

# BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council  
held on Monday 11th January 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 David Harries  
Councillor Brenda Inch  
Councillor David Jeffery

Councillor Alan Kent  
Councillor Brian King  
Councillor Paul Phillips  
Councillor Neil Sturdy  
Councillor Terry Ward

## IN ATTENDANCE

Mrs Catherine Parry, clerk

7 Parishioners

## APOLOGIES FOR ABSENCE

### Apologies were accepted from:

Councillor Cherry Pilcher  
Councillor Ken Gardner  
Councillor Joan Kirkbride  
Councillor Jonathan Shribman

### Reason:

Illness  
Illness  
Another council commitment  
Work commitment

## ABSENT

### PC10/01/269 DECLARATIONS OF INTEREST

None

### PC10/01/270 POLICE MATTERS

- A Emails from Community Messaging Service had been forwarded as appropriate.  
B The next Community Panel meeting would be held in Rothersthorpe on 4<sup>th</sup> March 2010.  
C The Towcester Rural Safer Community Team newsletter had been circulated prior to the meeting.

### PC10/01/271 MINUTES

The minutes of the meetings held on 14<sup>th</sup> December and 21<sup>st</sup> December 2009 were approved as a correct record of each meeting, following the comment from Councillor Harries that the reference to Councillor Curtis declaring a “non-prejudicial” interest, in Minute PC09/12/244, was not correct, and those words should be deleted. This was done, and the amendment was initialled by the Chairman, who then signed minutes of both meetings.

### PC10/01/272 REPORT ON MATTERS PREVIOUSLY RAISED

<u>No.</u>	<u>Item</u>	<u>Details</u>	<u>Previous PC Minute No.</u>
A	54 Chipsey Avenue	The clerk reported that a letter had been written to request that the tree be cut back.	PC09/11/226

### PC10/01/273 PUBLIC QUESTION TIME

The meeting was adjourned between 7.34pm and 7.46pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

### PC10/01/274 YOUTH MATTERS

#### Youth Shelter :

1. Councillor Harries reported on the quotations which he had received in respect of the youth shelter and of the respective merits of the shelters proposed by the companies quoting. Brocsap had not responded, but Councillor Harries thought that they would have charged about £16,000. Safe and Sound quoted £12,122.75 and the NClude Shelter would cost £12,495.
2. A parishioner who lives in a neighbouring property visited the parish council’s office to express the considerable concern which he and his neighbours have in respect of the youth shelter. The

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clerk informed him that it would not be sited close to any houses, but there is general concern about the use to which it will be put and the fact that the disruption already experienced by neighbours of the playing field, owing to anti-social behaviour, will be heightened by the youth shelter being sited there. They are also of the view that the neighbouring properties should have been specifically informed of the intention to provide a youth shelter in this location.

**MUGA:** the planning application had been registered, but the planning officer had reported that concern had been expressed about the surface water run-off from the hard surface, owing to a local drainage problem, which had apparently been in existence since the car park was expanded. Councillor Harries had been consulting with the supplier for confirmation that surface water will drain satisfactorily without overloading any adjacent ditches etc.

- RESOLVED:**
1. That the lowest quotation for the youth shelter would be accepted – ie that from Safe and Sound. The balance not required from the grant of £19,000 from South Northants Council would be put towards the cost of installing the MUGA.
  2. That the location of the youth shelter had been moved following requests from South Northants Council and the police that it should be visible and accessible to the police. The clerk should write to the parishioner who had complained, to explain this.
  3. That the youth shelter should be provided with a litter bin.

**ACTION** Clerk and Councillor Harries.

PC10/01/275 **NEW CHURCHYARD EXTENSION**

A Councillor Curtis reported that the Jesus Fellowship had appointed Fisher German to act on its behalf in this matter. They indicated that certain works would be required if any of the Fellowship land adjacent to the existing churchyard and Millennium Green were to be transferred to the parish council. Not all of the land suggested by the parish council could be disposed of.

- RESOLVED:**
1. A meeting should be arranged with Fisher German to take the matter forward and to establish the detailed requirements of the Fellowship.
  2. The parochial church council should advise the latest estimate of the dates by which additional burial facilities would be required.
  3. The land in the existing churchyard, which was at present a wildlife conservation area, should be surveyed to see whether some burials could take place there. It was believed that there might be the remains of a building in this area, but its location (if any) was not known.

**ACTION:**

1. Clerk.
2. Councillor Kent.
3. Clerk to investigate costs.

PC10/01/276 **PLAY AREA AT PRIMARY SCHOOL**

The clerk reported that she had been told that the land on which the play equipment was to be constructed was not registered, and the final form of lease should be sent for signature shortly.

PC10/01/277 **COMMUNITY SPEED WATCH AND 20MPH ZONE**

A The bollards had been replaced on the chicane, though the barriers had not been removed, albeit that the lights on the barriers no longer worked.

PC10/01/278 **PLANNING**

A A letter had been sent to the Chief Executive, South Northants Council, expressing the parish council's concerns about the prospective new developments which might take place in and on the outskirts of Bugbrooke. A reply was been received and been circulated to the parish councillors prior to the meeting.

**RESOLVED:** That the Development Working Party consider this letter and formulate a response, asking that a representative of the district council and of West Northants Joint Planning Unit, be invited to attend a meeting at which the public would be present, in order to clarify various issues regarding development in Bugbrooke.

**ACTION:** Development Working Party and the clerk.

B Letters had been received from the district council advising of the site visits to 40 High Street and 12 Church Lane.

C Copies of the planning officers' reports had been received in respect of the applications at 40 High Street and 12 Church Lane. Councillor Curtis reported that the planning meeting at the district council in respect of 12 Church Lane had been deferred owing to the fact that a tree in the rear

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garden had just become protected and measures were needed to ensure that the development would not adversely affect the tree.

- D The planning application for the MUGA had been registered and the parish council would be entitled to appeal against non-determination if no decision had been made by 8<sup>th</sup> February 2010.
- E The planning meeting for the takeaway application at 40 High Street took place at 2.15pm on 7<sup>th</sup> January and the Chairman had attended in order to state the parish council's position.
- F The draft West Northamptonshire Strategic Housing Land Availability Assessment had been published and was available for further evidence until 11<sup>th</sup> February 2010. A note had been circulated prior to the meeting to explain more about the document. Several parishioners had emailed their concerns about the sites being suggested as suitable for development.

**RESOLVED:** That a response should be sent in respect of each site in Bugbrooke referred to in the Assessment, following a meeting of the Development Working Party. The parish council was totally opposed to any development in excess of 111 dwellings allocated to Bugbrooke by the District Council's Interim Rural Housing Planning Policy, and it must be made clear that 31 of these dwellings are likely to be built in Peace Hill, leaving only 80 other possible dwellings to be built in or on the outskirts of the village. In particular, the two major potential sites referred to in the assessment document were absolutely unacceptable for future development.

**ACTION:** Development Working Party and the clerk.

- G The County Council had formally notified the parish council of the village green application in respect of the land at the end of John's Road, and had asked that the inquiry into the application be held in the village if costs permit (the County Council would pay). The clerk advised the county's development control manager to contact the community centre manager to arrange dates and a room.

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
Info	S/2009/0946/Ful Wright & Brown	Land adjacent to 5 High Street	Erection of 3 dwellings – 1 detached and 2 semis.	Permission granted by SNC
New	S/2009/1240/Ful Jesus Fellowship	The Manse and Chapel, High St.	Ramp from car park to the level of the Chapel Building.	No objection, but handrail to be painted the same colour as the front doors. The presumption was that no graves would be disturbed.
New	S/2009/1228/Ful Cockram	45 Pilgrims Lane	Single storey rear extension	No objection. Materials to match.
New	09/00075/CCD & S/2009/1259/RG3 Northamptonshire County Council (sent by SNC for information only)	Primary School	Refurbishment and internal alterations to provide a children's centre, construction of 2 single storey extensions for school use to replace space lost, extension of covered play area and 2 new parking spaces.	No objections, but additional on-site parking should be considered.

**PARISH MATTERS:**

- PC10/01/279 A A parishioner has planted a line of conifers in the play area in Beech Close.

**RESOLVED:** That a letter should be sent to the owners of the adjacent property to inform them that the play area is parish council property, and while the parish council has no immediate intention of asking that the hedge be removed, it will remain only with the permission of the parish council and must not be allowed to grow to a height in excess of the top of the fence next to which it has been planted. The parish council reserves the right at any time to ask that the hedge be cut back or removed. If this request is not then complied with, the parish council will be entitled to remove the trees and leave them on the property of the relevant parishioners.

**ACTION:** Clerk

- PC10/01/280 B **Guiding Event** - It was confirmed that, for the avoidance of doubt, the parish council had no objections to this event on 20<sup>th</sup> October 2010, at which 29 rockets will be let off at approximately 20.10pm at the playing field, provided that the spent shells were cleared away as soon as possible the next day.

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**RESOLVED:** That a letter would be written accordingly  
**ACTION** Clerk

PC10/01/281 **NHS MATTERS**  
An application has been received for an internet pharmacy operating from Bower House, Caswell Road, Brackmills Industrial Estate

**RESOLVED:** No objection.  
**ACTION:** None required.

PC10/01/282 **CONSULTATIONS**  
A The West Northamptonshire Strategic Land Availability Assessment had recently been published and responses were invited by 11<sup>th</sup> February 2010.

**RESOLVED:** See comments under the Planning Section of these Minutes.  
**ACTION:** See comments under the Planning Section of these Minutes.

PC10/01/283 **NEIGHBOURHOOD WATCH**  
The Neighbourhood and Home Watch Regional Conference will be held on 20<sup>th</sup> February at the Holiday Inn, Peterborough. Registration of interest can be done through the link at [www.conferencesearch.co.uk/nhwevents](http://www.conferencesearch.co.uk/nhwevents).

PC10/01/284 **HIGHWAYS AND TRANSPORT**  
A Requests had been made for the grit bins to be replenished. The clerk had reported this to Street Doctor and was informed before Christmas that supplies were available, and that the bins would be replenished gradually (there are 1700 grit bins in the district, so this would take some time).

**RESOLVED:** That a letter of thanks be sent to the County Council and that a request be made for another grit bin for the village.

**ACTION:** Clerk.

B County Highways has sent a satisfaction questionnaire for completion.

**RESOLVED:** Clerk to complete the survey

**ACTION:** Clerk.

PC10/01/285 **CORRESPONDENCE -**  
**1. For Action -**

<b>No.</b>	<b>Item</b>
A	The Private Hire Association had emailed with a request that parish councils petition the district council to tighten up on the issue of taxi licenses for the protection of the public and children in particular. Licences are issued sometimes to people with a criminal record.

**RESOLVED:** That a letter of support be written accordingly.

**ACTION:** Clerk.

B SNVB leaflets

C Volunteers Forum meeting at Towcester on 27<sup>th</sup> January at 2.00pm.

D A letter has been received from South Northants District Council asking for information about memorial playing fields. Are there any such fields in the village?

E South Northants Council is offering compost bins at heavily discounted prices and would like this publicised.

**2. For Report -**

<b>No.</b>	<b>Item</b>
A	Northamptonshire Rural Housing Association Annual Report
B	Tim Boswell newsletter and advice centre dates January – March 2010
C	East Midlands Development Agency newsletter
D	Highways Agency roadworks leaflets. These have been distributed.
E	The latest Register of Electors has been received.
F	Lister's Geotechnical Newsletter.
G	R & G Maintenance advertising for contracts.
H	Village Viewpoint magazine
I	Northants 50+ Network Newsletter
J	NALC update
K	Commission for Rural Communities brochure
L	Wildlife Trusts brochure
M	Outdoor exercise equipment leaflet.
N	Northants County Council Museums -events and exhibitions January to May 2010

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PC10/01/286 **FINANCIAL MATTERS**

A The Monthly Budget Spent figures were circulated.

D The salary of the Link Person was reviewed.

**RESOLVED:** That the Link person's hourly rate from 1<sup>st</sup> January 2010 should be £6.50.

**ACTION:** The clerk would write to the Link Person accordingly.

E The draft budget had been circulated prior to the meeting. The suggested precept for the year 1<sup>st</sup> April 2010 to 31<sup>st</sup> March 2011 was £56,000. This was an increase over the precept for the current financial year, but it was considered justifiable in view of the capital projects being undertaken and the need to build up the parish council's reserves in order to meet the level of contingency fund suggested by the National Association of Local Councils

**RESOLVED:** That South Northants Council be requested to provide a precept in the sum of £56,000.

**ACTION:** Clerk.

F Ratification was requested, of the following cheques in respect of which invoices had been received after the issue of the December agenda:

- 1032 – Eon –£594.12. This cheque was originally for October, but a late invoice was received for November and was added to the cheque. VAT £77.50.
- 1033 – Eon - £701.28 in respect of quarterly maintenance charges (VAT £91.47)
- 1040 - Society of Local Council Clerks membership - £95.00
- 1034 - Lapssett UK Limited - £65.55 in respect of parts for the swing on the playing field (VAT £8.55)

**RESOLVED:** That the cheques be ratified.

H Accounts for payment –

Chq no	To whom	Service rendered	Amount	Vat
1041	AH Contracts	Emptying of waste bins – to 31.12.09	£296.98	£38.74
1042	E.On	December unmetered supply costs	£297.06	£38.75
1043	Mr A. Walton	Litter picking December – 4 weeks x 4 hours 16 hours @£6.25 =£100 (less 20% tax)	£80.00	
S/O	Mrs C.J. Parry	Clerk's salary– November 2009	£364.47	
1044	HM Revenue & Customs	Tax (CP £91.20 & AW £20.00) - NI (CP@.33p) £.33 NI (BPC@.38p) £.38 Total	£111.20  £111.91	£111.91

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

**ACTION:** Clerk

PC10/01/287

**DATE OF NEXT ORDINARY MEETING:-  
Monday 8th February 2010**

*There being no further business the Chairman closed the meeting  
at  
9.07PM*

**\*End of Minutes\***

**CHAIRMAN:** P. J. Biggall

**DATE:** 8/2/2010

## APPENDIX A

### MATTERS RAISED DURING PUBLIC QUESTION TIME 11<sup>TH</sup> JANUARY 2010

1. A parishioner wished to know when the barriers would be removed from the chicane at the foot of Butts Hill. The clerk informed him that the bollards were on order, according to the County Council. The parishioner commented that the chicane was, in his opinion, dangerous and that he had seen many vehicles only narrowly avoid colliding with it. Councillor Kent confirmed that his experience from living near to the corner of the High Street and Butts Hill was that traffic has slowed down, and that the chicane was effective. Councillor Cockrill thought that there should be a warning sign at the top of Butts Hill to enable motorists to slow down in order to avoid the chicane, and another view was that there should be a double chicane to force traffic on both sides of the road to slow down.
2. There should be yellow lines around the chicane to prevent inconsiderate parking in that area.
3. A parishioner mentioned that he had been taken very ill in the Community Centre and had needed a defibrillator. It had been discovered that there is no such equipment at the Community Centre, and this should be redressed. Councillor Harries said that this was a matter for the Community Association, and he would take it up with the executive committee.