Minutes of the Woodford-cum-Membris Parish Council Meeting Held on Tuesday 13 September 2016 in the Memorial Hall Woodford Halse Starting at 19.00 hrs.

C169/16 Present
Mr. Howard Burdett, Mrs. Kay Coles [Chairman], Mrs. Robyn Davison, Mr. Gary Denby, Mr. Robin Gilling, Mr. Patrick Knight, Mr. George Osborne, Mr. Iain Osborne, Mr. Robert Snedker & Mrs. Julie Turner.
Five members of the public including Mrs. Elizabeth Griffin [District Councillor].
G. P. Smith [Parish Clerk]

C170/16 Apologies
Apologies were received and accepted from: Mr. Darren Bennetts [charity volunteering overseas] & Mrs. Christina Williams [indisposed].
Apology also received from Mr. Robin Brown [County Councillor].

C171/16 Chairman’s Announcements
 Mr. Robert Paul had resigned as halls caretaker. The Chairman and Council thanked Bob for his contribution during the last two years. Resolved: Mr. Glen Warner to assume the duties with effect from 01 September 2016.
 Repairs to the Memorial Centre toilets are planned to commence at the end of September 2016. Arrangements have been made to minimize inconvenience to Centre users.
 Mrs. Donna Wise [Booking Clerk] will be unavailable to respond to enquiries about hiring the Memorial & Village Centres, on Monday to Friday until after 5 pm. Also, no one should telephone her after 8.00 pm on any day. Donna will answer all telephone and email message as soon as she can.

C172/16 Members’ Declarations of Disclosable Interest
Mr. G. Osborne - C174/16 below.

C173/16 Minutes of the Last Meeting
Council approved the minutes of its meeting of 09 August 2016, including the confidential sessions in respect of the Former Railway Embankment & Associated Land and the Police Community Support Officer Agreement. There were no matters arising.

C174/16 Councillor Vacancy
Council co-opted Mr. Iain Osborne, filling a vacancy outstanding since the last Parish Council election.

C175/16 Sarafield - Review Group
Mrs. R. Davison reported on the Group’s two recent meetings [one on-site]:
 The Sarafield provides very good facilities for the village & surrounding area but renovation is required.
 The BMX track at extreme north of the sportsfield appears defunct - recommend levelling to grass.
 The perimeter fencing of the multi-games courts is severely degraded - recommend temporary closure and consider replacement.
 Recommend a “review & planning” meeting is held of Review Group members & Sarafield user clubs.

C176/16 Sarafield - Cricket Club
The Chairman welcomed Mr. John Ward who related an incident during the summer where a vehicle windscreen had been smashed during a cricket match and asked Council to provide clarification by an on-site
warning notice that all vehicles are parked at their owners’ risk. Matter to be considered at the Review meeting [see above].

**C177/16 Sarafield - Chiltern Railways Initiative**
The Chairman welcomed Mr. Chris Atkinson [resident] who explained there is an opportunity for facility enhancement under a Chiltern Railway sponsorship scheme. Once, initial safety inspection reports are satisfied, volunteer Chiltern staff would attend for a “community day” to clear & tidy specific areas of the Sarafield, with a view to further help under a plan to be designed by the Parish Council. He recommended skate park improvement and the provision of a street art area be considered with the Youth Club.

**C178/16 Sarafield - Resolved**
- The multi games courts are immediately isolated by secure fencing until satisfactory remedials are complete. Mr. Knight and the Clerk to arrange.
- The skate park half-pipe is closed, straightway, pending repair by Rhino Ramps [Quote: QT3279] for £2,590.00 + VAT.
- A meeting of Council’s Sarafield Review Group and Sarafield user representatives be arranged to consider all matters relating to the facilities.

**C179/16 Ryefields Play Area**
The Chairman reported:
- RoSPA recommended play equipment repairs are being attended to by Allen Webb [Council contractor] with spares via Playscapes Design [original equipment installer].
- The bridge to Elm Drive will be cleared of overhanging vegetation by Allen Webb and Glen Warner.
- A replacement litter bin will be budgeted next year.
- The hedge along the western boundary of the children’s play area and general green space will be suitably cutback by MB Landscapes [Council contractor] - price to be agreed by Chairman, contractor and Clerk.
Council adopted the Chairman’s report.

**C180/16 Ryefields Stream**
Mr. Knight kindly offered to investigate clearance of the stream & surrounding vegetation via the Probation Service’s Community Payback scheme. Council thanked him and looked forward to his further advice.

**C181/16 County Councillor Empowerment Fund**
Having considered John Williams’s comprehensive report “Internet Access & Wi-Fi for Woodford Memorial Hall” [08/09/2016], Council decided to ask Mr. Robin Brown for a grant towards this project.

**C182/16 Parish Flood Warden**
Members were most concerned at the implications for the ditch & land alongside the Cinderpath, the Cherwell and culvert beneath the former railway embankment now that the land drainage system for the Grants Hill residential development had been connected to this outlet. Daventry District Council had advised the scheme had been approved by Environment Agency engineers; however, Council is not assured the scheme is adequate. Mr. Burdett will review the scheme with Planning Officers.

**C183/16 Neighbourhood Development Plan**
Mr. Snedker reported that the first formal consultation draft of the Plan will be published for public consultation from 03 October 2016 to 14 November 2016. In addition, Daventry District Council is to conduct a Parish Housing Survey during October 2016.

**C184/16 Parish Highway Warden**
Mr. Knight reported:
He will be meeting County Highway Officers on 03 October 2016 when he will raise amongst other issues: all difficulties & inconvenience caused by recent road closures, particularly Byfield Road, highway subsidence in Sidney Road and Gorse & Manor Roads “give way” markings requiring repainting.

- Design of the “Safer Route to School” [Grants Hill to Primary School, High Street] continues.
- A vehicle activated sign has now been acquired. He awaits County Council approval for use in specific locations within the Parish. When the sign itself is inactive the control system continues to record motoring data.
- The Speedwatch scheme is progressing well.

Mr. Gilling had been asked about the siting of stalls for next year’s Church fete on Hinton Green. The Clerk recommended the organizers contact County Highways and consider public liability insurance.

**C185/16 CPRE Autumn Roadshow**
Council noted an invitation to the CPRE Autumn Roadshow on 27 October 2016 at Great Houghton.

**C186/16 Police Community Support Officer Agreement**
Resolved: Mr. Gary Denby is appointed regular, single point of contact for Police/PCSO matters. Where formal meetings are required in specific circumstances, Council would include a second Councillor/Clerk.

**C187/16 Receipts & Payments**
Council noted receipts and authorized payments:

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**C188/16 Public Attendance**
Resolved: the public is excluded¹ from this meeting for the following item on the Former Railway Embankment and Associated Land as publicity would be prejudicial to the public interest because it has contractual implications.

**C189/16 Former Railway Embankment & Associated Land**
The Chairman reminded Councillors to maintain confidentiality in this matter.

Resolved: Council to report to a Public Meeting on Tuesday 01 November 2016.

[No confidential minute required.]

C190/16 There being no further business the meeting was closed at 21.30 hrs.