

# BENEFIELD PARISH COUNCIL

Minutes of the Annual Parish Meeting, the Annual Parish Council Meeting and the Parish Council Meeting held in the Village Hall on Monday 20<sup>th</sup> May 2019

## Minutes of the Annual Parish Meeting

- 414 Cllr Tarbuck gave the following **Chairman's Report**: The Parish Council successfully acquired funding from Pathfinder II to help elevate the problems of flooding. The Parish Council continue to improve the Street Lighting in both Upper and Lower. A subcontractor has been appointed to carry out 6 grass cuts in both villages this year. The Parish Council is still working on the best cost-effective way with the Wooden Gates. The infrastructure requests have been put forward to the Tresham Project. The Parish Council increased the Precept this year for the first time in 6 years and ended the financial year in a sound financial position.
- 415 District Councillor Vowles gave the following **District Council Report**: The Unitary Council situation is slightly clearer after last week's announcement; the local Council elections will go ahead next May as will the elections for an Interim Unitary Council there may only be 3 Councillors for this area. The Interim Unitary will shadow the present District/Borough Councils until it takes over in May 2021. The Tresham Board has been disbanded as the Master Plan has been delivered. The Planning Application is expected to be submitted in the next few months although the Road Transport Plans are still not clear. The Draft Local Plan has still to be approved, it was hoped that this would take place on June 10<sup>th</sup> but may not as there were so many objections to the Plan. Oundle Town Council have still not adopted their Neighbourhood Plan.
- 416 There were no Member of the public present

## Minutes of the Annual Parish Council Meeting

- 417 Cllr Tarbuck proposed that Cllr Tadman be **elected as Chairman**, Cllr Cutmore seconded the proposal with everyone in favour. Cllr Tadman accepted the position and completed the Acceptance to Office form.
- 418 Cllr Parkhouse proposed that Cllr Cutmore should be **elected as Vice Chairman**, Cllr Tarbuck seconded the proposal with everyone in favour. Cllr Cutmore accepted the position.  
Cllr Naylor proposed a vote of thanks to both Cllr Tarbuck as the outgoing Chairman and Cllr Tadman as the outgoing Vice Chair for all their work.
- 419 Mrs. D Pridmore has agreed to continue as **Representative of Trustee to 401<sup>st</sup> Bombardment Group** on behalf of the Parish Council.
- 420 Cllr Parkhouse proposed that the Parish Council **Adopt** the Access Request Procedure, Code of Conduct Policy, Complaint Procedure, Data Breach Policy, Data Protection Policy, Financial Regulations, Records Retention Policy, Risk Assessment, and Standing Orders, Cllr Pridmore seconded the proposal with everyone in agreement. Both Cllr Tadman and the Clerk signed all the policies.
- 421 **The Fixed Assets** were reviewed and signed by Cllr Tadman and the Clerk. The Clerk agreed to add the purchases from the Pathfinder II Funding to the Fixed Assets and the Insurance policy once everything has been purchased.

## Minutes of the Parish Council Meeting

Councillors Present	J Cutmore, J Naylor, C Parkhouse, A Pridmore, I Tadman (Chair) and A Tarbuck
Also Present	District Councillor Vowles and Mrs S Cook (Clerk)

- 422 **No Apologies** had been received.
- 423 There were no **declarations of interest**.

# BENEFIELD PARISH COUNCIL

424 **There were no Members of the Public present.**

425 **The Minutes of the Meeting held on 8<sup>th</sup> April** were approved and signed by Cllr Tadman

426 **Matters Arising from the meeting held on 8<sup>th</sup> April**

- a. Cllr Tadman is in the process of designing a flyer about the proposed **Neighbourhood Plan** which will ask if residents think there is a need for a Neighbourhood Plan and ask for help in progressing it.
- b. Cllr Tadman has purchased six road warning signs to be distributed across the two villages. The signs will have Benefield Parish Council sprayed on the back of them. Cllr Tadman will also purchase 6 bicycle type chains with build in locks so that they can be chained to posts when in use. Cllr Tadman will also purchase the 2 door barriers. All this has been purchased from the **Pathfinder II funding**.
- c. Cllr Tadman has investigated the **Wooden Gate Structures** and has found that the original e-mail with the plan and price is missing. The Clerk agreed to contact Sarah Barnwell for a copy.
- d. Cllr Pridmore confirmed that **Street Light** 1 (Lower), 17, 18, 19, 20 and 21 (all in Upper) have been repaired. Street Light 16 has not been repaired as the post it is on will have to be moved before construction of Nev's Wild can begin. The Clerk also agreed to contact 3eAssets with a reminder about the street light outside the Wheatsheaf.
- e. Cllr Parkhouse confirmed that the contractor had started the 2<sup>nd</sup> **grass cut** however the mower had broken down. Once it has been repaired, they will return to continue.
- f. The Clerk reported under **Highway Issues** that she had contacted Street Doctor to find out when the broken gate at the entrance to Upper will be replaced to be told that they don't see it as a priority and that the work will be carried out but could not give a date. It was agreed that as Deenethorpe Parish Council are writing to complain about the state to the lane from Deenethorpe to Benefield to make it a joint letter.

427 **Financial Matters:**

- a. It was resolved to approve the Year End Accounts.
- b. The Clerk confirmed there is currently £12151.87 in the Bank, which includes the first half of the precept £3500 and a further £1143.51 from Pathfinder II.
- c. It was resolved to pay the following in line with relevant legislation.

Details	Value	Cheque No.
Cllr Tadman purchases from Pathfinder II Monies	£323.82	650
Zurich – Insurance	£517.24	651
E-on – Energy	£452.28	652
Sue Cook – Salary for May plus Expenses	£157.25	653
Tom James – Internal Audit	£80.00	654

428 There were no objections to **Planning** Application number 19/00535/FUL – 2 storey side, front and rear extension at 5 Causin Way.

Outstanding planning applications since 8<sup>th</sup> April

- a. 19/00367/FUL and 19/00368/LBC – Veranda at Willow Barn, Upper – Approved
- b. 18/02373/FUL – Ashley Farm House – Gone to Appeal
- c. 18/02364/LBC and 18/02408/FUL – Rectory Farm – Awaiting Decision.

# BENEFIELD PARISH COUNCIL

- 429 The following items of **correspondence** had been circulated to the Councillors prior to this meeting. All were noted with no further action.
- a. Jag Meeting April 17th
- 430 **Future Agenda Items/Business. The nature of future Agenda items can be discussed at this point, but no decision can be made until the next meeting.**
- a. Cllr Naylor pointed out to the meeting that the state of the Footpaths in Upper are in serious need of repair and that they are not wide enough for wheelchair users. The Clerk agreed initially to contact Sarah Barnwell and report back to Council at the next meeting.
- 431 **Date of the next meetings:** Monday 1<sup>st</sup> July, (Annabel de Capell Brooke will be attending) Monday 2<sup>nd</sup> September, Monday 14<sup>th</sup> October and Monday 25<sup>th</sup> November. This being all the business the meeting was closed at 7:30 p.m.

<b>Approved by Benefield Parish Council:</b>	
<b>Signature of Chairman:</b>	<b>Date: 1<sup>st</sup> July 2019</b>