

**BRAFIELD ON THE GREEN PARISH COUNCIL**

Mrs V Hartley  
 Clerk  
 Beech House  
 Dean's Row  
 Gayton  
 Northampton  
 NN7 3HA

Tel (01604) 858360

**Minutes of the Meeting**  
**Monday 15<sup>th</sup> March 2010**  
**Sargeant Memorial Hall, 7.30pm**

Public Enquiries. NONE

<p><b>Present:</b></p> <p>Mrs G Morgan          Mrs G Ager          Mr D Clayson          Mrs H Barnell          Mr K Ward          Mrs R Kentigern-Fox          Mrs D Allingham</p> <p>Mr M Clarke – NCC Cllr          Mrs C Clarke – SNC Cllr          Mr T Barnell – website organiser Mr A          Brown and colleague (From Brown and          Barden Landscapes)          2 parishioners</p> <p><b><u>2010/16. Apologies</u></b> - Mr Steve Hollowell – SNC Cllr          Mr Andy Brown who was in attendance wanted to know what was happening over the arrangements for cutting the play area. He considered that as the tenders for the Green had been requested in September 09 tenders for the Play Area should have been requested as the Parish Council was hoping to take on the lease in November 09. The Chairman informed him that as yet the lease for the Play Area was still in abeyance and so no tenders had yet been source. Gill Ager confirmed that she had spoken to the solicitor today and a draft lease had been sent. Kevin Ward pointed out to Mr Brown that the PC had no obligation to Brown and Barden and the decision as to who cut PC grass is a PC decision.</p> <p><b><u>2010/17. Minutes of the previous Meeting (18.1.10)</u></b></p>	<p>Chairman</p>
---	-----------------

These having previously been circulated and signed the Councillors duly adopted them as a true record.

2010/18. Matters Arising

**2009/73 - Rights of Way**

Kevin Ward reported that the meeting of the new Parish Path wardens had taken place.

2009/75 – Vehicle Activated Signs (VAS) – Clerk had written to John Trimble from NCC Highways.

2009/76 (iv) PL 15, Billing Road – repair has been done.

2009/84 – memento for Richard Mackaness – David Fieldhouse makes clocks and could make one for the hall. This would have to be approved by the hall committee. Kevin Ward reported that there is considerable choice of ‘sheep’ clocks on the internet!

2009/84 – Play Area lease – David Clayson, Kevin Ward, Gill Ager and Gill Morgan declared an interest in this issue. Gill Ager reported that she has contacted the solicitor today and a draft lease has been sent by email. Clerk to ask Danny Moody from NCALC to check legalities of lease. The PC must register lease for £50 with Land Registry.

VH

Gill Ager has emailed about the hedge outside the building line of property in Billing Road but no response as yet.

2009/09 – Helen Barnell and Kevin Ward formulated a response to the SHLAA. Acknowledgment has been received.

Helen Barnell attended meeting with Alex Zielinski from Nene Ridge Parishes. The meeting was well attended, notes are attached to these minutes. It was proposed by Dawn Allingham and seconded by Gill Ager that if the Action Committee required further funding towards banners/boards the PC will allocate further funding. This was agreed by the Council.

2010/19 Rights of Way – gate been hung on its hinges now at Mead Cottage

Footpath KC2 – with the Laurel hedge. Clerk to write to Alan Rigby of May Guerne with concerns that the hedge has only been cut back and will re-growth will occur.

2009/14 – lines re-painted at Billing Road junction.

**2010/20. Police Matters**

VH

Ruth Kentigern - Fox reported on the Community Panel meeting held on 4.3.10. Break-ins and raves in empty ammunition bunkers have been a problem. Fly tipping is also highlighted, it can be reported to [www. FixMystreet.com](http://www.FixMystreet.com) . PC Roger Smith is moving to Brackley and PC Andy Scott is taking over. Clerk to write to PC Smith to thank him for his services to Brafield and also to PC Scott to welcome him. The panel was also informed of the current involvement with their local schools. Next meeting to be held in June.

### **2010/21. District and County Council Matters**

**Carole Clarke reported that grants are available for village hall improvements from SNC. There is dissatisfaction amongst some about the proposed new council offices in Towcester.**

**Michael Clarke reported that the county's roads are in a bad state following the winter. Considerable government savings are going to have to be made and he encouraged people to go on the website to aid in the decisions over how expenditure of the council should be made.**

### **2010/22. Correspondence**

Out

- i. NCC – Request for information on VAS cameras
- ii. Ray Henman – re Sargeant Memorail Hall clock in memory of Richard Mackaness
- iii. Laurel hedge on KC22

In

- iv. WNDC – Invite to launch of West Northants Manual for Design Code – circ
- v. NCC – subsidised Bus Service Contracts Review 2010 – Clerk to respond that surgery bus is well used.
- vi. NCC – Annual Day Conference – Tree Wardens – FAO Colin Gautrey
- vii. NCC – Temporary 10 mph speed limit A428 – 10.5.10 – 25.6.10
- viii. SNC Standards Committee - report on complaint to a member of Roade PC - circ
- ix. NCC – confirmation that KC2 footpath laurel hedge has been cleared
- x. Grand Union Housing Group – publication on affordable housing
- xi. Energy Saving Trust – Green Communities leaflet
- xii. Northants 50+ network

- xiii. Housing 4U
- xiv. South Northants Economic Development Strategy- notes of PC work shop held on 26.1.10
- xv. NCalc Update and training guide
- xvi. Nab –help for those losing their sight 7.4.10 at Waitrose supermarket in Towcester, notice up
- xvii. Salcey Forest – events, notice up
- xviii. Great Fish And Chip Supper – newsletter

#### **2010/23. Highway and Transport Issues –**

**Gill Ager reported that many of the potholes have been filled. There had been confusion over the position of Chapel Lane. Kevin Ward confirmed that it was a private road with a Right of Way over it. It was agreed that Gill Ager will request that NCC extend the zig-zag lines to cover the top of Chapel Lane.**

#### **2010/024 Strategic Planning**

**Helen Barnell had attended the WNDC meeting in which they had sponsored Alan Baxter Associates to draw up the Manual for Design Codes to help make sustainable communities when there are over 400 houses to be built. Three manuals have been produced for Towcester, Brackley and Northampton which are available on CD.**

**Kevin Ward had attended the Little Houghton meeting. Little Houghton is fairly surrounded by SHLAA sites. The quality of landscapes in the Nene Ridge Parishes is worth using in defence. There appears to be a discrepancy between the actual numbers of houses required and those quoted in NBC plans – possibly trying to use green not brown sites. There is a meeting tomorrow with the JPU. There is also a CPRE workshop at Great Houghton on 8.4.10 lead by John Day – Helen and Terry Barnell may attend.**

**Dawn Allingham had attended the SNC Rural Housing Policy on 4.3.10. this had been mainly about the proposed SHLAAs (Strategic Housing and Land Availability Assessments). 16 villages have suggested sites, Yardley Hastings has 17 houses, Hackleton 21. The SHLAAs have been based on any applications made at any time for planning and so the land owners do not know in many cases and the proposals are now unacceptable as other use has been made of the land. Consequently if people make an objection the particular SHLAA will be removed.**

#### **2010/25 – Project Work**

Terry Barnell reported briefly on the Website. The 'health' section is now live. There is a local runner doing the London Marathon. Little Houghton have plagiarised much of Brafield's website which Helen Barnell will state that she is aware of at the next joint meeting.

Pub Field – Dawn Allingham had spoken to Ben Haynes from ACRE and Tom Kittendorf, Sports Development Officer from SNC. Grants are available for sports, especially if older children are involved. To install a multi games area – fenced with groundwork carried out would cost in the region of £35,000. Once grants are sourced the PC should approach Garry MacManus again. Normally the organisation should match fund 10% but lottery funding can not be matched. The area used to be a medieval street but despite this planning should not be too difficult. It was agreed that a 'heritage' trail could be set up – may be the Heritage Planning Department could help. The pond would be another category.

#### Village Booklet

The booklet is completed and the Parish Council agreed it was very professional thanking Helen Barnell, Gill Ager and Dawn Allingham for the considerable work involved. Helen Barnell suggested 350 copies are produced including 5 double sized copies for the visually challenged. The booklets would be delivered with the newsletter – help will be available if necessary.

She had 2 quotes :

Shire Group – £294

Addison Print - £325.

It was proposed by Helen Barnell that Addison Print's quote be accepted and this was seconded by Gill Morgan and agreed by the Council.

An amendment list will be kept so that editing can be carried out easily on an annual basis. A copy will be put on the website as a 'pdf' document.

#### 2010/26 Finance

The following payments were approved:

E-on            Replacement of PL15    £558.60    Chq 638

V Hartley Petty cash	£32.88	Chq 639
Roade School Newsletter printing	£24.89	Chq 640
E-on Light maintenance	£256.18	Chq 641
SLCC Parish Councillor Guide	£14.75	Chq 642
Church & Poors Land Charity – rent	£60.00	Chq 643
Addison Print - booklets	£411.26	Chq 644
Helen Barnell – booklet envelopes	£25.44	Chq 645
CPRE – membership	£ 29.00	Chq 646
Bank Balances - Reserve Account at 31.12.09 £7134.05		
- Current Account at 17.2.10 £4866.17		

## ii) Internal Control Review

The Council reviewed the system of internal control and, particularly, reviewed the effectiveness of internal audit? Both of these MUST be done within the financial year otherwise there is a high risk of receiving a qualified audit opinion from the external auditors, BDO.

When the Annual Return is completed the Parish Council will be required to state that it has carried out the required reviews within the financial year.

The reviews attempt to address the question “We know as councillors that we have an internal audit, but how do we know whether or not it is effective, and how do we evidence that?”.

The attached document forms the basis of evidence for the review carried out and was signed by the Chairman and Clerk. Dawn Allingham still carries out checks on the books as a form of internal control.

Fidelity Insurance was regarded as adequate at £10,000. This review accepted - proposed by Gill Ager and seconded by Dawn Allingham and agreed by the Council.

iii) VAT returns are to be made on line in the future.

## 2010/27 Councillors Comments

Dawn Allingham has been removing litter from various walks she has been on and is concerned about the amount. Helen Barnell will contact BTCV regarding the pond clearance and The ‘Unpaid Workers’ regarding various minor works in the village.

Gill Ager will contact the Village Enhancement Gangs.

## **2010/15. DATE AND TIME OF NEXT MEETINGS AT 7.30**

Monday APM and AGM - 17.5.10 (7pm start

Monday 5.7.10 Monday 20.9.10

Monday 15.11.10

Meeting closed at 10.20pm.	
----------------------------	--