

- Reduce the Harborough Road to 40mph prior to the 30mph zone

Phase 3

- Should none of the above prove effective, consider physical traffic calming measures in consultation with villagers

Councillor Fallon will also investigate the replacement of the VAS with a two-way SID, and funding options.

The Parish Council agreed to these proposals.

**ACTION: Councillor Fallon to submit speed reduction proposals to WNC Highways.**

## 6. Planning and Development

### Applications granted

- WND/2023/0173 Demolition of outbuilding. Construction of two storey extension - Moyargot, Main Street, East Farndon, Northamptonshire, LE16 9SH  
This application was approved on 18 May 2023.

### Applications for consideration

- 2023/5456/FULL Proposed Loft Conversion - 18 The Lealand East Farndon West Northamptonshire LE16 9SQ  
The Parish Council had considered this application via email and had no objections.
  - 2023/5358/FULL Two storey extension to South side of existing dwelling, abutting Greenfields. Extension to consist of ground floor living space with access to existing lounge area, stairs and 1st floor living space. Glass wall/window looking out into garden area facing West - Windmill View Marston Lane East Farndon West Northamptonshire LE16 9SL  
The Parish Council had considered this application and had no objections.
  - 2023/5994/FULL The proposed work consists of changing a single storey roof structure from a hipped roof to a pitched roof. The roof will be increased in height whilst integrating dormer windows to accommodate bedrooms and en suites - Farndon Grange Marston Lane East Farndon West Northamptonshire LE16 9SL  
The Parish Council had considered this application and had no objections.
- ACTION: Clerk to respond to planning applications 2023/5358/FULL Extensions at Windmill View and 2023/5994/FULL Pitched roof at Farndon Grange.**

## 7. Other Matters

- **Footpath Report**

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

- Briefly, this is the latest on the saga of the two fingerposts near The Dales which have ended up in the ditch. I received via FixMyStreet a request to be as precise as possible about the location of the post which was still in the ditch, as whoever was sent to find it was unable to do so. So I described it as clearly as I could and a reply soon came saying 'fixed', which means they had found it. There was also a promise that the work to put up a new post was scheduled to be carried out within the next twelve months. It was 2020 when the first post went in the ditch, so it might even be 4 years before it's replaced. If it's put back in the same place, the farm vehicles will soon knock it down again. So we await the next stage.
- I have continued the survey of the paths with Jonny Dargie, as opportunity allows. We have walked most of the paths and hope to complete the survey within the next few weeks.

- **Burial Ground Committee Report**

The Clerk reported that the Burial Ground is in good order. The gravel path has been treated with weedkiller recently. The Holyland memorial has now been fixed and an email of thanks has been sent to a member of the family. The feedback received about No Mow May suggests that next year it may be best to leave only a strip unmown rather than the whole Burial Ground. The pathway through the Churchyard would benefit from an extra layer of gravel. The Burial Ground Extension, in the spirit of No Mow May, remains unkempt. Councillors may be interested to know that in the 20 or so years since the Extension was purchased, burials/ashes interments have been at the rate of just over 1 per year. There are currently 9 unsold plots in the Burial Ground. Therefore, it could be 5 to 10 years before the Extension comes into use.

- **Tree Warden Report**

No update on the May 2023 report.

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

Nothing to report.

- **Quotes for Recommended Work on the TPO Horse Chestnut in the Churchyard**

The Clerk has received three quotes for the recommended work on the TPO horse chestnut tree. The Parish Council agreed to award the contract to Jones Logging and Tree Surgery.

**ACTION: Clerk to accept the quote for work on the TPO horse chestnut tree, and advise the PCC of the scheduled work.**

- **Neighbourhood Development Plans**

The Parish Council discussed whether a Neighbourhood Plan was appropriate for the parish. It was agreed that at this time, based on a cost-benefit analysis, it was not appropriate. However, if legislation changes and other villages can demonstrate tangible benefits, it will review this decision. However, it agreed that the Parish Council should publish its work on village heritage as soon as practicable.

**ACTION: Councillors Curtis and Duke, and the Clerk, to meet to discuss the village heritage work.**

- **Revised Draft Lighting Policy**

The Clerk has circulated a revised draft lighting policy to all Councillors, who resolved to adopt it.

**ACTION: Clerk to arrange for the revised lighting policy to be placed on the website.**

- **The Spring Renovation**

WNC Councillor Harris had sent the Clerk the paperwork regarding a licence for the work on the Spring, which she had circulated to all Councillors. The guidance contains various conditions, which include 'Confirmation that at all times during which the works are being undertaken at least one operative has been accredited in compliance with the New Roads and Street Works Act 1991', plus a fee of £290.

**ACTION: Councillor Curtis to scope proposals for Spring renovation work and possible costs.**

- **Invitation for D-Day 80 - 6th June 2024**

The Clerk reported that villages, towns, cities and organisations of all sizes are being asked to mark the 80th anniversary of D-Day by lighting a beacon at 9.15pm and to stop what they are doing and undertake The International Tribute, using prescribed wording, plus to encourage as many people as possible to eat fish and chips on the day. Councillor Hodgetts (Chair of the Village Hall Committee) will investigate making this a Village Hall event.

- **Annual Parish Meeting Format**

The Clerk reported that NCALC has suggested that Parish Councils could review its Annual Parish Meeting format, with a view to encouraging more attendees. It was agreed that next year, the Parish Council will make the Annual Parish Meeting less formal and separate to the March meeting, with a view to getting representatives from all village organisations to attend, plus more villagers, and focussing on what we could do better in the village.

- **'Celebrating East Farndon' Booklet Sales**

The Clerk confirmed that the booklet had sold out, raising £995, which had been donated as follows: £695 to the War Memorial Renovation Fund; £100 to the Foodbank; £100 to the Church and £100 to the Amenity Land Trust. This officially closes the business of the Platinum Jubilee Committee.

- **War Memorial Fundraising**

The Clerk reported that the War Memorial Working Group is delighted to confirm that a total of £14,790.25 has been raised. As a result, in addition to the renovation of the War Memorial, the Working Group are also looking to renovate the World War II memorial church gates and stone plaque. The renovation of the War Memorial will be progressed over the coming months, with a view to completion by Remembrance Sunday in November 2023. The money was raised as follows:

Platinum Jubilee Celebrations	£1,400.00
WI donation	£550.00
Previous War Memorial Fund	£200.00
Plane Crash Talk	£313.00
Film Night	£140.00
Card Sales	£83.83
Donations	£1,248.43
Wine-tasting event	£698.14
Jam sales	£6.00
Coffee Morning	£157.50
Everard Donation	£5,000.00
Sponsored Cycle Ride	£3,150.00
Coronation Beer Festival/Lunch	£712.35
East Farndon Booklet Sales	£695.00
Quiz Night	£436.00
<b>TOTAL</b>	<b>£14,790.25</b>

The fundraising total was significantly boosted by a very generous donation from The Everard Foundation, Richard Everard's family charitable trust. The PC expressed its thanks to Richard.

- **Update on Freehold Applications for War Memorial and The Spring Trough Land**  
The Clerk reported that a surveyor had visited the Spring Trough land, and seemed happy, but a decision on the freehold application was still awaited.  
As regards the War Memorial land, Land Registry had requested further information on who built the War Memorial; the Clerk had visited the Records Office to review the War Memorial Committee minutes and as a result, had submitted a further Statement of Truth (which has been circulated to Councillors). Subsequently, a surveyor visit has been arranged and an update is awaited.
- **Review of No Mow May**  
The mowing contractor, Marc Simmons, had provided the Parish Council with a review of No Mow May, for which the Council was very grateful. It was agreed that rather than participate in No Mow May, the Parish Council will leave the burial ground extension land as a permanent No Mow area.  
**ACTION: Clerk to notify the mower contractor of its arrangements for No Mow May.**
- **Village Fete**  
A Parish Councillor had been asked whether the annual fete could be resurrected. It was agreed that this is a valued village event, which has traditionally been a PCC event, and it was not appropriate for the Parish Council to organise this event, although Councillors would be willing to assist.  
**ACTION: Councillor Curtis to discuss the fete with the PCC.**
- **Community Governance Review**  
The Clerk reported that the Parish Council had been invited to form part of a WNC Community Governance Review, which would allow an opportunity to put forward proposals to change its parish boundaries and the number of members. It also allows for the possibility of merging with an adjacent parish or parish meeting. It was agreed that the Parish Council had no reason to be part of the Review.
- **Briefing on Local Area Partnerships (LAPs)**  
Councillor Beesley reported that she had joined a telephone session on 26 June 2023 on LAPs, detailing the Ten Ambitions. The focus is preventative plans/actions around: Best Start in Life; Well-being; and Good Housing. Details were shared on the Integrated Care Board who are responsible for the Integrated Care Strategy - aims and visions of the 26 organisations committed to this model can be found on the WNC website. The next steps will be for councils to map assets and services against the Ambitions, noting 'one size does not fit all' approach.  
**ACTION: Clerk to circulate the presentations and the report from the Q&A session on LAPs.**

## 8. Finance

- **Bank Reconciliation (as at Close of Business on 16 July 2023)**

<u>Balance as at 1 April 2022</u>		
Current account	£4,177.88	
Deposit account	<u>£16,583.07</u>	
		£20,760.95

<u>Income</u>		
Precept	£5,977.50	
VAT Refund	£809.96	
War Memorial Fundraising Proceeds	£6,540.50	
Interest	£41.80	
	<hr/>	£13,369.76
<u>Expenses</u>		
C Burton	£188.16	
C Burton	£375.54	
EON Solutions	£56.17	
WNC	£321.00	
Yu Energy	£11.02	
Yu Energy	£12.50	
Yu Energy	£62.18	
EON Solutions	£4,783.54	
NCALC	£285.32	
Community Heartbeat	£162.00	
C Burton	£615.99	
Yu Energy	£12.00	
Yu Energy	£10.67	
Yu Energy	£54.72	
BHIB	£697.02	
Paul Hodgetts	£13.99	
Yu Energy	£11.02	
Yu Energy	£51.49	
Yu Energy	£12.36	
ICO	£35.00	
Jo Shaw	£60.40	
Paul Hodgetts	£16.99	
C Burton	£560.70	
Andrew Brookes	£405.00	
Yu Energy	£11.95	
Yu Energy	£10.67	
Yu Energy	£46.81	
EON Solutions	£38.40	
Overpayment to EON (to short-pay next invoice)	£0.54	
	<hr/>	-£8,923.15
<u>Balance as at 16 July 2023</u>		
Current account	£8,582.69	
Deposit account	£16,624.87	
	<hr/>	£25,207.56

The bank reconciliation was checked and signed by Councillor Fallon.

- **Actual v. Budgeted Spending (as at 16 July 2023)**

	<b>Precept Agreed</b>	<b>Expenditure to Date</b>	<b>Balance</b>
Streetlighting and Maintenance	£1,480.00	£379.10	£1,100.90
NCALC	£280.00	£283.32	-£3.32
Insurance	£715.00	£697.02	£17.98
S137 Spending	£600.00	£122.20	£477.80
Training	£100.00		£100.00
Mowing of Burial Ground/Hedges	£3,000.00	£430.82	£2,569.18
Clerk Gross Salary	£3,650.00	£1,393.94	£2,256.06
Parish Council/Clerk Expenses	£700.00	£487.49	£212.51
Bin Collection	£630.00		£630.00
Defibrillator Expenses	£200.00	£135.00	£65.00
Churchyard Maintenance	£600.00		£600.00
<b>TOTAL</b>	<b>£11,955.00</b>	<b>£3,928.89</b>	<b>£8,026.11</b>
Spending from Reserves (see below)		£4,108.08	
VAT		£886.18	
<b>TOTAL PAYMENTS</b>		<b>£8,923.15</b>	

<b>RESERVES</b>		Receipts	Payments	Balance
Lighting Replacement	£3,000.00		£3,986.28	Nil
Renovation of Village Spring	£1,500.00			£1,500.00
Burial Ground/Churchyard Maintenance Work	£4,260.00			£4,260.00
War Memorial Maintenance	£1,950.00	£6,540.50		£8,490.50
Coronation	£250.00		£121.80	£128.20

The Parish Council agreed that the balance on the Coronation reserve should be moved to general reserves, and the Coronation reserve closed.

**ACTION: Clerk to close Coronation reserve and move balance to general reserves.**

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

<b>Payee</b>	<b>Reason</b>	<b>Amount</b>	<b>Chq No.</b>
BHIB	Insurance	£697.02	Online
Paul Hodgetts	Weedkiller	£13.99	Online
Yu Energy	Electricity	£11.02	Direct Debit
Yu Energy	Electricity	£51.49	Direct Debit
Yu Energy	Electricity	£12.36	Direct Debit
ICO	Data Controller fee	£35.00	Direct Debit
Jo Shaw	Plants for planters	£60.40	Online
Paul Hodgetts	Weedkiller	£16.99	Online
C Burton	June/July 2023 salary and expenses	£560.70	Online
Andrew Brookes	Hedge cutting	£405.00	Online
Yu Energy	Electricity	£11.95	Direct Debit
Yu Energy	Electricity	£10.67	Direct Debit
Yu Energy	Electricity	£46.81	Direct Debit
EON Solutions	Lighting Maintenance	£38.40	Online

## 9. Correspondence

- The Clerk reported that an invite to the 76th NCALC Annual Conference on Saturday 7 October 2023 for two delegates had been received.  
**ACTION: The Clerk to register herself and Councillor Knott to attend the NCALC Annual Conference.**
- All other 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

- Councillor Fallon reported that the wooden slats of the bench in The Lealand need replacing. He has obtained a quote of £650; alternatively, the bench could be replaced with a new wooden bench for around £300.  
**ACTION: Clerk to obtain the views of The Lealand residents regarding replacing The Lealand bench.**
- Councillor Curtis reported that parking on pavements in the village is still an issue.  
**ACTION: Councillor Fallon to raise the issue of parking on pavements with WNC Highways.**

## 11. Date of the next meeting – 20 September 2023

Provisional meeting date – 16 August 2023

## 12. Closure

The meeting closed at 9.30pm.

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

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