

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL  
HELD IN THE VILLAGE HALL AT 7.30 P.M.ON MONDAY 12TH MARCH 2018**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Steve Chandler (SC), Mr Peter Cooper (PC) (Chairman), Mr Peter Johnson (PJ),  
Mr Richard Piner (RP), Mr Naaman Ostah (NO), Mr N Snell (NS), Mr Martin Walton (MW).

Others: 2 Members of the public.

PC informed the meeting of the sudden and tragic death of Sharon Foster's mother. The Parish Council expressed its sympathies and passed its best wishes to Sharon and her family.

**001/03/18 Administration**

- a. To receive and approve apologies for absence  
Mrs Karen Alexander (KA, Vice Chair) – holiday,  
Mr Mike Richards (MR) – holiday  
Mrs Sharon Foster (SF, Clerk) – family bereavement.
- b. To receive declarations of interest in items on the agenda  
PC declared an interest in cheque no. 471.
- c. To consider any dispensation requests  
None.
- d. To approve the minutes of the Ordinary meeting held on 12<sup>th</sup> February 2018  
The draft minutes had been circulated prior to the meeting.  
*Proposal: To accept the minutes as a true and accurate record of the meeting.*  
*Proposed by SC, seconded by MW. All in favour. Carried.*
- e. To approve the minutes of the Extraordinary meeting held on 27<sup>th</sup> February 2018  
The draft minutes had been circulated prior to the meeting. The date of the minutes was amended to read "27<sup>th</sup> February" and in item 003/01e/18 "KA and NO made short statements" was amended to read "KA and PJ made short statements".  
*Proposal: To accept the minutes with the above amendments as a true and accurate record of the meeting.*  
*Proposed by PJ, seconded by MW. All in favour. Carried.*
- f. To receive Skills Audit 2018 responses  
Members were reminded to return their forms to the Clerk.
- g. To arrange Clerk's appraisal  
PC and KA would arrange a suitable time for the Clerk's appraisal.  
**Action: PC,KA, Clerk to arrange**
- h. Annual Parish Meeting  
Agreed to check that all organisations and groups had been notified of the arrangements for the APM on 20 April, which would be similar to those used in 2017.  
**Action: Clerk to arrange**

**002/03/18 Matters arising from the minutes (for information only)**

The sudden family crisis for the Clerk had meant that some matters arising from the February meetings had not yet been followed up. The meeting with PC, the Clerk and Mike Freeman was still to take place. Other matters arising are covered on the agenda.

**Action: Clerk**

**003/03/18 Public Participation (1)**

A member of the public, also chairman of the Neighbourhood Watch Scheme, reported that the meeting held on Monday 26<sup>th</sup> February to try to rejuvenate the Scheme had attracted just 4 participants. It was hoped that ways of fulfilling the role of the group would be found in future.

**004/03/18 Planning (KA, PC)**

a. To consider applications received

Application No	Description	Location	Comment
DA/2017/0103	Construction of front porch and conservatory to side, extension to garage and utility	Old Forge, Church Hill, Badby NN11 3AR	Proposal: No objection. Proposed by PJ, seconded by RP. All in favour.
DA/2017/1247 (Amended)	Reserved matters application for replacement dwelling (access, appearance, landscaping, layout and scale)	Badby Lodge Farm, Staverton Road, Badby NN11 3DD	Proposal: No objection. Proposed by NO, seconded by MW. All in favour.

**Action: Clerk to respond to planning**b. To consider decisions received and related correspondence  
None.c. To note non-Material Amendment/Permitted Development applications lodged with DDC  
None.d. To consider appeals received  
None.**005/03/18 Consultations**

None.

**006/03/18 Ongoing business (To receive reports on the following items and any action to be taken)**

a. Burial grounds (RP, MR)

To consider works required to churchyard wall

A meeting had been sought with Michael Venton re removal of remaining growth along and near the wall but had received no response. Agreed that a meeting should be sought with the DDC Conservation Officer to discuss the work to be done to the wall, together with owners of neighbouring properties. Ownership and responsibility for the wall need to be confirmed.

**Action: Clerk to arrange meeting**

b. Emergency Plan

A meeting with neighbouring Parish Councils had been held on 21<sup>st</sup> February, although only one had been able to attend. The draft Plan was now to be edited for consideration at the next meeting; neighbouring Parish Councils would be able to adapt and adopt it if they wished.

**Action: NS/Clerk to edit and circulate**

c. Greens, trees and verges (PC, MW)

To consider works on The Green

Recycled plastic beams and materials for the boardwalk had been purchased and it was hoped to put those down soon, possibly by the Working Party at the end of March.

**Action: PC to progress**

To update on meeting with police

A meeting with Sgt Sam Dobbs had been arranged for 2:00pm on 20<sup>th</sup> April. Members were asked to let the Clerk know if they wished to attend. Representatives of the Neighbourhood Watch Scheme would be attending.

To update re village and churchyard tree works

The contractor had planned to start work at the beginning of March but snow had delayed work. A quote of £40 for the removal of the hanging branch in tree 772 on Church Green had been accepted.

To report on purchase of tree for The Green

James Burton had generously agreed to donate two Sweet Chestnut trees. Agreed to thank James. The decision to replace with two trees was based on the need to seek an aesthetic layout and with regard to the longer term, noting that all the nearby Horse Chestnuts had been infected and were unlikely to last more than 5–10 years.

To update on damage to Pinfold Green by buses  
Actions from the last meeting were yet to be done.

**Action: Clerk to follow up**

To arrange annual tree inspection  
Considered whether an annual or biennial inspection was required; if an annual inspection was required (for insurance purposes, for instance) then agreed to seek quotes for the inspection.

**Action: Clerk to clarify need for an annual inspection and seek quotes as necessary**

**d. Highways, lighting and road safety (PJ, NS)**

To update on street lights  
BPC44 (Church Green/Brookside Lane) was not working and BPC24 (The Glebe) had been reported as slow to start and of low intensity. In line with agreed policy, the contractor would be instructed, but noting that BPC24 had been problematic only last year, requiring 3 visits to rectify it.

**Action: Clerk to instruct contractor**

To update on parking in the vicinity of the church and Parish Council actions  
The signs for the churchyard wall had been installed, but concern had been expressed that they did not adequately prevent parking. PC had responded to the PCC about the limits on what could be done, legally and enforceably.

**e. NCC and other works (PJ, MW)**

To update on requests to NCC and DDC for works to be carried out  
With cuts at NCC, there appeared little progress. All requests would be monitored.

To update and review regular working parties around the village  
The date of the next working group was 25 March. PC would be away and PJ agreed to coordinate the work.

**Action: PC to circulate the group; PJ to coordinate actions**

To update on replacement of litter bins  
SC was thanked for collecting the remaining bins. The two on Pinfold Green and one in front of The Hollies had been installed; MW would install the remaining one near the Village Hall soon.

**Action: MW to install remaining litter bin**

To consider Great British Clean up  
Discussed last time.

**f. Neighbourhood Plan**

To receive update  
PC reported that he understood that the Consultation and revised Plan were nearing completion. A member of the public said that he understood that the final versions would be seen by the Parish Council before submission.

**Action: PC to clarify timing with BPNP Group**

**g. Newsletter**

Nothing to report.

**h. Leisure, Sport and Recreation (SC, PJ)**

To update on request for playground or park from residents  
Nothing to report.

To update on discussions with Badby Cricket Club  
The Cricket Club had informed the Parish Council that a decision had been made to dissolve the Club, and seeking a meeting to discuss the consequences, including the remaining assets of the Club. A meeting was planned for 17<sup>th</sup> April at 7:30pm; PC, NS, SC, MW and the Clerk would attend; consideration would be given beforehand to the Council's position and liabilities, in terms of the leases and insurance cover.

**Action: The Clerk to explore insurance cover  
PC to circulate legal documentation**

To arrange playing field inspection  
Agreed to instruct the Clerk to obtain quotations, noting the possible need to include the cricket field.

**Action: The Clerk to obtain quotations**

**i. Projects & Fundraising (SC)**

To update on events being planned (Soapbox Derby, Golf day and Boundary Walk)  
The Soapbox Derby is progressing well; there was strong support from residents along the proposed route. Sponsorship and publicity were being addressed.

**Action: SC to progress**

The Golf Day is on hold for the moment.  
The Clerk and SC have yet to meet with Peter Wakeford to identify landowners along the proposed boundary walk.

**Action: Clerk and SC to progress**

To discuss a fund-raising village calendar for 2019  
NO reported that the community groups were positive about the proposal, although there may be more than 12! Sponsorship by the two pubs had been secured in principle. NO and SC would put together a financial plan for the next meeting.

**Action: SC and NO to progress**

**j. Publicity and Website (SC)**

To update on inclusion of Councillors' details and photos, and a 'Who to contact' page  
The Clerk will be meeting with Anne Skinner during April.

**Action: Clerk to action**

**k. Training**

Nothing to report.

**l. Village Hall (KA, RP)**

A very successful quiz was held on 9<sup>th</sup> March.

**m. Forthcoming events and reports from events attended**

Good Neighbours Scheme on 21.11.17  
Nothing to report.

**007/03/18 Finance**

**a. To note income received**

£ (figure unavailable) HSBC Interest  
£160.00 Burial fee – E Payne

**b. To approve payments**

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Within Budget	Payee	Authority	Cheque no
Electricity 01.02.18-27.02.18				Yes	SSE SWALEC	PCA 1957	By Direct Debit
Materials for area behind the Village Hall	193.50	38.70	232.20	Yes	P Cooper	LGA 1972 s14	471
Neighbourhood Plan printing (invoices 3408,3409, 3410)	843.50	168.70	1012.20	Yes	Orchard Print	Localism Act 2015	472
Neighbourhood Plan hall hire	180.00	0.00	180.00	Yes	Badby VHMC	Localism Act 2015	473

Proposal: To approve cheques for payment.  
Proposed by NS, seconded by SC. All in favour. Carried.

**Action: Clerk to distribute cheques**

**c. To note bank balances**

Figures not available at the meeting.

**d. To update on payments to Aylesbury Mains for street light works**

PC had examined the invoices and payments for work. Taking into account the insurance claim for the replacement of BPC38, the exceptional replacement of light BPC16 and the payment of an invoice dating back to February 2017, the planned expenditure this year was within budget. Payment of cheque 468 from the last meeting should therefore go ahead. However he had identified three issues: the late arrival of invoices (which had the additional problem that we were unable to check that work had been done); the multiple payments for repair of BPC24 (which had required repeated visits before it worked properly) and possible missing invoices (for the removal and reconnection of BPOC38 and for actions following the Asset Review in July 2017).

**Action: Clerk to pay cheque 468**  
**Action: Clerk to take up issues with Aylesbury Mains**

**008/03/18 Correspondence (Folder in circulation around Parish Councillors)**

- NALC Update – Jan/Feb 2018
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**009/03/18 Public Participation (2)**

A member of the public noted that, were the cricket pavilion and its services to fall under the responsibility of the Parish Council, that would have significant implications and liabilities.

**010/03/18 New matters requested for next month's agenda**

In view of the pending retirement of two Councillors, clarification was sought on the process and timing for replacing them.

**011/03/18 Date of future Ordinary meetings**

9th April, 14th May, 11th June, 9th July, 13th August (if required), 10th September, 8th October, 12th November, 10th December.

Two Planning Applications had been notified. An Extraordinary Meeting would be required; dates would be sought.

**Action: Clerk to arrange a date**

The Chairman closed the meeting at 9.10pm.