

# BARBY & ONLEY PARISH COUNCIL

## MINUTES OF

### Meeting of the Parish Council

**Held on.....MONDAY 14<sup>TH</sup> OCTOBER 2024 at 7.30pm**

Held in Barby Village Hall, Kilsby Road, Barby CV23 8TT  
 Clerk's Address: 77 High Street, Naseby, Northamptonshire NN6 6DD  
 Telephone: 07864579068  
 E-Mail: [clerk@barbyandonleyparishcouncil.co.uk](mailto:clerk@barbyandonleyparishcouncil.co.uk)

**PRESENT:** Councillors, F Gorman (Chair), A Cooper, D Cotton, N Gove, G James, J Pollard, B O'Reilly, P Wagg and S Withington.

**IN ATTENDANCE:** Katrina Jones (Clerk) and seven members of the public.

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<b>1</b>	<b>APOLOGIES: To receive and approve apologies for absence.</b>
1.1	Apologies were received from West Northants Council Ward Councillors Rosie Humphreys and Alan Chantler.
<b>2</b>	<b>PUBLIC PARTICIPATION AND REPORTS</b>
2.1	<b>To hear any issues which members of the public wish to bring to the Council's attention:</b> <ul style="list-style-type: none"> <li>i. Two members of the gardening club spoke about the wildflower areas and plans for other areas of planting in the Parish. The gardening club was thanked by the Chair on behalf of the Parish Council. It was agreed that Norse should be asked to cut the area by the flagpole.</li> <li>ii. The editor of the newsletter advised that the deadline for the next newsletter was 20<sup>th</sup> October.</li> </ul>
2.2	<b>To receive reports either written or verbal from West Northamptonshire Councillors:</b> Cllr Rosie Humphreys had provided a written report which had been circulated.
<b>3</b>	<b>DECLARATIONS of INTERESTS</b>
	Councillors should disclose any interests in business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business.
3.1	<b>To note any Declarations of any Disclosable Pecuniary or Other Interests:</b> None.
<b>4</b>	<b>MINUTES to approve and sign the Minutes of 9<sup>th</sup> September 24 (A) and 25<sup>th</sup> September 24 (B)</b>
	It was <b>RESOLVED</b> to approve the Minutes of 9 <sup>th</sup> September 2024 as a true and accurate record which were duly signed by the Chair. It was <b>RESOLVED</b> to approve the Minutes of 25 <sup>th</sup> September 2024 as a true and accurate record which were duly signed by the Chair.
<b>5</b>	<b>MATTERS ARISING from Minutes (For information only)</b>
5.1	To <b>note</b> any matters which the Parish Council need to be made aware of, not otherwise on Agenda (no decisions can be made): <ul style="list-style-type: none"> <li>i. Cllr Gorman advised that the Housing Association had advised that applicants from outside of Barby (within the Daventry area) were eligible for their housing in Barby.</li> </ul>
<b>6</b>	<b>CO-OPTION</b>
6.1	To resolve to fill Parish Council vacancies by co-option (two vacancies): <ul style="list-style-type: none"> <li>i. It was unanimously <b>RESOLVED</b> to co-opt Thomas Hallam onto the Parish Council.</li> <li>ii. It was unanimously <b>RESOLVED</b> to co-opt Kirsty Toomey onto the Parish Council.</li> </ul>

<b>7</b>	<b><u>PLANNING:</u></b>
<b>7.1</b>	<b><u>New Applications/ Applications to be discussed</u></b>
7.1.1	Proposed removal of vehicular rights and vehicular, cycle and equestrian rights from unclassified road leading to Barby Wood Farm, Barby, Northamptonshire: The latest correspondence from West Northamptonshire Council was noted. It was also noted that concerns had been raised by a cycling group regarding the possible removal of the rights of way which would affect cyclists. It was <b>RESOLVED</b> that the Parish Council still wanted the bridleway to be maintained and were aware that it would create a cul-de- sac.
<b>7.2</b>	<b><u>Planning Applications to be noted on which the Parish Council is not a consultee</u></b>
7.2.1	<b><u>2024/4634/COND</u></b> : Discharge of Condition 14 [Traffic Calming Scheme] on Planning Permission DA/2020/0800 [Construction of new 3 storey house block; construction of a new education building, a new multi faith building, and a new barrier building, construction of a MUGA pitch; minor alterations and extensions to existing buildings; construction of new perimeter wall enclosure and internal security fencing; additional external lighting; extension to existing car parking]. Hm Prison Rye Hill Onley Park Barby CV23 8SZ.  The above application was noted.
<b>7.3</b>	<b><u>Planning Applications awaiting decision by West Northamptonshire Council -Daventry or Planning Inspectorate</u></b>
7.3.1	<b><u>2024/3116/FULL</u></b> : Full refurbishment and the conversion and subsequent incorporation of the connecting brick and stone outbuildings to form a single dwelling and the proposed partial demolition of the modern outbuildings. Barby Wood Farm House Onley Lane Barby CV23 8UT.
7.3.2	<b><u>2024/3179/COND</u></b> : Discharge of Condition 6 (Rodent Infestation Details) and Condition 17(CEMP:Biodiversity) of Planning Permission WND/2022/0243. (Construction of a solar farm to generate up to 13MW of energy, comprising of ground mounted solar panels, internal access tracks, and other associated infrastructure including DNO sub-station, control house, transformers, fencing, CCTV and landscaping works at Land off Rugby Road, Kilsby, Northamptonshire). Rainsbrook Land off Rugby Road Hillmorton CV21 4PN.
7.3.3	<b><u>2023/5783/MAF</u></b> : Proposed demolition of existing agricultural building, creation of additional earth bunds and associated green infrastructure, widening of existing vehicular access and provision of temporary vehicular access during construction period off Barby Lane: Cadman Sporting Barby Lane Barby West Northamptonshire CV23 8UX.
7.3.4	<b><u>WND/2021/0767</u></b> Barby Sporting Club, Barby Lane, Barby: Proposed extensions to and remodelling of the existing clubhouse; additional car parking to the north of the clubhouse; demolition of existing agricultural building and construction of additional earth bunds to the east of the existing bunds with associated landscaping and other ancillary works including shooting shelters and 4.5m high towers. Shooting operations Monday, 0900-1800hrs, Tues, Thurs and Sat 0900 – 1800 hrs; Wednesday and Friday 0900-2100hrs; and no Suns.
7.3.5	<b><u>WND/2021/0777</u></b> Land Off Barby Road, Kilsby: Outline application for construction of up to 44 dwellings with associated landscaping, open space, drainage infrastructure and associated works.
7.3.6	<b><u>2024/0221/LBC</u></b> : The full refurbishment of Barby Wood Farmhouse and the conversion and subsequent incorporation of the connecting brick and stone outbuildings to form a single dwelling and the proposed partial demolition of the modern outbuildings: Barby Wood Farm, Onley Lane, Barby, CV23 8UT
7.3.7	<b><u>2024/4063/FULL</u></b> Creation of an access. Land NW Longdown Lane Barby Rugby CV23 8TG.
7.3.8	<b><u>2024/3942/LDP</u></b> Lawful development certificate (proposed) for the creation of an agricultural way. Land to the northwest of Longdown Lane, Barby CV23 8TG

7.3.9	<a href="#">2024/3992/NMA</a> Non-material amendment to DA/2013/0071 (Raising of roof to create additional rooms in roof extension to south (rear) elevation and balcony to east (side) elevation) Amendment to the finishes of the facade. Hillfields Welton Road Barby CV23 8TG
7.3.10	<a href="#">2024/3769/COND</a> Discharge of Condition 13 [Archaeology] of Planning Permission WND/2022/0243 [Construction of a solar farm to generate up to 13MW of energy, comprising of ground mounted solar panels, internal access tracks, and other associated infrastructure including DNO sub-station, control house, transformers, fencing, CCTV and landscaping works]. Land off Rugby Road Kilsby CV21 4PN
	The above applications were noted.
<b>7.4</b>	<b><u>Planning Decisions made by West Northamptonshire Council -Daventry or Planning Inspectorate</u></b>
7.4.1	<a href="#">2024/0993/FULL</a> : Proposal: Demolition of existing dwellinghouse and ancillary buildings. Construction of 2 x 4-bed dwellinghouses, 1 x 4-bed bungalow, 1 x 3-bed bungalow and vehicular access improvements. Location: Toft Hill 19 Rugby Road Barby CV23 8UB – APPROVED.
7.4.2	<a href="#">2024/3366/S73</a> : Removal of Condition 4 (private usage) of 2023/5856/FULL (Change of use of land to equestrian purposes including the erection of three stables, tack room, associated hardstanding and all-weather ménage.) to enable the use of the three stables for retirement livery provision. Land off Barby Lane Barby Daventry CV23 6YG - APPROVED
7.4.3	<a href="#">2024/3788/FULL</a> : Proposed side and rear extension to dwelling. Northfield House 2 Kilsby Road Barby CV23 8TT - APPROVED
	The above decisions were noted.

**8 ACCOUNTS**

8.1	i. Monies received from 01.09.24 to 30.09.24: <b>£33,776.43</b> : Noted. a) £17.50 - newsletter advertising; b) £33,016.00 - precept; c) £742.93 - interest ii. Transfers: <b>£4,786.41</b> from Unity Current Account to Unity Instant Savings Account (12.09.24): Noted.
8.2	i. To note Financial position as at 30.09.24: <b>£220,407.21</b> : Noted. ii. To approve Bank Reconciliation to 30 September 2024 (C) : It was <b>RESOLVED</b> to approve the bank reconciliation up to 30 September 2024. iii. To note Onley Open Space fund balance as at 30.09.24: <b>£78,276.57</b> : Noted. iv. To note Onley Open Space Bank Reconciliation (D): Noted.
8.3	To note budget monitoring reports (Ea & Eb): Noted.
8.4	<b>To approve the payments as listed:</b> It was <b>RESOLVED</b> to approve all of the below payments:

To Whom Paid	Details of Payment	NET COST	VAT	TOTAL
DCK Payroll Solutions	Payroll services - October	15.00	3.00	18.00
Katrina Jones	Clerks Salary (September - October)	1149.82	0.00	1149.82
HMRC	Tax and National Insurance	435.81	0.00	435.81
NEST Pension	Pension contribution (employee and employer)	152.96	0.00	152.96
Yu Energy	Electricity for street lights	10.14	0.51	10.65
Yu Energy	Electricity for street lights	49.45	2.47	51.92
Yu Energy	Electricity for street lights	105.34	5.27	110.61
Yu Energy	Electricity for street lights	12.53	0.63	13.16
Norse	Barby Village Mowing – 1 cut, September	282.69	56.54	339.23

Lamley Bros	Onley Mowing, 2 cuts September–Inv. 12010	640.00	128.00	768.00
S Hartwell	Barby Play Area Mowing – w/c 22 <sup>nd</sup> September	50.00	10.00	60.00
Richard Buxton Solicitors	Legal fees – costs on account	5,100.00	0.00	5,100.00
M McCormick	Newsletter Delivery – September	34.00	0.00	34.00
T Jones	Newsletter Delivery - September	10.00	0.00	10.00
M McCormick	Newsletter Delivery – October	34.00	0.00	34.00
T Jones	Newsletter Delivery - October	10.00	0.00	10.00
Unity Trust	Service Charge	18.00	0.00	18.00
PKF Littlejohn	External Audit fee	420.00	84.00	504.00
EON	Street light repair	23.47	4.69	28.16
EON	Street light repair	42.37	8.47	50.84
Fosse Data Systems	Newsletter printing	150.00	0.00	150.00
Zarr Ltd	Email Security Licence for bopc.org.uk- per mailbox covering 1 month period up to November 2024	17.60	3.52	21.12
S Hartwell	Barby Play Area Mowing – final cut	50.00	10.00	60.00
K Corry	Litter picking – September	60.00	0.00	60.00
M O'Reilly	Gardening club reimbursement	156.46	0.00	156.46
M O'Reilly	Barby Village Hall Raffle Prize	88.75	0.00	88.75
HP	Printer	63.33	12.67	76.00

**9 EXTERNAL AUDIT REPORT**

9.1 **To note external audit report (F) and conclusion of audit 2023/24:** It was noted that no matters had been raised by the external auditors and the audit process was now concluded.

**10 REVISION OF NEIGHBOURHOOD DEVELOPMENT PLAN**

10.1 **To receive update and agree any actions:** Cllr Gorman advised that the Neighbourhood Development Plan Review had been submitted to West Northamptonshire Council on 11<sup>th</sup> September and the Regulation 16 consultation stage started on 7<sup>th</sup> October for a period of 7 weeks. Cllr Gorman advised that WNC had extended it beyond the usual 6 weeks due to the half term holiday for schools.

**11 VICE CHAIRMAN**

11.1 **To elect Vice Chair:** It was unanimously **RESOLVED** to elect Cllr Sarah Withington as Vice Chair.

**12 COUNCILLOR ROLES**

12.1 **To consider councillor roles and assign responsibilities including society representatives:** It was **RESOLVED** to assign the roles as follows:  
 Cllr Gove - Village Hall Representative, Internal Control and Speedwatch  
 Cllr Wagg – Flags and Cricket Club liaison  
 Cllr James- Barby Townslands Educational Charity liaison, school liaison, email provider liaison and flooding  
 Cllr Pollard – Communications (website and Facebook)  
 Cllr Withington – Onley Village Hall  
 Cllr O'Reilly – Litter and Barby Play Area  
 Cllr Cooper – Onley Play Area and Onley Mowing  
 Cllr Gorman – Barby Noticeboard and Barby Mowing  
 Cllr Cotton – Onley Noticeboard and Onley Street lighting

	Budget committee – Cllr Gorman, Cllr Gove, Cllr Cotton, Cllr Cooper and Cllr O’Reilly Neighbourhood Development Plan Review committee – Cllr Gorman, Cllr Withington and Cllr Cotton
12.3	<b>To agree appointing gardening club to look after wildflower area:</b> It was <b>RESOLVED</b> to appoint Barby gardening club to look after the wildflower area in Barby
<b>13</b>	<b>ONLEY</b>
13.1	<b>To clarify use of Open Space Fund:</b> Cllr Cotton agreed to circulate a document with details of what the Open Space Fund was intended to be spent on.
13.2	<b>To consider quote to remove dead tree:</b> It was <b>RESOLVED</b> to agree the quote from TimberTech of £360 including VAT.
13.3	<b>To receive update on any additional issues regarding Onley to be noted:</b> Cllr Withington advised that she would provide the Clerk with details of the litter bins to be purchased for Onley. It was noted that the point of contact for HMP Onley was no longer with the prison and it was agreed that the Clerk would write a letter to them about having a point of contact.
<b>14</b>	<b>LITTER PICKING</b>
14.1	<b>To receive litter report:</b> The report received from the litter picker for September was noted.
<b>15</b>	<b>CORRESPONDENCE</b>
15.1	<b>To consider complaint from resident that West Northants Council have taken no action regarding a pothole on Barby Lane and request that the Parish Council follow this up:</b> It was agreed that the Clerk would write to the resident to update them that WNC plan to permanently repair this following a temporary repair.
15.2	<b>To note review of the Grand Union/Oxford Canal Conservation Area between Braunston and Stowehill, including the Leicester and Northampton Arms and agree any actions/response:</b> It was noted that an online presentation would be given by WNC on 21 <sup>st</sup> November from 6.30 – 7.30pm. It was agreed that posters to advertise this will go on the noticeboards in Onley and Barby. It was noted that there was also a consultation on the Grand Union Canal transfer. Cllr James agreed to find out further information and report back to the Parish Council.
15.3	<b>To consider request for poppies to be placed on lampposts:</b> It was <b>RESOLVED</b> to agree that poppies could be placed on lampposts.
15.4	<b>To consider correspondence regarding ‘The Derry’ overgrowth:</b> It was agreed that Cllr Gorman would obtain quotes for work to ‘The Derry’.
15.5	<b>To consider request from resident to remove shrub in verge opposite Barby Village Stores to improve visibility:</b> Cllr Gorman agreed to report this on Fix My Street.
15.6	<b>To consider correspondence regarding dead tree on Kilsby Road:</b> Cllr Wagg agreed to take a photo and report this on Fix My Street. It was agreed that the Clerk would update the resident.
15.7	<b>To consider request to meet with a developer:</b> It was agreed that the Parish Council would not meet privately with the developer but would invite them to a Parish Council meeting.
<b>16</b>	<b>FLOODING</b>
16.1	<b>To receive update and agree any actions:</b> Cllr James provided an update and advised that the ditches by the tennis court would be dug out and new ditches built.
16.2	<b>To consider paying for an exploratory inspection on Church Walk:</b> Cllr James advised that he had drafted a letter to residents of Church Walk. He advised that the cost of exploratory work would be £500. It was <b>RESOLVED</b> that Cllr James would write to residents and to agree the initial work be carried out.
<b>17</b>	<b>BUDGET SETTING FOR 2025/26</b>
17.1	<b>To agree date for budget meeting:</b> It was agreed that the budget working group would meet online on 4 <sup>th</sup> November at 7pm.
17.2	<b>To agree to ask Parishioners for project suggestions and agree plan for budget:</b> It was agreed that residents of Barby and Onley would be asked what projects they would like via the newsletter.



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<b>18</b>	<b>TRAFFIC CALMING</b>
18.1	<b>To receive update and agree any actions:</b> Cllr Gorman advised that she had told WNC that the Parish Council had agreed to contribute fifty percent of the cost.
<b>19</b>	<b>EMAIL PROVIDER AND GOV.UK ADDRESSES</b>
19.1	<b>To consider email provider for Parish Council email addresses and consider adopting gov.uk website and email addresses:</b> It was <b>RESOLVED</b> to defer this item to obtain further costs.
<b>20</b>	<b>INFORMATION BOARDS</b>
20.1	<b>To consider whether the Parish Council agree to Barby Local History Group installing an Information Board regarding the history of houses around the Green and agree any actions:</b> It was noted that this no longer needed to be considered.
<b>21</b>	<b>MOWING AGREEMENT</b>
21.1	<b>To agree mowing agreement with West Northamptonshire Council:</b> It was <b>RESOLVED</b> to agree the mowing agreement and that the Clerk would sign and return the document to WNC.
<b>22</b>	<b>BARBY CRICKET CLUB</b>
22.1	<b>To receive update regarding communication with Barby Cricket Club and Barby Townlands Charity and agree any actions:</b> It was noted that there was no update but there would be a meeting with the cricket club on 25 <sup>th</sup> October.
<b>23</b>	<b>TRAINING</b>
23.1	<b>To agree any training courses:</b> It was <b>RESOLVED</b> that the Clerk would book places for the new councillors on the Northants CALC 'Off to a Flying Start' course.
<b>24</b>	<b>BARBY VILLAGE HALL BROADBAND</b>
24.1	<b>To consider Parish Council responsibility for Barby Village Hall's broadband account and agree any actions:</b> The Clerk reported that a discrepancy with recent invoices had been resolved. It was noted that the village hall would continue to receive free broadband and the Clerk would take over being the point of contact for the account.
<b>25</b>	<b>COUNCIL PROFILE</b>
25.1	<b>To consider how to improve Parish Council's profile and integrate more into the community:</b> It was agreed to enter a Parish Council quiz team for the Barby Village Hall quiz on 10 <sup>th</sup> November.
<b>26</b>	<b>ITEMS FOR NEXT AGENDA</b>
26.1	No additional items were raised.
<b>27</b>	<b>TO CLOSE MEETING TO PRESS AND PUBLIC TO DISCUSS CONFIDENTIAL LEGAL AND STAFF MATTERS</b>
	It was <b>RESOLVED</b> to close the meeting to the press and public.
27.1	<b>To receive update and agree any actions regarding judicial review proceedings:</b> It was <b>RESOLVED</b> not to continue judicial review proceedings and agreed to use other means such as to publicise the matter. It was unanimously <b>RESOLVED</b> to continue the meeting beyond 2.5 hours in accordance with the standing orders.
27.2	<b>To receive report on staff appraisal:</b> The personnel working group reported on the Clerk's appraisal. It was unanimously <b>RESOLVED</b> to move the Clerk up one pay point on the pay scale to SCP 28.
27.3	<b>To consider requested change to Clerk's employment contract:</b> The Council unanimously <b>RESOLVED</b> to agree to the Clerk's requested change to her employment contract.

Meeting closed at 10.14pm.

Next meeting of Barby & Onley Parish Council will be held in Onley Village Hall on MONDAY 11<sup>TH</sup> NOVEMBER 2024 at 7.30pm.

Signed ..... Date: .....

NB Minutes cannot be construed as the official record until approved and signed at the next meeting.