

**EAST FARDON PARISH COUNCIL MEETING AT THE VILLAGE HALL
GENERAL MEETING OF THE PARISH COUNCIL**

WEDNESDAY 18TH SEPTEMBER 2024 COMMENCING AT 7.15PM

PRESENT: Mr B Fallon (Chair), Ms S Beesley, Ms E Pepler, Mr P Hodgetts
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 Curtis, Knott & Duke, and WNC Councillor 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 July 2024

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

4. Matters Arising

| ACTION | PROGRESS |
|---|--|
| Councillor Curtis to scope proposals for Spring renovation work and possible costs. | WNC Councillor Harris has confirmed that a licence application should be submitted, accompanied by the Spring vision document, with no fee, copying in Councillor Harris and Stuart Timmiss. ACTION: Clerk to submit a licence application for work on the Spring. |
| Councillor Curtis and Clerk to develop a village story, covering heritage information, for the website. | Carried forward |
| Councillor Beesley to organise work on the village hall bin. | Carried forward |
| Councillor Beesley to investigate the development of a village emblem. | Carried forward |
| Councillor Fallon to organise a website article to seek feedback from residents on the East Midlands Airport Further Airspace proposals. | Done – article is with Councillor Curtis to publish. |
| Councillor Knott to liaise with chair of BCAG to inform Climate Action measures that may be appropriate for East Farndon. | Ongoing – intending to meet at the West Northants Area Climate Summit on 9 October 2024 |
| Clerk to set up online banking authorisation. | Done |
| Councillor Curtis to update the 'Major Housing Development' website page regarding the West Northamptonshire Local Plan Regulation 18 Draft Consultation. | Done |
| Councillor Fallon to continue to progress speed reduction measures. | Added to agenda |
| Councillor Fallon to confirm if there are sufficient volunteers to run the Speedwatch campaign again in September/October 2024. | Done |
| Councillor Fallon to circulate latest SID statistics to all Councillors. | Done |

| ACTION | PROGRESS |
|---|--|
| Clerk to respond to planning application 2024/3062/FULL New single storey yoga studio - Farndon Grange. | Done |
| Russell Burton to produce an action plan based on The Wildlife Trust report on the Churchyard and Burial Ground. | Carried forward |
| Councillor Hodgetts to obtain quotes for the re-gravelling of the Churchyard/Burial Ground path. | Done – see 'Burial Ground Committee Report' agenda item. |
| Clerk to organise for the new Financial Regulations to be published on the website. | Done |
| Councillor Fallon to report on the East Midlands Airport new flight level test results. | Carried forward – the test results have not yet been published. |
| Councillor Fallon to register an interest in the .gov.uk domain name for East Farndon Parish Council. | Done. Councillor Fallon attended a PC Domains Helper Service session and the domain name eastfarndon-pc.gov.uk has been purchased for two years (£100 government subsidy with balance of £43.99 plus VAT payable). Subsequent two-year registrations will be £84.99 (plus VAT). ACTION: Clerk and Councillor Fallon to update the PC website address and Clerk's email address as appropriate. |
| Clerk to organise for the amended Cooption procedure to be published on the website. | Done |
| Clerk to organise for the amended Planning Response policy to be published on the website. | Done |
| Clerk to organise donations to the East Farndon Amenity Land Trust and the PCC from the fete profits. | Done |
| Clerk to set up a reserve for a village sign. | Done |
| Councillor Fallon to advise on disclaimers to be added to Councillor and Clerk emails. | Done |
| Clerk to email Ron Bailey to confirm the Parish Council's support for the campaign to improve the safety of lithium batteries and their disposal. | Done |

5. Public Participation – None.

6. Roads and Transport

• Speed Reduction Measures

Councillor Fallon confirmed that he is waiting to hear back from Helen Howard.

ACTION: Councillor Fallon to continue to progress speed reduction measures.

Councillor Fallon provided the SID statistics for 17 July 2024 to today, which show:

- 90,811 vehicles
- Maximum speed of 75.0 mph
- 85% percentile speed of 36.0 mph
- 77,189 vehicles were exceeding 30 mph

Councillor Fallon noted that these statistics showed a slight reduction in speeds, but an increase in volume of traffic.

7. Planning and Development

Applications granted

- 2024/2171/FULL Resurfacing of parking area and erection of a garden shed - Home Farm House Back Lane East Farndon LE16 9SE
 - 2024/2420/LBC Resurfacing of parking area and erection of a garden shed - Home Farm House Back Lane East Farndon LE16 9SE
- These applications were approved on 29 August 2024.

Applications for consideration

- 2024/4160/FULL Change of use of first floor of outbuilding to residential annex - The Hall Back Lane East Farndon LE16 9SE
- 2024/4221/LBC Listed building consent for change of use of first floor of outbuilding to residential annex - The Hall Back Lane East Farndon LE16 9SE

The Parish Council discussed these applications and agreed that they supported the application, subject to conditions for parking of the builders (based on the narrow road and damage to the pavement and verge last time work was carried out at the property) – that they park in the courtyard whenever possible; do not park on the pavements; and they only park where the road is wide enough for vehicles to pass without driving on verges, plus any damage is made good by the owner at their cost within 3 months of building control sign off.

ACTION: Clerk to respond to planning applications 2024/4160/FULL and 2024/4221/LBC relating to building consent for change of use of first floor of outbuilding to residential annex at The Hall Back Lane East Farndon LE16 9SE

8. Other Matters

• Footpath Report

The Clerk reported that Mr Jonny Dargie, the Footpath Warden, had provided a full report, which has been circulated to Councillors. The key issues are:

- There are two new issues that have been reported to Kier since the last update to the Parish Council:
 - Wobbly/dangerous stile: On the footpath from behind 1868 house/Linden Lea at the bottom of the hill as you leave the field where the emus/horses live.
 - Collapsed bridge: Further along the above footpath on the way towards Marston Lodge and the bluebell woods; although this bridge is just outside the Parish boundary it has still been reported.
- A new gate has been put in place on the footpath that runs from the top of the village behind the church down to the bottom of the village and parallel to Main Street; previously, a single barbed wire obstructed the way and was dangerous and difficult to get over.
- The village hall path remains the main outstanding issue. There has been no response from the council contractors to date. Further emails have been sent to both the Footpath representative and Customer Liaison team at Kier (the Council contractors) to request an update but no reply has been received.

• Burial Ground Committee Report

The Clerk reported that the Burial Ground is in good order. The Burial Ground Committee will meet in October to plant bulbs and carry out any levelling required. There are two current outstanding actions:

- Councillor Hodgetts to obtain quotes for the path: Councillor Hodgetts has received two quotes so far. However, based on advice from one builder, Councillor Hodgetts recommended that the Parish Council puts down more weedkiller and has the gravel topped up; the Parish Council agreed.
ACTION: Councillor Hodgetts to obtain re-quotes for the churchyard/burial ground path.
- Russell Burton to produce a wildlife action plan: Councillor Curtis has recently set up a 'Wildlife & Diversity' page on the village website to host the action plan and related documents. Russell Burton aims to produce the plan before the November meeting.

- **Tree Warden Report**

The Tree Wardens, Judy Hodgetts and Jess Oakden carried out a tree inspection on 16 September and the up-to-date schedule has been circulated to all Councillors. The Tree Wardens have emailed Michael Venton about the outstanding replanting at 2 Rectory Court, the field opposite the Manor and Farrer Cottages, but no response received to date. They are also monitoring the Ash at Farrer Cottages that was hard pruned and a small dead overhanging branch on an Ash at Zair's Acre. Additionally, they have reported on Street Doctor a dead tree on the corner of Farndon Road/Oxendon Road, which may be a danger to traffic if it falls.

The Tree Wardens have also requested that a tree surgeon checks the lime tree in the churchyard/border of 4 Rectory Court as is top heavy on its east side and is leaning slightly.

ACTION: Clerk to ask Andy Brookes to check the lime in the churchyard/border of 4 Rectory Court.

- **Police Liaison Representative & Neighbourhood Watch Report** – no report.

- **Fixed Asset Audit**

Councillors Knott and Fallon had carried out a fixed asset audit on 29 July 2024. All is in good order, subject to the following:

- Lamp post (1) at Harborough Road/Lubenham Lane corner is leaning.

ACTION: Clerk to ask EON to check lamp post (1) at Harborough road/Lubenham Lane corner.

- ID stickers on various lamp posts are faded, damaged or missing.

ACTION: Clerk to ask EON to reinstate lamp post ID stickers.

- The tree is blocking the light on lamp post (10) at Back Lane, adjacent to Home Farm Close. This has already been reported to WNC via Michael Venton.

ACTION: Clerk to report tree blocking the light on lamp post (10) at Back Lane, adjacent to Home Farm Close on Street Doctor.

- Timber bus shelter: Damp and rot is setting in, especially in the roof and refelting is required. There is also grass growing through the rear wall.

ACTION: Councillor Fallon to organise repairs to the bus shelter.

- The Burial Ground bench: The ground bolt needs tightening, but otherwise in good order.

ACTION: Councillor Hodgetts to tighten the ground bolt on the Burial Ground bench.

- Spring Trough: The trough in good order, although water skimming is required, and plants need to be cut back. It was agreed this was part of the Spring work already planned. It was also agreed that there should be a warning sign about the water in the trough.

ACTION: Clerk to source a suitable warning sign about the Spring trough water.

- War Memorial: Weeds/nettles to the rear of the structure need removing.

ACTION: Councillor Curtis to remove weeds/nettles from behind War Memorial.

- Village Entrance Planter (Right): Left hand front corner is peeling from the body. It was also noted that a volunteer is needed to water these planters.

ACTION: Councillor Curtis to repair the village entrance planter.

ACTION: Councillor Fallon to seek a volunteer to water the Harborough Road village planters.

- Clerk Laptop: There is damage to the keys of the removable keyboard, but the main unit is in full working order.

ACTION: Councillor Fallon to organise repair to Clerk's laptop keyboard.

- The bus shelter planters need adding to the Fixed Asset register.

ACTION: Clerk to add the bus stop planters to the Fixed Asset register.

- The defibrillator sign on the internal board at the bus stop is damaged.

ACTION: Clerk to source a new defibrillator sign, to be mounted on the front of the bus shelter.

- **Draft Local Transport Plan Consultation**

The Clerk reported that WNC have issued a draft Local Transport Plan (LTP), and the consultation runs until 17 October 2024. The LTP sets out WNC’s vision on maintaining and improving all aspects of local transport, supporting its commitment to tackle the climate challenge and to be Net Zero by 2045. The Parish Council agreed that it did not need to respond.

- **Improved Recycling for East Farndon**

Councillor Curtis had highlighted a Maidwell Parish Council sustainability initiative, whereby new recycling bins are available in Maidwell for items that are not accepted by the usual recycling bin collections - medicine blister packs, contact lens items, pens, oral care items and personal care items. The Parish Council agreed that it would review how successful this initiative has been after a year.

- **Promotion of and Engagement with the Parish Council**

The Parish Council agreed that for promotion and to improve engagement, the following initial steps would be implemented:

- Public participation will be a standing agenda item
- There will be an introduction to Councillors at the Village Hall Christmas Soiree
- Agendas and any items of significant interest will be placed on the village Whatsapp group

- **Remembrance Sunday 2024**

Remembrance Sunday is 10 November 2024. The Parish Council agreed it would organise the laying of a wreath.

ACTION: Clerk to apply for a road closure for the laying of a wreath on 10 November 2024.

ACTION: Clerk to organise the purchase of a wreath.

ACTION: Councillor Knott to organise the arrangements for Remembrance Sunday.

9. Finance

- **Bank Reconciliation (as at Close of Business on 16 September 2024)**

| | | |
|----------------------------------|------------|------------|
| <u>Balance as at 8 July 2024</u> | | |
| Current account | £9,325.59 | |
| Deposit account | £11,777.07 | |
| | | £21,102.66 |
| <u>Income</u> | | |
| VAT reclaim | £1,608.13 | |
| Interest | £33.84 | |
| | | £1,641.97 |
| <u>Expenses</u> | | |
| East Farndon Amenties Trust | £500.00 | |
| East Farndon PCC | £500.00 | |
| Easyspace Ltd | £52.79 | |
| M Simons | £1,000.00 | |
| Yu Energy | £11.02 | |
| Yu Energy | £12.40 | |
| Yu Energy | £46.83 | |
| West Northamptonshire Norse Ltd | £805.92 | |
| C Burton | £578.80 | |
| Yu Energy | £11.02 | |

| | | |
|-----------|--------|------------|
| Yu Energy | £12.36 | |
| Yu Energy | £47.49 | |
| | | -£3,578.63 |

Balance as at 16 September 2024

| | | |
|-----------------|------------|------------|
| Current account | £7,355.09 | |
| Deposit account | £11,810.91 | |
| | | £19,166.00 |

The bank reconciliation was checked and signed by Councillor Hodgetts.

• **Actual v. Budgeted Spending (as at 16 September 2024)**

| | Precept Agreed | Expenditure to Date | Balance |
|--|-----------------------|----------------------------|------------------|
| Streetlighting and Maintenance | £1,400.00 | £485.75 | £914.25 |
| NCALC | £300.00 | £290.49 | £9.51 |
| Insurance | £1,000.00 | £827.92 | £172.08 |
| S137 Spending | £660.00 | £500.00 | £160.00 |
| Training | £100.00 | | £100.00 |
| Mowing of Burial Ground/Hedges | £4,000.00 | £1,765.00 | £2,235.00 |
| Clerk Gross Salary | £3,995.00 | £2,088.52 | £1,906.48 |
| Parish Council/Clerk Expenses | £815.00 | £235.47 | £579.53 |
| Bin Collection | £665.00 | £671.60 | -£6.60 |
| Defibrillator Expenses | £200.00 | £135.00 | £65.00 |
| TOTAL | £13,135.00 | £6,999.75 | £6,135.25 |
| Spending from Reserves (see below) | | £165.16 | |
| Fete Expenses (Covered by Proceeds) | | £985.04 | |
| Donation under Section19(3) of the LGA | | £500.00 | |
| VAT | | £380.57 | |
| TOTAL PAYMENTS | | £9,030.52 | |

| RESERVES | | Receipts | Payments | Balance |
|--------------------------------------|------------------|----------|----------|-------------------|
| Renovation of Village Spring | £1,500.00 | | | £1,500.00 |
| Burial Ground/Churchyard Maintenance | £3,380.00 | £700.00 | £119.16 | £3,960.84 |
| War Memorial Maintenance | £3,490.50 | £257.48 | | £3,747.98 |
| Fixed Asset Spending | £1,000.00 | | £46.00 | £954.00 |
| Village Sign Development | £400.00 | | | £400.00 |
| TOTAL | £9,770.50 | | | £10,562.82 |

- The following payments were agreed by all Councillors

| Payee | Reason | Amount | Chq No. |
|---------------------------------|---------------------------------|-----------|--------------|
| East Farndon Amenities Trust | Donation from Fete Profits | £500.00 | Online |
| East Farndon PCC | Donation from Fete Profits | £500.00 | Online |
| Easyspace Ltd | .Gov Domain Name Purchase | £52.79 | Debit Card |
| M Simons | Mowing | £1,000.00 | Online |
| Yu Energy | Street Lighting Electricity | £11.02 | Direct Debit |
| Yu Energy | Street Lighting Electricity | £12.40 | Direct Debit |
| Yu Energy | Street Lighting Electricity | £46.83 | Direct Debit |
| West Northamptonshire Norse Ltd | Emptying of Bins | £805.92 | Online |
| C Burton | Salary/Expenses - Aug/Sept 2024 | £578.80 | Online |
| Yu Energy | Street Lighting Electricity | £11.02 | Direct Debit |
| Yu Energy | Street Lighting Electricity | £12.36 | Direct Debit |
| Yu Energy | Street Lighting Electricity | £47.49 | Direct Debit |

10. Correspondence

- The Clerk reported that invites had been received to attend a WNC Planning Briefing on 25 September 2024, the NCALC Conference on 5 October 2024, and the West Northants Area Climate Summit on 9 October 2024.
ACTION: Councillors Curtis and Duke to attend the WNC Planning Briefing on 25 September 2024.
ACTION: Councillor Knott to attend the NCALC Conference on 5 October 2024.
ACTION: Councillor Knott to attend the and the West Northants Area Climate Summit on 9 October 2024.
- A request had been received to provide support to and promote awareness of Home-Start Daventry and South Northants, e.g. a financial donation or grant, however small; or help in kind, such as use a community facility, or by encouraging some new volunteers.
ACTION: Clerk to organise a website article to raise awareness of Home-Start.
- WNC has requested that a representative is found to look into and update the Parish Council about the public consultation of the Local Nature Recovery Strategy (LNRS) due in late November. A request has been placed in the October village newsletter. It was agreed that a request should also be placed on the village WhatsApp group, and if no volunteer is found, the role best sits with Councillor Knott (as the Climate Action lead).
ACTION: Clerk to request a Local Nature Recovery Strategy representative via the village Whatsapp group.
- The Police are relaunching its countywide Street Watch programme and is inviting local people to come together as volunteers to contribute to community safety and crime prevention in their neighbourhood. The Parish Council agreed that given the level of crime in the parish, this scheme was not appropriate.
- In association with the Street Watch scheme, Chief Inspector Dave Wakeman (the new local policing lead for the Daventry and South Northants Policing area) has issued a revised PLR role description. Councillor Fallon is checking whether Scott Harrison is happy to continue in the role based on the new role description.
- An invite was received from the Chair of West Northamptonshire Council to join her 'Chairman Civic Celebration' on 15 November, which Councillor Fallon will attend.
- A request has been received from the PCC for a contribution towards the village newsletter costs.
ACTION: Clerk to organise a donation of £50 to the PCC towards the village newsletter costs.
- 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

- On behalf of Marston Lane residents, Councillor Beesley raised concerns about the process of the Marston Road closure, given its length and impact – there had been a lack of suitable notice and no process to raise concerns. WNC Councillors Irving-Swift and Harris agreed that they would investigate the process.

ACTION: Councillor Beesley to send an email to WNC Irving-Swift to outline the details of the Marston Road road closure.

- WNC Councillor Harris reported that new housing targets have been set by the Government for WNC. A further 460 houses each year need to be built, which over 17 years is an increase of about 8,000 houses (a 21% increase). This means WNC need to revise the draft Local Plan and re-consult. WNC Councillor Harris advised that it is likely that further brownfield sites will be used, but obviously the Parish Council needs to monitor any impact on East Farndon.

12. Date of the next meeting – 20 November 2024

Provisional meeting date – 16 October 2024

13. Closure

The meeting closed at 8.47pm.

Signed that the Minutes are a true and accurate record

Chairman _____

Dated _____

21/24