

Tiffield Parish Council

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From: Mr Andy Tennet, Clerk to Tiffield Parish Council to all Parish Councillors 11/06/2024:

MINUTES OF THE MEETING OF TIFFFIELD PARISH COUNCIL **held in The School Hall on Mon 10/06/2024 at 8.00pm**

Present: Cllr L James (Chair of the Council). Cllr J Beasley. Cllr P Chaplin. Cllr S Jowers. Cllr G Ferrie. Cllr J Tyrrell. Cllr P Holdridge.

Mr A Tennet (Clerk to the Council), Mr J Warren (Bell Plantation), Ms Michelle Nicols (resident), Ms J Barrie (Caldecote resident)

Prior to the meeting starting, Cllr James asked for a minute silence as a mark of respect, following the recent news of the death of Robin Powell, (recently retired Councillor)

	Standing Items	Action
2406.01	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.	
2406.02	Apologies for absence – Cllr Cook (delayed at work). Approved by those present	
2406.03	Declarations of interest related to business on the agenda for this meeting – None made	
2406.07	Public participation session – Mr Jethro Warren was invited by the Chair to give an update to the meeting in respect of the proposed development of the Bell Plantation. Mr Warren gave a comprehensive overview of the plans including a large 70,000 square foot unit as well as a number of smaller work and storage units. The large unit will be at the rear of the development with the smaller ones to the front.	

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	<p>Mr Warren stated that their agents had been speaking with potential customers in very vague terms as they traffic plans and related issues had held the development up. They were hoping to attract motor sport and engineering companies to the smaller units and they were confident that the units will be let.</p> <p>The larger unit will most likely be built to the occupant's specification but the smaller ones will be built and then let out.</p> <p>The development has been delayed due to the very thorough Highways matters that needed to be addressed. The application will be heard by the Strategic Planning Committee on the 16th July 2024.</p> <p>Cllr Ferrie raised the issue of both the need for more industrial units when the new Local Plan has twice the number actually needed the pipeline, and raised the issue of employment in respect of the local population. Mr Warren agreed that there was a possibility that the largest warehouse may be best suited to an automated service but that would be up to the client.</p> <p>Cllr James thanked Mr Warren for attending and his update, after which both Mr Warren and Ms Barrie left the meeting.</p>	
2406.13	Councillor vacancy advert – Mr Tennet asked Ms Nichols to give a brief introduction after which Cllr James proposed that Ms Nichols be co-opted onto the Parish Council. This was agreed by all present.	Mr Tennet to forward the appropriate forms to Cllr Nicols and details of training courses.
2406.04	Matters arising from the previous minutes not included on the agenda for this meeting – Mr Tennet took the meeting through the actions that had arisen from the last meeting, the majority of which had been discharged or were agenda items on this meeting,	Those Councillors who have not yet done so to provide the Clerk with a short biography and photo for the village website
2406.05	To receive and approve the minutes of the meeting held on 13/05/2024 – These were proposed as accurate by the Chair and agreed by all present.	

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2406.06	To receive and approve the minutes of the Annual Parish Council meeting held on the 13/05/2024 - These were proposed as accurate by the Chair and agreed by all present.	Mr Tennet to contact Mr Peers re Claydon Field.
2406.08	Finance report – Mr Tennet took the meeting through the accounts for the parish council and all income and expenditure since the last meeting. No matters were raised and the Chair proposed that the accounts be accepted as accurate. This was agreed by all present.	
2406.09	Correspondence List – Mr Tennet took the meeting through the correspondence list. There were no matters arising.	Mr Tennet to forward the ACRE newsletter with fund raising opportunities to Cllr Jowers
2406.10	Planning applications – none received	
2406.11	DHL, IM Properties and Bell Plantation developments – Mr Warren had given his update as above. Cllr Fowler had sent an email to confirm that the DHL application was to be heard by a special meeting of the Strategic Planning Committee but at this stage, no date had been set.	
2406.12	Tiffield 100 club draw – the following numbers were generated – 84, 10, 57	Cllr Chaplin to notify any winners.
	Business items	Action
2406.14	Review of annual audit process – Cllr Ferrie reported that he and Mr Tennet had briefly discussed the external audit process and that Cllr Ferrie was keen to understand what was the scope of the audit? Is it a risk assessment and if so, where is the risk for the council? What is it that the auditor is checking? Cllr Ferrie agrees that there needs to be an audit process but what is relevant to the Council.	Mr Tennet and Cllr Ferrie to arrange a meeting to take this forward.
2406.15	Vehicle Activated Speed Sign project – The Clerk had previously circulated a cost comparison document in respect of a number of options for Vehicle Activated Speed signs in the village. After some discussion it was agreed to approach Elancity for two such signs and WNC for the two posts required to host them.	Mr Tennet to submit application for funding.

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	<p>Mr Tennet to make an application to the Road Safety Community Fund to help with costs.</p> <p>There was also some discussion in respect of 20mph advisory signs.</p>	<p>All to take a note of which villages the advisory 20mph speed signs are and notify the Clerk.</p>
2406.16	<p>Parish Flood Resilience – Cllr Tyrrell raised the issue of a report done some years ago in respect of actions that could be taken to help prevent flooding in the village. Mr Tennet had found the report earlier and circulated it.</p> <p>Cllr Tyrrell suggested that the report could be used as a template around the village to see what could be done.</p> <p>Cllr James suggested that there be a separate working party to do this work consisting of Cllr Tyrrell, Cllr Chaplin and the flood wardens.</p> <p>Cllr Jowers asked that when the village suffers any flooding again, that all take photos or videos of the situation</p> <p>Mr Tennet reported that WNC Flood and Water had been in touch and would be prepared to write to all of the landowners who have failed to keep the gully's and drainage ditches clear.</p>	<p>Cllr Tyrell to take this forward and report back to future meetings.</p> <p>All to record images of any future floods.</p> <p>Photos of blocked drainage ditches and gully's to drawn up along with the details of the relevant land owners.</p>
2406.17	<p>Claydon Field flood plan – Cllr Jowers had previously circulated his suggested plans for work to be completed on Claydon Field which would alleviate the current flooding issues both on the field and in the gardens that back onto it. He was complemented on the plans he had provided. All that was now needed was a contractor that could carry out the work.</p> <p>Cllr James suggested that any contractor hired would need the appropriate level of insurance to protect both the council and the householders concerned.</p>	<p>Mr Tennet and Cllr Jowers to consider which contractors to approach.</p>
2406.18	<p>Resolution to adopt the General Power of Competence – Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 – Mr Tennet informed the meeting that he had misread the requirements around this power and it required that at least two thirds, not more than two thirds, of Councillors to be elected and not coopted. This is the case and as such, the Council could adopt this power after all.</p> <p>Cllr James proposed that the council adopt the power and this was approved by all present.</p>	

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2406.19	<p>Urgent Matters (for report only)</p> <p>Cllr James raised the issue of hogweed coming up along the Pocket Park. Cllr Chaplin agreed that all of the brush alongside the path needs cutting back.</p> <p>Cllr Chaplin also reported that there are a number of trees in the Pocket Park that need to come down and asked if Cllr Jowers would help her to identify which ones should be taken down first.</p> <p>Cllr Chaplin also reported a street light in High Street South that was so covered in foliage that it was coming on during the day.</p> <p>Cllr Holdridge reported a branch sticking out into the road on Donkey Lane, from when the fallen tree was cleared.</p> <p>Mr Tennet took the meeting through a quote he had received from Miracle Play in respect of a replacement slide and swing seats.</p>	<p>Mr Tennet to speak with Mr Peers to see if he still has the brush cutters.</p> <p>Cllr Chaplin and Jowers to identify which trees need to come down.</p> <p>Mr Tennet to contact the householder concerned.</p> <p>Mr Tennet to notify our Parish Liaison officer at WNC</p> <p>This matter is to be added to the next agenda.</p>
	With no other business the meeting closed at 09.25pm	

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

Signed: _____ Date: _____