

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M. ON MONDAY 9TH APRIL 2018**

THE FOLLOWING WERE PRESENT:

Councillors: Mrs Karen Alexander (Vice Chair), Mr Steve Chandler (SC), Mr Peter Cooper (PC) (Chairman), Mr Naaman Ostah (NO), Mr Martin Walton (MW).

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

001/04/18 Administration

- a. To receive and approve apologies for absence
Mr Peter Johnson (PJ) – holiday
Mr Richard Piner (RP) – holiday
Mike Richards (MR) – holiday
Mr N Snell (NS) - working.
- b. To receive declarations of interest in items on the agenda
None.
- c. To consider any dispensation requests
None.
- d. To approve the minutes of the Ordinary meeting held on 12th March 2018
The draft minutes had been circulated prior to the meeting.
*Proposal: To accept the minutes as circulated as a true and accurate record of the meeting.
Proposed by MW, seconded by NO. All in favour. Carried.*
- e. To approve the minutes of the Extraordinary meeting held on 29th March 2018
The draft minutes had been circulated prior to the meeting.
*Proposal: To accept the minutes as circulated as a true and accurate record of the meeting.
Proposed by KA, seconded by MW. All in favour. Carried.*
- f. To receive Skills Audit 2018 responses
Some responses are outstanding.
Action: Clerk to chase
- g. To update on arrangements for the Annual Parish Meeting on 20th April 2018
The format will be the same as in recent years. It is being publicised in The Link and The Daventry Express. The Clerk will arrange for the A-boards to be used. PC will cover achievements over the past year; Councillors were asked to inform him of items to be included.
Action: Clerk to arrange
- h. To receive details of process and timing regarding pending vacancies on the Parish Council
Two vacancies are due to arise in the next month. A coloured insert will be added to the next edition of The Link notifying parishioners and encouraging expressions of interest.
Action: Clerk to arrange
- i. To appoint a working party to review governance policies and documents
Deferred to May meeting.

002/04/18 Matters arising from the minutes (for information only)

PC noted that matters are in hand but delayed due to the recent absence of the Clerk.

003/04/18 Public Participation (1)

Nothing to report.

004/04/18 Planning (KA, PC)

a. To consider applications received

Application No	Description	Location	Comment
DA/2018/0148	Listed Building Consent for internal alterations to reconfigure the entrance area of the north wing, to provide new reception and office together with additional facilities to serve the healthcare and rehabilitation centre	Badby Park Rehabilitation Centre, Badby Road West, Daventry NN11 4NH	Proposal: To make no comment. Proposed by KA, seconded by PC. All in favour. Carried.
DA/2018/0179	First floor rear extension and proposed front porch	Rosedale Cottage, 6 Pound Lane, Badby NN11 3AL	Proposal: To make no objection. Proposed by KA, seconded by SC. All in favour. Carried.

Action: Clerk to respond to planning

b. To consider decisions received and related correspondence

Application No	Description	Location	Decision
DA/2017/1248	Change of use of land for siting of ménage	Land at Badby Lodge Farm, Staverton Road, Badby NN11 3DD	Approved

c. To note non-Material Amendment/Permitted Development applications lodged with DDC
None.d. To consider appeals received
None.e. To report correspondence regarding DA/2017/1179
PC reported that this application will go to DDC Planning Committee on the grounds of objections from both the Parish Council and NCC Highways.**005/04/18 Consultations**

None.

006/04/18 Ongoing business (To receive reports on the following items and any action to be taken)**a. Burial grounds (RP, MR)**To update on meeting with DDC re works to boundary wall
A meeting will be arranged with neighbouring properties and DDC Conservation Officer.**Action: Clerk to arrange**To update on incident of soil being put on graves
Following the recent incident, the gravedigger will be advised.**Action: Clerk to arrange**To report increase in cemetery fees at Daventry
The Clerk reported large increase in burial fees at Daventry. If as a result there is a substantial increase in requests for burials of non-Badby residents, fees for non-residents will be re-considered.To report government approval to waive interment fees for children
Following discussion, it was agreed to add the possible waiver of fees for interment of under 18 year olds to May's agenda.**Action: Clerk to add to May agenda****b. Emergency Plan (NS)**To update on preparation of Emergency Plan
Deferred in NS's absence.**c. Greens, trees and verges (PC, MW)**To update on the creation of a leisure/nature area below the Village Hall
PC thanked MW for works carried out. Further work will take place at the next Clean-Up Sunday.

To update on meeting with Sgt Sam Dobbs

A meeting is planned for 20th April at 2pm in the village hall. Councillors and public were asked to inform the Chairman of issues that they would like raised.

To update re village and churchyard tree works

Works have been delayed due to recent bad weather conditions; work was now expected to start on 19th April..

To update on damage to Pinfold Green by buses

The meeting with I Boyes regarding parking and queries of Futures Housing why they no longer plan to provide dropped kerbs for houses fronting onto Pinfold Green were still to be followed up.

Action: Clerk

To update on annual tree inspection

The Clerk was asked to find out from the insurance company whether an annual inspection is required.

Action: Clerk

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

To update on repairs to BPC24 and BPC44

BPC24 is now working. PC noted that Aylesbury Mains had refunded repair costs from repeated visits early in 2017 and said they would not charge for the recent visit. However, BPC44 is considered beyond economical repair. The Clerk will obtain quotes for replacement.

Action: Clerk

To update on street lighting identified during Assets review

The Clerk needs to raise a number of safety issues with regards to the above, as identified in the July 2017 minutes.

Action: Clerk

e. NCC and other works (PJ, MW)

To update on requests to NCC and DDC for works to be carried out
Issues are still outstanding and will be chased.

To update on regular Community Clean-Up Group

Thanks went to those who attended in March. The next Group will meet on Sunday 29th April and will probably concentrate on litter picking ready for Bluebell Weekend on 6th and 7th May.

To update on replacement of litter bins and ability of DDC to open them for emptying

MW was thanked for installing the new bins. The Clerk will contact DDC re emptying them.

Action: Clerk

f. Neighbourhood Plan

To update on submission of final Plan and Consultation Statement

The final Plan and Consultation Statement have been submitted to DDC and made available on the website.

To update on next stages

Following a further DDC-run consultation period running from 9th April to the 25th May, the document will be submitted to an Inspector for approval and, subject to the Inspector's report, then a referendum is held. The next meeting of the NHP Group will be on 25th April in The Maltsters. KA will raise the matter of Jane Parry's email implying that comments must be made in order to retain an input into the remaining stages of the NHP.

Action: KA to raise

To consider issues for action or noting by BPC arising from the Plan and consultation stage

A statement of actions by BPC had been provided by the NHP Group. Most actions are already covered through the 'On-going business' section of the BPC agenda. It was noted that Action 7 could involve a Speedwatch Programme which will be raised with Sgt Sam Dobbs on 20th April and

Action 9 would not be straight forward in practice. Comments were noted and it was agreed that an action for an annual review of progress with and modifications to the NHP be added to the BPC calendar.

g. Newsletter

Nothing to report.

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

To update on request for playground or park from residents

Although there has been no progress, KA agreed to continue work on this project.

Action: KA

To update on meeting with Badby Cricket Club on 17th April and potential liabilities on BPC
A meeting is due to be held. However, before the meeting, BPC needs to be aware of its liabilities with regards to equipment, clubhouse, land and security. It was noted that there is also a contractual relationship between the Cricket Club and Allotment Association with regards to the provision of water and electricity.

Action: Clerk to investigate with insurance company

To note report of people removing wild bluebells from Badby Woods

PC had received reports. It was agreed that an item be added to the next Newsletter and that the Fawsley Estate be asked whether they could erect signs reminding visitors that this is illegal.

Action: Clerk

i. Projects & Fundraising (SC)

To update on events being planned (Soapbox Derby, Golf day and Boundary Walk)

Following recent negative comments received and a lack of volunteers to help organise the event, the Soapbox Derby is now cancelled. All voiced their regret but thanked SC for all the hard work he had put in.

The Golf Day is on hold for the moment.

The Clerk and SC will arrange to meet with Peter Wakeford to identify landowners along the boundary.

Action: Clerk and SC to progress

To discuss the possibility of village calendar for 2019

This project is progressing and quotations being sought. It was noted that the calendar should preferably be available for the Badby Fayre in September.

Action: SC and NO to progress

j. Publicity and Website (SC)

To update on inclusion of Councillors' details and photo

The Clerk will re-arrange meeting with Anne Skinner start the process.

Action: Clerk to action

k. Training

Nothing to report.

l. Village Hall (KA, RP)

Permission was requested to use the playing field for parking during Bluebell weekend. This was agreed.

Proposal: To allow use of the playing field for parking on 6th and 7th May 2018

Proposed by PC, seconded by NO. All in favour. Carried.

m. Forthcoming events and reports from events attended

None.

007/04/18 Finance (MR, NS)

a. To note income received

£729.19 VAT Reclaim for 2017/2018

£285.00 Burial fees – M Farrow

b. To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Within Budget	Payee	Authority	Cheque no
Electricity – February	262.60	50.92	313.52	Yes	SSE	PCA 1957	Direct Debit
Electricity – March	198.25	38.35	236.60				
Cemetery rates 01.04.18-31.03.19	0.00	0.00	0.00	Yes	Daventry District Council		N/A
Clerk 01.03.18-31.03.18 Salary Expenses	364.87 23.41	0.00 0.00	388.28	Yes	S Foster	LGA 1972 s 112	475

Proposal: To approve cheques for payment.

Proposed by KA, seconded by NO. All in favour. Carried.

Action: Clerk to distribute cheques

c. To note bank balances

As at 1st April 2018

HSBC current a/c	£ 8,437.99
HSBC deposit a/c	£ 5,015.66
Uncashed cheques	<u>£ 2,398.68</u>
Available funds	£11,054.97

d. To receive the unaudited end of year accounts.

The Clerk had circulated unaudited figures. Some queries were identified which the Clerk will clear up before carrying out the internal audit with Jim Goodger.

Action: Clerk

e. To update on Aylesbury Mains invoicing and BPC38 insurance claim

It was noted that there were communication issues in the receipt of invoices, leading to an inability to check when work had been done and the late payment of invoices. Two such late invoices relating to the removal and replacement of BPC38 had been accepted by the insurance company. The costs of the work were reasonable, but if the communication issues could not be resolved then it may be prudent to look at alternative contractors.

f. To update on BPNP grant expenditure

PC and Iori Jones had met and submitted the end of grant period report. A response is expected from Groundworks confirming the residue to be repaid.

g. To consider need for replacement defibrillator pads

The pads for the defibrillator need replacing. A generous offer of paying for replacement pads and battery was made by SC. This was gratefully accepted by BPC.

Action: Clerk

h. To note S137 level for financial year 2018/2019

The level for 2018/2019 will be £7.86 per elector.

008/04/18 Correspondence

Chris Heaton Harris – March Update
 NCALC Update – Jan/Feb
 The Clerk – March 2018
 HAGS Inclusive Playground Solutions brochure
 Clerks & Councils Direct – March 2018
 Broxap brochure
 Glasdon brochure

009/04/18 Public Participation (2)

A member of the public thanked PC and KA for their hard work over their tenure as Parish Councillors.

010/04/18 New matters requested for next month's meeting

None.

011/04/18 Date of future planned meetings

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

An extraordinary meeting will be called for 23rd April to discuss two planning applications which had been received.

The Chairman closed the meeting at 9.45pm.