Minutes of the Woodford-cum-Membris Parish Council Meeting Held on 
Tuesday 08 November 2016 in the Memorial Hall Woodford Halse Starting 
at 19.05 hrs.

C206/16 Present
Mr. Howard Burdett, Mrs. Kay Coles [Chairman], Mrs. Robyn Davison, Mr. Gary Denby, 
Mr. Robin Gilling, Mr. Patrick Knight, Mr. Iain Osborne, Mr. Robert Snedker, Mrs. Julie Turner & 
Mrs. Christina Williams. 
Five members of the public including Mrs. Elizabeth Griffin [District Councillor]. 
G. P. Smith [Parish Clerk]

C207/16 Apologies
Apologies were received and accepted from: Mr. George Osborne [indisposed]. 
Apology also received form Mr. Robin Brown [County Councillor].

C208/16 Members’ Declarations of Disclosable Interest
Council received none.

C209/16 Minutes of the Last Meeting
Council approved the minutes of its meeting of 11 October 2016 and there were no matters arising.

C210/16 Sarafield Review Group
Council adopted the report on the Group meeting held on 27 October 2016 as in the minutes of that meeting - 
see Annexe “A”.

Resolved: In accordance with the Byelaws for the Byfield Road Playing Field made on 01 November 1973 
motorized vehicles [e.g. quadbikes, motorcycles] shall not, except in the exercise of any lawful right or 
privilege [granted by the Parish Council], be brought into the Sarafield. This, having the agreement of 
representatives of Woodford United Football Club, shall similarly apply to the sports field immediately north 
of the Sarafield.

In response to a question from Mr. Brian Hedges, the Chairman advised that where persons wish to enjoy 
such vehicles they should obtain appropriate permissions from the owners of suitable venues. Council cannot 
provide such facilities because of potential danger to the public and degradation of recreational surfaces.

C211/16 BT Public Payphone Removals
BT proposes the removal of some public telephone points due to the significant reduction in their usage 
because of technological advances and wide network coverage [98% of the UK has either 3G or 4G 
coverage]. Council had no objection to the removal of kiosks 62339 Church Street, Woodford Halse and 
62395 Byfield Road, Woodford Halse.

C212/16 Former Railway Embankment & Associated Land
The Chairman reported on the extremely well attended public meeting held on 01 November 2016 in the 
Memorial Hall. In addition to residents and Parish Councillors, Daventry District Councillors Jo Gilford, 
Elizabeth Griffin and Bob Patchett were present. An apology was received from Northamptonshire County 
Councillor Robin Brown.
She had been very pleased to confirm Council’s acquisition of the property, explaining that Council had fulfilled the Parish’s wish in this action and reminding everyone that with ownership comes the responsibility for the land’s safe maintenance and development as a public amenity.

Council was most encouraged by the interest and ideas shown by residents and looked forward to forming a dedicated Management Body under the authority of Council.

A report will be published in the Christmas edition of the What’s on in Woodford [“WoW”] newsletter which is also posted to the Woodford Halse Village Signpost [website] and a broadcast will be scheduled with BBC Radio Northampton.

**C213/16 Parish Highway Warden**
Mr. Knight reported that the parish Vehicle Activated traffic speed warning Sign [“VAS”] is on hand and awaiting County Council operational approval. He expected to have further news on the Police Community Speedwatch scheme for Council’s next meeting.

**C214/16 Public Session**
No matters were raised.

**C215/16 Neighbourhood Development Plan**
Mr. Snedker reported that the current stage of public consultation should be completed next week and urged all residents & Council members to contribute. The aim is to have a settled document by February 2017.

**C216/16 Daventry District Council [“DDC”] Task Panel - Major Planning Applications**
DDC’s Scrutiny & Improvement Committee has established a Task Panel to consider DDC and Parish cooperation in respect of major planning applications [10 plus units]. Mrs. Williams will represent Council. Members were concerned at the scope and frequency of changes to approved plans during the planning process.

**C217/16 Recent Planning Approvals for this Parish**
Mrs. Williams updated Council on DDC decisions, all of which can be examined via the Planning Search facility on the DDC website.

**C218/16 New Leaf Farm, Church Street, Byfield [Woodford cum Membris Parish]**
Council supported Planning Application DA/2016/0436: variation of conditions 2 & 3 and the removal of condition 7 of planning permission DA/2015/0607 [dwelling including educational space to first floor ancillary to horse training facility].

**C219/16 Paddocks Farm, Eydon Road**

**C220/16 Police Community Support Officer - Liaison Meeting 27 October 2016**
Council adopted the report on the meeting held on 27 October 2016 as in the minutes of that meeting - see Annexe “B”.

**C221/16 Parish Flood Warden**
Mr. Burdett reported that he had recently attended a meeting of the Northants. County Council Pathfinder II Flood Alleviation Scheme. No funding is yet available for the major schemes currently being devised. Some equipment is available for minor stream clearing projects and an offer made to visit the local Scouts.
informing them about environmental schemes. He feels it important to maintain the Parish’s involvement within this Pathfinder Scheme.

Council is now keen to clear the Cherwell from Kitchen Lane, beneath the former railway embankment to Station Road. Mr. Burdett will make enquiries and report findings at Council’s February 2017 meeting.

Mrs. Griffin thanked Mr. Burdett for his continued, detailed attention to flooding throughout the Parish.

**C222/16 Ryefields Stream**

Mr. Knight reported that due to the creation of a Cambridgeshire & Northamptonshire Police Joint Crime Group, arrangements for a Community Payback scheme here were proving illusive. In the circumstances, Council decided that estimates should be sought from its regular contractors for clearing the banks and hedges either side of the Membris Way waterbridge, for consideration at its December 2016 meeting [the Clerk will deal].

**C223/16 Receipts & Payments**

Council noted receipts and authorized payments:

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<th>Receipts</th>
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<th>Payments</th>
<th>£</th>
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<td>Mrs. S. Gregoriadis - contribution to Burial Ground maintenance</td>
<td>200.00</td>
<td>Eon streetlighting repair</td>
<td>64.12</td>
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<td>Allotment rents</td>
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<td>PRS annual fee MC</td>
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<td>HMRC paye &amp; nic</td>
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<td>Main Line Timber materials</td>
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<td>A. Webb property maintenance</td>
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<td>Chubb Fire MC</td>
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<td>G. Warner property &amp; caretaker</td>
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<td>MB Landscaping Ryefields play area &amp; Hawthorne Close hedges</td>
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<td>Police &amp; Crime Commr. PCSO ¼</td>
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<td>Banbury Print &amp; Design WoW</td>
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<td>Unit Clean property, MC &amp; VC</td>
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**C224/16 Other Business**

- The Chairman reported that Mr. Andrew Twyman had kindly provided a public seat alongside the footpath in Scrivens Hill in memory of his late Mother June Rose Twyman. Council thanked Mr. Twyman for the seat, hoped it would serve as a lasting memorial and was sure it would be welcomed by residents and visitors in the village.
- Mr. B. Hedges asked if Council could provide more streetlights in the “council housing” area. The Chairman advised that costs of siting new columns and the energy consumption are currently prohibitive and Council always endeavours to have failing streetlights repaired as soon as possible.
Minutes of the Sarafield Review Group meeting held in the Sarafield Pavilion, Woodford Halse on Thursday 27 October 2016 starting at 19.00 hrs.

Present meeting:
Kay Coles [Parish Council Chairman], Gary Smith [Parish Clerk],
Pat Knight [Parish Council], Tina Williams [Parish Council], Howard Burdett [Parish Council],
Robyn Davison [Parish Council], Iain Osborne [Parish Council],
Andrew Worrall [Woodford United Football Club], Kevin Worrall [Daniel Worrall Memorial Trust], Robert Adams [Woodford United Football Club], John Ward [Woodford Halse Cricket Club],
Dani Grogan [Woodford United Football Club], Brian North [Woodford cum Membris Bowls Club] and Linda Brassington [Woodford cum Membris Bowls Club].

1. Apologies

2. Introduction

3. Volunteer to take notes - Iain Osborne.

4. Car park maintenance and usage (liability sign)
   Kay Coles apologized on behalf of the Parish Council to Mr. North who had his vehicle windscreen smashed while it was parked in Sarafield car park.
   Wording of car park sign to be looked into.

5. Dogs
   Notice to be fixed to main gate into the Sarafield asking dog owners to pick up their dog mess.
   Dogs are not allowed in play area.
   Main gate to be locked. Damaged padlock to be replaced.
   One more dog bin to be placed by playing field entrance.

6. Future use and renovation of multi-games courts
   Skate board ramp and area to be fenced off till ramp is fixed.
   Look into the courts being turned into multifunction courts.
   Once future plans agreed fence surrounding courts taken down as some posts are unsafe & wood boards are beyond repair.
   Existing Astroturf to be taken up as it is also unsafe.
   Group of people look into asking public how they would like the courts to be used. (Pat K, Kevin W, John W, Linda B, Andy W, Iain O)
   Kevin Worrall offered The Daniel Worrall Trust would support and part fund the future plans of the all-weather courts.

7. Position of the youth shelter
   Look at removing the shelter and asking whether Wimpey have a use for it on the Wimpey site.

8. Whole site security (Vandalism)
   PCSO to carry out more regular checks of area.
   Gate to be locked and if damaged again it should be reported as criminal damage, time and date.
9. Responsibilities and arrangements for maintenance of non-club related facilities
Scott’s Landscapes to mow play area and beer garden.
Height of leylandii hedge behind main football pitch to be cut lower.

10. Responsibility for keeping whole site litter free.
Parish council handyman to carry out a major clear up and tidy-up weekly.
Football teams that use pitches to be reminded of clearing up at the end of their matches.
It was suggested a charge should be introduced if teams carry on failing to clear up after matches.

11. Pavilion and field running costs
All estimated Electricity £2,500, Water £2,000 (because of leak) normally £1,000.
Rates covered by Parish Council.
Annual pavilion and field costs to be submitted to the Parish Council.
Main sponsors - Main Line Timber and Tandoori cottage.

12. Fire risk assessment 2015
LPG tank empty.
Pavilion boiler is turned off and been condemned.
All "actions to be taken" on the October 2015 Fire Risk Assessment to be followed up.
Parish council to look into costs of Chubb covering main pavilion and bowls clubhouse.
Parish council requested the fire log book at next meeting.

13. Bank alongside bowls green facing car park
Ground to be levelled for extra car parking.
Consideration needs to be looked into how the gas tank in the ground can be safely removed. (To be discussed further at PC meeting on November 8th).


15. BMX track
Area to be cleared and made safer to use.
Future use to be discussed in future meeting after public review.

16. Leases for specific areas of the field and main pavilion
Arrangements to be made for Premises Licensing people to come to future meeting to discuss running of the pavilion to the rules. Agreements for use and maintenance of specific areas of the Sarafieland and buildings considered very important for continuity of managing the facilities.

Meeting closed at 21.10 hrs.

Next meeting: Thursday, 01 December 2016 in the Farndon Room.

Iain Osborne 30.10.16
SUMMARY OF WOODFORD HALSE PCSO LIAISON MEETING held on Thursday 27th October 2016, 2pm in Foot Wise Podiatry office, Woodford Halse

Present: Cllr Gary Denby (GD) PCSO Liaison and single point of contact, Cllr Pat Knight (PK) Parish Council Highway Warden, Sgt Sam Dobbs (SD) Daventry Police, PCSO Carl Barton (CB) Daventry Police.

1. Background
The meeting was called to discuss in a constructive way, how CB’s profile and visibility may be increased around the village.
GD was keen not to open-up the current PCSO contract, with which the Parish Council are essentially satisfied. However, as SD explained later, this will have to be addressed in 2017.

2. PCSO Twitter Account
On Monday CB completed his PCSO Twitter training. SD is keen for the PCSOs to have named Twitter Accounts and to raise their public profiles, by taking opportunity to record some of their activities and especially those brought to a satisfactory conclusion. The restricted size of Tweets means that individually they do not consume undue time and effort, and an image can easily be added as support (it also saves typing lots of words!). An extra bit of software is required to smudge-out specific number plates or other identifying attributes CB.
SD does not know if these Tweets can be made available to Facebook or on the Parish Council web page www.woodford-halse-villagesignpost.co.uk therefore GD will discuss this with the site administrator John Williams.
SD prefers to consider this as added Accessibility rather than Visibility. CB will not necessarily be roaming around the street being seen, but members of the public can be aware of when CB’s in the village, where he’s been and even where he’s stopping for his break… so they can catch up with him for an informal chat if they wish. This is an alternative to the Daventry Police Front Desk on 03000 111222 extension 341010. The 101 and 999 service is also available.

3. Funding and the Police & Crime Commissioners
The previous Police & Crime Commissioner Andrew Simmonds may have been predisposed to losing many PCSOs. In order to maintain officer numbers, many back office support and strategic functions were cut, including the management of PCSO contracts!
This has led to some inconsistencies, which will have to be addressed. One example being that a PCSO is required to give 1 months’ notice of leaving, whilst the contracts have six months’ notice for termination. In the past, the five month’s gap could be covered by moving an existing officer across, but nowadays there are NO spare officers...
Another issue is that Councils now adopting PCSOs for their community have to fund the full 100% of the PCSO costs. The 50% contract presently benefiting Woodford Halse will increasingly be seen as unfair.
Another area that needs to be addressed is the possibility of a three year contract, with a one-year get-out clause for the Parish Council. However, this may have ramifications for the union which looks after PCSO interests.
The new Police & Crime Commissioner Stephen Mold appears to be more appreciative of PCSOs and their public facing role.
4. Community Protection Notices (CPN)
SD described how CPNs are being used to inhibit anti-social behaviour and other persistent problems. Introduced in 2014 by Theresa May during her time as Home Secretary, they use the civil courts and can be invoked by the Police, the Council or Housing Authorities. They can set more general conditions than the criminal courts. This should make community policing more effective in future.

5. Our PCSO public profile
5.1 CB has been highlighted in the village’s monthly magazine: What’s On in Woodford (WOW). The November 2016 issue includes Carl and his surgeries on the front page, with an update on the village library where they are held. It was agreed that CB will draft a couple of more personal items for future issues, perhaps along the lines of ‘Why I became a PCSO’, or ‘What I like about being a PCSO’ or even ‘A Day in the life of...’.
5.2 SD described how the PCSO at Earls Barton is using a Strava App on his mobile www.strava.com/mobile enabling others to track GPS locations. GD and PK thought this was going too far and was too intrusive. The odd Tweet on where he’s been in the village and where CB’s having his next break should suffice, with interesting pictures to support it.
5.3 To raise the profile (and funding support) of our PCSO, head office REALLY DOES need to see Incident reports. It is of no use referring to things which happened six months ago. Incidents need to be current, preferably happening now. This does not criminalise anyone, but allows for proper monitoring, follow-up, warning notices and for summarising the successes! It is acceptable for a Parish Councillor to call 101 and report an incident on behalf of a third party (at the time).

6. Any Other Business
6.1 PK reported that the Woodford Speed Watch endeavour has collected 300 signatures and requires a further 200 signatures to take full effect. The village has a Vehicle-Activated Sign (VAS) to highlight speeding, along with a list of approved sites. CB is up to date on his speed gun training and it should be possible to organise a group of officers for the odd ‘blitz’. Close to the fire station would seem the most appropriate location, though we do presently have some unofficial traffic calming measures there!
6.2 There has been recent anti-social use of the Sarafield area of the village. It will be useful if CB can put in appearances there, especially in the evenings.
6.3 Anti-social parking remains a sporadic problem. It will be useful if CB can put in appearances near to the village school, especially at drop-off and pick-up times (when scheduled to be on duty in the village).
6.4 It was agreed that we shall meet again towards the end of January 2017; to be arranged by group email after the New Year ALL.

GD/27 October 2016