

# BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council  
held on Monday 14<sup>th</sup> September 2009 at 7.30 p.m. at the Community Centre, Bugbrooke.

## PRESENT:

Chairman – Councillor Philip Bignell

Councillor John Bignell  
Councillor Diana Cockrill  
Councillor Ken Gardner  
Councillor David Harries  
Councillor David Jeffery

Councillor Alan Kent  
Councillor Brian King  
Councillor Paul Phillips  
Councillor Cherry Pilcher  
Councillor Jonathan Shribman  
Councillor Terry Ward

## IN ATTENDANCE

Mrs Catherine Parry - Clerk to the  
Council

3 Parishioners

## APOLOGIES FOR ABSENCE

Apologies were accepted from:  
Councillor Brenda Inch  
Councillor Neil Sturdy  
Councillor John Curtis

Reason:  
Holiday  
Work commitment  
Holiday

## ABSENT

### PC09/9/172 DECLARATIONS OF INTEREST

Dr Shribman declared an interest in the planning application relating to the surgery and took no part in the discussion relating to it.

### PC09/9/173 POLICE MATTERS

- A Various emails have been received from the Community Messaging Service (which have been forwarded to parish councillors on email and to the Neighbourhood Watch co-ordinator as appropriate). They are also forwarded to WI, Jubilee House and U3A as appropriate, and further email contacts will be added gradually, including local businesses.
- B The local policing plan and annual report has been received and was circulated.
- C The Chairman reported on the Community Panel meeting which took place on 2<sup>nd</sup> September 2009. Copies of the minutes had been circulated to members of the council prior to the meeting.
- D A warning letter has been received about an increase in vehicle related theft.
- E A warning letter has been received about rogue builders and callers.
- F Jen Harrison has been asked to monitor the footpath between Chipsey Avenue and Butts Hill. She has confirmed that it will be added to her round.

### PC09/9/174 MINUTES

The minutes of the meetings held on 13<sup>th</sup> July and 10<sup>th</sup> August 2009 were approved as a correct record of each meeting, and duly signed by the Chairman.

### PC09/9/175 REPORT ON MATTERS PREVIOUSLY RAISED

<u>No.</u>	<u>Item</u>	<u>Details</u>	<u>Previous PC Minute No.</u>
A	Hedge between Chipsey Avenue and Butts Hill	A further letter was going to be sent to the Garage, following the Clerk's earlier request that the hedge be trimmed back. In the meantime, the Clerk has spoken to the garage proprietor, who advised her that the hedge was owned by South Northants Council, and that they had cut it back on previous occasions.	PC09/6/129

**RESOLVED** That the Clerk would check the ownership, and write to the district council if it could be established that they were the owner of the hedge. The Clerk would open an account with Land Registry Direct to assist in future cases where the ownership of land was in doubt.

**ACTION** Clerk

PC09/9/176 **PUBLIC QUESTION TIME**

The meeting was adjourned between 7.44pm and 7.59pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

PC09/9/177 **AFFORDABLE HOUSING**

No further news and none is anticipated pending the outcome of the interim planning strategy.

PC09/9/178 **YOUTH MATTERS**

**Youth Shelter and MUGA**– The planning application has been drafted for the MUGA, and has been sent to the district council for comment prior to submission. The funding has been received for the youth shelter and will be held to the order of the funder until the youth shelter is commissioned.

**RESOLVED** That the Clerk would chase the SNC planning department for comments on the draft application

**ACTION** Clerk

PC09/9/179 **NEW CHURCHYARD EXTENSION**

A The Clerk has learned that the property manager for the Jesus Fellowship has passed the parish council's latest letter to Mr Stanton's successor, Mr Mick Haynes. The Clerk has tried to contact him prior to the meeting to ask for a reply to her letter asking for an option on the Camp Hill land, but without success.

The Clerk is investigating whether funding might be available for the purchase of land for the churchyard extension.

The Millennium Green committee has formulated a letter to the Charity Commission requesting confirmation as to whether it would be possible to release any of the Millennium Green from the terms of the trust deed.

**RESOLVED:** That the Clerk will continue to try to establish contact with Mr Haynes to move the matter forward.

**ACTION:** Clerk

PC09/9/180 **PLAY AREA AT PRIMARY SCHOOL**

The county council is making an application to register their title to the playing field, based on long possession. Until that application has been completed, the lease to the parish council cannot proceed. Councillor Kent advised that the repair work to the school is not now scheduled to start until November. This will probably push the play area back also, since the school would be reluctant to have two sets of contractors on site at the same time.

PC09/9/181 **COMMUNITY SPEED WATCH AND 20MPH ZONE**

A Various repairs/adjustments have been made to the new speed signs. Councillor Gardner reported that there had been several incidents by the chicane, and that the continuing obstruction by the garage of the areas around the chicane was a hazard which should be reported again to the police. **The new non-emergency police number is 03000 111 222.**

Councillor Kent reported that the next Speedwatch campaign would commence during the week commencing 21<sup>st</sup> September and would last for 6 weeks. The camera now has a tripod, which enables records to be made over a much greater distance, with accuracy.

B Councillor Kirkbride has reported that the County Council will put reflective strips on the bollards by the chicane to make them more visible at night.

PC09/9/182 **PLANNING**

A **Village Design Statement** – In view of the potential new developments which might affect the village in the future, should the parish council be formulating a Village Design Statement? This could be done with the assistance of Planning Aid, a charity, whose representative would be pleased to attend a council meeting to discuss the matter.

**RESOLVED:** That the Clerk should make preliminary enquiries about how a Village Design Statement should be created.

**ACTION:** Clerk

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
New	S/2009/0727/FUL Bugbrooke Medical Practice	Bugbrooke Surgery	Single storey side extension	No objection
Info	S/2009/0641/P Wright and Brown	Land adjacent to 5 High Street	Withdrawn	

**PARISH MATTERS:**

PC09/9/183 A **Notice boards** – the Clerk is viewing the options but was not ready to report on costs and design for this meeting. She has requested Graham Linnell to quote for repairs to the board at the top of Butts Hill. She will provide details of costs at the October meeting.

**RESOLVED:** That the Clerk should continue to make enquiries as to the most durable boards.

**ACTION:** Clerk

PC09/9/184 B **Jubilee House**- The Clerk, Jen Harrison and Neighbourhood Watch co-ordinator attended the regular tenants' meeting at Jubilee House. Various issues were addressed about security, including the problem of youths congregating around the building. The residents have asked whether the parish council would be willing to contribute something towards the cost of a security camera at Jubilee House - £100.00 is suggested.

**RESOLVED:** That this is not something that the Council is able to consider, since it is not for the benefit of a wide enough part of the community, and the Housing Association should be providing it.

**ACTION:** Clerk to advise the residents accordingly.

PC09/9/185 C **Graffiti** – Clerk is gradually removing this, depending on the weather. The Chairman has repainted the two bus shelters.

**RESOLVED:** That the Chairman be thanked for his efforts.

PC09/9/186 D **Litter Bin** – at entrance to Millennium Green, cannot be opened and needs repair or replacement.

**RESOLVED:** The Chairman will investigate.

**ACTION:** Chairman

PC09/9/187 E Various hedges are overhanging footpaths. Details were given to the Clerk so that letters could be sent.

**ACTION:** Clerk

PC09/9/188 **Consultations**

A **Joint Core Strategy:** the working party's draft responses were considered. The clerk reported that she had attended a meeting at Kislingbury, with representatives of various other local parish councils. They all oppose the draft strategy and wish to co-ordinate responses. This appears to be in addition to the responses put forward by Mid Northants Parishes, which have been received by the clerk also.

**RESOLVED:**

1. That the draft responses were approved and should be sent back to the Development Corporation on behalf of the council.
2. That the council was not minded to join with pressure groups other than Mid Northants Parishes.

**ACTION:** Clerk in respect of submission of replies.

B **Emerging Strategy for the Central Area Action Plan:** the council discussed its responses to this document.

**RESOLVED:** That the responses should be returned to the borough council.

**ACTION:** Clerk

C **Urban Development Corporations' Quinquennial Review** – The clerk had just been made aware of this consultation document. The final date for responses is 18<sup>th</sup> September, and it was thought that it is of sufficient importance to be discussed at the meeting as a late agenda item.

**RESOLVED:** That the responses be returned to the Department of Communities and Local Government.

**ACTION:** Clerk

D **Interim Housing Planning Strategy** – this has now been adopted by the District Council.

PC09/9/189 **NEIGHBOURHOOD WATCH**  
The Community messaging system is being extended to various groups around the village and the co-ordinator is active in spreading information about the benefits of the scheme, in conjunction with the Community Support Officer.

PC09/9/190 **VILLAGE OF THE YEAR**  
The feedback form has been received and is generally very positive.

PC09/9/191 **HIGHWAYS AND TRANSPORT**

A Temporary Road closure in Pattishall Road on 18<sup>th</sup> September all day, to enable investigation works to be carried out by Birse Rail. A copy of the letter has been posted on the website.

B Several parishioners have complained about the hazardous parking around Wagon and Horses Green and have requested that double yellow lines are painted all around it. The County Council representative has already said that there is nothing in the budget this year for that, but that she would pass the request to the parking officer for consideration if and when funds are available.

C Highway Representatives' annual conference is to be held on Wednesday 9<sup>th</sup> December. There is one place available per parish and a reply should be returned by 15<sup>th</sup> September if anyone wishes to attend.

D Parish Enhancement Gangs – the area manager would be happy to do a walk around the village and discuss any problems which we might have. He will also be happy to attend a parish council meeting. The clerk suggests that, initially, he be invited to Bugbrooke to tour around with some councillors, and will ask for a suitable date at the meeting.  
**RESOLVED:** That the area manager be invited to visit the village to discuss priorities.  
**ACTION:** Clerk to organise this.

E The County Council volunteers' co-ordinator has written to introduce herself to the parish path wardens. A copy of the letter has been circulated to relevant people.

F A resident in Badger's Close has requested that a cowl be placed over the street light in front of his house. The clerk has spoken to E.On, who advise that cowls are not made for these lights. The only recourse would be to paint over part of the visor, which would reduce the lighting outside and could render the parish council liable if an incident occurred as a result of the reduced visibility.  
**RESOLVED:** That this will not be considered on the grounds of safety  
**ACTION:** N/A.

PC09/9/192 **CORRESPONDENCE**

**1. For Action-**

<b><u>No.</u></b>	<b><u>Item</u></b>
A	SNC parish council newsletter . <b><u>RESOLVED</u></b> That this is made available for councillors at the parish office. <b><u>ACTION:</u></b> Clerk
B	SNC recession advice pack. This has been sent to the website, WI and U3A for wider distribution. It gives useful advice on how to deal with mortgage arrears etc.
C	Flyers for the SNVB event at the racecourse on 25 <sup>th</sup> September and an invitation to attend this event. <b><u>RESOLVED</u></b> That these be posted on noticeboards. <b><u>ACTION:</u></b> Clerk
D	Northants 50+ Network – a questionnaire has been sent so that a database of interested members can be established. This has been copied to U3A, WI and Jubilee House.
E	Engaging with Communities Workshop 16 <sup>th</sup> September 2009 at Raunds. This will deliver practical examples of how we can engage with our community.
F	Energy Savings Trust are hosting a Green Communities launch event at Sixfields on 23 <sup>rd</sup> September.
G	NALC has asked for nominations for various categories in the Local Council Awards.
H	Pharmacy application in Long Buckby <b><u>RESOLVED</u></b> No comment <b><u>ACTION:</u></b> N/A
I	“Unlock Democracy” has requested that the parish council write to the local MP to press for an amendment to the Sustainable Communities Act, which would enable parish councils to have more involvement with the process which was instigated by the Act (ie the citizens' panels which would be able to ask the Government to consider their sustainable proposals).

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**RESOLVED** No action to be taken

**ACTION:** N/A

- J Advert for independent board member for South Northants Homes. This has been posted on the website.
- K Request for funding from a charity called Vitalise (not local), which provides respite breaks for disabled people.
- L Request from David Aaronson (Chairman of SNC) to support his two local charities, the Caring and Sharing Trust and the PSP Association, by organising a coffee morning, or similar event.

## 2. For Report –

- | <u>No.</u> | <u>Item</u>  |
|------------|--|
| A          | Fenland Leisure Products catalogue   |
| B          | “Housing 4 U” SNC housing applicant newsletter.  |
| C          | SNC outline of priorities for 2009/2010 – “The Way Ahead”  |
| D          | NCALC update July-August 2009  |
| E          | WI “SOS for Honeybees”, letter and leaflets with information about plants beneficial to bees.  |
| F          | 2009 NALC Leadership Academy – 3 day event held on 15-18 September   |
| G          | “Poppy Calls” – a free handy person service to those who cannot carry out small repairs. This is run by the British Legion. A copy has been sent to Jubilee House, the WI and the website. |
| H          | Glasdon catalogue  |
| I          | Cemetery Management course in Staverton on 7 <sup>th</sup> October   |
| J          | Marcus Young, dog bin management. Clerk has said that she will keep his details on file.   |
| K          | SNVB newsletter  |
| L          | Receipt for the donation to the Church for the flood lighting.   |
| M          | LexisNexis confirmation service brochure   |
| N          | Timberline brochure (play equipment)   |

PC09/9/193 **POSSIBLE TWINNING WITH VOHL**

We now have a translation of the draft letter.

**RESOLVED:** That when it has been established who this is to be sent to, it be sent as an email attachment on behalf of the council

**ACTION:** Clerk.

PC09/9/194 **ALLOTMENT ASSOCIATION**

A letter has been received asking what procedure would be adopted if the Association needed additional plots. There are several people on the waiting list. The association does not want additional land at present, but needs to know what steps should be taken if this does become necessary.

**RESOLVED:** That the best means of extending the allotment site would be westwards, towards the railway. The association should be advised of the procedure.

**ACTION:** Clerk.

## **FINANCIAL MATTERS**

PC09/9/195 A **Monthly Budget Spent Figures**

Monthly budget spent figures were circulated

**RESOLVED:** Noted

**ACTION:** N/A

- PC09/9/196 B To ratify cheques 981 to Councillor Gardner for repairs to the bus shelter in Butts Hill, 983 to E.On (which was larger than shown in the agenda, owing to a late invoice for the following month), 991 to Mrs Berkshire for NHW signs and 1000 to the Church for the lighting costs.

**RESOLVED:** That retrospective authority be given to the clerk in respect of these cheques.

**ACTION:** N/A

PC09/9/197 G **Accounts for Payment**

Accounts for payment were submitted as follows:

<b>Chq no</b>	<b>To whom</b>	<b>Service rendered</b>	<b>Amount</b>	<b>Vat</b>
1002	AH Contracts	Emptying of waste bins – to 31.8.09	£296.98	£38.74
1003	E.On	Lamp repairs – PL60, Moores Close	£26.99	£3.52
1003	E.On	Lamp repairs – PL 46, High St (included with above)	£26.99	£3.52

1004	Mr A. Walton	Litter picking June – 5 weeks x 4 hours 20 hours @£6.25 =£125 (less 20% tax)	£100.00	
1010	HM Revenue & Customs	Tax (CP £91.20 & AW £25.00) -	£116.20	
		NI (CP@.33p)	£.33	
		NI (BPC@.38p)	£.38	
		Total	£116.71	£116.91
S/O	Mrs C.J. Parry	Clerk's salary– September 2009	£364.47	
1005	PW Warden	Grass Cutting (2 @ £276)	£552.00	£72.00
1006	R & G Grounds Maintenance	Spraying the playing field (Minute No. 09/8/170)	£327.75	£42.75
1007	British Telecommunications plc	Internet and phone rental and charges	£123.78	£16.14
1008	Kay Tarry	Cleaning dog bins	£54.00	
1001	E.On	(late addition) July Street Lights	£297.06	£38.75
1009	BSCC	(late addition) Parish Office and room hire	£304.00	
1011	E.On	(late addition) PL143 repair	£26.99	£3.52

**RESOLVED:** That all the accounts presented for payment be approved.

**ACTION:** Clerk.

PC09/9/198

**DATE OF NEXT ORDINARY MEETING:-  
Monday 12<sup>th</sup> October 2009  
TO BE PRECEDED BY THE FOOTPATHS COMMITTEE  
MEETING AT 7.00PM**

*There being no further business the Chairman closed the meeting  
at  
9.10PM*

**\*End of Minutes\***

**CHAIRMAN:.....**

**DATE:.....**