

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council
held on Monday 12th April 2010 at 7.30 p.m. at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Councillor Philip Bignell

Councillor John Bignell
Councillor Diana Cockrill
Councillor John Curtis
Councillor Ken Gardner
Councillor David Harries
Councillor Brenda Inch

Councillor David Jeffery
Councillor Alan Kent
Councillor Brian King
Councillor Paul Phillips
Councillor Neil Sturdy

IN ATTENDANCE

Mrs Catherine Parry, clerk

8 Parishioners
Councillor Joan Kirkbride

APOLOGIES FOR ABSENCE

Apologies were accepted from:

Councillor Terry Ward
Councillor Jonathan Shribman
Councillor Cherry Pilcher

Reason:

Holiday
Illness
Another voluntary commitment

ABSENT

Councillor Graham Smith

PC10/04/323 DECLARATIONS OF INTEREST

Councillor J. Bignell declared an interest in paragraph C of section 17 of the agenda (Financial Matters), on account of the fact that he was a vice-president of the cricket club. He took no part in the discussion relating to this matter.

PC10/04/324 POLICE MATTERS

- A Emails from Community Messaging Service had been forwarded as appropriate.
B The next Community Panel meeting would be held on 7th June 2010 at 7.30pm in the Old School Hall, School Lane Harpole.
C (Not on agenda) There have been incidents of anti-social behaviour, such as egg throwing, in various locations.

RESOLVED That these be reported to the Police Community Safety Officer
ACTION Clerk

PC10/04/325 MINUTES

The minutes of the meeting held on 8th March 2010 were approved as a correct record of that meeting and were duly signed by the Chairman.

PC10/04/326 REPORT ON MATTERS PREVIOUSLY RAISED

<u>No.</u>	<u>Item</u>	<u>Details</u>	<u>Previous PC Minute No.</u>
A		There was nothing to report under this section	

PC10/04/327 PUBLIC QUESTION TIME

The meeting was adjourned between 7.44pm and 8.29pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

PC10/04/328 YOUTH MATTERS

- A **Campion School:** The clerk reported that a meeting had been arranged for 3.45pm on Monday 26th April. The Chairman, Councillors Kent and Inch, and the clerk, would attend. Relationships between the youth of the village and the parishioners would be discussed, together with the management of the youth facilities.

- B **Youth Shelter:** Councillor Harries reported that there had been no further developments in connection with this.
- C **MUGA:** Councillor Harries reported that there had been no further developments with regard to construction to date, owing to the poor weather. Now that the weather was improving, he would chase the supplier for dates.
- D **Play Equipment Inspections:** RoSPA inspect each June in Northamptonshire. The cost of an annual inspection per site on that basis is £63.00 plus VAT. An inspection at any other time is £198.00 plus VAT. Digley Associates (recommended by Came & Co, the parish council's insurance brokers) charge different rates for different levels of report, ranging from £35.00 plus VAT to £45.00 plus VAT per site. Record RSS, another company, have quoted £150.00 plus VAT.
RESOLVED: That the Clerk should contact Digley and Co to discuss with them the appropriate report for the play equipment on the playing field, and to organise a visit as soon as possible.
ACTION Clerk
- E The clerk reported that Northants YMCA was hosting a Youth Hustings at Sunley Management Centre on 15th April 2010, at which young people will be able to ask questions of representatives of the major political parties.
- F The clerk had been informed that NALC had produced a booklet with case studies from various local councils, highlighting best practice in youth provision. The clerk had downloaded it for future report.
- G The clerk had been informed that there was to be an event aimed at support services for young people, in Daventry on Monday 10th May. This had been circulated to Champion and the Primary school.

PC10/04/329

NEW CHURCHYARD EXTENSION

- A The clerk reported that she had been told by the Jesus Fellowship's agent that Mr Haines of the Fellowship had sent to the agent a plan, with the request that the agent speak to the planning department to discuss the development potential of part of the Fellowship's land near to the existing churchyard. If there were to be the possibility of any development within this area, then the churchyard extension could be part of any new scheme. The clerk had not received any further information in writing.
RESOLVED: That Councillor Curtis would contact the Fellowship direct for more information, and the clerk would chase the agent.
ACTION Councillor Curtis and the clerk.

PC10/04/330

PLAY AREA AT PRIMARY SCHOOL

- A The Grant Application form for the funding of a seat for this area was available for signature by the Chairman.
- B The lease was available for signature by the Chairman.

PC10/04/331

COMMUNITY SPEED WATCH AND 20MPH ZONE

- A Councillor Kent reported that the barrier around the new bollards on the chicane had been removed. The bollards were an improvement on the previous ones with regard to visibility. The garage was parking large vehicles on either side of the chicane which was obstructing visibility from the houses in the adjacent crescent.
RESOLVED: That the county council should be reminded that double yellow lines should be painted around the chicane
ACTION Clerk to contact the county council representative.

PC10/04/332

PLANNING

- A **Mid Northants Parishes Report :** Councillor Curtis reported that at the last meeting of the Mid Northants Parishes, there had been a visit by Chris Heaton-Harris, the prospective Parliamentary Candidate for the Daventry constituency, who had pledged that his party would disband quangos such as the West Northants Development Corporation and would resist the expansion of Northampton.
- B The Minerals and Waste Development Framework locations documents have been submitted to the Secretary of State for examination by an inspector as to compliance with statutes and general soundness. Public hearings will be held in July or September 2010.
- C The Minerals and Waste Development Framework Core Strategy has been considered by an inspector, who has approved it with some amendments. It will be adopted in May 2010, probably.

D Various emails had been received from Mid Northants Parishes

E The Chairman reported on the public meeting which was held on 17th March, at which representatives of the West Northants Joint Planning Unit and the South Northants District Council gave presentations and answered questions from the public. Written notes of the questions and answers had been sent to the website for information.

F The agent acting for Messrs Harrison and Adams had suggested that he attend the meeting, with a view to advising the parish council about the prospective planning application in respect of the land at the end of Johns Road and Pilgrims Lane. The revised proposal would be for 80 units. (*see Appendix A for a note of this section*)

G Planning applications had been received as follows:

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
New	S/2010/0217/FUL Hall	19 The Paddocks	Two storey side extension (considered at last meeting but received too late for the agenda)	For ratification - No objection – materials to match
Info	S/2010/0038/FUL Morris	Litliff Farm	Replacement dwelling	Refusal by SNC
Info	S/2010/1043/FUL Johnson	12 Church Lane	Single storey dwelling to the rear	Permission by SNC
Info	S/2010/0024/LBC Bennet	7 High Street	Satellite dish at rear	Permission by SNC
Info	S/2010/1212/MAO Peterborough Diocese	Land at Peace Hill	Residential development of 31 houses	Refusal by SNC

PC10/04/333

PARISH MATTERS:

A The clerk requested confirmation that three quotations were not needed for the new notice board at the top of School Close

RESOLVED: That the clerk could proceed without obtaining more quotes, since the new board could be treated as an extension of the previous order for the board at the end of Johns Road

ACTION: Clerk to order the delivery accordingly

B Kay Tarry has quoted for various areas of work:

- Clearing graffiti from dog bins - £9.75 per bin
- Clearing graffiti from bench on Millennium Green - £10.00
- Cleaning play equipment and cleaning off as much as possible of graffiti - £80.00 or under
- Butts Hill bus shelter £3.25
- Bi - monthly clean of bus shelters - £30.00 for both.

RESOLVED: That the quotation be accepted and Kay Tarry be requested to carry it out.

ACTION: Clerk to contact Kay Tarry.

C A comment had been made to the clerk that the brickwork in one of the canal tunnels was in poor repair. This was reported to the British Waterways Board, whose representative inspected the tunnel and confirmed that there was no risk to the public or users of the canal.

D The catch of the litter bin in the Millennium Green is sticking again. Please can this be remedied so that the bin can be emptied easily.

E Parish enhancement gangs would be working again from early May. The organiser would like a list of matters requiring attention. These should not include repair of potholes, but more minor items, such as clearing of vegetation, sign clearing, resetting small areas of slabs or block paving, painting etc of parish benches, and anything else which would enhance the aesthetic look of the parish.

RESOLVED: That the following should be reported:

- Gravel should be supplied in the area of the kissing gates, since the ground under the gates was churned up during the winter.
- Some street signs were in poor repair and needed to be replaced.
- Smashed manhole cover on the corner of West End and the Litchborough Road (this was to be reported to Street Doctor).

ACTION: Clerk

PC10/04/334

Northamptonshire County Association of Local Authorities

A Revised dates had been received for the Leadership Academy.

B A conference: "Localism in Action" – was to explore the possibility that Government and Principal Authorities would look to local councils to provide services that they are no longer able to supply, owing to cuts in expenditure. The conference would examine the practical aspects of this. Venues were to be Bristol and York. The clerk confirmed that she would obtain further details if councillors were interested.

C On 8th March, NALC had emailed to say that local councils must review the system of internal control, and in particular, the effectiveness of internal audit. The email stated that these must be done within the financial year or that the external auditors might issue a qualified audit. This email arrived too late for attention at the March meeting, so should be dealt with at the April meeting.

RESOLVED: Following a review of the internal audit arrangements, which included both an internal control councillor (Cllr Harries) and a formal internal audit carried out by NALC, together with a monthly budget report to check outgoings against budgeted expenditure and receipts, the council was satisfied that an adequate and effective system of internal audit of the council's accounting records and control systems had been maintained throughout the year. Regular checks were carried out and these represented an adequate system of internal control to prevent and detect fraud and corruption.

PC10/04/335

CONSULTATIONS

A Northants County Council had launched its "You Choose" campaign. The County Council was obliged to make £100 million savings in the next few years. This will mean that many changes would have to be made to services, and the County Council was asking local people to send in their thoughts about which services were most important to them. A "toolkit" had been supplied, consisting of leaflets and information about how people can be involved, together with forms for writing comments (reply paid). Further information could be obtained from the clerk.

RESOLVED: That the parish council had no comments to make on this initiative
B Northampton Central Area Action Plan: Town Centre Frontages and Primary Shopping Area
C Consultation. If councillors wished to respond to this, they were requested to do so by 15th April.
The South Northamptonshire Climate Change Strategy 2010-2014 was ready for public
consultation. The consultation period was open until 29th May 2010. If the parish council wished to
be part of this consultation the clerk said that she would download the documentation and prepare a
report and draft responses.

RESOLVED: That no formal response would be sent

PC10/04/336 **HIGHWAYS AND TRANSPORT**

A A resident of the crescent in Kislingbury Road has raised the question of the condition of the
grassed area where refuse lorries have passed over it. She would have liked South Northants
Homes to allocate some land for parking for some of the householders whose cars at present
obstruct the progress of the refuse lorries. The clerk reported that South Northants Homes stated
that since the householders were not tenants of SNH, SNH was unable to help them

B The Highways Representatives (and Tree and Parish Path Warden) Newsletter had been received
C The Tesco revised bus timetable has been issued.

PC10/04/337 **STREET LIGHTS AND OVERHEAD ELECTRICITY CABLES**

E.On Central Networks had advised that they intended to install underground cables to replace the
existing overhead lines in part of Church Lane, from the Green to the Five Bells. Since the parish
council was responsible for street lighting in the village, they would need to purchase new street
light columns since some of the poles which were to be removed support street lights. Central
Networks would provide the electrical service to the columns free of charge, provided it was placed
within two metres of the original bracket or within two metres of an existing or proposed
underground cable. The intention was to do this within the 2012 financial year. This should enable
the parish council to budget accordingly for the new street lights.

PC10/04/338 **CORRESPONDENCE -**

1. For Action

No. Item

A Volunteering leaflets

B Highways Agency leaflets for distribution.

C Northamptonshire Best Village Competition 2010. Entry forms have been received. Does
Bugbrooke wish to enter this year?

RESOLVED: That Bugbrooke would not enter the competition. The work involved was
disproportionate to the benefits received for the village.

D CPRE had requested confirmation as to whether Bugbrooke is to join "Stop the Drop" litter picking
campaign this year.

2. For Report -

No. Item

A Supplier leaflets as follows:

- Midlands Tree Specialists
- Ashley Forms, Travel Passes
- Glasdon street furniture
- E Sports Limited – request to supply the MUGA
- Cleveland Land Services – sport leisure and landscape contractor.

B For Diarising:

- Thursday 13th May 2010 Tree Warden Annual Workshop. Details have been given to
Councillor Jeffrey.
- Weds 23rd June – Northants 50+ Network Roadshow at Lings Forum
- **DATE CHANGE** – A45 Northampton to Daventry Stakeholder Meeting 3 will be on
Thursday 17th June in Flore from 3.00p, to 5.00pm.
- South Northants Volunteer Forum meeting 29th April 2010, 2.00pm – 4.00pm, Moat Lane
Towcester.
- Tuesday 11th May – Windfarm visit organised by Broadview Energy Limited. Further details
are available from the clerk.
- Local Councils Conference 16th June 2010 at the Empress Stand, Towcester Racecourse. –
4.30pm – 8.30pm.
- Public meeting at Cogenhoe Village Hall on 20th April at 7.30pm at which all prospective
parliamentary candidates would be present.

C The Micropower Council would like the parish council to endorse the Microgeneration Manifesto,

which aimed to help reduce household carbon dioxide output but conserve energy, lower consumer bills and create jobs.

- D Northants 50+ Network Newsletter.
 E South Northants Volunteer Bureau newsletter
 F Mr Nick King, outreach worker with South Northants Volunteer Bureau, would like to speak at one of the parish council meetings to advertise his work in connecting with voluntary and community groups.
 G Spinal Injuries Association suggestion for fund raising: hold a Fish and Chip Supper – Friday 21st May 2010
 H Northants Museums events and exhibitions leaflet
 I Northants Household Waste Recycling Centres have new services and opening hours, effective from 21st June 2010. Details have been provided.
 J East Midlands Development Agency newsletter
 K South Northants Homes major works briefing paper.
 L Northants Waste Partnership has produced a press release about their campaign to encourage more recycling in Northamptonshire. Recycling boxes will be monitored, and door to door surveys carried out. This is purely fact finding, not disciplinary in any way.
 M The resident involvement officer for Aragon Housing Association Limited would like to attend a meeting to publicise their Charitable and Community Donations Fund
 N Syresham Computer Group were offering basic computer training for older people.

PC10/04/339 **REPORTS**

Councillor Harries reported that the Annual General Meeting of the Community Centre was to be held on 25th May 2010. The Community Association has been informed by the telecommunications company that the mast is being disconnected. Compensation will be paid in respect of this and the rent will be paid until 2012. After that date the Mast Fund will cease to have new income, unless another operator takes over the site.

PC10/04/340 **FINANCIAL MATTERS**

- A The Monthly Budget Spent figures were circulated.
 B BDO Annual Audit forms have been received.
 C **Cricket Club grant for repairs to artificial pitch** – a quote had been received for £5287.50. Grants had been promised from Councillor Kirkbride, in the sum of £1000, and a request had been made to South Northants Homes for a grant but the club was not hopeful of receiving anything.

D Accounts for payment –

Chq no	To whom	Service rendered	Amount	Vat
1063	AH Contracts	Emptying of waste bins – to 31.3.10	£303.43	£45.19
1064	E.On	March unmetered supply costs (note- the invoice has not yet been received)	£303.51	£45.20
1062	E.On	Quarterly Maintenance (ratification of cheque 1062 paid 26 th March 2010)	£716.53	£106.72
1065	Mr A. Walton	Litter picking March - 5 weeks x 4 hours: 20 hours @£6.50 =£130.00 (less 20% tax)	£104.00	
S/O	Mrs C.J. Parry	Clerk's salary– March 2010	£364.47	
1067	HM Revenue & Customs	Tax (CP £91.20 & AW £26.00) - NI (CP@.33p) £.33 NI (BPC@.38p) £.38	£117.20 £.33 £.38	
		Total	£117.91	£117.91

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

ACTION: Clerk

PC10/04/341

DATE OF NEXT ORDINARY MEETING-

Monday 10th May 2010

At 7.30pm

**TO BE PRECEDED BY FOOTPATHS COMMITTEE
MEETING AT 7.00PM**

*There being no further business the Chairman closed the meeting
at 9.03pm*

End of Minutes

CHAIRMAN:.....

DATE:.....

APPENDIX A

MATTERS RAISED DURING PUBLIC QUESTION TIME 12th April 2010

1. A parishioner asked whether the parish council was going to produce a village design statement and if so, how long this would take to be produced. It was in the interests of the village to do this.
2. Councillor Curtis said that as well as considering this, a list of preferred s106 items should be produced. The development working party should meet as soon as possible to discuss this.
3. A parishioner asked why the planning application in respect of the land at Peace Hill had been refused. Councillor Curtis said that Natural England, one of the consultees, had not responded to the application. The applicant was offered the opportunity to withdraw the application and to resubmit it when the response had been obtained, but decided not to do so, and the council therefore had no choice but to refuse the application.
4. A parishioner mentioned that the Peace Hill application was in respect of land which was of historical importance, in that it was originally used for ridge and furrow farming and that there are very few traces of this left in the village. The other two are in the Jesus Fellowship field on the other side of Peace Hill and in the field in Camp Hill which the parish council seems keen to see developed. He was disappointed that the parish council was willing to see these historic sites disappear.

5. Mr Chay Adams advised that he was intending to replace a stile at the entrance to his new marina with a kissing gate. There is another stile close by, leading to a footpath across a field, and he would like to see this changed to a kissing gate also, and would like to approach the new owner of The Old Crown to see if the cost could be shared. The Chairman said that this could go on the agenda for the next meeting.

6. Mr Laurence Wilbraham, agent for Adams and the Harrison Trust, tabled drawings of a proposed development for 80 dwellings, accessed (12 units) from Pilgrims Lane and (68 Units) from Johns Road. There would be 32 affordable units within the Johns Road phase. The existing footpath links to the field system outside the village would be retained and there would be a 5 metre planting belt between the development and the open countryside, creating a new defined edge to the village. All existing hedgerows would be retained. A new agricultural access would be created from the new extension to Pound Lane, into the fields. Surface water would be retained on site and discharged into the field to the north east at agricultural flow rates. The Environment Agency has approved this proposal. The applicants propose to make land available for 2 football pitches as part of the s106 contributions. The following questions were raised:

- Will the applicants be intending to extend this development in the future? The answer was that no extensions were intended.
- This is a major change to the previous scheme. Are any bus routes intended for this development? The answer was no.
- This will have a major adverse impact on the roads within the vicinity, especially Johns Road. Have traffic surveys been carried out? The answer was that consultants had carried out traffic impact assessments and that these had concluded that Johns Road could accommodate about 450 additional movements in and out each day. A parishioner who lives on Johns Road strongly disputed this conclusion – Johns Road is extremely busy and additional traffic movements of the number envisaged would create even more difficulty in leaving and entering the road at the beginning and end of the school and business day.
- Is this development compatible with the parish council's stated aim to spread new developments around the village and to keep them relatively small so that they become part of the village? Mr Wilbraham said that he did not know if smaller sites were available to make up the allocation of 111 houses for Bugbrooke.
- Councillor Curtis repeated that Johns Road is very busy and the parish council would be extremely concerned to see the suggested volume of additional traffic using it. An alternative might be to use Georges Avenue as an access for some of the houses. This would take off the pressure from Oaklands and Johns Road. It is imperative that the applicants treat seriously the warnings about Johns Road. Also, the junction at the foot of Pilgrims Lane is dangerous and consideration should be given to improvements here. Mr Wilbraham said that the applicants could think about this.
- Has this scheme yet been discussed with the county council as highway authority? The answer was no.
- Councillor Curtis asked whether the design could incorporate some terraced housing which would not be capable of being extended, so that its relative affordability could be assured. Mr Wilbraham said that the design was only illustrative at present.
- How safe will the proposed surface water drainage system be? It will consist of an open space area containing a shallow depression which will fill with water in heavy rain and then drain away slowly (SUDS – Sustainable Urban Drainage System). The depression would be about 900millimetres deep. The question was asked whether the surface water could drain directly to the ditches. The parish council would not want to manage the open space. Mr Wilbraham said that it could be privately managed.
- The fact that two sports pitches were proposed as a donation to the village should not mean that other contributions would not be made via a s106 agreement. Mr Wilbraham agreed that the usual educational and other contributions would be made. There was general discussion about future ownership/control of football pitches and whether more sports pitches were actually needed.
- Mr Wilbraham was asked whether the plan could be posted on the website and he agreed that this could be done.