



BARBY & ONLEY PARISH COUNCIL

MINUTES of Annual Meeting

Held on.....MONDAY 12th MAY 2014 at.....7.30...pm

In BARBY VILLAGE HALL, Kilsby Road, Barby.

Clerks Address: HOPTHORNE FARM, 18 KILSBY ROAD, BARBY, RUGBY, CV23 8TT Telephone: 01788 891184

E-Mail: clerk@barbyandonleyparishcouncil.co.uk

PRESENT: Councillor A Sabine, D Blezard, D Cotton, R Camp, D Finch, P Owen, S Pandhal,
B Lomax, C Lomax.
3 Members of the public.
Clerk – Catherine Camp.
District Councillor R Atterbury.

Councillor B Lomax pointed out that the Agenda supplied to Councillors should have been termed “Annual Meeting”. The Clerk reassured the Council that a correctly worded agenda was on the Notice Board.

Page 2014/15/01		ACTION
1	ELECTION OF CHAIRMAN	
1.1	Councillor Sabine was proposed as chairman by Cllr D Cotton, seconded by D Blezard and in the absence of further candidates he was duly elected.	Elected.
1.2	Councillor Sabine signed the Declaration of Acceptance of Office as Chairman.	
2	ELECTION OF VICE CHAIRMAN	
	Councillor Owen was proposed by Cllr C Lomax, seconded by Cllr Camp and in the absence of further nominations Councillor Owen was duly elected.	
3	APOLOGIES	
	Councillor Vale (Work)	Accepted
4	CO-OPTION	
4.1	Mrs C Sabine has withdrawn her request to be co-opted onto the Council. It was reported that Mrs S Robbins has expressed an interest, and will submit a synopsis for the next meeting.	AGENDA
5.	Appointment of responsible financial officer	
5.1	It was resolved to appoint the Clerk as Responsible Financial Officer.	
6.	Appointment of Internal Financial Controller – (Currently Councillor Blezard)	
6.1	It was resolved to appoint Councillor Blezard as Internal Financial Controller. The Council thanked him for the work he carries out in this role.	
7.	Confirmation of cheque signatories (Cllrs Lomax, Blezard, Owen, Cotton)	
7.1	Cheque signatories were confirmed as Councillors C Lomax, Blezard, Owen and Cotton.	
8	REVIEW OF ALLOCATION OF ROLES OF RESPONSIBILITY	
8.1	Roles and responsibilities of Councillors were reviewed.	Attached.
9	REVIEW OF MEMBERS INTERESTS	
9.1	Members Interest forms were reviewed and a copy handed to the Clerk by Councillor Cotton and Finch. Councillor Pandhal has completed a recent form. All other Councillors confirmed that their circumstances had not changed, apart from Councillor Sabine who has moved house. Councillor Sabine to complete a new form.	
10	APPOINTMENT OF REPRESENTATIVES	
10.1	Cllrs Cotton and Cllr C Lomax were appointed as trustees to Onley Village Hall committee.	
10.2	No Councillor was appointed as trustee to Barby Village Hall committee.	
10.3	Councillor Blezard was appointed as trustee to Barby Tennis Court Management Group.	
10.4	Councillor B Lomax was appointed as representative to Barby Sports Field.	*
11	PUBLIC PARTICIPATION <i>limited to 20 mins.</i>	
11.1	Mr Chilton of 5 Church Walk requested a replacement “Private Road” sign, as the police find it helpful when needing to move people on who are causing anti-social behaviour.	*
11.2	A report on recent policing issues was given. There is a high incidence of Fly-tipping. This needs to be reported to Daventry District Council. Litter was felt to be a problem on verges. The Clerk advised the Council that highway litter collection is carried out by DDC.	

	Page 2014/15/02		ACTION	
11.3	<p>Website – Ian Webb reported that visits to the website are averaging about 600 per month. People are looking at 4 or 5 pages every time they look at the website.</p> <p>Twitter – over the last 3 months we have put out 7 Or 8 tweets per month. Total tweets 158. We have 23 photos on twitter and 92 followers.</p> <p>Direct Email – 60% of direct emails sent were opened.</p>			
11.4	<p>District Councillors Reports – Councillor R Atterbury and C Lomax</p> <p>a) District Funding Fair was a success. Tim Cantwell is in charge of funding.</p> <p>b) Cyclefest will take place on 7th June.</p> <p>c) The District Council AGM will take place in June when hopefully Councillor Lomax will be elected as Chairman.</p> <p>d) It has been very quiet as it is purdah time leading up to Elections.</p> <p>e) It was reported that the Woman’s Cycle Race came through Nobottle on 8thMay.</p> <p>f) MP Heaton-Harris and Councillor Campbell are supporting a Summer Arts Show.</p> <p>g) Councillor Lomax has attended training on Listing Building planning, and website training. She will also attend a meeting on A361 Highway safety.</p>			
11.5	No report received from County Councillor Slatter. (Notification of his resignation has been received).			
12	DECLARATIONS of INTEREST on the Agenda			
12.1	Declarations of any Disclosable Pecuniary or Other Interests. Cllr Camp declared an interest in payment of cheques to the Clerk, and cheque no. 22569.			
12.2	Dispensations – To consider written requests for dispensation of DPI. None received.			
13	TO APPROVE AND SIGN MINUTES OF 7TH APRIL 2014			
13.1	Minutes were approved and signed as a correct record.		Approved	
14	MATTERS ARISING			
14.1	It was reported that Hazel trees have been planted on the Ware. It was resolved to leave the rabbit guards on them to protect them from the Mowing contractors’ strimmer. Trees have been planted along EC1. Remaining trees to be planted on the Sports Field and Elkington Lane.			
14.2	The mowing contractors to be asked to strim under trees at the Ware.		Clerk.	
14.3	Poppy seeds have been planted at village entrance, around flagpole, by church.		Noted.	
14.4	To note that Barby Village Hall won £250 at the recent Daventry Funding Fair		Noted.	
14.5	Councillor Pandhal found the “New Councillor Training” to be interesting and helpful.			
15	ACCOUNTS			
15.1	Monies received:	50% of Precept £20676.50; Bank Interest £21.76; Advertising £24 Phone bill from KPC £34.95; Conference fee from RPC £74.04		
15.2	Financial Position at 30.04.14	£37578.17 Parish Account: £130,500.65 Ring fenced for Onley. Unpresented Chqs £ 429.31; Balance £ 167649.51	Attached.	
15.3	The Annual Return was approved by the Council.			
15.4	Annual Governance Statement was reviewed, and it was resolve to approve the statement.			
15.5	The Clerk reported on the Internal Audit carried out by Mr Jim Goodger. It was noted that the Council need to heed the guidance on levels of reserve held. The restrictions on the ring-fenced money to be used to maintain open space at Onley was discussed. Cllr Pandhal to be given a copy of the Onley handover agreement.		Clerk	
15.6	Cllr Blezard reported that he has reviewed the Effectiveness of the Internal Audit 2013 and all in order.			
8.3	Cllr Blezard reported that all the paperwork had been checked. It was resolved to pay the following cheques as listed.		Approved	
To Whom Paid	Chq No	Details of Payment	£	Power to Pay
Catherine Camp	22557	Clerks Salary MAY 2014	795.34	LGA(1972) s112
HMR&C	22558	Tax and National Insurance	16.53	LGA(1972) s112
NCC	22559	Pension Contribution	250.31	LGA(1972) s112
Harry Norton	22560	Newsletter Delivery	12.50	LGA(1972) s142
Ella Cunningham	22561	Newsletter Delivery	12.50	LGA(1972) s142
Karl Weir	22562	Newsletter Delivery	9.00	LGA(1972) s142
Krishna Enterprises Ltd	22563	Newsletter Printing	190.00	LGA(1972)s142

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Caroline Susan Galloway	22564	Youth Worker	100.00	LG(MP)A 1976
Ian Webb	22565	Newsletter Editor Gratuity	150.00	LGA(1972)s142
Northants CALC	22566	Subs and Internal Audit Fee	468.73	LGA(1972)s143
E.ON Sustainable Energy	22567	Quarterly Maintenance Charge	437.08	PC Act 1957 s3; HA 1980 s301
Lamley Brothers	22568	Mowing March and April	952.80	Highways Act 1980 s96
Jonathan Camp	22569	Landscaping/Tree Planting	96.00	Opens Spaces Act 1906
Viking Payments	22570	Stationery/Printer cartridges	115.14	LGA(1972) s111
NALC	22571	Subscription to LCR	17.00	LGA(1972) s142
E.ON UK plc	22572	Barby Street Lighting	220.43	PC Act 1957 s3; HA 1980 s301
E.ON UK plc	22573	Onley Street Lighting	49.49	PC Act 1957 s3; HA 1980 s301
BT Payment Services	22574	Phone Bill	84.49	LGA(1972) s111
Catherine Camp	22575	Clerks Expenses Mar/Apr	78.65	LGA(1972) s111
Catherine Camp	22576	Batteries for VAS	62.45	HA 1980 s301
Zak Davies	22578	Litter Picking	20.00	Open Spaces Act 1906
Lamley Brothers	91	Mowing	1440.00	Open Spaces Act 1906
S Hartwell	92	Repairs to Goal Posts	420.00	Open Spaces Act 1906
Barby History Society	22579	Grant towards WW1 Events	TBA	
Barby Cricket Club	22580	Mowing Contribution	2500.00	Open Spaces Act 1906
Northants ACRE	22581	Subscription	35.00	LGA(1972) s142
15.7	Councillor Pandhal agreed to review Risk Assessments with the Clerk.			
15.8	Councillors Sabine and Cotton agreed review Policy documents with the Clerk.			
15.9	Pensions - The council must formulate, publish and keep under review a 'Statement of Policy' on pension discretions. To be sent to NCC by 30 June. The Clerk explained that in the future all employees must be given the option of a qualifying pension scheme (either LGPS or NEST) Councillor Camp said that the Parish Council need to be careful to write a policy that does not limit applicants to future positions within the Council.			
15.11	Request from Barby History Society for a grant towards WW1 events. The Council were happy to support a grant in principle but asked the Clerk to obtain details of spend.			
15.12	It was resolved that a Agreement needs to be drawn up and signed by the Cricket Club to ensure Mowing from a Parish Grant is carried out during the whole season.			
15.13	Sports Field Toilets –Quotes were considered for repairs of theft/vandalism. It was resolved to* employ Dunchurch Services to carry out the repair works at a cost of £680.			
16	PLANNING	<i>New Planning Applications</i>		
16.1.1	DA/2014/0316 Construction of General Purpose Agricultural Building Windyridge Farm. The Council had no objections to this application.			
16.1.2	DA/2014/0336 DIRFT Expansion site. Changes to fenestration, layout, colourings etc. This application refers to the height, colour and windows of the Sainsbury building which are already in place. No comment.			
16.2	<i>Outstanding Applications.</i>			
16.2.1	DA/2014/0225 Outline application for residential development comprising 5 units, estate road. Land Off Kilsby Road, Barby.			Awaited
16.2.2	DA/2014/0201 Construction of dormer to front elevation 41, Daventry Road,			Refused
16.2.3	Appeal 2200749 Land adjacent to Canal and SE of Tower Farm Saddlers			Awaited
16.3	<i>Other Planning Matters</i>			
16.3.1	A Neighbourhood Planning Update was given by Councillor Blezard. A questionnaire is currently being put together that will be sent to every person and group in the parish in September. Evidence is being collated and funding sought. An update to be given to the Annual Parish Mtg.			
16.3.2	To note that the Parish Clerk has been copied in on emails re a Neighbour dispute. Details were not discussed. This may result in a retrospective planning application in due course.			
16.3.3	NALC/CPRE Guidance on Windfarms and Solar Farms to be emailed to all Councillors.			

Page 2014/15/04		ACTION
17	ONLEY	
17.1	Cllr Cotton reported that Ryehill will keep its Category B status but will house sex-offenders. The Governor has explained to the OPRA committee that this should be safer for residents of the estate as sex-offenders are escorted off site on release.	
17.2	It was reported that the manhole cover has still not been replaced. Clerk to chase up the prison.	
18	HIGHWAYS	
18.1	A361 Red Route Meeting Tues 13 May 10am Kilsby Village Hall. CEEL/SP to attend.	
18.2	Junction 18 Liaison Forum meeting - 11 June. It was resolved to request that the level of HGVs on Longdown Lane using it as a cut through between A361 and A45 should be put on the agenda.	
18.3	It was resolved to replace the "Private Road" sign for Church Walk. To allow youngsters to be moved on.	
18.4	Parish & Town Councils Meeting DDC 19 June 14, 6.30pm Cllrs Sabine and C Lomax to attend.	
18.5	Notification of A361 road closure – This has been delayed to 2 -5 June 14.	
18.6	Speedwatch –130 signatures are still required by the end of next week. Only 2 volunteers have signed up. Cllr Sabine agreed to collect the necessary volunteers and signatures.	
19	YOUTH MATTERS	
19.1	Safety Reports on all play areas were received. Cllr Finch requested some more inspection forms.	
19.2	Youth Club is well attended. It is now affiliated to NAYC and will seek a start-up grant.	
19.3	It was reported that the fence around the play area requires repair. Quotes to be sought.	Clerk
20	CORRESPONDENCE	Any other correspondence to be made aware of.
20.1	Details of Daventry Cyclefest Sat 7 th June at Daventry Country Park	
20.2	Continued concern over the level of mud on the footpath at end of Elkington Lane.	
20.3	DDC Draft Corporate Equality Scheme http://www.daventrydc.gov.uk/consultation	
20.4	Daventry Old Fashioned Fete 9 August 2 – 5 pm Poster received wanting crafters.	
20.5	Company making WW1 commemorative bookmarks – Do we wish to purchase some?	
20.6	Notification of 0520 No 10 Bus from Daventry for start of 6am DIRFT shifts.	
20.7	Details of Women's Tour cycling, Oundle 7 th and 8 th May 2014.	
20.8	Details of Daventry Arts Festival starting 7 th July 14	
20.9	Village Viewpoint Magazine – forwarded to Councillors by email.	
20.10	Invitation to St Marys Church Sun 1 June. Councillor D Blezard agreed to attend on behalf of the Council.	
21	BARBY HILL ARCHAEOLOGICAL PROJECT	
21.1	An update was heard from Councillor C Lomax. She will give a short report at the Annual Parish Meeting.	
22	TRAINING	
22.1	Licensing training session 4:45pm Wed 11 June 2014 at DDC.	CEEL
22.2	Wed 14 May - 4.45pm Development Control Manager Keith Thursfield will present a 45-minute training session entitled The latest planning changes.	CEEL to attend.
22.3	Problem Solving & Decision Making – Turning Ideas into Reality WED 21 May 10-12	
22.4	New Councillor Training on Wed 25 th June 6.30-9pm at Litchborough	
23	ITEMS FOR NEXT AGENDA	

In the absence of further business the meeting closed at 21.15

Next Meeting MONDAY 2nd JUNE 2014 in Barby Village Hall at 7.30pm.

Annual Parish Meeting to be held on WED 21st MAY in Barby Village Hall at 7.30pm.