

DRAFT

**MINUTES OF THE MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 8th APRIL 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mrs Karen Alexander (KA) (Vice-Chairman),
Mr John Collins (JC), Mr Richard Piner (RP), Mr Martin Walton (MW),
Mr Andrew Witcomb (AW).

Others: Mrs Sharon Foster (Clerk), 1 x Members of the public.

001/04/13 To receive and approve apologies for absence

Apologies: Mr Peter Cooper (PC) - away

Absent without apology: Mr G Bell (GB)
Mr Chris Peel (CP)

002/04/13a To receive declarations of interest in items on the agenda

JC declared personal interests in item 012/04/13 as he rents an allotment plot.

002/04/13b To consider any dispensation requests

None.

003/04/13 Approval of the Minutes of the Ordinary Meeting held on 11th March 2013

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.

Proposed by KA, seconded by MW. All in favour. The minutes were signed by MR.

004/04/13 Public Participation (1)

Nothing to report.

005/04/13 Matters arising from the minutes (for information only)

Nothing to report.

006/04/13 Finance

a. Income received
£91.85 VAT repayment

b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100127	S Foster	Salary	£264.93	£0.00	£264.93	LGA 1972 s112
100128	S Foster	Expenses	£46.50	£0.00	£46.50	LGA 1972 s112
100129	R Carvell	Mower service	£132.39	£0.00	£132.39	LGA 1972 s112
100130	EON	Electricity	£117.44	£23.49	£140.93	PCA 1957
100131	Phone Co-op	Phone bill	£2.89	£0.58	£3.47	LGA 1972 s112
-	DDC	Rates bill for cemetery	£0.00	£0.00	£0.00	-

RESOLUTION – All cheques approved for payment. Proposed by AW, seconded by RP. All in favour.

c. Bank balances
As at 27th March 2013
HSBC current a/c £10,295.30
Nat West current a/c £ 74.23
Nat West deposit a/c £ 7,500.00
Total £17,869.53

It was noted that the NatWest accounts should be closed at the earliest opportunity. This may involve referring back to Nat West account signatories.

DRAFT**007/04/13 Planning**

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0157	Variation of Condition 2 of planning permission DA/2011/0712 (Conversion of barn to form residential accommodation including construction of first floor) provision of entrance door instead of window to west elevation	The Old Barn, The Green, Badby, Northampton	Objection
DA/2013/0165	Remove a tree from within a Conservation Area	Capell Rise, Main Street, Badby NN11 3AN	No objection

b. Decisions received

Application No	Description of Development	Location of Development	Decision
DA/2013/0105	Remove trees within a Conservation Area	Badby Village Hall, The Green, Badby NN11 3AF	Verbal notification - granted with revisions

Discussion took place and it was agreed that the Clerk would request clarification from the insurance company as to how much hedge needs to be removed, that the works will be undertaken at the cost of the insurance company and that the Japanese knotweed will be removed safely as part of the removal of the sycamore. A site visit would also be requested.

c. Appeal to Planning Application to DA/2012/0225

It was noted that the planning appeal hearing will take place at DDC Council offices on 8th May.

008/04/13 Reports from Councillors

a. Greens

Damage caused by traffic at the bottom of Bunkers Hill would be mentioned to NCC during their meeting on Wednesday 10th April.

The Clerk has been unable to make contact with the correct person at Challis. AW and the Clerk will continue.

PC will be arranging a working party to carry out works on various greens around the village. The Clerk will pass the new signs to PC on his return.

With regards to registration of the village greens, the Clerk was asked to contact Gary Bell to see whether he has any further information and also to get an opinion from Rollasons on the matter in time for the May meeting.

b. Trees

An inspection of T4 and T5 was requested to be made by Bruce Hatton by the end of June. MR reported that James Burton has completed works around the village and an invoice will be received which will also include additional costs covering further works requested after his quote was submitted and accepted.

AW, RP and MR will arrange moving iron tree guards from The Green to around the Royal Oak on Pinfold Green and inspect the other young trees planted on the village greens.

It was noted that the lintel on the top step by the Church Green steps to the church has been dislodged again. MR and MW will repair.

It was also noted that a self-planted ash tree by the light stantion on Vicarage Hill may cause damage to the wall and should be removed.

c. Playing Field

Some discussion took place with regards to re-igniting works to the BMX track.

d. Rights of Way

AW will report at the May meeting following a complete walk of all the rights of way.

DRAFT

- e. Cemetery
Work has not yet commenced on the new fence.
RP noted that he has been in contact with DDC with regards to headstones.
- f. Roads and safety
JC and MR will be meeting NCC representatives on Wednesday 10th April. It was noted that there have been no responses from either I Smith of NCC or the Community Enhancement Gang application.
- g. Street-Lighting
Nothing to report.
- h. Village Hall
Bluebell Teas will be served on 6th and 7th May.
A Jazz Night will be held on 8th June.
- i. Newsletter
Nothing to report.
- j. Training
Nothing to report.

009/04/13 Consideration of Badby Plan

A meeting had been held with DDC and a member of the committee drawing up a plan in Wardington. It would now be a case of communicating with all interested groups and bodies and getting them together to develop the matter.

010/04/13 Consideration of objection to village green registration

Covered above.

011/04/13 Consideration of invitation to attend East Midlands Ambulance Service evaluation

Remove from the agenda.

012/04/13 Clarification of charges made to the Allotment Association and discussion regarding one $\frac{3}{4}$ plot

It was noted that a query had been received from the Allotment Association with regards to a $\frac{3}{4}$ plot and whether a reduction in rent could be applied. Discussion took place and it was agreed that a reduction of £1.25 per year be applied to the $\frac{3}{4}$ plot. The cost of a full plot remains at £5 per year.

013/04/13 Consideration of Cemetery fees

The Clerk provided figures obtained from DDC and Newnham regarding cemetery fees. Discussion took place and it was agreed that all fees be increased by 15% to the nearest £5, effective from 1st June 2013.

A review of all costings, including allotment fees, should take place at the budget review each year.

014/04/13 Confirmation of dates for 2013 motocross meetings at Arbury Hill

The dates had been received from Denis Wilson and circulated to all. The first meeting, due to have taken place on 17th March, did not take place due to inclement weather conditions. Meetings are due to take place on 14th April, 9th June and 15th September.

015/04/13 Correspondence

- The Clerk – March 2013
- Came & Co – Insurance Matters – Spring 2013
- BDO Audit Briefing
- LCR – Spring 2013
- PlantScape catalogue

016/04/13 Public Participation (2)

Nothing to report.

DRAFT**017/04/13 New matters requested for next month's agenda**

None at this time.

The Clerk was asked to put a piece in the newsletter clarifying what seems to be an increase in the Parish Council portion of Council tax. It was noted that the Parish Council has not increased the precept demand but the increase was due to the fact that changes in the benefit system meant that less residents are contributing than last year.

018/04/13 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 13th May. This will be the Annual meeting and will immediately follow the Annual Parish Meeting which is due to start at 7.00pm.

The Chairman closed the meeting at 9.00pm.

DRAFT

**MINUTES OF THE ANNUAL MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 13th MAY 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mrs Karen Alexander (KA) (Vice-Chairman),
Mr John Collins (JC), Mr Peter Cooper (PC), Mr Richard Piner (RP),
Mr Martin Walton (MW), Mr Andrew Witcomb (AW).
Others: Mrs Sharon Foster (Clerk), 5 x Members of the public.

001/05/13 Election of Chairman and signature of Acceptance of Office

RESOLUTION to appoint Mike Richards as Chairman. Proposed by KA, seconded by PC. All in favour. Carried.

MR signed the Acceptance of Office form, witnessed by the Clerk.

002/05/13 Election of Vice-Chairman

RESOLUTION to appoint Peter Cooper as Vice-Chairman. Proposed by KA, seconded by JC. All in favour. Carried.

003/05/13 To receive and approve apologies for absence

Apologies: None
Absent without apology: Mr G Bell (GB)

The Clerk reported that Chris Peel had resigned his seat. The process of filling the vacancy would begin.

004/05/13a To receive declarations of interest in items on the agenda

JC declared interests in item 017/05/13h as he is the secretary to the Village Hall Management Committee and also in item 016/05/13 as a neighbour to Rose House (DA/2013/0226).
KA declared interests in item 017/05/13h as a member of the Village Hall Management Committee.

004/05/13b To consider any dispensation requests

None.

005/05/13 Review of Register of Members' Interests

Councillors present reviewed the register. No changes were made. It was noted that any changes during the year should be notified to the Clerk and DDC immediately.

006/05/13 Appointment of Councillors' Areas of Special Interest

The following was agreed:

MR	Chairman, Trees, Street lighting
KA	Village hall
GB	Trees
JC	Roads & safety, Village hall
PC	Vice chairman, Greens, NCC representative
RP	Cemetery
AW	Rights of way, Playing field
MW	Roads & safety.

007/05/13 Review of Standing Orders and Financial Regulations

No changes were made to either document.

008/05/13 Appointment of Responsible Finance Officer

RESOLUTION to appoint Sharon Foster as Responsible Finance Officer. Proposed by MW, seconded by KA. All in favour. Carried.

DRAFT**009/05/13 Review of Risk Assessment**

The document will be circulated and reviewed at June's meeting.

010/05/13 Review of Asset Register

The document will be circulated and reviewed at June's meeting.

011/05/13 Arrange Clerk's annual appraisal

The Clerk will arrange the appraisal with MR and PC.

012/05/13 Approval of the Minutes of the ordinary Meeting held on 8th April 2013

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.

Proposed by KA, seconded by JC. All in favour. The minutes were signed by MR.

013/05/13 Public Participation (1)

- a. A member of the public enquired re works being possible on various trees in the churchyard whilst they are still manageable. It was agreed that they be added to the list of works to be done in 2013.
- b. A member of the Village Hall Management Committee noted that a letter had been received from the insurance assessors regarding works to trees and removal of the hedge. This would be dealt with later in the meeting.
- c. A member of the Village Hall Management Committee noted that there is no charge for collection of the Village Hall waste bin, whilst a charge of £88 per quarter is made on the Parish Council for the playing field bin. The Clerk would make enquiries.

014/05/13 Matters arising from the minutes (for information only)

The Clerk reported that no response had been received from Oriol. The Clerk was asked to chase.

015/05/13 Finance

- a. Income received
£56.87 Half yearly rental from Badby Allotment Society

- b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100132	S Foster	Salary	£264.93	£0.00	£264.93	LGA 1972 s112
100133	S Foster	Expenses	£74.63	£0.00	£74.63	LGA 1972 s112
100134	T Gibbons	Gravedigging fee	£50.00	£0.00	£50.00	LGA 1972 s112
100135	N Snell	Refund of burial fee	£10.00	£0.00	£10.00	LGA 1972 s112
100136	EON	Electricity	£130.02	£26.00	£156.02	PCA 1957
100137	Northants CALC	Subscription/Audit	£309.37	£0.00	£309.37	LGA 1972 s112
100138	Amber Ltd	Signs	£160.00	£32.00	£192.00	LGA1972 s214
100139	LCR	Subscription	£16.00	£0.00	£16.00	LGA 1972 s112
100140	Phone Co-op	Telephone bill	£2.79	£0.56	£3.35	LGA 1972 s112
100141	Enterprise	Playing field bin emptying	£73.84	£14.77	£88.61	Litter Act 1983 s5&6

RESOLUTION – All cheques approved for payment. Proposed by RP, seconded by MW. All in favour.

- c. Consideration of CPRE membership
RESOLUTION – To approve £29 payment for membership of CPRE. Proposed by KA, seconded by PC. All in favour.
- d. Presentation of end of financial year 2013 budget figures
The matter was deferred to the June meeting.

DRAFT

e.	Bank balances	
	As at 22 nd April 2013	
	HSBC current a/c	£ 9,557.29
	Nat West current a/c	£ 74.23
	Nat West deposit a/c	£ <u>7,500.00</u>
	Total	£17,131.52

The Clerk reported that the transfer from Nat West accounts has been made.

- f. Completion of Sections 1 and 2 of the Annual Return for financial year 2012/2013
The matter was deferred to the June meeting.
- g. Consideration of future insurance cover requirements
The Clerk reported that a quote of approx. £750 had been received earlier in the day through the current insurance provider. As this was an increase of only £20, it was agreed that the Parish Council continue cover through Came & Co.

016/05/13 Planning

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0226	First floor extension	Rose House, Bunkers Hill, Badby NN11 3AB	Objection
DA/2013/0157 (Amended)	Variation of condition 2 of DA/2011/0712	The Old Barn, The Green, Badby NN11 3AF	No response required

b. Decisions received

Application No	Description of Development	Location of Development	Decision
DA/2012/0854	Construction of wind turbine (45m to tip of blade) (resubmission)	Land at Furlong Farm, Catesby Road, Hellidon NN11 6LW	To be advised
DA/2012/0043	Construction of glazed link and detached garage	Bridge House, Daventry Road, Badby NN11 3AB	Withdrawn
DA/2012/0044	Listed Building Consent for construction of glazed link between house and outbuildings	Bridge House, Daventry Road, Badby NN11 3AB	Withdrawn

- c. Appeal to Planning Application to DA/2012/0225
The planning appeal had been held and a decision was now awaited.

017/05/13 Reports from Councillors

a. Greens

A working party would be arranged to repair damage done to various greens within the village. Temporary posts would be erected at the bottom of Bunkers Hill and on either side of the steps down from the churchyard towards Church Green. It was agreed that the ruts on Church Green were repairing themselves and no action would be taken at this time. The damaged area of The Green would be re-turfed with temporary posts erected. Challis' have been contacted regarding repairs to the corner of Courtyard Lane and The Green and they confirm they will be undertaking the repairs. The ruts behind the village hall on The Green still need patching.

Discussion would be had with NCC regarding load restriction signs for Bunkers Hill. It was felt preferable to see a weight limit restriction and the removal of the village signs off the A361 at the Bunkers Hill junction.

RESOLUTION To authorise expenditure by PC of up to £400 to purchase soil and posts for the use of the working party to repair village greens around the village.

Proposed by AW, seconded by KA. All in favour. Carried.

A letter had been received from Challis' with the offer of parking in their yard for Village Hall events. A member of the public attending the meeting agreed that he would ask members of the Film Society whether this would be an option. The Clerk was tasked with writing to Challis' thanking them for the offer and asking whether Courtyard Lane is an adopted road.

DRAFT

- b. Trees
No discussion took place.
- c. Playing Field
MR and PC had met with David Grainger at the playing field. Discussion had taken place and agreement reached that a total of 6 cuts of the playing field will be made each season. The Allotment Society had notified the Parish Council that there were issues with keys no longer working on the lock to the playing field. MR will investigate.
- d. Rights of Way
AW reported that he had walked 90% of the rights of way. He had reported water damage on Honey Lane and the sign by the cemetery to Street Doctor as well as, for the third time, one of the stiles from Bunkers Hill to Badby woods.
- e. Cemetery
RP had provided new proposed headstone regulations to the Clerk.
- f. Roads and safety
JC and MR had met with Nick Gore and Ian Boyes of NCC. As a result, Please Drive Slowly signs and 30mph roundels would be installed at the Bunkers Hill and Chapel Lane entrances to the village.
- g. Street-Lighting
The Clerk advised that another street light has been reported, taking the total to three. She was tasked with requesting repair through Aylesbury Maintenance.
- h. Village Hall
A successful Bluebell Teas event had been had.
A Jazz Night will be held on 8th June.
- i. Newsletter
A draft will be provided to the June meeting.
- j. Training
Nothing to report.

018/05/13 Consideration of Badby Plan

A meeting had been held by PC, AW and KA. It was noted that the Windmill pub would be happy to host communication/consultation events.

RESOLUTION to authorise expenditure of a maximum of £100 by PC to produce printed information.

Proposed by MW, seconded by RP. All in favour. Carried.

019/05/13 Consideration of objection to village green registration

MR had seen GB and asked him to chase up information.

The Clerk and PC will meet with Rhiannon Beswick at Rollasons.

020/05/13 Consideration of invitation to attend Parish and Town Councils' Liaison meeting

No-one will attend the next meeting.

021/05/13 Consideration of letter from Jackson Grundy re Community Support initiative

It was agreed that no action be taken.

022/05/13 Consideration of Northamptonshire Highways letter re bus shelters

The Clerk was tasked with contacting NCC and confirming that the bus shelters are the responsibility of the Parish Council.

DRAFT**023/05/13 Consideration of Contribution to Purchase Plant Trough Village Hall**

A request had been received for the Parish Council to sponsor a plant trough in the village hall yard at a cost of £96. After discussion, it was agreed that the Parish Council would only underwrite one if no other sponsors can be found from other users of the village hall.

024/05/13 Correspondence

- Northants CALC Update – March-April 2013
- Phoenix Resurfacing brochure
- CPRE Countryside Voice
- CPRE Be Inspired brochure
- Letter from C Heaton-Harris re Local Government Standards and Planning
- Northampton College course brochures

025/05/13 Public Participation (2)

Nothing to report.

026/05/13 New matters requested for next month's agenda

None at this time.

027/05/13 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 10th June.

The Chairman closed the meeting at 10.10pm.

DRAFT

**MINUTES OF THE ANNUAL MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 10th JUNE 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mr G Bell (GB), Mr John Collins (JC),
Mr Richard Piner (RP), Mr Martin Walton (MW).
Others: Mrs Sharon Foster (Clerk), County Councillor Robin Brown,
District Councillor Jo Gilford, 5 x Members of the public.

001/06/13 To receive and approve apologies for absence

Apologies: Mrs Karen Alexander (KA) Called away
Mr Peter Cooper (PC) On holiday
Mr Andrew Witcomb (AW) On holiday

002/06/13a To receive declarations of interest in items on the agenda

JC declared an interest in items regarding the village hall insurance claim, in his capacity as Secretary to the Village Hall Management Committee.

002/06/13b To consider any dispensation requests

None.

003/06/13 Review of Risk Assessment

The document had been circulated. It was reviewed and no changes made.

004/06/13 Review of Asset Register

The document had been circulated. It was reviewed and no changes made.

005/06/13 Review of Policies

All policies were reviewed. No changes were made to current policies. The Clerk presented a policy covering the matter of dispensation requests. This policy will be circulated and discussed at July's meeting.

006/06/13 Review of Standing Orders and Financial Regulations

The document had been circulated. It was reviewed and no changes made.

007/06/13 Consideration of Clerk's annual appraisal

MR and PC had met with the Clerk and carried out a positive appraisal.

RESOLUTION: to increase Clerk's pay scale to Point 19 at a rate of £9.253 per hour.

Proposed by MR, seconded by MW. All in favour. Carried.

008/06/13 Consideration of vacancy on Parish Council

The Notice of Vacancy has been displayed. DDC will inform the Clerk after 12th June whether an election has been requested. If not, co-option can take place at the July meeting. A member of the public has registered his interest in becoming a Parish Councillor.

009/06/13 Approval of the Minutes of the ordinary Meeting held on 13th May 2013

Copies of the minutes had been circulated prior to the meeting. An addition regarding the discussion on the village hall insurance claim was added to item 017/05/13h. All were then in agreement that the minutes be signed as a correct record of the meeting.

Proposed by MW, seconded by JC. All in favour. Carried.

010/06/13 Public Participation (1)

a. Discussion took place regarding the presence of Japanese knotweed in the village hall grounds. A resident was concerned that the Parish Council had not alerted nearby residents. MR reported that the Parish Council had been pressing the insurance company for a response to its queries and had acted in good faith. Further discussion took place later in the meeting – see item 14/06/13h below.

DRAFT

- b. County Councillor Brown reported that, following the recent election, he had retained his Cabinet seat. The Council had retained its majority and, as a result, strategies would remain in place for the next 4 years.

011/06/13 Matters arising from the minutes (for information only)

- a. The Clerk reported that the Parish Council receives one bin free of charge but any further bin is chargeable. The 'free' bin is the one at the village hall and so the Parish Council has to pay for the one at the playing field.
- b. The Clerk reported that there had been no response from Challis' regarding whether Courtyard Lane is adopted. She was asked to chase the matter.
- c. The Clerk confirmed that the bus shelters are the responsibility of the Parish Council and she had informed NCC of this.

012/06/13 Finance

- a. Income received
 £ 56.87 Allotment rental
 £7,319.00 DDC ½ year precept
 £ 115.00 Burial fee – Mrs Haynes

- b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100142	CPRE	Subscription	29.00	0.00	29.00	LGA 1972 s112
100143	S Foster	Salary	264.93	0.00	264.93	LGA 1972 s112
100144	S Foster	Expenses	33.40	0.00	33.40	LGA 1972 s112
100145	M Walton	Locks	48.56	9.71	58.27	LGA 1972 14.27
100146	SLCC	Membership subscription	50.00	0.00	50.00	LGA 1972 s112
100147	Cutting Edge	Tree works	7260.00	1452.00	8712.00	Open Spaces Act 1936 s9
100148	N Kennedy	Cemetery Mowing	90.00	0.00	90.00	LGA 1972 s214
100149	EON	Lighting	126.04	25.21	151.25	PCA 1957
100150	P Cooper	Works to village greens	182.57	13.84	196.41	Open Spaces Act 1936 s9
100151	N Kennedy	Cemetery Mowing	90.00	0.00	90.00	LGA 1972 s214

RESOLUTION – All cheques approved for payment. Proposed by RP, seconded by JC. All in favour.

The Clerk reported correspondence with Came & Co who offered insurance cover at £753.18 for one year or £715.52 if the Parish Council signed up for 3 years.

RESOLUTION – To take up insurance cover under a 3 year agreement with Came & Co at a cost of £715.52. Proposed by MW, seconded by GB. All in favour.

- c. Presentation of end of financial year 2013 budget figures
 The audited accounts had been circulated. MR explained that there was an overspend on greens maintenance which was due mainly to the new fencing around the horse chestnut on The Green. However, there had been an overall underspend of £5,000 compared to budget.
 The Clerk will send a copy of the document to Denis Wilson for uploading onto the website.
- d. Completion of Sections 1 and 2 of the Annual Return for financial year 2012/2013
 Sections 1 and 2 of the Annual Return were presented and agreed. MR and the Clerk signed the relevant pages.
- e. Presentation of internal auditor's report for financial year 2012/2013
 The Clerk reported that the internal auditor had carried out his internal audit and that all matters examined were in order.

DRAFT

- f. Confirmation of transfer of funds from NatWest to HSBC
The Clerk reported receipt of written confirmation that all funds had now been transferred from NatWest to HSBC and the NatWest accounts had been closed.
- g. Bank balances
As at 31st May 2013
- | | |
|------------------|-------------------|
| HSBC current a/c | £16,156.95 |
| HSBC current a/c | <u>£ 7,500.72</u> |
| Total | £23,657.67 |

013/06/13 Planning

- a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
None			

- b. Decisions received

Application No	Description of Development	Location of Development	Decision
DA/2013/0165	Works to trees within a Conservation Area	Capell Rise, Main Street, Badby NN11 3AT	Granted
DA/2013/0271	Works to trees within a Conservation Area	Wayside, Main Street, Badby NN11 3AF	Granted

- c. Appeal to Planning Application to DA/2012/0225
It was reported that the Planning Inspectorate had dismissed the appeal. Discussion took place and a member of the public thanked everyone involved for their help in obtaining this result.
- d. Report of DDC Larger House Extensions Regime and Relaxed Changes of use about to commence
An email from DDC had been circulated and was noted.

014/06/13 Reports from Councillors

- a. Greens
The Clerk reported that she had received a letter from Challis' raising the question of whether signage could be erected at the entrance to Courtyard Lane. The Clerk was asked to contact Challis' to discuss further.
JC reported that a meeting is due to take place with NCC later this week and he will raise the matter of signage then.
It was noted that repair works to the grass verge had been carried out at the bottom of Bunkers Hill.
- b. Trees
The Clerk reported that Bruce Hatton would carry out an inspection on T4 and T5 on The Green during the week commencing 24th June and would forward his report afterwards.
- c. Playing Field
Following an enquiry from the Allotment Society, the Clerk reported that an error had been made regarding the terminology used in the letter increasing allotment rentals. It was agreed that clarification be sent to the Allotment Society showing the rental to be the annual fee for the whole area of land, rather than fees for individual allotments. The Clerk advised that she would also draw up a Supplementary Agreement regarding the increase. Following a query from a member of the public, the Clerk had been in contact with the company who collect the bin from the playing field. The payment had not been received despite being posted 2 weeks ago. The Clerk therefore requested cancellation of cheque number 100141 and a new cheque be raised for the sum of £88.61 payable to Enterprise Managed Services. This was agreed unanimously.
It was noted that the annual play inspection should be requested.

DRAFT

- d. Rights of Way
Nothing to report.
- e. Cemetery
The Clerk reported that she had met with a family at the cemetery regarding the cutting of flowers during mowing. They had requested whether they could lay down a slate-like material to mark out the area of the plot. It was agreed that the Clerk should meet with the mowing contractor on site in the first instance. However, the matter could be revisited if not resolved satisfactorily.
- f. Roads and safety
JC reported on a recent meeting with NCC Highways Department at which agreement had been reached regarding signs at Bunkers Hill and Chapel Lane. He is also due to meet with NCC Maintenance Department soon and would submit a list of works to include the steps on Pound Lane and the steps into the woodland path on Chapel Lane. He will also enquire as to what can be done with regards to the gully created on Main Street in front of The Banks' houses.
JC noted that the potholes on Main Street had been filled in.
- g. Street-Lighting
The Clerk reported that one of the three lights which she had been asked to report at the last meeting was no longer an issue and so she had not called out the maintenance contractor. However, JC had informed her of another light out on Main Street and so will contact them and ask them to repair all three lights in the village.
- h. Village Hall
Further discussion took place with regards to the Japanese knotweed issue in the grounds of the village hall. The insurance company had, earlier in the day, informed the Parish Council that they did not now consider the Japanese knotweed to be a part of the insurance claim and so would not be funding its removal. In view of the seriousness of the matter, the Clerk was asked to obtain quotes and information regarding getting the works completed, along with a timescale. She was also asked to co-ordinate with the insurance company regarding works to be done as well as express the Parish Council's disappointment at the decision and challenge the assertion by the insurance company that the Japanese knotweed is not a part of the insurance claim. The Clerk was also asked to produce a short information statement for nearby residents.
- i. Newsletter
A draft newsletter had been circulated. The Clerk requested any changes to be notified to her by the end of Friday 14th June. It was agreed that no photographs showing inconsiderate parking be published at this time.
- j. Training
Nothing to report.

015/06/13 Consideration of Badby Plan

Information gathering sessions will be held at The Windmill pub on Sunday 7th July starting at 4.30pm and Monday 8th July starting at 6.30pm. Flyers will be circulated with in The Link and the newsletter will also contain an article on the matter.

016/06/13 Consideration of objection to village green registration

PC and the Clerk are yet to meet with the solicitor. A letter has been sent to the resident in question letting them know that the Parish Council is looking into the matter. GB was asked to speak to his colleague to see if he can supply any information.

017/06/13 Consideration of Infrastructure and Developer Contributions Supplementary Planning Document

No comment will be made.

DRAFT**018/06/13 Report from DDC Scrutiny Improvement Task Panel on Parish Communications**

The report had been circulated and noted.

019/06/13 Correspondence

- DDC Yearbook (circulated by email)
- NCC Members' News

020/06/13 Public Participation (2)

DW requested clarification that any works to the steps leading to the woodland path on Chapel Lane will not encroach onto his land.

021/06/13 New matters requested for next month's agenda

None at this time.

022/06/13 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 8th July.

The Chairman closed the meeting at 9.30pm.

DRAFT

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 8th JULY 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mr John Collins (JC), Mr Peter Cooper (PC),
Mr Richard Piner (RP) , Mr Martin Walton (MW), Mr Andrew Witcomb (AW).

Others: Mrs Sharon Foster (Clerk), 4 x Members of the public.

001/07/13 To receive and approve apologies for absence

Apologies: Mrs Karen Alexander (KA) On holiday
Mr G Bell (GB) On holiday

002/07/13a To receive declarations of interest in items on the agenda

JC declared an interest in items regarding the village hall insurance claim, in his capacity as Secretary to the Village Hall Management Committee.

002/07/13b To consider any dispensation requests

None.

003/07/13 Consideration of draft Dispensation Requests Policy

A draft policy had been circulated.

RESOLUTION: To adopt the Dispensation Requests policy.

Proposed by PC, seconded by JC. All in favour. Carried.

004/07/13 Co-option onto Parish Council

Neville Snell (NS) had put himself forward for co-option.

RESOLUTION: To co-opt Neville Snell onto Badby Parish Council.

Proposed by JC, seconded by PC. All in favour. Carried.

005/07/13 Approval of the Minutes of the ordinary Meeting held on 10th June 2013

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.

Proposed by RP, seconded by MW. All in favour. Carried.

006/07/13 Public Participation (1)

No comment was made.

007/07/13 Matters arising from the minutes (for information only)

Nothing to report.

008/07/13 Finance

a. Income received
£0.35 HSBC Interest

b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100152	Enterprise	Playing field bin	73.84	14.77	88.61	Litter Act 1983 s5 & 6
100153	Came & Co	Insurance premium	715.52	0.00	715.52	LGA 1972 s111 & 140
100154	S Foster	Salary	305.35	0.00	305.35	LGA 1972 s112
100155	S Foster	Expenses	61.29	0.00	61.29	LGA 1972 s112
100156	D Grainger	Mowing	918.00	183.60	1101.60	Highways Act 1980
100157	EON	Electricity	130.24	26.05	156.29	PCA 1957
100158	Orchard Print	Newsletter	68.84	0.00	68.84	LGA 1972 s112
100159	Orchard Print	Badby plan printing	107.96	10.59	118.55	Section 137

RESOLUTION – All cheques approved for payment. Proposed by MW, seconded by AW. All in favour.

DRAFT

c.	Bank balances		
	As at 30 th June 2013		
	HSBC current a/c	£ 5,423.19	
	HSBC deposit a/c	£ <u>7,501.07</u>	
			£12,924.26
	Uncashed cheques		£ <u>0.00</u>
	Total available		£12,924.26

009/07/13 Planning

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0446	Works to trees in a Conservation Area	Malindi, Brookside Lane, Badby	No objection

b. Decisions received

Application No	Description of Development	Location of Development	Decision
None			

- c. Consideration of Tall Trees application to become Certificated Site for The Camping and Caravanning Club
An application had been received and a consultation letter circulated to residents. A number of letters of objection have been lodged. Following discussion, it was agreed that assistance would be sought from NCC Highways Department and a letter of objection would be sent to The Camping and Caravanning Club.

010/07/13 Reports from Councillors

- a. Greens
JC reported that outstanding issues are the proposals for Church Green and the bottom of Bunkers Hill and consideration of posts on The Green. It was noted that Church Green has repaired itself and residents are more concerned with its preservation. It was agreed that Parish Councillors would meet to investigate the feasibility of posts at various sites.
- b. Trees
Bruce Hatton has carried out an inspection on T4 and T5 although the report has not yet been received.
- c. Playing Field
It was reported that the lock has been found, the bin is now being emptied and a Supplementary Agreement has been sent to the Allotment Society regarding the increase rental of the area.
- d. Rights of Way
AW will chase NCC with regards to repairs to Honey Lane and signposts by the cemetery.
- e. Cemetery
The Clerk reported the mowing contractor's apology for the recent state of the cemetery but assured the Parish Council that the matter had now been dealt with.
RP had circulated a proposal for dealing with unsafe headstones. It was agreed that an item be put into the Daventry Express Village Voice section and The Link trying to contact families.
- f. Roads and safety
The Clerk reported that the A361 will be closed from Daventry to Banbury on 20th and 21st July.
Discussion took place regarding a sign asking people not to park on the corner of Court Yard Lane. The Clerk would make contact with Challis' who had agreed to arrange and pay for the sign which should be attached to the current Court Yard Lane sign. Discussion

DRAFT

took place regarding wording. “No parking. Large vehicles turning” was considered most appropriate.

JC had circulated a report listing all works discussed with NCC in recent months. The Clerk was requested to contact CC to see when the CEG work is likely to take place and whether he would be able to incorporate some of the works already notified to Dave Coleman.

The clerk was also asked to send a copy of the list to a member of the public who had commented on the content of the latest Parish Newsletter.

- g. **Street-Lighting**
The Clerk reported that two of the streetlights which hadn't been working had somehow self-repaired. It was agreed that we wait until three lights are out again before calling in the contractor. This should not be an issue over the summer months.
- h. **Village Hall**
It was noted that that the removal of the hedge and trees was imminent. The VHMC had enquired as to what the intention of the Parish Council would be with regards to the back of the village hall. This has not been discussed but may be reviewed in the next 6/12 months.
- i. **Newsletter**
The Summer 2013 newsletter had been published and well received.
- j. **Training**
The Clerk will clarify when the next Off To A Flying Start course was being run and enrol NS.

011/07/13 Consideration of Badby Plan

Two events had been held at The Windmill, attended by approximately 80 people in total. The information gathered will now be collated and a group bought together to proceed with the matter.

012/07/13 Consideration of objection to village green registration

PC and the Clerk had met with Rollasons. It is clear that the area discussed is registered as a village green and has to be respected as such until such time as that registration is removed. It was agreed that a meeting be set up between the two parties with a view to reaching an amicable resolution. PC, MR and the Clerk will attend on behalf of the Parish Council.

013/07/13 Consideration of quotes for removal of Japanese Knotweed

The Clerk had written to the insurance company challenging the assertion that the Japanese Knotweed is outside of the claim.

A total of 4 quotes had been received in relation to the removal of the Japanese Knotweed. However, some queries were raised and the Clerk was tasked with getting answers and bringing the matter back to an extraordinary meeting being called on 22nd July.

The Clerk was also tasked with requesting that no works take place on removing the tree or hedge until the matter of Japanese Knotweed is dealt with.

A warning sign will be erected on the cordon around the Japanese knotweed.

A query was raised as to what should be done about two possible further sites – Honey Lane and a private property.

014/07/13 Consideration of undertaking Playing Field inspection

Three quotes had been obtained. It was agreed that the Clerk request an inspection through Playinspections at a cost of £59.95 + VAT.

015/07/13 Consideration of issue regarding lock to Badby Playing Field

The lock has now been found. The combination will be changed in the next week or so.

016/07/13 Consideration of new Proceeds of Crime Act fund

No application to be made.

DRAFT**017/07/13 Correspondence**

- Clerks and Councils Direct – May 2013
- LCR – Summer 2013
- The Clerk Magazine – May 2013
- CPRE Outlook – May 2013
- Northants 50+ Newsletter – Summer 2013
- NCALC Update – May 2013
- J Parkes – Catalogue
- Clerks and Councils Direct – July 2013

018/07/13 Public Participation (2)

Members of the public voiced their thanks regarding actions being taken on the Japanese knotweed issue.

019/07/13 New matters requested for next month's agenda

None at this time.

020/07/13 Date of next ordinary meeting

An Extraordinary Meeting will be held on 22nd July. The next ordinary meeting will be held on Monday 12th August.

The Chairman closed the meeting at 9.30pm.

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 12th AUGUST 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mrs Karen Alexander (KA), Mr G Bell (GB),
Mr John Collins (JC), Mr Peter Cooper (PC) (Vice Chairman), Mr Richard Piner (RP),
Mr Neville Snell (NS), Mr Martin Walton (MW), Mr Andrew Witcomb (AW).
Others: Mrs Sharon Foster (Clerk), District Councillor Jo Gilford, 1 x Members of the public.

001/08/13 To receive and approve apologies for absence

Apologies: None
Absent without apology: None

002/08/13 To receive declarations of interest in items on the agenda

JC declared an interest in items regarding the village hall insurance claim, in his capacity as Secretary to the Village Hall Management Committee.
AW declared an interest in item 008/08/13 as he is the recipient of Cheque 100165.
PC declared an interest in planning applications DA/2013/0559 and DA/2013/0560 as they are both for his property.

003/08/13 To consider any dispensation requests

None.

004/08/13 Approval of the Minutes of the ordinary Meeting held on 8th July 2013

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.
Proposed by AW, seconded by MW. All in favour. Carried.

005/08/13 Approval of the Minutes of the extraordinary Meeting held on 22nd July 2013

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.
Proposed by MW, seconded by AW. All in favour. Carried.

006/08/13 Public Participation (1)

No comment.

007/08/13 Matters arising from the minutes (for information only)

Nothing to report.

008/08/13 Finance

a. Income received
£1,598.16 VAT Claim
£ 4.60 Western Power Wayleave Payment

b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100160	S Foster	Salary	277.59	0.00	277.59	LGA 1972 s112
100161	S Foster	Expenses	54.75	0.00	54.75	LGA 1972 s112
100162	BDO	External audit	100.00	20.00	120.00	Accs & Audit Regs
100163	Phone Co-op	Telephone	3.29	0.66	3.95	LGA 1972 s112
100164	EON	Electricity	126.04	25.21	151.25	PCA 1957
100165	A Witcomb	Materials	53.28	0.00	53.28	S137

RESOLUTION – All cheques approved for payment. Proposed by KA, seconded by MW. All in favour.

- c. Bank balances
As at 31st July 2013
- | | | |
|------------------|-------------------|-------------------|
| HSBC current a/c | £ 5,214.03 | |
| HSBC deposit a/c | £ <u>7,501.07</u> | |
| | | £12,715.10 |
| Uncashed cheques | | £ <u>1,257.89</u> |
| Available funds | | £11,457.21 |
- d. Report of first quarter figures
The figures had been circulated. Everything is currently in line with budget.
- e. Presentation of concluded external audit for financial year 2012/2013
The Clerk reported receipt of the completed audit from BDO. There were no items to mention. The report was accepted and approved unanimously.
- f. Consideration of 2013/14 national salary award for local council clerks
A national salary award had been announced. It was unanimously agreed that the Clerk's salary be raised by £0.092 from £9.253 per hour to £9.345. This increase would be backdated to April 2013.

009/08/13 Planning

- a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0351	Replacement of glass conservatory roof with slate roof and construction of single storey rear extension	Culham Cottage, The Green, Badby NN11 3AF	No objection
DA/2013/0559	Works to garden within a Conservation Area	Chapel House, Chapel Lane, Badby NN11 3AQ	Support
DA/2013/0560	Listed Building Consent for conversion of garage to library	Chapel House, Chapel Lane, Badby NN11 3AQ	Support
DA/2013/0562	Replacement Farm Building	Foxhill Farm, Badby Road West, Badby NN11 4NH	No objection

- b. Decisions received

Application No	Description of Development	Location of Development	Decision
None			

- c. Consideration of Tall Trees application to become Certificated Site for The Camping and Caravanning Club
Letters of objection have been lodged. No decision has yet been made.

010/08/13 Reports from Councillors

- a. Cemetery
Les Finn has yet to visit the cemetery to carry out repair works. There had been a response to articles in The Link and The Daventry Express regarding gravestones. This information shows that no family members survive. Discussion took place as to whether a working party be formed to clear the cemetery. No decision was made.
- b. Newsletter
Nothing to report.
- c. Playing Field
The Cricket Club have acquired a tractor mower and will be able to resume cutting the football pitch in 2014. In the meantime, they will be considering making a contribution to the mowing of the football pitch during 2013. Concern had been expressed regarding the removal of various fences and gates to the field between the cricket pitch and Badby Woods as well as the laying down of a track across the ditch. It was agreed to contact the Fawsley Estate as owners of the field to see whether

they are aware of the works, and to voice concern that the removed gates along Everdon Road gives vehicle access, which therefore becomes a security risk to the Playing Fields, Cricket Club and Badby Woods.

A meeting with the Allotment Society will be arranged to discuss further the issue of rental and a supplementary agreement.

The annual inspection of the playing field will take place on Friday 16th August.

- d. Greens
Nothing to report.
- e. Trees
The Clerk was asked to request James Burton to return to the yew tree in the church yard as there is a branch which needs to be chopped off.
- f. Rights of way
The flood damage on Honey Lane has now been repaired. The two remaining issues are stile EB9 and signposts near the cemetery.
- g. Roads and safety
JC had thanked D Coleman at NCC for the works carried out. CEG work had also been completed.
Parish Councillors had installed posts at the bottom of Bunkers Hill and received complimentary remarks. It was agreed that a date should be arranged to erect similar posts at Church Green as well as a day for clearing up around the village.
- h. Street Lighting
MR had received a call regarding all lights on Pinfold Green being out. The Clerk would check and report all lights in the village for repair.
- i. Training
NS will attend the Off To A Flying Start course at NCALC.
- j. Village Hall
Discussion took place at the VHMC meeting regarding a new fence around the back of the hall once the hedge and tree are removed. The Parish Council saw no issue with agreeing in principle with a new fence, and would make decisions on vegetation maintenance once the hedgerow and Knott Weed has been removed.
An email from the insurance company had been circulated and was discussed. The Clerk was tasked with requesting that the two contractor companies liaise once the initial work to remove the Japanese knotweed has taken place – due to be the end of September.
- k. Website
The new website is under construction with a view to being ready for the first week of September. It was noted that Denis Wilson has paid the initial fee of £18 per annum for the website domain. This would be refunded by the Parish Council.

011/08/13 Consideration of Badby Plan

Those who had agreed that they would like to be involved in putting together the Badby Plan had been contacted and a meeting will be held in early September.

012/08/13 Consideration of objection to village green registration

Discussion had continued with the resident. It was agreed that the Parish Council should hold a site meeting to determine precisely the issue and it was hoped that the resident would be able to attend. The Clerk was asked to request a solicitors bill to date. GB will check the procedure of land registry.

013/08/13 Consideration of request for works to willow tree on Stoneway

Parish Councillors agreed that DDC should be approached for permission to carry out works to the tree and then get the work undertaken.

014/08/13 Update with regards to Arbury Hill motocross events

MR reported that the abatement order needs to be adjusted to take into account recreational motocross purposes. This is in the process of being drawn up, with the assistance of local residents preparing statements.

015/08/13 Notification of Crime Report figures

Noted.

016/08/13 Invitation to attend Housing Summit on Wednesday 11th September

No-one to attend.

017/08/13 Consideration of Daventry District Sports Awards nominations

No nomination to be made.

018/08/13 Correspondence

- Countryside Voice – Summer 2013
- NCALC Training Calendar
- The Clerk Magazine – July 2013
- NCC Adult Learning Courses

019/08/13 Public Participation (2)

Nothing to report.

020/08/13 New matters requested for next month's agenda

None at this time.

021/08/13 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 9th September.

The Chairman closed the meeting at 9.40pm.

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 9th SEPTEMBER 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mr Peter Cooper (PC) (Vice Chairman),
Mrs Karen Alexander (KA), Mr Richard Piner (RP), Mr Martin Walton (MW),
Mr Andrew Witcomb (AW).

Others: Mrs Sharon Foster (Clerk), 3 x Members of the public.

001/09/13 To receive and approve apologies for absence

Apologies: Mr G Bell (GB) – Working
Mr John Collins (JC) - Holiday

Absent without apology: Mr Neville Snell (NS)

After the end of the meeting, the Clerk noted to the Chairman that she had received an email informing her that NS had been called away on a family matter.

002/09/13 To receive declarations of interest in items on the agenda

None.

003/09/13 To consider any dispensation requests

None.

004/09/13 Approval of the Minutes of the ordinary Meeting held on 12th August 2013

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.

Proposed by AW, seconded by KA. All in favour. Carried.

005/09/13 Public Participation (1)

Two members of the public noted their objections to planning application DA/2013/0611. They would also be allowed to speak at the appropriate time in the meeting when the matter is discussed by the Parish Council.

006/09/13 Matters arising from the minutes (for information only)

Nothing to report.

007/09/13 Finance

a. Income received
£0.36 HSBC Interest

b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100166	S Foster	Salary	291.39	0.00	291.39	LGA 1972 s112
100167	S Foster	Expenses	34.50	0.00	34.50	LGA 1972 s112
100168	N Kennedy	Cemetery mowing	360.00	0.00	360.00	LGA 1972 s214
100169	Aylesbury Mains Ltd	Lighting maintenance	124.40	24.88	149.28	PCA 1959
100170	Rollasons	Legal fees	325.00	65.00	390.00	LGA 1894 s8(4)
100171	BHA Trees Ltd	T4 and T5 inspection	190.00	38.00	228.00	Highways Act

RESOLUTION – All cheques, except for Cheque 100169, approved for payment. Proposed by PC, seconded by KA. All in favour.

c. Bank balances
As at 30th August 2013

HSBC current a/c	£ 5,036.80	
HSBC deposit a/c	£ <u>7,501.79</u>	
		£12,538.59
Uncashed cheques		£ <u>483.59</u>
Available funds		£12,055.00

008/09/13 Planning

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0605	Work to trees within a Conservation Area	The Cottage, Vicarage Hill, Badby, NN11 3AP	No objection
DA/2013/0606	Remove trees within a Conservation Area	The Hollies, The Green, Badby NN11 3AF	No objection
DA/2013/0611	Construction of wind turbine (45m to tip to blade)	Long Furlong Farm, Catesby Road, Hellidon NN11 6LW	Objection
DA/2013/0658	Remove tree within a Conservation Area	Woodview, Church Green, Badby NN11 3AS	No objection

b. Decisions received

Application No	Description of Development	Location of Development	Decision
DA/2013/0531	Replacement of glass conservatory roof and construction of single storey rear extension	Culham Cottage, The Green, Badby NN11 3AF	Granted

c. Consideration of Tall Trees application to become Certificated Site for The Camping and Caravanning Club
No response has yet been received. The Clerk will contact CCC to see whether a decision has yet been made.

d. Development at 1 Pinfold Green.
Following an anonymous letter, MR and PC had visited the site to discuss two matters. The first was the matter of drainage into the ditch outside of the property boundary fence. It was noted that drainage pipes into the ditch had been installed on the advice of the building inspector to alleviate the issue of underground water accumulating beside the new building. PC had since been in contact with DDC Planning and Environmental Health Departments. He had been advised by the Planning Department that the matter is not a planning issue and by the Environmental Health Department that the matter was not a concern to them. The second issue raised was regarding a shed and gravel entrance at the back of the property. It had subsequently been confirmed that the shed is on the resident's property and comes within permitted development. The gravel, however, is not on the resident's land and will, therefore, have to be removed once the current building works are completed. It was reported that the resident had stated that the shed and gravel were intended to be temporary and would be removed.
The Clerk was asked to write to the resident confirming the above as well as confirming that adjacent trees are the responsibility of the Parish Council, that the property fence is the boundary of the property and who the owner of the land where the gravel is currently laid.

009/09/13 Reports from Councillors

- a. Cemetery
RP had circulated a report on headstones following a meeting with Les Finn of Towcester. It was noted that a site meeting of Parish Councillors will be held to determine what work should be done at the Council's expense.
- b. Greens
The Clerk reported that a letter regarding signage for the corner of Court Yard Lane and The Green had been sent to Challis'.
- c. Newsletter
Nothing to report.
- d. Playing Field
AW reported that he will be meeting Helen with regards to possible works to the BMX track at the playing field.

It was noted that some of the newly planted Diamond Jubilee trees had been cut down. The Clerk was asked to speak to David Grainger to see if he knows when it might have occurred. It was also noted that an 8 metre gap had been cut in the fencing to the cricket club.

- f. Rights of way
AW noted that the signpost has been replaced by the cemetery. The stile on EB9 has not yet been fixed but this, along with the footpath alongside Stoneway will be raised Street Doctor.
- g. Roads and safety
JC had, in his absence, circulated an update on works carried out and expected to be carried out. The Clerk reported that she had been in contact with NCC re cutting back of the verges on Brookside Lane and Bunkers Hill. Although a request has been raised, the work may not be completed for 2 months.
It was reported that at @2.15pm on 27th August, a box van and trailer had been involved in collisions on Bunkers Hill and Main Street. The collisions resulted in damage to one wooden post recently planted at the bottom of Bunkers Hill, the removal of a metal post and bricks protecting the corner of a residential property and damage to a wall on Main Street. The driver did not stop except to remove the steel sidelines of the trailer which were left at the scene. MR had called the police and had an incident number.
- h. Street Lighting
It had been noted earlier in the meeting that of the five lights which should have been repaired by Aylesbury Maintenance, three are still not working. The Clerk reported that she had already spoken with them and will be following up with them.
- i. Training
NS is due to attend training later this week.
- e. Trees
Nothing to report.
- j. Village Hall
KA reported that works to the village hall are on hold until the removal of the Japanese Knotweed, the VHMC are looking to replace the front door and also to paint the ceiling. It was also noted that Ian Bromwich has now taken over as permanent Chairman.
Weedwise began the work of clearing the Japanese knotweed today. Their intention is to spray the plants, then cut them back and burn them.
- k. Website
AW reported that he, Denis Wilson and Ann Skinner have been working on the new website which has now been launched although further input is required. Thanks went to them for their hard work.
The Clerk will look into transferring management from Verio before shutting down the old site.

010/09/13 Consideration of Badby Plan

A meeting had recently taken place with those interested in taking the matter forward. It was agreed that the matter should now be led by a wider group.

011/09/13 Consideration of objection to village green registration on Stoneway

PC reported that he and MR had met with Mr Marengi. Mr Marengi had two objections to the registration of this particular village green, both of which should have been followed up at the time of the objections being raised. It was agreed that the Parish Council had been wrong in claiming that it had been carrying out maintenance on this village green. It is hoped that the Parish Council and Mr Marengi can come to an agreement with regards to pre-existing items in order to take the ownership registration forward.

012/09/13 Consideration of request for works to willow tree on Stoneway

PC and MR had met with Michael Venton of DDC (MV) on site. MV agreed that there is a need to do emergency trimming work and also better future management of the tree. The Clerk was tasked with obtaining three quotes for presentation at the next meeting.

013/09/13 Update with regards to Arbury Hill motocross events

MR will chase Paul Knight of DDC with regards to any update on this matter. The next scheduled meeting is Sunday 15th September.

014/09/13 Consideration of request to relocate Parish Council noticeboard

Following receipt of a letter from a resident regarding a noticeboard on their land, the Clerk had been in contact with NCC. The noticeboard in question is the property of NCC and was placed near the Parish Council noticeboard some years ago. However, NCC are willing to consider moving it to a more suitable place. Parish Councillors will look at alternatives and let the Clerk know.

015/09/13 Consideration of tree inspection report on T4 and T5

It was noted that the report is only on T5. The report states that the tree has deteriorated somewhat since the last report. The Clerk was asked to send the report to Rachel Booth with a request for a site meeting.

016/09/13 Consideration of discussions with Allotment Society regarding allotment rental

MR reported that the Cricket Club has new equipment and will be in a position to cut the football pitch in 2014. The Parish Council will have spent approximately £210 on mowing the football pitch during 2013 and the Cricket Club has been asked to consider making a contribution to this amount. A meeting with the Allotment Society had not been arranged due to holiday commitments but that can now proceed.

017/09/13 Correspondence

- DDC Parish and Town Councils' meeting minutes and presentations (by email)

018/09/13 Public Participation (2)

Nothing to report.

019/09/13 New matters requested for next month's agenda

PC requested a standing item for consultations.

020/09/13 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 14th October.

The Chairman closed the meeting at 9.50pm.

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 14th OCTOBER 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mr Peter Cooper (PC) (Vice Chairman),
Mr John Collins (JC), Mr Richard Piner (RP), Mr Neville Snell (NS),
Mr Andrew Witcomb (AW).

Others: Mrs Sharon Foster (Clerk), County Councillor Robin Brown, 2 x Members of the public.

001/10/13 To receive and approve apologies for absence

Apologies: Mrs Karen Alexander (KA) – Away
Mr G Bell (GB) - working
Mr Martin Walton (MW) – Unwell.

MR took the opportunity to wish MW well in his recovery from his recent fall.

002/10/13 To receive declarations of interest in items on the agenda

JC declared an interest in the item regarding the village hall.

003/10/13 To consider any dispensation requests

None.

004/10/13 Approval of the Minutes of the ordinary Meeting held on 9th September 2013

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.

Proposed by PC, seconded by AW. All in favour. Carried.

005/10/13 Public Participation (1)

County Councillor Brown reported that the Empowerment Grant is available and applications should be made to him before January 2014.

006/10/13 Matters arising from the minutes (for information only)

Nothing to report.

007/10/13 Finance

a. Income received
£12.00 Donations
£30.00 Headstone fee – L Finn
£56.88 Half year rental - Allotment Society

b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100172	S Foster	Salary	280.35	0.00	280.35	LGA 1972 s112
100173	S Foster	Expenses	47.35	0.00	47.35	LGA 1972 s112
100174	N Kennedy	Cemetery mowing	90.00	0.00	90.00	LGA 1972 s214
100175	EON	Lighting	130.24	26.05	156.29	PCA 1959
100176	EON	Lighting	130.24	26.05	156.29	PCA 1959
100177	Play Inspection Co	Playing Field Inspection	59.95	11.99	71.94	LG(MP)A 1976 s19
100178	Weedwise Ltd	Knotweed (1 st Payment)	4,000.00	400.00	4,400.00	Open Space Act 1906
100179	NCALC	Training course	29.00	0.00	29.00	LGA 1972 s112
100180	The Phone Co-op	Telephone bill	2.50	0.50	3.00	LGA 1972 s112
100181	Aylesbury Main	Lighting repairs	142.60	28.52	171.12	PCA 1959
100182	Enterprise	Bin collection	68.48	13.70	82.18	Litter Act 1983 s5&6

RESOLUTION – All cheques approved for payment, except for 181. Proposed by AW, seconded by JC.

All in favour.

Site visit to be arranged with Aylesbury Lighting regarding concerns over repairs carried out.

- c. Bank balances
As at 30th September 2013
- | | | |
|------------------|-------------------|-----------------|
| HSBC current a/c | £10,879.32 | |
| HSBC deposit a/c | <u>£ 7,502.14</u> | £18,381.46 |
| Uncashed cheques | | <u>£ 717.28</u> |
| Available funds | | £17,664.18 |
- d. Presentation of first half year budget figures
The figures had been circulated. MR noted that by the end of the financial year there should be in the region of £9,000 in the bank accounts.
- e. Consideration of setting budget for financial year 2014/2015
A meeting will be held between MR, PC and the Clerk to put together a first draft for circulation at the November meeting. This will then be discussed at the December meeting and ratified at the January meeting in time for passing on to Daventry District Council.

008/10/13 Planning

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0718	Construction of detached garage/hobby room	Capell Rise, Main Street, Badby NN11 3AN	No objection
DA/2013/0751	Two storey rear extension	Park Close, Badby NN11 3AH	No objection

b. Decisions received

Application No	Description of Development	Location of Development	Decision
DA/2013/0226	First floor extension	Rose House, Bunkers Hill, Badby NN11 3AW	Granted
DA/2013/0473	Construction of detached garage (revised scheme)	Bridge House, Daventry Road, Badby NN11 3AB	Granted
DA/2013/0562	Replacement of farm building	Foxhill Farm, Badby Road West, Badby NN11 4NH	Granted
DA/2013/0605	Works to trees within a Conservation Area	Pickwick, Vicarage Hill, Badby NN11 3AP	Granted
DA/2013/0606	Works to trees within a Conservation Area	The Hollies, The Green Badby NN11 3AF	Granted
DA/2013/0611	Construction of wind turbine (45m tip to blade)	Long Furlong Farm, Catesby Road, Hellidon NN11 6LW	Withdrawn

- c. Consideration of Appeal re DA/2012/0854, Construction of wind turbine (resubmission) at Long Furlong Farm, Catesby Road, Hellidon
It was agreed that a copy of the original comments be submitted to the appeal inspector.
- d. Consideration of Tall Trees application to become Certificated Site for The Camping and Caravanning Club
It was noted that the application had been successful. The need for clear instructions on access to the site was noted and the Clerk was tasked with approaching both NCC and CCC for such instructions/signage.
- d. Development at 1 Pinfold Green.
Efforts had been made to try to establish ownership of the area around 1 Pinfold Green but there was a difference of opinion between maps provided by DDC, NCC and Lara Inglott. It was agreed that a site meeting be held between the parties to determine ownership. During the ensuing conversation, the Clerk was also tasked with establishing ownership of the area leading to the cemetery on Brookside Lane.

009/10/13 Reports from Councillors

- a. Cemetery
RP updated the meeting on the situation regarding headstones which had been laid down. It was agreed that the Parish Council fund the repair of three headstones to a total cost of £160 as it had provided impossible to trace family members.
RP reported that the gate to the cemetery is becoming difficult to close and that the holly bush by the gate needs cutting back. It was agreed that a working party meet.
- b. Greens
Nothing to report.
- c. Newsletter
It was noted that the Cricket Club should be asked to make a contribution to future issues.
- d. Playing Field
AW had met with Helen re the BMX track. It was noted that topsoil will be required to make required alterations. It was agreed that someone from DDC be asked to check the health and safety aspects of the changes and an application be made for the County Council Empowerment Grant to fund the project.
The Clerk reported discussion with a representative of the Fawsley Estate regarding fencing. It was agreed that the Clerk should write to both the Estate and Nick Burbidge requesting reinstatement of fencing and gates in view of the security issues arising from their removal.
Discussion took place regarding signage to the playing field/Badby Woods/cricket pitch. It was agreed that a quote be obtained and the matter discussed at the November meeting.

017/10/13 Consideration of discussions with Allotment Society regarding allotment rental

MR, PC and the Clerk had met with representatives of the Allotment Society. Following discussion, it had been agreed that a supplementary agreement be entered into by both parties to the effect that rental be set at £118.75 per annum until 2019, at which time the Cricket Club lease would also be up for renewal.
PC and MR had also met with a representative of the Cricket Club. The current machinery used by the Cricket Club is unsuitable for cutting the football pitch. The 2007 supplementary agreement required the Cricket Club to carry out 10 cuts of the football pitch per annum. The cost of 10 cuts would be approximately £300 per year. It was therefore agreed that a new Supplementary Agreement be drawn up to show rental of the areas extended in the 2007 and 2010 agreements at the same rate per hectare as charged to the Allotment Association.

RESOLUTION – To draw up two Supplementary Agreements as shown above. Proposed by PC, seconded by MR. All in favour.

- e. Rights of way
AW had been in contact with NCC regarding accessibility of EB3 and had requested that they review and communicate with the land owner. AW had provided the land owner with signs for the footpath which had been erected since the land owner had carried out recent works to fencing.
- f. Roads and safety
JC updated the meeting on works carried out by NCC. It was also noted that Street Doctor had been advised about a broken step on Vicarage Hill.
The Clerk was asked to advise NCC that works had been carried out on Brookside Lane involving a long-standing access to one of the properties on The Glebe.
- g. Street Lighting
The Clerk had yet to obtain quotes for lamp post numbers.
- h. Training
Nothing to report.
- i. Trees
Nothing to report.

- j. Village Hall
 JC advised that the insurance work to the village hall would be commencing on 15th October. The hedge had been removed but the stump and roots will not be ground out. A meeting with the Parish Council was requested to discuss future hedging/fencing. This will be held at 5.30pm on Monday 21st October.
 The Clerk was tasked with contacting Rachel Booth to see whether any planning application had been made regarding fencing to the village hall.
 It was noted that three vehicle tyres had been discovered when the hedging was removed. AW will ask Challis' how they dispose of tyres.

- k. Website
 AW noted that the website is now live. Any feedback would be greatly appreciated. Discussion took place regarding correspondence received regarding parking for walkers. AW noted that he had since updated the website to show parking areas for walkers in both public houses in the village. AW had emailed the correspondent thanking her for raising the comment.

010/10/13 Consultations

Two had been received but no comment will be made.

011/10/13 Consideration of Badby Plan

A meeting had been held and a request is being made for a small group to take the matter forward.

011/10/13 Consideration of objection to village green registration on Stoneway

PC reported on correspondence with the home owner. The next step would be to draw up a Statutory Declaration and have a survey done of the area. This would be at an approximate cost of £700, made up of £400 legal fee, £30 and registry fee and £250 survey fee.

RESOLUTION – To agree the above spend. Proposed by PC, seconded by JC. All in favour.

013/10/13 Consideration of request for works to willow tree on Stoneway

The Clerk had received two quotes. It was agreed that Cutting Edge be requested to carry out the work at a cost of £150 + VAT.

014/10/13 Update with regards to Arbury Hill motocross events

It was noted that the event due to take place on 13th October had been cancelled although neither the Parish Council or DDC had been made aware beforehand. This was due to have been the fourth and last meeting of the year.

015/10/13 Consideration of request to relocate Parish Council noticeboard

Following discussion, it was agreed that the green noticeboard be moved at the cost of NCC onto the green at the junction of School Lane and Main Street. The Clerk will contact NCC to action this.

016/10/13 Consideration of tree inspection report on T5

No report had yet been received.

018/10/13 Consideration of obtaining full tree inspection report

The Clerk was tasked with obtaining a quote from Salcey which would include the trees on The Glebe side of Brookside Lane but omit both T4 and T5. It was noted that residents on The Glebe affected by the inspection would be advised beforehand.

019/10/13 Consideration of NCALC email dated 17.09.13 on various matters

The Clerk reported the contents of the email. No actions will be taken.

020/10/13 Correspondence

- DDC Year book (By email)
- NCALC Update – July/August (By email)
- NCALC Update – Sept/Oct (By email)
- The Good Councillor's Guide
- PCSO Report for Aug/Sept 2013
- Request for volunteers for Northamptonshire Records Office
- RSNOnline – Spotlight (By email)

- LCR – Autumn 2013
- The Clerk Magazine – September 2013
- Clerks & Councils Direct – September 2013
- Ordnance Survey – Accessing local mapping data

021/10/13 Public Participation (2)

Denis Wilson reported that archived materials are now on the website. Further documents will be added, including Register of Interests and Code of Conduct.

022/10/13 New matters requested for next month's agenda

Moving playing field signage closer to the road

020/10/13 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 11th November.
An extraordinary meeting will be held on Monday 21st October.

The Chairman closed the meeting at 10.20pm.

DRAFT

**MINUTES OF THE EXTRAORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 21ST OCTOBER 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mr Peter Cooper (PC) (Vice Chairman),
Mr John Collins (JC), Mr Richard Piner (RP), Mr Andrew Witcomb (AW).

Others: Mrs Sharon Foster (Clerk), 3 x Members of the public.

001/10e/13 To receive and approve apologies for absence

Apologies: Mrs Karen Alexander (KA) – away
Mr G Bell (GB) - working
Mr Neville Snell (NS) - working
Mr Martin Walton (MW) – unwell.

002/10e/13 To receive declarations of interest in items on the agenda

None.

003/10e/13 To consider any dispensation requests

None.

004/10e/13 Public Participation (1)

No comment made.

005/10e/13 Planning

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0720	Certificate of lawfulness (Existing) to confirm that DA/2003/0089 for the demolition of a building and construction of a replacement building commenced within five years from the date that permission granted, in accordance with Condition 1	Whetherdays, Bunkers Hill, Badby NN11 3AW	No requirement to comment.
DA/2013/0734	Entrance porch with extended first floor balcony	White House, Badby Lodge Farm, Staverton Road, Badby NN11 3DD	No objection
DA/2013/0804	Work to trees in a Conservation Area	The Old School House, The Green, Badby NN11 3AF	No objection
DA/2013/0766	Variation of Condition 2 of planning permission DA/2011/0712 (conversion of barn to form residential accommodation including construction of first floor) provision of front door and stone boundary wall	The Old Barn, The Green Badby	Objections

006/10e/13

The inspection report on T5 had been received and circulated. It was agreed that no action be taken at the moment regarding removing the tree. A further inspection report will be requested for May 2014.

007/10e/13 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 11th November.

The Chairman closed the meeting at 7.10pm.

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 14th OCTOBER 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mr Peter Cooper (PC) (Vice Chairman),
Mr John Collins (JC), Mr Richard Piner (RP), Mr Neville Snell (NS),
Mr Andrew Witcomb (AW).

Others: Mrs Sharon Foster (Clerk), County Councillor Robin Brown, 2 x Members of the public.

001/10/13 To receive and approve apologies for absence

Apologies: Mrs Karen Alexander (KA) – Away
Mr G Bell (GB) - working
Mr Martin Walton (MW) – Unwell.

MR took the opportunity to wish MW well in his recovery from his recent fall.

002/10/13 To receive declarations of interest in items on the agenda

JC declared an interest in the item regarding the village hall.

003/10/13 To consider any dispensation requests

None.

004/10/13 Approval of the Minutes of the ordinary Meeting held on 9th September 2013

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.

Proposed by PC, seconded by AW. All in favour. Carried.

005/10/13 Public Participation (1)

County Councillor Brown reported that the Empowerment Grant is available and applications should be made to him before January 2014.

006/10/13 Matters arising from the minutes (for information only)

Nothing to report.

007/10/13 Finance

a. Income received
£12.00 Donations
£30.00 Headstone fee – L Finn
£56.88 Half year rental - Allotment Society

b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100172	S Foster	Salary	280.35	0.00	280.35	LGA 1972 s112
100173	S Foster	Expenses	47.35	0.00	47.35	LGA 1972 s112
100174	N Kennedy	Cemetery mowing	90.00	0.00	90.00	LGA 1972 s214
100175	EON	Lighting	130.24	26.05	156.29	PCA 1959
100176	EON	Lighting	130.24	26.05	156.29	PCA 1959
100177	Play Inspection Co	Playing Field Inspection	59.95	11.99	71.94	LG(MP)A 1976 s19
100178	Weedwise Ltd	Knotweed (1 st Payment)	4,000.00	400.00	4,400.00	Open Space Act 1906
100179	NCALC	Training course	29.00	0.00	29.00	LGA 1972 s112
100180	The Phone Co-op	Telephone bill	2.50	0.50	3.00	LGA 1972 s112
100181	Aylesbury Main	Lighting repairs	142.60	28.52	171.12	PCA 1959
100182	Enterprise	Bin collection	68.48	13.70	82.18	Litter Act 1983 s5&6

RESOLUTION – All cheques approved for payment, except for 181. Proposed by AW, seconded by JC.

All in favour.

Site visit to be arranged with Aylesbury Lighting regarding concerns over repairs carried out.

- c. Bank balances
As at 30th September 2013
- | | | |
|------------------|-------------------|-----------------|
| HSBC current a/c | £10,879.32 | |
| HSBC deposit a/c | <u>£ 7,502.14</u> | £18,381.46 |
| Uncashed cheques | | <u>£ 717.28</u> |
| Available funds | | £17,664.18 |
- d. Presentation of first half year budget figures
The figures had been circulated. MR noted that by the end of the financial year there should be in the region of £9,000 in the bank accounts.
- e. Consideration of setting budget for financial year 2014/2015
A meeting will be held between MR, PC and the Clerk to put together a first draft for circulation at the November meeting. This will then be discussed at the December meeting and ratified at the January meeting in time for passing on to Daventry District Council.

008/10/13 Planning

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0718	Construction of detached garage/hobby room	Capell Rise, Main Street, Badby NN11 3AN	No objection
DA/2013/0751	Two storey rear extension	Park Close, Badby NN11 3AH	No objection

b. Decisions received

Application No	Description of Development	Location of Development	Decision
DA/2013/0226	First floor extension	Rose House, Bunkers Hill, Badby NN11 3AW	Granted
DA/2013/0473	Construction of detached garage (revised scheme)	Bridge House, Daventry Road, Badby NN11 3AB	Granted
DA/2013/0562	Replacement of farm building	Foxhill Farm, Badby Road West, Badby NN11 4NH	Granted
DA/2013/0605	Works to trees within a Conservation Area	Pickwick, Vicarage Hill, Badby NN11 3AP	Granted
DA/2013/0606	Works to trees within a Conservation Area	The Hollies, The Green Badby NN11 3AF	Granted
DA/2013/0611	Construction of wind turbine (45m tip to blade)	Long Furlong Farm, Catesby Road, Hellidon NN11 6LW	Withdrawn

- c. Consideration of Appeal re DA/2012/0854, Construction of wind turbine (resubmission) at Long Furlong Farm, Catesby Road, Hellidon
It was agreed that a copy of the original comments be submitted to the appeal inspector.
- d. Consideration of Tall Trees application to become Certificated Site for The Camping and Caravanning Club
It was noted that the application had been successful. The need for clear instructions on access to the site was noted and the Clerk was tasked with approaching both NCC and CCC for such instructions/signage.
- d. Development at 1 Pinfold Green.
Efforts had been made to try to establish ownership of the area around 1 Pinfold Green but there was a difference of opinion between maps provided by DDC, NCC and Lara Inglott. It was agreed that a site meeting be held between the parties to determine ownership. During the ensuing conversation, the Clerk was also tasked with establishing ownership of the area leading to the cemetery on Brookside Lane.

009/10/13 Reports from Councillors

- a. Cemetery
RP updated the meeting on the situation regarding headstones which had been laid down. It was agreed that the Parish Council fund the repair of three headstones to a total cost of £160 as it had provided impossible to trace family members.
RP reported that the gate to the cemetery is becoming difficult to close and that the holly bush by the gate needs cutting back. It was agreed that a working party meet.
- b. Greens
Nothing to report.
- c. Newsletter
It was noted that the Cricket Club should be asked to make a contribution to future issues.
- d. Playing Field
AW had met with Helen re the BMX track. It was noted that topsoil will be required to make required alterations. It was agreed that someone from DDC be asked to check the health and safety aspects of the changes and an application be made for the County Council Empowerment Grant to fund the project.
The Clerk reported discussion with a representative of the Fawsley Estate regarding fencing. It was agreed that the Clerk should write to both the Estate and Nick Burbidge requesting reinstatement of fencing and gates in view of the security issues arising from their removal.
Discussion took place regarding signage to the playing field/Badby Woods/cricket pitch. It was agreed that a quote be obtained and the matter discussed at the November meeting.

017/10/13 Consideration of discussions with Allotment Society regarding allotment rental

MR, PC and the Clerk had met with representatives of the Allotment Society. Following discussion, it had been agreed that a supplementary agreement be entered into by both parties to the effect that rental be set at £118.75 per annum until 2019, at which time the Cricket Club lease would also be up for renewal.
PC and MR had also met with a representative of the Cricket Club. The current machinery used by the Cricket Club is unsuitable for cutting the football pitch. The 2007 supplementary agreement required the Cricket Club to carry out 10 cuts of the football pitch per annum. The cost of 10 cuts would be approximately £300 per year. It was therefore agreed that a new Supplementary Agreement be drawn up to show rental of the areas extended in the 2007 and 2010 agreements at the same rate per hectare as charged to the Allotment Association.

RESOLUTION – To draw up two Supplementary Agreements as shown above. Proposed by PC, seconded by MR. All in favour.

- e. Rights of way
AW had been in contact with NCC regarding accessibility of EB3 and had requested that they review and communicate with the land owner. AW had provided the land owner with signs for the footpath which had been erected since the land owner had carried out recent works to fencing.
- f. Roads and safety
JC updated the meeting on works carried out by NCC. It was also noted that Street Doctor had been advised about a broken step on Vicarage Hill.
The Clerk was asked to advise NCC that works had been carried out on Brookside Lane involving a long-standing access to one of the properties on The Glebe.
- g. Street Lighting
The Clerk had yet to obtain quotes for lamp post numbers.
- h. Training
Nothing to report.
- i. Trees
Nothing to report.

- j. Village Hall
 JC advised that the insurance work to the village hall would be commencing on 15th October. The hedge had been removed but the stump and roots will not be ground out. A meeting with the Parish Council was requested to discuss future hedging/fencing. This will be held at 5.30pm on Monday 21st October.
 The Clerk was tasked with contacting Rachel Booth to see whether any planning application had been made regarding fencing to the village hall.
 It was noted that three vehicle tyres had been discovered when the hedging was removed. AW will ask Challis' how they dispose of tyres.
- k. Website
 AW noted that the website is now live. Any feedback would be greatly appreciated. Discussion took place regarding correspondence received regarding parking for walkers. AW noted that he had since updated the website to show parking areas for walkers in both public houses in the village. AW had emailed the correspondent thanking her for raising the comment.

010/10/13 Consultations

Two had been received but no comment will be made.

011/10/13 Consideration of Badby Plan

A meeting had been held and a request is being made for a small group to take the matter forward.

011/10/13 Consideration of objection to village green registration on Stoneway

PC reported on correspondence with the home owner. The next step would be to draw up a Statutory Declaration and have a survey done of the area. This would be at an approximate cost of £700, made up of £400 legal fee, £30 and registry fee and £250 survey fee.

RESOLUTION – To agree the above spend. Proposed by PC, seconded by JC. All in favour.

013/10/13 Consideration of request for works to willow tree on Stoneway

The Clerk had received two quotes. It was agreed that Cutting Edge be requested to carry out the work at a cost of £150 + VAT.

014/10/13 Update with regards to Arbury Hill motocross events

It was noted that the event due to take place on 13th October had been cancelled although neither the Parish Council or DDC had been made aware beforehand. This was due to have been the fourth and last meeting of the year.

015/10/13 Consideration of request to relocate Parish Council noticeboard

Following discussion, it was agreed that the green noticeboard be moved at the cost of NCC onto the green at the junction of School Lane and Main Street. The Clerk will contact NCC to action this.

016/10/13 Consideration of tree inspection report on T5

No report had yet been received.

018/10/13 Consideration of obtaining full tree inspection report

The Clerk was tasked with obtaining a quote from Salcey which would include the trees on The Glebe side of Brookside Lane but omit both T4 and T5. It was noted that residents on The Glebe affected by the inspection would be advised beforehand.

019/10/13 Consideration of NCALC email dated 17.09.13 on various matters

The Clerk reported the contents of the email. No actions will be taken.

020/10/13 Correspondence

- DDC Year book (By email)
- NCALC Update – July/August (By email)
- NCALC Update – Sept/Oct (By email)
- The Good Councillor's Guide
- PCSO Report for Aug/Sept 2013
- Request for volunteers for Northamptonshire Records Office
- RSNOnline – Spotlight (By email)

- LCR – Autumn 2013
- The Clerk Magazine – September 2013
- Clerks & Councils Direct – September 2013
- Ordnance Survey – Accessing local mapping data

021/10/13 Public Participation (2)

Denis Wilson reported that archived materials are now on the website. Further documents will be added, including Register of Interests and Code of Conduct.

022/10/13 New matters requested for next month's agenda

Moving playing field signage closer to the road

020/10/13 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 11th November.
An extraordinary meeting will be held on Monday 21st October.

The Chairman closed the meeting at 10.20pm.

DRAFT

**MINUTES OF THE EXTRAORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 21st OCTOBER 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mr Peter Cooper (PC) (Vice Chairman),
Mr John Collins (JC), Mr Richard Piner (RP), Mr Andrew Witcomb (AW).

Others: Mrs Sharon Foster (Clerk), 3 x Members of the public.

001/10e/13 To receive and approve apologies for absence

Apologies: Mrs Karen Alexander (KA) – away
Mr G Bell (GB) - working
Mr Neville Snell (NS) - working
Mr Martin Walton (MW) – unwell.

002/10e/13 To receive declarations of interest in items on the agenda

None.

003/10e/13 To consider any dispensation requests

None.

004/10e/13 Public Participation (1)

No comment made.

005/10e/13 Planning

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0720	Certificate of lawfulness (Existing) to confirm that DA/2003/0089 for the demolition of a building and construction of a replacement building commenced within five years from the date that permission granted, in accordance with Condition 1	Whetherdays, Bunkers Hill, Badby NN11 3AW	No requirement to comment.
DA/2013/0734	Entrance porch with extended first floor balcony	White House, Badby Lodge Farm, Staverton Road, Badby NN11 3DD	No objection
DA/2013/0804	Work to trees in a Conservation Area	The Old School House, The Green, Badby NN11 3AF	No objection
DA/2013/0766	Variation of Condition 2 of planning permission DA/2011/0712 (conversion of barn to form residential accommodation including construction of first floor) provision of front door and stone boundary wall	The Old Barn, The Green Badby	Objections

006/10e/13

The inspection report on T5 had been received and circulated. It was agreed that no action be taken at the moment regarding removing the tree. A further inspection report will be requested for May 2014.

007/10e/13 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 11th November.

The Chairman closed the meeting at 7.10pm.

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 16TH DECEMBER 2013**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (Chairman) (MR), Mr Peter Cooper (PC), Mr John Collins (JC),
Mr Neville Snell (NS), Mr Martin Walton (MW).

Others: Mrs Sharon Foster (Clerk), 2 x Members of the public.

001/12/13 To receive and approve apologies for absence

Apologies: Mrs Karen Alexander (KA) – at another event
Mr Richard Piner (RP) - unwell
Mr Andrew Witcomb (AW) – unwell.

Absent without apology: Mr G Bell (GB)

002/12/13 To receive declarations of interest in items on the agenda

JC declared an interest in the item regarding the village hall.

PC declared an interest in cheques for payment as the recipient of cheque 196.

003/12/13 To consider any dispensation requests

None.

004/12/13 Approval of the Minutes of the ordinary Meeting held on 11th November 2013

Copies of the minutes had been circulated prior to the meeting. The last sentence of item 0016/12/13 was altered to read “Following discussion, it was agreed that no purchase be made, although maintaining effective and speedy emergency response is a priority for the Parish Council”. All were then in agreement that the minutes be signed as a correct record of the meeting.

Proposed by PC, seconded by JC. 3 in favour. 2 abstained. Carried.

005/12/13 Public Participation (1)

Nothing to report.

006/12/13 Matters arising from the minutes (for information only)

Nothing to report.

007/12/13 Finance

a. Income received
£648.12 NCC Mowing grant
£ 0.36 HSBC interest
£ 0.35 HSBC interest

b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100192	S Foster	Salary	280.35	0.00	280.35	LGA 1972 s112
100193	S Foster	Expenses	46.20	0.00	46.20	LGA 1972 s112
100194	EON	Electricity	130.24	26.05	156.29	PCA 1959
100195	CommuniCorp	Clerks & Councils Direct	12.00	0.00	12.00	LGA 1972 s112
100196	P Cooper	Maintenance materials	85.94	9.60	95.54	LGA 1972 s112
100197	Phone Co-op	Telephone calls	2.45	0.49	2.94	LGA 1972 s112
100198	Aylesbury Ltd	Lighting maintenance	58.10	11.62	69.72	PCA 1957
100199	Enterprise	Bin collection	88.20	16.64	99.84	Litter Act 1983 s5 & 6
100200	EON	Electricity – December	126.04	25.21	151.25	PCA 1957
100201	NCALC	Training	29.00	0.00	29.00	LGA 1972 s112

RESOLUTION – All cheques approved for payment, except for Cheque 196 as the light has not yet been repaired. Proposed by MW, seconded by NS. 4 for, PC abstained. Carried.

c. Bank balances

As at 30 th November 2013	HSBC current a/c	£ 2,593.22	
	HSBC deposit a/c	£ <u>7,502.85</u>	£10,096.07
	Uncashed cheques		£ <u>0.00</u>
	Available funds		£10,096.07

- d. Presentation of first draft of budget for financial year 2014/2015
Discussion took place. Changes were made to the draft budget to include entries for IT requirement of £100 and Website of £50. Website would be incorporated into the Newsletter item. A second draft would be circulated for discussion and ratification at the January meeting. It was agreed that 80-90% of the expenditure was on the direct provision of services to the Parish and that work had been done to reduce expenditure where possible. In proposing a rise in the precept, the Parish Council will look to re-build the contingency fund which is used to finance unforeseen emergencies such as the recent Japanese knotweed invasion and emergency tree works.
- e. Presentation of draft 4-year forecast
PC had prepared a draft forecast. All accepted the principles of the document and an article would be placed in the newsletter to explain the strategy.
- f. Consideration of application for NCC Empowerment Grant funding
An application would be made for the replacement of the fencing at the cemetery or work to the hedging along Long Road.
- g. Report on legislation changes on cheques and orders for payment.
The Clerk reported that the requirement to have two signatures on all cheques and orders for payment has been repealed. However, there is no requirement to dispense with the use of cheques. An appropriate power will be written into Standing Orders when next reviewed to take account of this.
- h. Consideration of entering Urban Highway Grass Mowing 2014 agreement
Proposal: To enter into the Urban Highway Grass Mowing 2014 agreement at an agreed sum of £648.12.
Proposed by PC, seconded by JC. All in favour. Carried.

008/12/13 Planning

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
None			

b. Non-Material Amendment applications lodged with DDC

Application No.	Description of Development	Location of Development	Parish Council action
None			

c. Decisions received

Application No	Description of Development	Location of Development	Decision
DA/2013/0718	Construction of detached garage/hobby room	Capell Rise, Main Street, Badby NN11 3AN	Granted
DA/2013/0734	Entrance porch with extended first floor balcony	White House, Staverton Road, Badby NN11 3DD	Grant
DA/2013/0751	Two storey rear extension	20 Park Close, Badby NN11 3AH	Granted
DA/2013/0766	Variation of Condition 2 of DA/2011/0712 (conversion of barn to form residential accommodation including construction of first floor) provision of front door	The Old Barn, The Green, Badby NN11 3AF	Refused

- c. Consideration of Appeal re DA/2012/0854, Construction of wind turbine (resubmission) at Long Furlong Farm, Catesby Road, Hellidon
The hearing will be taking place on 12th February 2014 at DDC Offices, starting at 10.00am.
- d. Development at 1 Pinfold Green.
Nothing to report. This item will now be removed from the agenda.

009/12/13 Reports from Councillors

- a. Cemetery
The Clerk will request tenders for mowing in the cemetery to include bi-monthly strimming of unattended graves. MR will speak to P Groves with regards to the new fencing.
- b. Greens
The Clerk reported that NCC is dealing with a number of issues relating to works on the highway.
The Village Hall Management Committee had requested a working party group with Parish Councillors to clear the back of the village hall. I Bromwich to be asked to coordinate.
JC reported that the tarmac patches on the vehicular cross-over on The Green had been laid by NCC but cannot be removed until the spring when they will be replaced with golden gravel.
The Clerk reported that she had responded to a member of the public's letter as requested in November's meeting. A response had been received. The Clerk was asked to respond and provide information on the points raised.
- c. Newsletter
A draft had been circulated and changes will be made in time for printing on Friday.
- d. Playing Field
Nothing to report.
- e. Rights of way
The Clerk was asked to report the fallen sloe bush on footpath EB12. It was also noted that there had been no response or action taken by the Fawsley Estate regarding the security of the area around the cricket pitch and the gateway along the Everdon Road. Therefore, a site meeting would be requested.
- f. Roads and safety
NCC had attended the village. The step on Vicarage Hill had been cut back. The post by Pennywick had not been reinstated.
Discussion took place regarding A361 safety which had been raised at the Parish & Town Councils' Meeting. It was accepted that more accidents had occurred than have been reported. An item would be added to the newsletter requesting that each accident be reported to Road JAG.
- g. Street Lighting
Nothing to report.
- h. Training
The Clerk had attended Being Effective Online training. Although the premise of having information more accessible to members of the public was good, the cost of £400 per annum would be far too high for the Parish Council to consider.
- i. Trees
It was noted that the tree on Chapel Lane recently reported to Street Doctor would be removed by NCC.
- j. Village Hall
JC reported that minor maintenance issues are pending.
Catrina Signey has now taken over village hall bookings.
- k. Website
Nothing to report.

010/12/13 Consultations

- a. NCC - Fire and rescue service draft strategic update and review for 2014 PC to complete.
- b. DDC - Draft Strategic Housing Plan 2014-2019 PC and JC to respond.
- c. DDC - Draft Community Strategy 2014-2018 No response to be made.
- d. NCC - Draft River Nene Integrated Catchment Management Plan No response to be made.

011/12/13 Consideration of Badby Plan

The Action Group is proceeding with producing a draft document.

012/12/13 Consideration of objection to village green registration on Stoneway

Nothing to report.

013/12/13a Consideration of discussions with Allotment Society regarding Allotment Rental

The Allotment Society has agreed to the Proposed Agreement which can now be signed by all parties.

013/12/13b Consideration of discussions with Cricket Club regarding Rental

The Cricket Club has agreed the content of the draft. PC will draw up a final agreement.

014/12/13 Consideration of obtaining full tree inspection report

Costs not yet received. The Clerk was asked to chase the information.

015/12/13 Consideration of attendance at Parish & Town Councils' Meeting on 12.12.13

PC attended and reported back. The next meeting will be held on 19th June 2014.

016/12/13 Consideration of applying for Woodland Trust tree pack

An application had been made.

017/12/13 Consideration of 2013 Model Standing Orders – Deferred to March 2014

Deferred to March 2014.

018/12/13 Consideration of playing field signage

NCC had advised that the sign at the playing field could be moved down the slope in line with the hedging. The Clerk will research costs for this. Discussion took place regarding signage on The Green and it was agreed that a brown wooden sign with black writing would be more in keeping with the village. This could be fixed to a post already in situ.

019/10/13 Consideration of DDC email regarding WW1 centenary commemorations

The email had been forwarded to the church and school and an article would appear in the newsletter.

020/12/13 Consideration of play inspection report

The report had been circulated. Minor work was requested.

021/12/13 Consideration of ownership, editorial control and execution of website

It was agreed that the website would be owned and funded by the Parish Council. An editorial policy needs to be drawn up. It was also noted what information needs to be on the website for transparency purposes.

022/12/13 Consideration of Highway Warden Scheme

It was agreed that JC already fulfils this position.

023/12/13 Consideration of NCC County Flag Competition

No action to be taken.

024/12/13 Discussion regarding possible future maintenance of ground behind Village Hall

This would be discussed informally during the working party group.

025/12/13 Consideration of request from Badby Fayre Committee

A request had been received for use of The Green and sports field for the Badby Fayre on 7th September 2014. It was agreed and the Clerk will respond.

026/12/13 Consideration of DDC request re Communications with parishes

The Clerk will attend the proposed session.

027/12/13 Consideration of DDC request re dog fouling

The Clerk had taken delivery of a canister and would report back to the next meeting what the purpose is.

028/12/13 Correspondence

- Countryside Voice – Winter 2013
- The Clerk – November 2013
- Victim Support request for funding
- NCALC Update -Nov-Dec 2013
- LCR – Winter 2013
- Police – Crime reports
- DDC Scrap Metal Regulations
- DDC Strategy Group Presentation

029/12/13 Public Participation (2)

Nothing to report.

030/12/13 New matters requested for next month's agenda

Nothing at this time.

031/12/13 Set dates of meetings for 2014**To include consideration of changing start time from 19.30 to 19.00**

All ordinary meetings will be held on the second Monday of each month. Discussion took place regarding start time but a decision was deferred in the absence of AW.

032/12/13 Date of next meeting

The next ordinary meeting will be held on Monday 13th January 2014.

The Chairman closed the meeting at 9.35pm.

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 13TH JANUARY 2014**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Peter Cooper (Vice-Chairman) (PC), Mrs Karen Alexander (KA),
Mr G Bell (GB), Mr John Collins (JC), Mr Richard Piner (RP), Mr Neville Snell (NS),
Mr Martin Walton (MW).
Others: Mrs Sharon Foster (Clerk), District Councillor Jo Gilford, 2 x Members of the public.

In the absence of MR, PC took the chair.

001/01/14 To receive and approve apologies for absence

Apologies: Mr Mike Richards (Chairman) (MR) – on holiday.
Mr Andrew Witcomb (AW) – abroad.

002/01/14 To receive declarations of interest in items on the agenda

JC and KA declared interests in the items regarding the village hall.

003/01/14 To consider any dispensation requests

None.

004/01/14 Approval of the Minutes of the ordinary Meeting held on 16th December 2013

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.

Proposed by JC, seconded by MW. 5 in favour. 2 abstained. Carried.

005/01/14 Public Participation (1)

Nothing to report.

006/01/14 Matters arising from the minutes (for information only)

Nothing to report.

007/01/14 Finance

a. Income received
£1,260.99
£ 0.36

HMRC – VAT reclaim
HSBC interest

b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100202	S Foster	Salary	325.53	0.00	325.53	LGA 1972 s112
100203	S Foster	Expenses	36.95	0.00	36.95	LGA 1972 s112
100204	Phone Co-op	Telephone bill	2.18	0.44	2.62	LGA 1972 s112

RESOLUTION – All cheques approved for payment. Proposed by MW, seconded by KA. All in favour. Carried.

c. Bank balances
As at 31st December 2013

HSBC current a/c	£ 3,527.65	
HSBC deposit a/c	£ <u>7,503.21</u>	£11,030.86
Uncashed cheques		£ <u>616.58</u>
Available funds		£10,414.28

d. Ratification of draft budget for financial year 2014/2015

Draft 2 of the budget had been circulated.

RESOLUTION – To accept Draft 2 as circulated as the final budget for financial year 2014/2015.

Proposed by RP, seconded by KA. All in favour. Carried.

- e. To place the precept demand on Daventry District Council for financial year 2014/2015
Following ratification of the budget, it was agreed that a £15,500 precept demand be placed on DDC. PC and the Clerk completed the appropriate paperwork.
RESOLUTION – To place a precept demand on Daventry District Council of £15,500.
Proposed by MW, seconded by JC. All in favour. Carried.
- f. Presentation of draft 4-year forecast
PC thanked Mrs Gilford for suggesting a 4-year forward look as this had shown a low reserve for future years. It was noted that very little more can be taken out of the budget as the majority of the costs are essential services and the Parish Council has to deal with unforeseen issues which have a financial impact. It was agreed that the position should be reviewed each quarter to coincide with the quarterly financial update.
- g. Consideration of application for NCC Empowerment Grant funding
Discussion took place regarding works to the cemetery and improving the area below the village hall. It was agreed that PC, JC, RP and the Clerk would co-ordinate an application.
- h. Presentation of third quarter budget figures
The £3,500 overspend was noted. This had been due to trees works and the Japanese knotweed issue.

008/01/14 Planning

a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2013/0961	Extension to existing fence and new boundary marker posts	Badby Village Hall, The Green, Badby NN11 3AF	Support

b. Non-Material Amendment and Permitted Development applications lodged with DDC

Application No.	Description of Development	Location of Development	Parish Council action
None			

c. Decisions received

Application No	Description of Development	Location of Development	Decision
None			

- d. Consideration of Appeal re DA/2012/0854, Construction of wind turbine (resubmission) at Long Furlong Farm, Catesby Road, Hellidon
The hearing will be taking place on 12th February 2014 at DDC Offices, starting at 10.00am. KA and possibly RP will attend on behalf of the Parish Council.

009/01/14 Reports from Councillors

- a. Cemetery
RP reported that repairs to headstones had been carried out. A 6-month inspection is now due.
- b. Greens
It was noted that cars and heavy goods vehicles are continuing to cause damage to the greens.
- c. Newsletter
The December newsletter had been circulated and was well received.
- d. Playing Field
AW had supplied a quick report and requested that the BMX track be put back on the agenda.
- e. Rights of way
AW supplied a report that he will be conducting a full tour in early February.
It was noted that the sloe tree on EB12 is still down. A request should also be made to extend steps down in the same area.
The Clerk had yet to arrange a meeting with Fawsley Estate although it was reported that estate

workers are cutting down trees in order for grazing animals to be kept in the field in which case the field will be made secure.

PC reported that he had received thanks from a landowner for new footpath discs which will now be put up.

- f. Roads and safety
JC will chase NCC re replacement of the post on the corner of Bunkers Hill and Main Street.
A complaint had been received regarding build up of leaves and dog mess on Bunkers Hill. This is in addition to the problems of getting the verges and overhanging bushes cut back. The Clerk was asked to contact NCC. At the same time, she would report a severed signpost on the Newnham Road.
It was noted that the A361 bend had again flooded in recent inclement weather conditions. This should also be reported.
- g. Street Lighting
The Clerk will source stencils for numbering all street light posts.
Two lights are reported as out (outside 10 The Glebe and at the bottom of Pound Lane). If no other lights are reported by the next meeting, then the contractor will be called in.
- h. Training
Nothing to report.
- i. Trees
Nothing to report.
- j. Village Hall
The ceiling has now been painted. JC has updated the village hall section on the website.
- k. Website
Discussion took place. It was noted that a précis of each meeting would be put on shortly after each meeting – which would have appropriate approval. A comments page will be added and a Twitter account opened. A notice will be put on each noticeboard regarding the website address. It was agreed that a brainstorming session be discussed with AW on his return.

010/01/14 Consultations

- a. NCC - Fire and rescue service draft strategic update and review for 2014
PC completed.
- b. DDC - Draft Strategic Housing Plan 2014-2019
No response to be made.
- c. NCC – Review of the NCC's Local List for Validation of County Council Development Planning Applications
PC to put together initial response for next month's meeting.

011/01/14 Consideration of Badby Plan

The group will be meeting next week to discuss the pros and cons of producing a plan.

012/01/14 Consideration of objection to village green registration on Stoneway

PC has received a response from the homeowner on the draft Statutory Declaration and will take legal advice on points raised.

013/01/14a Consideration of discussions with Allotment Society regarding Allotment Rental

Agreement signed and will be sent.

013/01/14b Consideration of discussions with Cricket Club regarding Rental

Agreement to be drawn up by PC.

014/01/14 Consideration of obtaining full tree inspection report

Salcey had, despite being chased, not provided a quote. The Clerk was to request quotes from 3 other sources; a decision would be taken on those quotes at the next meeting.

015/01/14 Consideration of 2013 Model Standing Orders – Deferred to March 2014

Deferred to March 2014.

016/01/14 Consideration of playing field signage

It was noted that planning permission may be required. The Clerk will check. It was agreed that the sign will be moved and the old posts removed. Another sign directing people from The Green will be provided (black lettering on brown background).

017/01/14 Consideration of ownership, editorial control and execution of website

Nothing further to report.

018/01/14 Discussion regarding possible future maintenance of ground behind Village Hall

The working party with Village Hall Committee members had not yet been arranged.

019/01/14 Consideration of invitation for Chairman to attend Neighbourhood Plans event

PC had attended the event which was hosted by Chris Heaton-Harris (MP) and attended by Nick Boles (MP, Planning Minister).

020/01/14 Consideration of email from parishioner regarding bin collection

Discussion took place following receipt of an email from a parishioner regarding replacement bin lids no longer being available. Mrs Gilford reported that bin lids had not been available for some years due to a decision taken by DDC. However, it may be that replacement nets are still available. The Clerk was asked to respond to the parishioner.

021/01/14 Consideration of DDC request re dog fouling

A parishioner had offered to action DDC's request. The Clerk will pass on the canister.

022/01/14 Correspondence

None

023/01/14 Public Participation (2)

The Parish Council was asked to look at whether the number of mows per year could be reduced from 17 in order to save money. She also noted that 4 copies of any spoken report should be taken along to the Long Furlong Wind Turbine Appeal Hearing.

024/01/14 New matters requested for next month's agenda

BMX Track.

025/01/14 Consideration of changing start time from 19.30 to 19.00

Following discussion, it was agreed that the meeting time remains at 19.30 although it was noted that standing orders state that meetings should take no longer than 2 hours.

026/01/14 Date of next meeting

The next ordinary meeting will be held on Monday 10th February 2014.

The meeting closed at 9.15pm.

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 10TH FEBRUARY 2014**

THE FOLLOWING WERE PRESENT:

Councillors: Mrs Karen Alexander (KA), Mr Gary Bell (GB), Mr Peter Cooper (PC), Mr John Collins (JC),
Mr Richard Piner (RP), Mr Neville Snell (NS).

Others: Mrs Sharon Foster (Clerk), 2 x Members of the public.

001/02/14 To receive and approve apologies for absence

Apologies: Mr Mike Richards (MR) - away
Mr Martin Walton (MW) - away
Mr Andrew Witcomb (AW) – away.

In the absence of MR, PC, as Vice-Chairman, took the Chair.

002/02/14 To receive declarations of interest in items on the agenda

KA and JC declared interests in items regarding the village hall, including payment of cheque 100208.

003/02/14 To consider any dispensation requests

None.

004/02/14 Approval of the Minutes of the Ordinary Meeting held on 13th January 2014

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.

Proposed by JC, seconded by KA. All in favour. Carried.

005/02/14 Public Participation (1)

Nothing to report.

006/02/14 Matters arising from the minutes (for information only)

Nothing to report.

007/02/14 Finance

- a. Income received
- | | |
|----------------|---|
| £ 60.00 | Headstone fee – D Hodges |
| £115.00 | Funeral fee – M MacGregor |
| £115.00 | Funeral fee – B Barnstable |
| £115.00 | Cemetery plot reservation fee – Mr and Mrs Whyles |
| <u>£225.00</u> | Funeral fee – A Fenner |
| <u>£630.00</u> | |

- b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100205	S Foster	Salary	317.73	0.00	317.73	LGA 1972 s112
100206	S Foster	Expenses	60.74	0.00	60.74	LGA 1972 s112
100207	M Walton	Noticeboard repairs	30.89	3.00	33.89	LGA 1972 s112
100208	Village Hall	Hall Rental	362.00	0.00	362.00	LGA 1972 s133
100209	Les Finn	Memorial repairs	150.00	30.00	180.00	PCBA(MP)A 1970 s.1
100210	Orchard Print	Newsletter	132.75	0.00	132.75	LGA 1972 s142
100211	EON	Electricity	130.24	26.05	156.29	PCA 1959
100212	Badby PCC	Churchyard mowing	595.70	0.00	595.70	LGA 1972 s215

RESOLUTION – All cheques approved for payment. Proposed by RP, seconded by NS. 3 for, KA and JC abstained. Carried.

- c. Bank balances

As at 31 st January 2014	HSBC current a/c	£ 3,568.45	
	HSBC deposit a/c	£ <u>7,503.21</u>	£11,071.66
	Uncashed cheques		£ <u>391.48</u>
	Available funds		£10,680.18

- d. Consideration of application for NCC Empowerment Grant funding
The Clerk reported that a cheque had been received for £900. She was requested to send a letter of thanks to County Councillor Brown. It was agreed that a group consisting of KA, PC, RP and AW would meet to plan the use of the funding and report back to the full Council.

008/02/14 Planning

- a. Applications received

Application No.	Description of Development	Location of Development	Parish Council action
DA/2014/0042	Works to trees in a Conservation Area	Bakery Cottage, Vicarage Hill, Badby NN11 4AP	Support
DA/2014/0003	Extension and conversion of outbuilding to form self-contained annexe	Stockwell House, Stoneway, Badby NN11 3AT	No objection

- b. Non-Material Amendment and Permitted Development applications lodged with DDC

Application No.	Description of Development	Location of Development	Parish Council action
None			

- c. Decisions received

Application No	Description of Development	Location of Development	Decision
DA/2013/0961	Extension to existing fence and new boundary marker posts	Badby Village Hall, The Green, Badby NN11 3AF	Granted

- d. Appeals received

Application No	Description of Development	Location of Development	Parish Council action
DA/2012/0810	Extension and conversion of outbuilding to form self-contained annexe	Stockwell House, Stoneway, Badby NN11 3AT	No action

- e. Consideration of Appeal re DA/2012/0854, Construction of wind turbine (resubmission) at Long Furlong Farm, Catesby Road, Hellidon
The hearing will be taking place on 12th February 2014 at DDC Offices, starting at 10.00am. KA, AW and perhaps RP will be attending. PC will prepare a Parish Council statement for KA if necessary.

009/02/14 Reports from Councillors

- a. Cemetery
RP had carried out a 6-month inspection and two headstones had been found to be unsafe. He will report these to the stonemason.
- b. Greens
The dog spray had been used in one part of the village and had been returned to the Clerk. A working party to be put together to deal with various issues around the village, including erecting stakes around the verge damage on The Green again.
- c. Newsletter
Nothing to report.
- d. Playing Field
AW had sent in a report that there had been no feedback from the website regarding the BMX track.
The Clerk reported that no planning consent etc was required for moving the playing field sign. This would be part of the working party's tasks.

The Clerk had spoken to a member of the Fawsley Estate regarding fencing and animals and would chase him for a response.

- e. **Rights of way**
AW had reported that he had walked many of the rights of way. The only thing to report was that the sloe bush was still obstructing footpath EB12. This had already been reported to NCC.
- f. **Roads and safety**
Following complaints about Bunkers Hill and Brookside Lane, cutting back and road sweeping had taken place.
The post at the bottom of Bunkers Hill has not yet been replaced due to NCC being overstretched.
A list needs to be put together for a Community Enhancement Gang request. JC will arrange a village inspection to determine what should go on it.
A meeting with NCC and the Police will be taking place on Friday 14th February at 10.00am regarding road safety at the A361 bend. Attendees will be JC, PC, MW and the Clerk.
- g. **Street Lighting**
There are now four lights out in the village. The contractor will be requested to attend.
The Clerk had purchased a set of stencils for marking all lamp posts. This will be done by the working party.
- h. **Training**
Upcoming sessions on Planning Nuts & Bolts and Section 106/CIL were considered worth attending.
- i. **Trees**
A comment had been posted on the website regarding the chestnut trees on The Green. This was discussed. Councillors agreed reconsideration of keeping the trees should be made at the point when a future inspection is carried out stating that the trees need significant spend on them. Annual inspections are taking place. The Clerk will respond to the website comment.
The Clerk reported that an FoI request had been received asking for details of funds spent on the chestnut trees alone. The Clerk was requested to compare this with the funds spent on trees overall.
- j. **Village Hall**
JC reported that the planning consent had been granted. The insurers had agreed to pay the planning application fee.
- k. **Website**
A brainstorming meeting had been held and PC produced a report setting out responsibilities. The only addition was a disclaimer regarding external content. It was agreed that 6 months would probably be a sensible time for comments staying visible on the site, but this would be discussed by the editorial group.
PC will produce a sample for each Parish Councillor to write a bit about themselves. This will include photographs of each individual.

010/02/14 Consultations

- a. **NCC – Review of the NCC's Local List for Validation of County Council Development Planning Applications**
No comment to be made.
- b. **WNJPU – West Northants Joint Core Strategy – Proposed Main Modifications Consultation**
No comment to be made.
- c. **DDC – Badby Parish Housing Needs Survey**
This was considered a helpful document. No alterations were requested.

011/02/14 Consideration of Badby Plan

The group had been discussing surveying the Parish to ascertain what issues were of primary concern to decide whether a Plan should be produced. The aim was to identify what is valued and unique about Badby, what we wish to protect and retain, and to set aspirations for the future. The group consists of about a dozen people and is considered much more representative of the village in terms of age, gender, length of time in the village.

012/02/14 Consideration of objection to village green registration on Stoneway

Deferred.

013/02/14a Consideration of discussions with Allotment Society regarding Allotment Rental

The signed agreement has now been received. This item to be removed from the agenda.

013/02/14b Consideration of discussions with Cricket Club regarding Rental

Deferred.

014/02/14 Consideration of obtaining full tree inspection report

Despite numerous requests for tenders, only one quote had been received. It was unanimously agreed that BHA Trees Limited be appointed to carry out a full tree inspection at the cost of £290 for those trees under the responsibility of the Parish Council and £90 for the trees along Brookside Lane. He will also provide a price for digital mapping and electronic reporting.

015/02/14 Consideration of 2013 Model Standing Orders – deferred to March 2014

Deferred.

016/02/14 Consideration of playing field signage

Discussed above at item 009/02/14d.

017/02/14 Consideration of proposed works to BMX track

Discussed above at item 009/02/14d.

018/02/14 Discussion regarding possible future maintenance of ground behind Village Hall

Deferred.

019/02/14 Consideration of entering Best Village Competition 2014

The Clerk was asked to circulate the information to various village groups.

020/02/14 Consideration of tenders for village mowing contract

The Clerk had received three quotes but unfortunately the contract is not due for renewal until 2015. The Clerk will write to those who had submitted quotes thanking them for their time and apologising for the premature request.

021/02/14 Consideration of tenders for cemetery mowing contract

Only one quote had been received and it was unanimously agreed that CM Garden Maintenance be appointed at a cost of £55 for 16 cuts and £30 per 3 strims of the cemetery per growing season for 2014, 2015 and 2016 (Total cost being £1,000). This price is fixed for two years and will be re-negotiated for the third year.

022/02/14 Consideration of WW1 Commemoration information

The information will be put on the website.

023/02/14 Consideration of request from Badby PCC re Churchyard

Parish Councillors agreed unanimously to a request from Badby PCC to plant poppies in an area of the churchyard and to erect a noticeboard near the South Gate.

024/02/14 Confirmation of dates for 2014 motocross dates at Arbury Hill

Motocross meetings will be held at Arbury Hill on 27th April, 1st June, 14th September and 19th October.

025/02/14 Consideration of email providing information regarding defibrillator

It was agreed to consider asking (via the Newsletter and website) for views on obtaining a defibrillator, and whether there were sufficient volunteers (a minimum of six people) to put themselves forward in order for the matter of a defibrillator to be re-considered by the Parish Council.

026/02/14 Correspondence

- Clerks and Councils Direct – January 2014
- The Clerk Magazine – January 2014
- MGWSP – Salt availability for purchase for salt bins
- CPRE Outlook magazine – February 2014
- DDC Community Grants information

027/02/14 Public Participation (2)

Nothing to report.

028/02/14 New matters requested for next month's agenda

None at this time.

029/02/14 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 10th March 2014.

The Chairman closed the meeting at 9.30pm.

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M.
ON MONDAY 10TH MARCH 2014**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Mike Richards (MR) (Chairman), Mrs Karen Alexander (KA), Mr Peter Cooper (PC),
Mr John Collins (JC), Mr Richard Piner (RP), Mr Martin Walton (MW).

Others: Mrs Sharon Foster (Clerk), District Councillor Bob Patchett, 1 x Member of the public.

001/03/14 To receive and approve apologies for absence

Apologies: Mr Andrew Witcomb (AW) – sick.

Absent without apologies: Mr Gary Bell (GB)

Mr Neville Snell (NS)

002/03/14 To receive declarations of interest in items on the agenda

KA and JC declared interests in items regarding the village hall.

003/03/14 To consider any dispensation requests

None.

004/03/14 Approval of the Minutes of the Ordinary Meeting held on 10th February 2014

Copies of the minutes had been circulated prior to the meeting. All were in agreement that the minutes be signed as a correct record of the meeting.

Proposed by MW, seconded by KA. All in favour. Carried.

005/03/14 Public Participation (1)

- a. A member of the public expressed planning concerns regarding land at the junction of the A361 with the Daventry ring road.
- b. A member of the public asked the Parish Council to consider whether provision for drainage had been considered with regards to planning application DA/2014/0168.
- c. District Councillor Patchett addressed the meeting. He advised:
- i. a consultation/review of the conservation area is due to take place;
 - ii. the Daventry Calling publication is due to be published 4 times per year instead of 3;
 - iii. webcasting of live District Council meetings is to go ahead.

006/03/14 Matters arising from the minutes (for information only)

Nothing to report.

007/03/14 Finance

- a. Income received
- | | |
|---------|-----------------------|
| £648.12 | S136 mowing grant |
| £900.00 | NCC Empowerment Grant |
| £ 0.68 | HSBC Interest |

b. Payments for approval

Cheque no	Payee	Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Authority
100213	S Foster	Salary	280.35	0	280.35	LGA 1972 s112
100214	S Foster	Expenses/Website	97.69	0	97.69	LGA 1972 s112
100215	EON	Electricity	130.24	26.05	156.29	PCA 1959
100216	Aylesbury Main	Lighting maintenance	159.70	31.94	191.64	PCA 1959

RESOLUTION – All cheques approved for payment. Proposed by PC, seconded by KA. All in favour. Carried.

c.	Bank balances			
	As at 28 th February 2014	HSBC current a/c	£ 3,872.69	
		HSBC deposit a/c	£ <u>7,503.89</u>	£11,376.58
		Uncashed cheques		£ <u>957.70</u>
		Available funds		£10,418.88

008/03/14 Planning

a. Applications received

Application No	Description of Development	Location of Development	Parish Council comment
DA/2014/0135	Conversion & alterations to outbuilding to form self-contained living accommodation ancillary to The Hollies	The Hollies, The Green, Badby NN11 3AJ	Objections
DA/2014/0316	Listed buildings consent for Conversion & alterations to outbuilding to form self-contained living accommodation ancillary to The Hollies	The Hollies, The Green, Badby NN11 3AJ	Objections
DA/2014/0168	Installation of solar PV system	Konigssee Farm, Charwelton Road, Badby NN11 3BZ	No objection but concerns

b. Non-Material Amendment and Permitted Development applications lodged with DDC

Application No.	Description of Development	Location of Development	Parish Council action
None			

c. Decisions received

Application No	Description of Development	Location of Development	Decision
DA/2014/0003	Extension and conversion of outbuilding to form self-contained annexe	Stockwell House, Stoneway, Badby NN11 3A	Granted

d. Appeals received

Application No	Description of Development	Location of Development	Parish Council action
None			

- e. Consideration of Appeal re DA/2012/0854, Construction of wind turbine (resubmission) at Long Furlong Farm, Catesby Road, Hellidon
KA, RP and AW had attended the hearing. The findings will be published in approximately 6 weeks.

009/03/14 Reports from Councillors

- a. Cemetery
RP reported that P Groves is still able to do the fencing alongside the cemetery.
- b. Greens
A working party had carried out repairs to various greens. It was noted that damage had been caused on the approach to the cemetery. This would also be repaired.
- c. Newsletter
Nothing to report.
- d. Playing Field
No bin has yet been delivered to the playing field.
It had been reported that the lock to the playing field was not working properly. MW offered to take a look at the lock.
Hardcore is now being laid on the lower approach to the Fawsley woods. A site visit would be requested.
- e. Rights of way
It was reported that the branches laying across one of the footpaths had been removed.

- f. Roads and safety
 JC reported that, following a productive meeting with NCC, major works will be taking place on the A361 bend. A meeting would also be arranged with representatives of Badby Park to request additional works on the boundary between the A361 and Badby Park.
 Reflectors will be replaced on the posts at Church Green and Bunkers Hill as the current ones are under-sized.
 JC will submit a Community Enhancement Gang request by the end of the week and requested discussion of any further works to be requested for the April meeting agenda.
- g. Street Lighting
 All lights currently repaired and working. KA is in the process of numbering all the streetlights although at least two will be impossible until after CEG works have been carried out.
- h. Training
 AW will be attending the Planning Nuts & Bolts training course.
 PC will be attending the S106/CIL training course.
- i. Trees
 Nothing to report.
- j. Village Hall
 Planned fencing and screening has been completed. The VHMC is asking its insurers to remove the stumps. If this is refused, the Chairman of the VHMC had suggested joint funding of their removal and reseeded. This should be considered at the April meeting.
 Future events are 4/5 May – Bluebell Teas, 14 June – Jazz Night.
- k. Website
 DW will provide the invoice for hosting to the Clerk as well as statistics for website visitors.

010/03/14 Consultations

None.

011/03/14 Consideration of Badby Plan

PC updated the meeting. It was agreed that an article be put together for the website and newsletter to explain what's happening.

Following discussion regarding the need for a basic development statement, it was agreed that a meeting would be held with Tom James and Alan Chandler at DDC.

The Clerk was asked to contact Rachel Booth re whether there was any information as to when the conservation area consultation is due to take place.

012/03/14 Consideration of objection to village green registration on Stoneway

PC reported that he is in discussion with the legal advisor re statements.

013/03/14 Consideration of discussions with Cricket Club regarding Rental

The rental agreement has now been signed by the Parish Council and forwarded to the Cricket Club.

014/03/14 Consideration of requesting electronic plan and tagging for trees to be inspected

Discussion took place. It was agreed that if questions raised are answered appropriately, then everyone was in favour of going ahead at a cost of £122.

015/03/14 Consideration of 2013 Model Standing Orders

MR, PC and the Clerk would meet and produce a draft for consideration at the April meeting.

016/03/14 Consideration of playing field signage

Cleaning of the sign has been requested on the CEG list. A working group would remove the sign and reinstall on wooden posts.

017/03/14 Consideration of proposed works to BMX track

Deferred.

018/03/14 Discussion regarding possible future maintenance of ground behind Village Hall

Deferred.

019/03/14 Consideration of plans for the use of Empowerment Grant

Deferred.

020/03/14 Consideration of Brookside Lane issue – AW email

Deferred.

021/03/14 Consideration of purchase of Arnold-Baker on Local Council Administration

It was agreed that the new version should be purchased but that Staverton Parish Council be asked to share the cost.

022/03/14 Consideration of final version of Badby Housing Needs Survey

The final version had been received and should be uploaded onto the website.

023/03/14 Correspondence

- NCALC re Principal Councillor Attendance
- NCALC Update – Jan/Feb 2014
- Police – Crime Reports

024/03/14 Public Participation (2)

Nothing to report.

025/03/14 New matters requested for next month's agenda

- a. Consideration of further community enhancement works
- b. Consideration of joint funding of stump removal at village hall

026/03/14 Date of next ordinary meeting

The next ordinary meeting will be held on Monday 14th April 2014.

The Chairman closed the meeting at 9.50pm.

DRAFT