

Minutes of the meeting of the parish council held on Monday 4th September 2023, 7.30 pm at the education loft, Barnowl Farmshop, Evenley

Present: Cathy Ellis (CE), Jean Morgan (JM), Jeff Peyton-Bruhl (JPB), Charles Reader (CR), Sue Ricketts (SR), Cathy Knott (CK) clerk and 19 members of the public

116/23 To receive apologies for absence and welcome

Apologies received and accepted for Spencer Burnham (SB) and Paul Crompton (PC).
The chairman welcomed everyone and thanked cllr CR for allowing us to meet in the education loft. She reminded everyone that councillors are volunteers who give their time willingly and put in a lot of hours. Over the last few months, there has been some negativity surrounding activities which isn't right. Let's start with a clean slate and hope that going forward perhaps some parishioners will be more mindful of their actions.

117/23 To receive and approve for signature the minutes of the annual meeting of the parish council held on 17th July 2023.

Cllr JM requested item 113/23 be amended. This was granted and the minutes were then approved and signed.

118/23 To note any matters arising from the minutes not included on this agenda for report only

102/23 ERA's public meeting has been postponed to Monday 9th October. Details will be published nearer the time.

119/23 To receive declarations of interest related to business on the agenda

Chairman CE 121/23 for application 2023/6232/FULL (neighbouring property).

120/23 Finance: *(different from agenda)*

- a. Financial statement
- b. To note payments received
- c. To consider invoices to be paid

Account balances	£
Community	7,058.46
Business Saver	23,604.77
National Savings	5,881.42
TOTAL	36,544.65

Income received since the last meeting		VAT
Red lion contribution/sponsorship for Coronation event	400.00	0
Payments made since the last meeting		
Agri-Gem Ltd (fertiliser) paid on 27.07.23	827.00	165.40
C. Knott (salary & tax)	700.42	0
Barclaycard (Mailchimp £12.15 + Sloan & Sons for Coronation bench £699)	594.65	116.50
Freestone (Evenley Common sign)	187.00	37.40
Evenley VH (July meeting & soup lunch)	47.00	0
Salix Services (installation of Coronation bench)	65.00	0
PKF Littlejohn LLP (external audit fee)	210.00	42.00
SSE (streetlight electricity) DD	98.41	4.91
British Gas (electricity on the Green) DD	20.02	1.00
C. Ellis (reimbursement for 1 x bag of postcrete for sign)	8.25	0
Payments submitted for approval		
C. Knott (Sept salary + tax)	700.42	0
Barclaycard (Argos, ink & paper/Mailchimp monthly subs/Amazon, cable for monitor/Brunel Engraving, bench plaques/Start Safety, cones & signage)	316.68	60.86

Merrick Loggin Trailers (two pairs of bench seat frames)	550.00	110.00
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d. To receive an update from the internal controls' councillor

Cllr SB advised the clerk via email that he has checked the accounts and there are no discrepancies. SB will give a detailed account of the budget at the next meeting when we will be halfway through the financial year.

e. Annual audit; to approve the end of year accounts and to note the external auditors report

PKF Littlejohn Ltd has completed their review of the annual governance and accountability return (AGAR) and a notice of conclusion has been put on the noticeboard and website. There were no matters raised by the external auditor. The chairman thanked the clerk for all her hard work on this.

The clerk advised councillors to a change within the Practitioners Guide (mandatory for the 2023/24 period) regarding email management. In order to be able to answer 'yes' to Assertion 3 in the next Annual Governance Statement, the local authority should ensure that every councillor and clerk has an email account that belongs to the council.

f. To make arrangements for a budget meeting

It was agreed to arrange a meeting towards the beginning of November (before the last meeting of the year). Date to be confirmed at the next meeting.

121/23 To consider new planning applications/to receive an update on outstanding applications

WNS/2022/1557/EIA	Proposed construction and operation of an anaerobic digestion facility, ancillary infrastructure, planting and the construction of a new access road from the B4031. Location: Astwick Green Power Land, North of Barley Mow Farm, Buckingham Road	EPC: Objection WNC: pending
WNS/2022/2062/FUL	Proposal Permanent retention of temporary planning permission approved under S/2020/0303/FUL. Location Land North of Cottesford Road, Evenley	EPC: no objection WNC: pending
2023/5300/FULL	Variation of Conditions 2 of Planning Permission S/2019/2469/FUL (Detached dwelling and associated works) Location: Willowbourne, 5 Bicester Hill, Evenley	EPC: no comment WNC: Approved
2023/5291/OUT	Outline Planning Application for a development of 6 no. eco-friendly self-build residential houses. Location: Paddock House Barley Mow Farm, Buckingham Road, Evenley	EPC: no comment WNC: Withdrawn
2023/5682/FULL	Single storey glass room located on the rear elevation of the property. Location Threshing Barn Slade Farm Buckingham Road Evenley	EPC: no objection WNC: pending
2023/5367/FULL	To formalise the creation of two dwellings from a single dwelling. Location: Plomers Furze Farm, Charlton Rd, Evenley	EPC: no objection WNC: pending
2023/6067/FULL	Proposed Single Storey Rear Extension with Associated Internal and External works. Location 12 Church Leys Evenley	EPC: no objection WNC: pending
2023/6060/FULL	Alterations and refurbishments including extend existing post-war rear 2-storey addition (retaining existing ridge), add new conservation rooflights + internal alterations. Location 2 Church Lane Evenley	EPC: Support with comment WNC: pending
2023/6175/FULL	Proposal single dwelling. Location Land at Windrush 23 Church Lane Evenley	EPC: objection WNC: pending
*2023/6232/FULL	Proposed single dwelling and adjoining garage with parking, turning and amenity. Location Land Rear of 22 The Green Evenley	EPC: object and provide comments WNC: pending
2023/6342/FULL	Proposal Rear extension incorporating rear raised patio, rendering existing bungalow and creation of new detached garage Location Field View Buckingham Road Evenley	EPC: no objection WNC: pending
2023/6477/OUT	Proposal Outline permission for one detached dwelling. Location Paddock House Barley Mow Farm Buckingham Road Evenley NN13 5SB	EPC: no comment WNC: pending

***2023/6232/FULL the chairman left the room and vice-chairman JPB took the seat.**

After a discussion (including members of the public) it was resolved to object and provide comments (cllr CR abstained from voting). **Eleven members of the public left and the chairman returned.**

122/23 To nominate councillors to attend the 76th Northants CALC AGM on Saturday 7th October

The chairman Cathy Ellis and vice chairman Jeff Peyton-Bruhl will attend to represent EPC.

123/23 To agree a date for an Autumn clear up of the village and Evenley Common

The chairman advised a few jobs needed to be carried out around the village so she and cllr CR will make a list

(such as painting the planters and washing signs). It was agreed to try and combine a village tidy up with a churchyard tidy up. A note will go in the Autumn newsletter asking for volunteers with a provisional date of Saturday 28th October. Regarding Evenley Common, CE and CR will decide on what needs to be attended to. **ACTION: CE/CR**

124/23 To consider taking part in the D-Day 80 commemorations on 6th June 2024

This date marks the 80th anniversary of the D-Day landings and parish & town councils are encouraged to take part by either lighting a Beacon, having a small bonfire or using lanterns to represent the 'light of peace' that emerged from the darkness of the war. The chairman has spoken to the WI group suggesting we mark the occasion by holding a tea party the following weekend on the Green. It was proposed to encourage parishioners to light lanterns on the 6th of June and try to organise a low-key event with the WI for the 8th June.

125/23 To review whether to charge businesses who use our electricity supply on the Green

The clerk advised that since commencing our new contract with British Gas at the beginning of the year, we are now paying a monthly standing charge. It was therefore resolved to make a nominal charge of £20 per use to businesses (village events won't be charged) and pilot this for the rest of the financial year.

126/23 To discuss resident permit parking around the Green

The chairman advised there is an issue with parking around the Green and quite often residents are unable to park; in particular along the side of the Red Lion pub. Northants Highways has advised that to request a permit parking scheme we would need to adhere to strict criteria and if we were successful, it would then need to be enforced. It was agreed that in the first instance, the clerk should write to the pub landlord to ask if clearer signage could be used to encourage patrons to use their carpark. Cllr JM suggested blue badge holders may be able to apply for a white line to be painted on the road to the front of their properties. **ACTION: CK**

127/23 To consider a resident's proposal to form a small working group to further investigate the installation of EV charging points in the village

It appears there was some confusion over the minutes from the last meeting regarding item 106/23 and a member of the public has formed a small working group to further investigate residents' views and possible ways to install EV points, concluding in a report saying there is no urgent need to have public charging points installed. The chairman thanked her for taking an interest in this but said as a council we have now exhausted the subject (for now). It was noted that councillor responsibilities needed to be updated on the website.

128/23 To accept councillors reports on the following areas (if there is anything to report):

- a. **Allotments** CR advised that after the growing season he will work with the clerk and talk to individual tenants about any issues and the splitting of plots (as requested) and all plots will be clearly marked out. This will be an ongoing process between now and next year's growing season. It is hoped people on the waiting list will then have a plot going forward.
- b. **Evenley Common** CR has cut the grass and staked all the trees. One of the new trees has died unfortunately and will need to be removed. A plan will be put together for any work needed. The pocket park sign has been replaced with an Evenley Common sign.
- c. **Street Lighting** our new contractors Electricity Network Contractors Ltd, are in the process of replacing or repairing the faulty lamps.
- d. **Village Hall** nothing to report.
- e. **Website** Information on EV charging for residents with no off-street parking is on the homepage. The clerk will update councillor responsibilities and cllr JM will provide an update on ERA.
- f. **Village Green and Trees** the Green has been fertilized and herbicide will follow soon. It will then need to be aerated before the Winter. Trees will be trimmed when the weather cools down again. CE and CR have installed the new benches (photos were shown on the screen) and the new sign is up which Stuart Freestone designed for us. There is a dead tree on School Lane Green which will be removed. The Coronation bench is now in situ on the verge to the front of Lawyers Close (funded by HS2). The chairman thanked cllr CR for putting up the 30mph signs on Bicester Hill and removing the last vestiges of the gates.
- g. **Newsletter** an email will go out to contributors this week asking for news and it is hoped to go to the printers next week.
- h. **HS2 & Highways** there will be an online HS2 liaison A43 sub-group meeting this Friday. The chairman will attend.
- i. **Three-year action plan** to look at in detail at the next meeting.
- j. **St. George's Church** the church and the churchyard is looking much tidier. The parish council thank those who are maintaining it. We are still waiting for the post of rector to be filled.

129/23 To note correspondence received that requires discussion

Correspondence received regarding the Thai curry takeaway van visiting the village in July – it was agreed to reject any further requests because of the size of the lorry and the excessive fumes. Going forward, we will judge each request on merit and charge a £20 fee (see item 125/23).

New voter arrangements finalised for West Northamptonshire – The LGBCE’s conclusion must now be scrutinised and approved by Parliament before legally coming into force for the next WNC elections in 2025. More information can be found at: [New voter arrangements finalised for West Northamptonshire | West Northamptonshire Council \(westnorthants.gov.uk\)](https://www.westnorthants.gov.uk). Evenley will still come under the Middleton Cheney Ward which will be made larger and have two rather than three councillors dedicated to it.

Email received regarding the installation of bollards on a verge in Church Lane – the vice-chairman will speak to the resident who installed the bollards advising that the verge belongs to Northamptonshire Highways and this has created issues around maintaining the verge and liability. The clerk will follow up the visit with a letter if needed.

ACTION: JPB

Email received regarding the pizza van location – raised and noted.

Email correspondence suggesting discrepancies in the July minutes – the clerk provided explanations on the suggested discrepancies and the chairman stated the clerk is responsible for the minutes and determines what goes in them.

130/23 To receive areas for improvement suggestion(s) from members

None received.

131/23 Councillors questions/comments

- Cllr CR advised all salt bins are full except Lawyers Close which is empty. The clerk will purchase one ton of grit (to be stored at Cloisters Farm).
- Cllr CR voiced concerns on the footpath adjacent to the Red Lion leading to 42/43 The Green. Rubbish (fly tipping) has been dumped on the path making access very difficult and bins often block the pathway. The clerk advised she will report this on [FixMyStreet \(northamptonshire.gov.uk\)](https://www.fixmystreet.northamptonshire.gov.uk). A car also appears to have been dumped close by.
- The chairman advised she was nearly hit by a villager driving dangerously on Church Lane. The incident was reported to the police. If you witness dangerous driving, please report it at: [Report | Northamptonshire Police \(northants.police.uk\)](https://www.northants.police.uk)

132/23 Public Participation session (*members of the public are invited to address the council through the chairman*).

A member of the public advised the pathway in School Lane is very uneven and poorly maintained. The clerk will contact the housing association again to advise.

A member of the public asked if the footpath behind School Lane could be better signed as it is difficult to gauge where the path is.

ACTION: SB

A member of the public advised the Puddleduck footpath is very overgrown; he will try to cut it back to make it more Accessible; the chairman thanked him.

133/23 Close

The meeting closed at 9.30 pm.

The minutes of a council meeting are a public record of who attended and the decisions that were made.

The next meeting will be held on Monday 16th October 2023 at Evenley Village Hall.