

Tiffield Parish Council

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From: Mr Andy Tennet, Clerk to Tiffield Parish Council to all Parish Councillors xx/xx/2021:

MINUTES OF THE MEETING OF TIFFFIELD PARISH COUNCIL held in The School Hall on Wednesday 16/02/2021 at 8.00pm

Present: Cllr J Beasley (Chairman of the Council). Cllr P Chaplin. Cllr L James. Cllr S Jowers. Cllr G Ferrie. Cllr. C Pearson. Cllr J Tyrell. Cllr R Powell.

Mr A Tennet (Clerk to the Council), Mr Rae Spencer

At the start of the meeting Cllr Beasley informed all present that Mr Tennet had successfully passed his Certificate in Local Council Administration and as such was now a qualified Clerk. There was a brief discussion as to what this meant for the council.

	Standing Items	Action
2202.01	The Chair read out the Opening Statement - In accordance with the Openness of Local Government Regulations 2014, this meeting may be recorded, filmed, broadcast or otherwise transmitted by any member of the public or press who may be present, without prior reference to the Parish Council. The Chairman shall ensure that such action does not interfere with the conduct or business of the meeting.	
2202.02	Apologies for absence – Cllr Cook and Cllr Fowler	
2202.03	Declarations of interest related to business on the agenda for this meeting – Cllr Jowers declared an interest in item 2202.13 - Application for grant for Gayton & Tiffield minibus as he is a trustee.	
2202.13	Application for grant for Gayton & Tiffield minibus – This item was brought forward in the agenda. Mr Spencer gave the meeting a detailed account of how an unexpected reduction in the County Council grant for the minibus service and a significant reduction in income over the period of the pandemic, had meant that the finances for	

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Tiffield Parish Council

	<p>the minibus were significantly reduced. Further to this, required training for both new and established drivers means a significant period of expenditure. As such, a request has been made to both Tiffield and Gayton Parish Councils for a one-off grant of £500 each. This would ensure that the minibus is able to continue to be available and deliver the services currently provided, for the next financial year. As such Cllr Beasley proposed that the grant application to Tiffield Parish Council be supported. This was seconded by Cllr's Powell and Pearson with no objections.</p> <p>Cllr Beasley then thanked Mr Spencer for all the work he and all the other volunteers do, to keep the minibus service running. Mr Spencer then left the meeting.</p>	<p>Mr Tennet to liaise with Mr Spencer to arrange transfer of the funds in the new financial year.</p>
2202.04	<p>To receive and approve the minutes of the meeting held on 10/01/2022. Cllr Tyrell proposed that the minutes be accepted as a true record of the last meeting and this was seconded by Cllr Ferrie. There were no objections.</p>	
2202.05	<p>Matters arising from the previous minutes not included on the agenda for this meeting – Cllr Beasley took the meeting through the outstanding actions from the last meeting, all of which had been discharged. Of note were the following;</p> <p>2201.05 – Cllr Pearson and Mr Tennet informed the meeting that the entry into the village of the year awards had passed the initial submission and that the judges would be visiting the parish in late April/early May. Cllr Cook had held two meetings to discuss how we could best highlight the best aspects of the village and a plan was being formulated.</p> <p>2201.10 – Cllr Ferrie thanked everyone for their support and comments which had been put before the Strategic Planning Committee in respect of the DHL and IM Properties planning applications.</p> <p>2201.19 – Asset Mapping Project – Cllr Jowers updated the meeting in respect of the seminar which he, Cllr Chaplin and Mr Tennet had attended and how the mapping process was developing. Mr Tennet confirmed that he had applied for the grant to take part in the project.</p>	
2202.06	<p>Public participation session – no one present.</p>	

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Tiffield Parish Council

2202.07	<p>Finance report – Mr Tennet took the meeting through the accounts and in particular the outgoings and income since the last meeting. All of the account balances he had recorded matched the online accounts. Cllr Tyrell proposed that the accounts be accepted as a true and accurate and this was seconded by Cllr Ferrie. There were no objections.</p> <p>Mr Tennet asked for authority under Sect 111 of the Local Government Act 1972 to pay the annual invoice for Marcus Young, in respect of the emptying of the dog waste bins in the parish. This amounted to £617.76. This was proposed by Cllr James and seconded by Cllr Chaplin. There were no objections.</p>	<p>Mr Tennet to arrange for the payment of the invoice to Marcus Young.</p>
2202.08	<p>Correspondence List – Mr Tennet took the meeting through the correspondence since the last meeting. Of note was an email from Mr Dean (Church warden), asking if the Parish Council were likely to use the Reading Room for its meetings in the future. After some discussion it was agreed that meetings would be held there from May through till October, at which point the matter would be reviewed.</p> <p>Further discussion was had in respect of the email from Fiona Rapson and her offer of help in developing a Neighbourhood Plan and objection letters to the developers of the IM Properties and DHL sites.</p>	<p>Mr Tennet to notify Mr Dean of this decision.</p> <p>Cllr Beasley to contact Fiona Rapson.</p>
2202.09	<p>Planning applications – none received</p>	
2202.10	<p>IM Properties, DHL & Bell Plantation – Both the DHL and IM Properties developments applications have been passed by the West Northamptonshire Council Strategic Planning Committee. There is no further news at this point.</p>	
	Business items	Action
2202.11	<p>Vice Chair position for Parish Council – Cllr Beasley explained that as he was not always available to chair the Parish Council meetings, it had been proposed that one or two Councillors might want to step forward and take up this role. Cllr Ferrie and Cllr James both expressed an interest and it was agreed that this matter should form part of the allocation of responsibilities decided at the Annual Parish Council Meeting held in May.</p>	<p>Mr Tennet to ensure that the role of Vice Chair is added to the Annual Parish Council meeting agenda.</p>

Tiffield Parish Council

2202.12	3-month Internal Check report – Cllrs James took the meeting through the 3-month inspection that she and Cllr Cook had conducted on the 19 th January. The only matter of note was the issue of National Insurance to be paid by Mr Tennet.	Mr Tennet to liaise with HMRC to see what NI was owed and how to pay.
2202.14	<p>Update on Platinum Jubilee Celebrations & village name signs – suggested events and road closures.</p> <p>Cllr Beasley informed the meeting that thanks to an anonymous benefactor in the parish, new bespoke village name signs and a village name post for the village green were on order. The village name signs would be positioned on each of the four routes into the village. Installation was still to be organised and he would be looking at quotes from the preferred agents recommended by Highways.</p> <p>Cllr James & Mr Tennet took the meeting through the diary of events that had been discussed in respect of the Queens Platinum Jubilee Celebrations. In essence they are as follows;</p> <p>Thursday 2nd June (daytime) – Tree Planting on Claydon Field with potential for a time capsule to be buried near the tree. Evening – Bonfire, rockets and town crier on Claydon Field. Parish Council to lead.</p> <p>Friday 3rd June (late afternoon/early evening) – Village BBQ on village green with traditional games, stocks, 1950's fancy dress and music – Mr Holloway to lead</p> <p>Saturday 4th June – Outdoor music event at the The George Inn. Cllr Cook to lead.</p> <p>Sunday 5th June – Road closures in the village to allow street parties to coincide with national Big Jubilee Lunch. 1950's music and bands at The George Inn. Parish Council to lead with help from volunteers</p> <p>During the celebrations it is intended to decorate the village as much as possible with bunting etc</p>	<p>Mr Tennet to continue to see what, if any planning permissions were required and to share the names of the installation contractors that he has with Cllr Beasley.</p> <p>Working party to write article for The Thunderbolt setting out the attached in more detail and asking for volunteers.</p> <p>Mr Tennet to seek permission for road closures from Highways.</p>
2202.15	Repair costs for Pocket Park sign – Cllr Chaplin discussed the two quotes that she has received for the repairs to the broken sign. One quote was for £158 and one was for £385. After some discussion Cllr Beasley proposed that the more expensive quote was accepted and this was seconded by Cllr Jowers. There were no objections.	Cllr Chaplin to arrange for the necessary work to be completed.

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Tiffield Parish Council

2202.16	<p>Keep Britain Tidy Campaign 25th March – 10th April (Village litter pick) – Mr Tennet asked that a date be agreed for this year’s litter pick, and that, if possible, it fell within the dates of the Keep Britain Tidy Campaign. As such it was agreed that the date would be 26th March 2022.</p>	<p>Mr Tennet to contact WNC to arrange for the loan of the necessary equipment and to also look at the cost to purchase new equipment for the parish and to ask The George for use of the top room and provision of refreshments for volunteers.</p>
2202.17	<p>Urgent matters (for report only)</p> <p>Cllr Power raised the issue of cars being parked on or close to the junction of Meadow Rise and causing problems for vehicles turning into or out of that junction.</p> <p>Cllr Jowers informed the meeting that the gully’s opposite Bridge House Farm had recently been cleared out along with the drains. However, there was a need for the roads to be swept.</p> <p>Cllr James reported problems with the charging unit for the Vehicle Activated Speed sign (VAS)</p>	<p>Mr Tennet to put a notice on the village FaceBook page and an article in The Thunderbolt.</p> <p>Mr Tennet to contact Highways to see if they would send the road sweeper through the village again.</p> <p>Cllr Power to see if the VAS can be charged by solar energy.</p>
	<p>With no other business the meeting closed at 09.30pm</p>	

I certify that this is a true and accurate record of the transactions of Tiffield Parish Council in the above meeting:

Signed: _____ Date: _____