

Tiffield Parish Council

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From: Mr Andy Tennet, Clerk to Tiffield Parish Council to all Parish Councillors 11/10/2022:

MINUTES OF THE MEETING OF TIFFIELD PARISH COUNCIL **held in The School Hall on Mon 10/10/2022 at 8.00pm**

Present: Cllr J Beasley (Chairman of the Council). Cllr P Chaplin. Cllr S Jowers. Cllr G Ferrie. Cllr. C Pearson. Cllr J Tyrell. Cllr Cook. Mr A Tennet (Clerk to the Council), Mr P Holdridge (resident), Ms L Barrios Babillo (resident), Mr J Bramley (Tove Valley Football Club)

	Standing Items	Action
2210.01	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.	
2210.02	Apologies for absence - Cllr L James and Cllr R Powell.	
2210.03	Declarations of interest related to business on the agenda for this meeting – Cllr Ferrie declare a pecuniary and personal interest in item 9 but asked the chair for dispensation to remain in the room to listen to any discussion. This was agreed so long as Cllr Ferrie remained silent.	
2210.04	To receive and approve the minutes of the meeting held on 12/09/22 – The minutes were proposed as accurate and true by Cllr Ferrie and this was seconded by Cllr Pearson. There were no objections	
2210.05	Matters arising from the previous minutes not included on the agenda for this meeting – Mr Tennet confirmed that all the actions shown had been discharged except for the following:	

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	<p>2209.08 – Mr Tennet had been unable to locate the information regarding the night time closures on the A43 in September and as such had been unable to recirculate the information or notify WNC re HGV diversions.</p> <p>2209.12 – Mr Tennet was yet to put notice of the Village of the Year award in the noticeboard</p>	Mr Tennet to ensure this happens as soon as possible.
2210.06	Public participation session – Mr Bramley introduced himself as the chair of Tove Valley football club and explained that the club had recently moved from facilities at Stoke Bruerne to St Johns School. He stated he had come to the meeting to find out more about the village and what the club might do to contribute. Cllr Beasley extend a welcome to the club and looked forward to working with them in the future.	Mr Tennet to forward the contact details for the school and the Thunderbolt to Mr Bramley.
2210.09	<p>Planning applications – - WNS/2022/1849/OUT at 1 Pigeon Hill Tiffield NN12 8AR.</p> <p>This item was brought forward as Ms Barrios Babillo had attended for this matter and at her request, Mr Tennet outlined her families concerns in respect of the application, in that access to the new house will be via a private road that already serves four houses. It is her view that the condition of the road is already deteriorating with potholes evident. Giving access to another house and 4 cars would exacerbate this problem. They also have concerns over the structural integrity of the bridge and that increasing the volume of traffic (including construction and delivery vehicles), over this will only increase the risk of its failure.</p> <p>This was followed by some discussion in respect of ownership of the access road and the bridge and what covenant each of the current houses have in their deeds in respect of access. Mr Tennet also set out under what circumstances the Parish Council can object to a planning application which are limited.</p> <p>Cllr Pearson proposed that the council include in their response to the application the concerns raised by Ms Barrios Babillo as well as an understanding that access must be agreed with the other home owners who use the access road and bridge. This would be subject to anything Cllr Jowers could establish regarding ownership of the bridge. This was seconded by Cllr Cook with no objections.</p>	<p>Cllr Jowers to try to ascertain who owns the bridge in question via the Land Registry.</p> <p>Mr Tennet to respond to WNC as set out opposite, pending the result of Cllr Jowers enquiry</p>
2210.07	Finance report – Mr Tennet took the meeting through the Parish Council accounts since the last meeting, including all expenditure and income. He then also took the meeting through a midyear financial report, highlighting where the Council had overspent against forecast budget and expenditure which had not been included in the budget forecast. He finished by estimating what reserves the Council had and what budget funds	

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	<p>remained. The accounts were proposed as accurate by Cllr Jowers and this was seconded by Cllr Tyrell. There were no objections.</p> <p>Mr Tennet also asked for authority to pay the following invoice from WNC Planning Department;</p> <p>£231 – Fee for a licence to erect the village shield/plaque on the village green (under Section 1, Part 1 of the Localism Act 2011 – General Power of Competence). This was proposed by Cllr Jowers and seconded by Cllr Cook. There were no objections.</p>	<p>Mr Tennet to arrange for payment of the licence and to ask Cllr Jowers to provide maps and requested by WNC</p>
2210.08	<p>Correspondence List – Mr Tennet took the meeting through the correspondence received by the Parish Council since the last meeting. There were no items of note.</p>	
2210.10	<p>IM Properties, DHL and Bell Plantation developments – Cllr Beasley reported that DHL had submitted a final set of planning documents which outlined their development. Cllr Ferrie commented that the Special Planning Guidance had not yet gone live at WNC and he suspected that the DHL plans had been submitted before this could be implemented.</p> <p>Cllr Beasley felt that there was little more that we could now do as a Council, although Cllr Ferrie suggested that the Council be represented at any further council meetings in respect of DHL to ensure that our opinions and views are still heard. This was agreed.</p> <p>No further information has been submitted by either IM Properties or the Bell Plantation.</p>	
2210.11	<p>Tiffield 100 Club – each member of the public was invited to select a number and the following were drawn out: 6, 5 and 49.</p>	<p>Cllr Chaplin to notify winners.</p>
	Business items	Action
2210.12	<p>Neighbourhood Plan Village Survey – next steps – Cllr Beasley informed the meeting that the results of the survey had been analysed and he would like to see the results published in the Christmas edition of The Thunderbolt and asked for help in preparing the article.</p>	

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	<p>He also felt that the Council should now look at forming a committee made up of Councillors and nominated residents to take the process forward. He had a list of names of people who had expressed an interest in being part of such a committee and would get in touch with them. He hoped to have a list of membership for the committee by the November Parish Council meeting.</p>	
2210.13	<p>Jack Hubbard – Monkey Wall Challenge and funding – Mr Tennet informed the meeting that the company that installed these pieces of play equipment had offered to complete a lottery funding application on behalf of the Parish Council as they had done this, many times before to great success. Cllr Cook proposed that Mr Tennet take this matter forward subject to the conditions opposite and this was seconded by Cllr Tyrell.</p>	<p>Mr Tennet to confirm what materials were used to make the equipment, what the guarantee period was and what obligation sat with the Parish Council both pre and post installation. If these matters were found to be satisfactory, he should ask the company to proceed with the application for funding.</p>
2210.14	<p>Outsourcing of Payroll to DCK Payroll Solutions – Mr Tennet informed the meeting that this offered a low-cost payroll solution for single employee councils. They would run the payroll for the council for £150 in the first year and £130 for each following year. The benefits to this were discussed and the end of which Cllr Jowers proposed that the company be contacted with a view to taking on the parish council pay roll. This was seconded by Cllr Chaplin. There were no objections.</p>	<p>Mr Tennet to contact DCK Payroll Solutions to ask them to undertake the payroll for the Parish Council.</p>
2210.15	<p>CUS energy supply – As no further communication or response had been received from CUS energy supply this item was discharged from the agenda.</p>	
2210.16	<p>The Shield Group/Marcus Young (Dog waste disposal) – Mr Tennet had not discussed the new quote with the current provider as he felt there was a degree of confidentiality involved. He confirmed where each supplier was based and the associated costs that are currently paid and what has been offered by The Shield Group. Cllr Jowers proposed that the contract be awarded to The Shield Group in the new financial year. This was seconded by Cllr Chaplin, there were no objections.</p>	<p>Mr Tennet to take the necessary actions to transfer the contract to the new supplier as of April next year.</p>

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2210.17	<p>Vehicle Activated Speed sign project – Mr Tennet had asked both of the preferred contractors to come to the village to conduct a site survey to check that our current locations for the signs were adequate to support a solar powered sign. Neither would do this.</p> <p>A new contractor had also submitted a quote and would come out for a fee of £175.00. As such, Mr Tennet had taken photos of the current approved posts and would email them to the preferred contractors to see if the posts are suitable. This matter is ongoing.</p>	Mr Tennet to update at the next meeting.
2210.18	County Archive of Minutes – It was agreed that in line with the council’s retention policy, Councillors would be allocated a year and the relevant documentation. This would be examined to see what, if anything, should be retained and all Minutes from that year will be bound and submitted to the County Archive for storage.	Mr Tennet to allocate papers to each Councillor to work on.
2210.19	TPC response to ward boundary review – Cllr Pearson took the meeting through her work in respect of this review and the options that are open to the Parish Council. After some discussion Cllr Pearson proposed that the Parish Council request that we be aligned with other parishes that are facing similar challenges in the future. This was seconded by Cllr Cook. There were no objections.	Cllr Pearson to submit her recommendations to the Ward Boundary Review on behalf of the Parish Council.
2210.20	CPRE Fracking petition – It was agreed that this should be shared on the village FaceBook page	Mr Tennet to post onto the village FaceBook page.
2210.21	<p>Urgent Matters (for report only)</p> <p>Mr Tennet highlighted that he would not be available for the firework and bonfire display this year and was aware that the next meeting would be after the event. As such, he felt that responsibilities need to be decided now so that the event could proceed.</p> <p>After some discussion it was agreed that the Friends of Tiffield School (FOTS), could have access to the field to set up their BBQ from 5.30pm, but that the gate opening time would remain as it was on the poster. This was also on the condition that they supplied a list of names as to who was working on the BBQ and no more than 6 would be allowed.</p> <p>Cllr Beasley agreed that he would be in charge of the Bonfire again</p> <p>Cllrs Jowers & Pearson would take money at the gate</p>	<p>Mr Tennet to contact Mr Corcoran and ask if he would act as fire marshal</p> <p>Cllr Chaplin will act as liaison with the FOTS and try to identify a first aider.</p>

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	<p>Cllrs Jowers and Beasley would set up in afternoon with help from anyone who was available. Mr Holdridge would be supplying music prior to and while the fireworks were let off.</p> <p>Cllr Jowers asked if it was possible to get the gutters swept and drains cleared as we head into autumn.</p> <p>Cllr Beasley asked for a Councillor to step forward to act as a trustee with him, for the Tiffield Pools Account. Cllrs Tyrell came forward and completed the relevant paperwork along with Cllr Beasley</p>	<p>Mr Tennet to contact Highways to see if this can be done</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: _____