

**MINUTES OF THE ANNUAL GENERAL MEETING OF
MORETON PINKNEY PARISH COUNCIL
held on Wednesday 29th May 2019 at 7.30 pm in the Village Hall**

Present:

Andrew Jalland (AJ)	Chairman
Ben Vincent (BV)	Vice Chairman
Dorothy Brooke (DB)	Councillor
Brian Collett (BC)	Councillor
Peter Gaydon (PG)	Councillor
Claire Poulton (CP)	Councillor
Gary Denby (GD)	Parish Clerk

Public:

Tim Aber	Marion Holoway (MH)	Leonard Baxter (LB)
Ruth Grimmett	Lillian & John Richmond	Barbara Keene (BK)
Jane Wheeler (JW)	Jim and Judy Bryant (JB)	Michael Wills (MW)

Welcome and any announcements from the Chair

AJ welcomed the members of the public present for the Annual General Meeting, with apologies for the cramped conditions in the back room.

1. Election of Chairman

AJ has stood down as Chairman, since anticipating more significant ankle surgery. Cllr James Smith is willing to be Chairman: proposed in his absence by BV, seconded by CP and approved by all present. AJ continued as acting Chairman for this meeting.

2. Apologies received – Cllr James Smith (JS)
Councillor declarations of interest in the following agenda items – AJ in 8.3.

3. Review of the delegation arrangements

- 3.1 BV proposed as Vice Chairman by BC, seconded by DB, agreed by all present.
- 3.2 DB was willing to remain the lead contact with the Village Hall Committee.
BC was willing to remain the lead contact with Moreton Pinkney Charities.
- 3.3 BK and JW are willing to continue their weekly checks of the village defibrillator.
Mr Richard Prior is thought to be willing to continue as Flood Warden.
Mrs Judith Bryant is willing to continue as our Foot Path Warden.

**4. Receive minutes of Annual Parish Assembly held on 10th April 2019;
also the Parish Meeting held afterwards on 10th April 2019**

The meeting minutes were approved by all Councillors as an accurate record, signed by the Chairman.

5. Public time

- 5.1 LB reported that the stump outside his property still has three growths (though two are now dead). AJ will arrange another dose of 'Round-up', also for the removal of a six inch band of ivy growth on a tree higher up. **AJ**
- 5.2 MH reported that it was a crush to use the back meeting room of the village hall, due to the stacked chairs. Might a storage extension be considered? **BC** will report this back to the Village Hall group.

6. Matters arising

- 6.1 Ref 6.1: AJ met with **Steven Barber of Northants Highways** with regards possible additional sites for a second Vehicle Activated Speed sign (VAS). We may be able to use the posts near to the bus stop and further down, if we need to. However, we definitely require an additional post (around £600) on the Banbury side of the village for the 40mph sign: It requires a straight and flat stretch for monitoring (such as by Heartwood Kitchens). He may be able to avoid the cost of a second post, if able to add an extension to a current post... Steven hopes that he may be able to amend the current license to suit without cost, but he's uncertain about this. We await a revised license and paperwork for the post.
- 6.2 Ref 6.2: Development of a Data Map; BV suggested this might be achieved over the telephone **GD BV**
- 6.3 Ref 6.3: The Clerk has applied for the £1,549 New Homes Bonus grant for the two WW1 steel benches, received to the current account on 8th May. The Clerk has returned the required monitoring form to Sarah Burns, the Community Funding Officer at SNC.
- 6.4 Ref 6.5: Removal of the lower branches to aid the new mowing contractor remains outstanding **AJ**.
- 6.5 Ref 9.4: The first Direct Debit for £45.87 was received from Opus Energy on 9th May, indicating a cost of £550 pa, or £2,200 over the fixed four year contract. This represents a saving of £108 pa over the 'deemed increase' by E.On in January 2019, potentially a saving as high as £1,000 over the life of the contract if E.On increases prove similar to the past four years. Thus the four month's effort appears to be worthwhile.
- 6.6 Ref 10.3: Swarco offer an extended warranty at £80 pa for their VAS (beyond the default 12 months warranty concluding August 2019). BV proposed we should pursue this, even though not budgeted for, since mobile equipment is prone to knocks and jolts, seconded by BC and approved by those present **GD**.

7. Correspondence

- 7.1 11 Apr: Invitation to Towcester Glitz & Glamour Charity Ball on 4th May
- 7.2 11 Apr: Invitation to participate in views on local NHS services
- 7.3 17 Apr: Invitation to apply for N-CALC Director vacancy

7.4 25 Apr: Footpath Condition to the church (correspondence from Judith Bryant). Part of the path to the church is now quite rough, with SNC having no interest in maintaining it, though used by many villagers. GD suggested that Councillors might look favourably upon a costed grant request from St Mary's PCC (from CIL funding)?

7.5 17 May: N-CALC view on county re-organisation

8. **Planning (latest items available at snc.planning-register.co.uk)**

8.1 S/2019/0875/TEL: Installation of a 17.5m monopole with three antennas and cabinets on land at Plumpton Lane by Telefonica & Vodafone (joint venture). This is in front of the stables where the bench used to be, upon County Council ground where a test hole was reported as recently being made. Discussions noted the benefit of increased 4G mobile phone and smart meter coverage. However, its proximity to two public footpaths and the new bench is not ideal – can additional screening be included? **GD**

8.2 S/2019/0848/TCA: FYI pruning of an 'Epaulette Tree' at The Old Cottage, Brook Street. No comment.

8.3 S/2019/0754/FUL: Single storey portal frame building as a pet and equine crematorium at Bishopstone, Weston Road. MW was given opportunity to address concerns expressed by the public and councillors; a DEFRA regulated business in operation for four years without complaints. Its height is to accommodate carcass delivery lorries, loading skips and tankers (able to turn-around within it). It covers only the existing concrete apron, leaving 9.5 hectares as wild habitat. The previous screening trees died – Mike plans to put larger trees in their place.

Councillors continued to have concerns over its scale and appearance within the countryside (though not visible from the village), its limited access and the level of traffic required to fund the building costs.

Councillors voted 2 in favour; 3 against and 1 abstention with regards the proposal. There was discussion as to whether proxy voting by an absentee Councillor is permitted (no). **GD**

8.4 S/2019/0569/FUL: Variation to condition 2 window in fill of S/2018/1154/FUL): The Old Cottage, Brook Street. Approved 13/05/19.

8.5 S/2018/2308/FUL: Convert outbuildings used as stables to a separate residence at Home Farm House, Banbury Road. Councillors No Objection. Approved 08/04/19.

9. **Audit and Accounts**

9.1 The 2018-19 Accounts from 9 May were considered & approved, signed by AJ. Total receipts £23,626.28 (includes £11,538 CIL); Total payments £13,254.20.

9.2 Internal Audit date set as 10am on Monday 24th June (Dr Terry Waterfield) **GD**

- 9.3 Request for NCC NHB payment for WW1 benches made for £1,549 on 29 April monitoring form returned by Clerk to Sarah Burns at CDC.
- 9.4 Parish Council meeting dates to the next AGM in May 2020 – to be circulated and posted on the noticeboard **GD**.
- 9.5 Review of new Standing Orders (2018), model supplied by N-CALC. Approved. There was comment that the section 12b in particular (discussion of draft minutes) is not in plain English.
- 9.6 Financial Regulations (2018) available from NALC, to be circulated **GD**
- 9.7 Review of Parish Council Risk Assessment and its Asset Register. Approved.
- 9.8 8 May: Review of the Parish Council insurance cover: £323.17 renewal of local council policy under LTA with Norris & Fisher brokers underwritten by Ageas. The VAS and benches are within Parish Council insurance cover. Approved.
- 9.9 Review of the Parish Council subscriptions to other bodies (N-CALC). Approved.
- 9.10 Review of the Parish Council complaints procedure, a recent addition, approved.
- 9.11 Review of policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (N-CALC as council's DPO). It was agreed that these can be incorporated into a new, encompassing Policies document, to be developed by the Clerk (see below also) **GD**.
- 9.12 Review of the Council's policy for dealing with the press / social media (see above)
- 9.13 Review of the Council's employment policies and procedures (a single employee- the Clerk. May require an annual appraisal?
- 9.14 Review of the Council's expenditure incurred under s.137 – BL wreath.
- 9.15 **Completion** of Certificate of Exemption (Council expenditure below £25,000)
- 9.16 **Completion** of Sections 1 & 2 of the Annual Return – Signed by AJ and GD
- 9.17 The following invoices were initialled and cheques signed on behalf of the Parish Council by BC and BV:-

Description / Power	Amount	VAT	Total
RTM Landscapes 1675 mowing April 2019	£350.00	£70.00	£420.00
N-CALC Annual Subscriptions (348 electorate) + audit service + DPO fee	£451.39		£451.39
Norris & Fisher Parish Council insurance to 30/5/2020	£323.17		£323.17
RTM Landscapes 1675 mowing May 2019 x2	£700.00	£140.00	£840.00
S Fountain for Village Calendar printing May 2019	£7.50	£1.50	£9.00
Gary Denby Clerk gross remuneration and expenses 13 Apr to 31 May 2017 (7 weeks) inc. home office	£316.89		£316.89

10. **Councillors' Comments**

- 10.1 The Clerk is to check the mowing schedule for the new contractor, requesting an adjustment if necessary so that it encompasses the Sports Field Fete Date of 13th July **GD**.
 - 10.2 PG commented upon an SNC review of their finances; also that he has posted a question on the Chipping Warden Relief Road delay, to the HS/2 meeting planned for 7th June.
 - 10.3 CP queried how we might increase the public's interest in the Parish Council web site – perhaps cross reference from social media? This can be a future agenda item **JS**.
11. **Date of Next Meeting:** Wed 17th July 2019. PG offered his apologies.
Meeting ended at 9.50 pm.

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Chairman

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Date