

Tiffield Parish Council

E-mail: clerk@tiffieldparishcouncil.org.uk

Website: www.tiffieldparishcouncil.org.uk

Parish Office Ashbury Barn, 9a High Street South, Tiffield NN12 8AB. Tel: 01327 323195

From: Mr Andy Tennet, Clerk to Tiffield Parish Council to all Parish Councillors 16/06/2019:

MINUTES OF THE MEETING OF TIFFFIELD PARISH COUNCIL held in The Reading Room on Mon 10/06/2019 at 8.00pm

Present: Cllr J Beasley (Chair of the Council). Cllr S Jowers. Cllr S Pady. Cllr P Power. Cllr J Tyrell. Cllr E Welch. Cllr R Powell. Mr A Tennet (Clerk to the Council)

Prior to the start of business Cllr Beasley informed the meeting of the very sad news that Cllr Mark Godwin had died this afternoon. Whilst Mark had been ill this was totally unexpected. Cllr Beasley continued that Mark was a gentleman in every meaning of the word and had been a great supporter and member of the Parish Council for many years. He will be missed as both a friend and a Counsellor in so many ways. Cllr Beasley then read out an exchange of e-mails he had had with Mark only this morning. The Council then held a minute's silence in memory of Cllr Godwin.

	Standing Items	Action
1906.01	Apologies for absence – Cllr Chaplin (on holiday)	
1906.02	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda – None	
1906.03	To receive and approve for signature the minutes of the meeting held on 21/05/2019. – Minutes accepted and signed as a true and accurate record	Mr Tennet to forward scanned copy of signed minutes page relating to the adoption of The George as a village asset
1906.04	Matters arising from the minutes not included on this agenda for report only.	

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	<p>Mr Bradley has declined to tidy up the noticeboard, asking if someone else can undertake this work</p> <p>Mr Tennet has reported the damaged street name sign to South Northamptonshire District Council and has looked at the cost of new bird deterrent spikes for the swings. £10 a metre.</p> <p>In respect of the gate posts at Claydon's Field, Cllr Power reported that Mike Wreford and Mark Stockwin will look at them prior to the festival</p> <p>1905.15 – The idea of a storage unit on Claydon's Field was dismissed and Mr Tennet reported that the 'Lest We Forget' silhouettes were no longer produced. A similar item could be purchased for £750. This item was also dismissed.</p>	new bench and restraining the village notice board
1906.05	Public participation session. – None present	
1906.06	<p>Mr Tennet took the meeting through the accounts for year to date including the amended pages to reflect spend against budget. He asked for authority for the following spends to be authorised:</p> <p>Grass Cutting X 2 - £200 each (under Section 111 Local Government Act 1972)</p> <p>Ink Cartridges - £25.00 (under Section 111 Local Government Act 1972)</p> <p>A Cut Above tree works - £1680 (under Section 111 Local Government Act 1972)</p> <p>Festival costs - £4260.95 - as set out in a separate report submitted by Cllr Power at the last meeting. (under Section 111 Local Government Act 1972)</p> <p>Cllr Powell proposed to accept the accounts and payments and this was seconded by Cllr Pady. There were no objections.</p> <p>Cllr Beasley extended the thanks of the Parish Council to Cllr Power for all her hard work in respect of the festival.</p>	
1906.07	Planning Applications - Rectory Farm – St Johns Road, Tiffield. There were no objections	
1906.08	Correspondence list – Mr Tennet went through the correspondence received since the last meeting. One matter of note was the attendance at the next meeting of representatives from IM Developments. Cllr Powell suggested to accommodate this that the next meeting start at 7.30pm. This was agreed.	

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	Business items	Action
1906.09	Election of Vice Chair – with no Councillor forthcoming for this role this matter was dismissed	
1906.10	Internal Audit report – Mr Tennet and Cllr Beasley took the meeting through the internal auditors. Mr Tennet explained that where the Council made a decision in respect of a matter that was not listed on the pre-published Agenda, if challenged by a resident of the parish, this could be found to be unlawful as the community had not had the opportunity to attend or comment in respect of that item. As such it was agreed to always try to avoid this occurring. Cllr Jowers proposed that the report was accepted and this was seconded by Cllr Welch. There were no objections	
1906.11	NCALC Data Protection policies – Mr Tennet explained that another matter highlighted by the audit was that whilst we paid NCALC to act as our Data Protection Officer, we were still required to have the appropriate policies in place. This was obviously as common issue as NCALC had sent out a suite of documents to meet this need and were asking that Parish Councils adopt the documents. Cllr Jowers proposed that the documents were adopted and this was seconded by Cllr Power. There were no objections	Mr Tennet to adapt the documents provided by NCALC so that they apply to Tiffield Parish Council
1906.12	Declaration of interest forms – Mr Tennet informed the meeting that on checking the currently held forms, both Cllr Power and Powell needed to add in their home address as 'land owned'. In addition, whilst he had no doubt they had been completed, no forms could be found for Cllr Welch. As such a new set was supplied	Cllr Welch to complete said forms and return to Mr Tennet
1906.13	Access to Lloyds Account – moved to next meeting in the absence of Cllr Chaplin	
1906.14	Development of Claydon's Field – Cllr Jowers produced his proposed plans for the development of Claydon's Field. All Councillors present were given the opportunity to view the plans. These will be displayed at the village festival with a facility for residents to make comment. Cllr Beasley asked if the current dog mess bin could be moved and/or replaced with a bigger one due to complaints that the current one frequently overflows and smells.	Mr Tennet to contact dog waste contractor to see if the bin can be moved/replaced.
1906.15	Publication of period of notice for the exercise of Public Rights – 17 th June to 26 th July. After some discussion these dates were proposed by Cllr Jowers and seconded by Cllr Tyrell. There were no objections	Mr Tennet to complete the post audit process and post

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		the necessary documents on the village website etc.
1906.16	<p>New Gritting routes – Mr Tennet informed the meeting that following a meeting today with Mr Woodhouse from the County Council, the proposed road gritting routes for the village for this financial year would be both roads into the village from the A43 and then the bus route through the village, Gayton Wilds and into Gayton itself. Maps were provided for all to view the new routes. Cllr Jowers proposed acceptance of the new route and there were no objections.</p>	Mr Tennet to inform Mr Woodhouse that the new routes were approved at this meeting.
1906.17	<p>Councillors questions:</p> <p>Cllr Welch asked if it would be appropriate to send flowers from the Parish Council to any ceremony for Cllr Mark Godwin. This was agreed unanimously.</p> <p>Cllr Pady asked if there was a proforma for the Internal Check process. Cllr Power and Mr Tennet thought there were but if not, we could design our own.</p> <p>Cllr Tyrell commented on a number of houses whose hedgerows were overgrowing the pathways. Cllr Welch agreed to speak to one householder and Mr Tennet to write to two other residents to ask that they attend to this matter.</p> <p>Cllr Beasley returned to a discussion at the last meeting in respect of the Clerks hours and wages. He had liaised with Dan Moody at NCALC who felt the proposal for 12 hours was reasonable. Cllr Beasley would circulate the e-mails and figures.</p> <p>Cllr Jowers stated that the Parish Council needed to consider how we assessed any feedback regarding the proposals for Claydon's Field and how we managed people's expectations.</p> <p>Cllr Power confirmed that in company with Cllr Jowers she had a one to one meeting booked on the 26th June with a representative from Lottery Funding. This was all part of the funding fair being held in Towcester.</p> <p>Cllr Welch offered apologies for the next meeting</p>	<p>Mr Tennet/Cllr Power to look at proformas for the Internal Check process.</p> <p>Mr Tennet to write to the residents concerned to ask hem to attend to the hedgerows in question</p> <p>Cllr Beasley to circulate the e-mails and figures regarding the Clerks remuneration and hours</p>

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	With no other business the meeting closed at 9.20pm	
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I certify that this is a true and accurate record of the transactions of Tiffield Parish Council in the above meeting:

Signed: _____ Date: _____