

# BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council  
held on Monday 14<sup>th</sup> November 2011 at 7.30 p.m. at the Community Centre, Bugbrooke.

## PRESENT:

	Vice-Chairman - Councillor Paul Phillips	
Councillor John Bignell	Councillor Philip Bignell	Councillor Mrs Diana Cockrill
Councillor Brian Curtis	Councillor Ken Gardner	Councillor David Harries
Councillor David Jeffrey	Councillor Brian King	Councillor Mrs Linda Pope
Councillor Dr Jonathan Shribman	Councillor Terry Ward	

## IN ATTENDANCE

Mrs Catherine Parry, clerk                      10 parishioners                      County Councillor Joan Kirkbride (part)

## APOLOGIES FOR ABSENCE      ABSENT:

<u>Apologies were accepted from:</u>	<u>Reason:</u>	
Councillor John Curtis	Holiday	Councillor Mrs Eve Jackson
Councillor Alan Kent	Illness	

### PC11/11/230      TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors as recorded above.

### PC11/11/231      DECLARATIONS OF INTEREST

No interests were declared.

### PC11/11/232      REGISTER OF INTERESTS UPDATE

Councillor Phil Bignell reported that he was now a governor of the Primary School and that this should be noted on the register.

### PC11/11/233      MINUTES

The minutes of the meeting held on 10<sup>th</sup> October 2011 were approved as a correct record of that meeting and were duly signed by the Chairman.

### PC11/11/234      REPORTS ON MATTERS PREVIOUSLY RAISED

The clerk had nothing to report under this heading, but Councillor Philip Bignell reported that the rubbish around the shop was now being tidied up more regularly by the owners.

### PC11/11/235      PUBLIC QUESTION TIME (7.35PM-7.50PM)

- County Councillor Kirkbride confirmed that she would organise a meeting between the parish councils of Nether Heyford, Bugbrooke and Kislingbury to discuss how best to deal with the problems associated with the Heygates traffic.
- Mr Marshall asked what was the timescale associated with the preparation of the Master plan and when was it intended to involve the general public. The chairman said that this would be dealt with later in the agenda.
- Mrs Pace said that the litter bin in Smitherway was full to overflowing. She was told that this was a South Northants bin. It might be that the bin men had not emptied it because it was being used as a dog waste bin. The question of whether a new dog bin could be located in that area could be discussed under Parish Matters.
- Mr Haselwood, on behalf of Heygates, was attending with Mr Peter Frampton, who was a planning consultant from Banbury. They explained that Heygates were intending to appeal the refusal of consent for the Firs Field development, and were also lodging an application at the district council, identical to the previous application, so that this could be considered again. They contended that a recent appeal decision in Roade supported the view that SNC had been premature in shelving the Interim Rural Housing Planning Policy. The Radstone Fields development in Brackley had not yet received final consent, and other assumptions made by the district council had been over-optimistic. They believed that the land supply in South Northamptonshire was now 4.2 years rather than the 5.9 years quoted by SNC. They therefore felt that Heygates would be

justified in re-applying for consent and appealing the refusal. They have commented to the district council on the merits of the Adams/Harrison application, and stated that they would be willing to discuss density and details. They were also willing to offer land to the rugby club for two pitches.

- Mr Bodman said that the village needed to plan for 80 additional houses. At the time when this became known, over 100 households expressed opposition to such a number, 90% of which expressed their opposition to the Johns Road scheme. 60 households were claiming that the Harrison land should be a village green. If the Johns Road appeal were allowed, those 80 new houses would be built on that land. A master plan would not do anything to prevent this happening. Decisive action was needed. Councillor P. Bignell said that the parish council has already written to the inspectorate strongly objecting to the Johns Road development, and it was difficult to know what more could be done.

PC11/11/236

**PLANNING**

A

There was a report on a meeting of the Development Working Party which was held on the 31st October in order to discuss whether to proceed with a masterplan for Bugbrooke, or whether a Neighbourhood Plan was the best route to follow. Councillor Harries reported on a discussion which took place at the recent meeting of Mid Northants Parishes regarding the merits of the different documents. He said that the Roade Masterplan had been ignored at a recent planning appeal, and he understood that nothing would carry any weight unless it was a Neighbourhood Plan (“NHP”) which had been processed according to the statutory regulations. It would not be possible to put a NHP into effect before February, when the Johns Road appeal was due to be heard. The Localism Act and the relevant regulations all needed to be in force before any NHPs can be adopted, and the consultation on the regulations was due to run until early January. The community would be involved in any Masterplan/NHP, but the parish council should prepare the groundwork initially. *(Note: Mr Frampton explained that he had been involved with the appeal at Roade where the Masterplan had been ignored by the inspector, and said that the inspector’s decision had been taken owing to the specific circumstances of that case. The site in question had been a small one and the development very low density. This would not have competed with the sites detailed in the Masterplan and it would still be worthwhile for Bugbrooke to prepare a masterplan.)*

The clerk reported that she had prepared the first draft of the proposed Masterplan, based on that for Roade, and would be circulating that among the members of the Development Working Party so that they could insert the historical sections and various other Bugbrooke specific details.

**RESOLVED** To continue with the Masterplan initially, with a view to preparing a Neighbourhood Plan when it was clearer how this could be done.

**ACTION** Clerk and Development Working Party.

B

The clerk reported that emails in support of the retention of the name “Holt Gardens” had been received, but the clerk had confirmed to the district council that the parish council would suggest “Grants Orchard” as an alternative name. The district council was consulting the two ward councillors. Mr Howard had emailed the district council to suggest that they should adhere to their policy of numbering the two houses on the High Street as part of the High Street and not as part of the new street.

C

Councillor Harries confirmed that he had emailed the planning inspectorate with concerns over the Adams/Harrison planning appeal. The clerk had written separately restating the concerns previously expressed by the parish council and setting out the parish council’s requirements should the inspector be minded to grant the appeal.

D

Councillor P. Bignell reported that he had emailed the district council with concerns about the colour of the roof tiles on the new house at 31 Camp Hill, since these did not match the surrounding properties, in accordance with the statement submitted in support of the planning application. He had been informed by the planning officer that she did not propose to take the matter further, because the roof of the bungalow opposite matched the new roof tiles.

PC11/11/237

**PLANNING APPLICATIONS AND DECISIONS FOR REPORT**

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
New	S/2011/1228/FUL McManus	30 Pilgrims Lane	(Retrospective) Erection of a wooden summerhouse in the rear garden.	(NB this consultation was due to expire prior to the date of the meeting. The clerk discussed it with the planning officer and sent him an in principal “no objection” comment, subject to ratification at the

				meeting). No objections by BPC
<i>New</i>	S/2011/1301/FUL Jones	12 Waggoners Way	First floor hipped roof extension	No objections.
<i>New</i>	S/2011/1358/FUL Wheeler	8 West End	Two new dormer windows (retrospective)	No objections
<i>New</i>	S/2011/1233/FUL Johnson	12 Church Lane	Single storey dwelling with habitable rooms in roof space, creating a first floor.	Objection on the grounds of overdevelopment and proximity to neighbours.
<i>Info</i>	S/2011/1159/FUL Reynolds	2 Shepherds Walk	Demolish existing garage, erect 2 storey side extension and alterations.	<b>Approval by SNC</b>

PC11/11/238 **NEIGHBOURHOOD PLAN**

This was an agenda item, which was discussed as minuted in Minute PC11/11/236 above. The clerk reported that she had requested that the clerk from Roade Parish Council visit the development working party with a view to providing initial guidance about the process for formulating a Masterplan..

PC11/11/239 **POLICE**

A The clerk reported that confirmation had been received that the new non emergency number **101** was now operational, and should be used for all non emergency calls.

B The clerk reported that Jen Harrison had reported on various visits made over the summer to the Community Centre with regard to anti-social behaviour, and had made recommendations as to what might be done to reduce these in future. This had been forwarded to Councillor Harries on behalf of BSACA. Councillor Harries said that since the police had become involved, the situation had improved.

C The police had confirmed that emails regarding a postal scam have been confirmed to have been a hoax.

D The clerk reported that the Safer Community Team had requested new priorities to be sent to them by 30<sup>th</sup> November.

**RESOLVED** That the priorities would be the same as had previously been stated.

**ACTION** Clerk to inform the police accordingly.

PC11/11/240 **YOUTH MATTERS**

A **Campion School:** The clerk reported that the twinning project had not yet started owing to lack of interest among the pupils, but the project co-ordinator intended to persevere with it. The WI has expressed an interest in helping with it.

B **Young children's play facilities:**

The clerk reported that:

- This was now open, and the gate was locked and unlocked by nearby parishioners, who had reported some anti-social behaviour and dog fouling. The clerk has received a quotation for a sign prohibiting dogs and limiting the use to pre-school and primary school children. A free standing sign would be £132.99, installation £67.20, plus VAT. A fence fixed sign would be £73.09 plus VAT. It might be advisable to add something to the effect that no responsibility is accepted by the school or the parish council for incidents on the play area.

**RESOLVED** To ask the head teacher if a sign could be fixed to the school fence.

**ACTION** Clerk.

- A parent asked the clerk to keep the gate closed in wet weather owing to the risk of injury. The clerk had emailed the head teacher to see what she thinks.

- A neighbour has asked whether the play area could be closed on Sundays, to give them some respite from the noise.

**RESOLVED** That it should be acceptable to close the play area on Sundays during the winter for a trial period.

- The clerk proposed to have an inspection of the playing field play area carried out by Dingley and Associates. Should the new area be included in this?

**RESOLVED** That it was not yet necessary to have this inspected.

PC11/11/241 **PLAYING FIELD**

There was nothing to report under this heading.

PC11/11/242 **NEW CHURCHYARD EXTENSION**

The clerk confirmed that she had been trying to speak to the agent for the Diocese, but without success, and would continue to do so.

PC11/11/243 **TWINNING**

The clerk reported that the twinning working party had met on 17<sup>th</sup> October, and in principle, it was decided to suggest the following to the parish council for approval:

- That the whole community centre be booked for the evening of 9<sup>th</sup> June 2012. (This had been done)
- That the twinning ceremony would take place at 6.30pm and the chairman would endeavour to make sure that it was over by 7.30pm.
- Following this, there would be a barn dance and a pig roast.
- Apart from the guests, this would be a paying event, open to the whole village.
- The costs of the twinning ceremony would be borne by the parish council. The barn dance would be financed through ticket sales and would be a stand alone event.
- All village organisations would be invited to apply for tickets for the barn dance and to attend the twinning ceremony.
- Gifts would be considered further, but initially it was thought that each organisation in the village should be asked to provide a photograph, so that a photomontage could be prepared.
- A visit to the House of Commons was to be arranged. Numbers would be required for this. The clerk would provide further details when these were available.

**RESOLVED** That this was agreed and that the German representatives should be asked for numbers for a visit to the House of Commons.

**ACTION** Clerk

PC11/11/244 **ALLOTMENTS**

The clerk reported the same problem with contacting the Diocese's agent and confirmed that she would keep trying.

PC11/11/245 **PARISH MATTERS**

A **Welcome packs:** The clerk reported that she had not made any further progress with these yet and suggested that some parish councillors might like to be involved.

B **Hedges :** Requests for hedge letters were made in respect of:

- 47a Camp Hill – overhanging branches.

C **Footpaths:** A report was given in respect of the Footpaths Committee, which had met earlier.

D **Monthly Inspection Sheets:** These were handed to the clerk. The clerk confirmed that she would check comments in time for the next meeting.

E **Litter picking:**

- There were no reports from councillors following their inspections.
- In view of the amount of litter, a parishioner had suggested that a new bin be placed near the entrance to the school field by the footpath in School Close. This was agreed.
- A comment was also made that the bin on the corner of Smitherway was being used as a dog bin, and that another dog bin might be sensible in this area.
- A H Contracts had written to propose that the council enter into a fixed price contract from March 2012 until March 2020.

**RESOLVED**

- That the clerk liaise with the school re the siting of another litter bin.
- That the clerk order another dog bin to be located near to the existing rubbish bin on the corner of Smitherway.
- That the clerk contact AH Contracts to confirm that the fixed price contract was agreed.

**ACTION** Clerk.

F **Libraries:** The clerk reported that she had received details on how to volunteer at local libraries and could circulate these on request.

G Councillor Harries reported that South Northants Homes had expressed disappointment that the parish council was not willing to undertake the maintenance of the water pump in Camp Hill, but confirmed that they would maintain it as necessary.

PC11/11/246 **STREET LIGHTS**

There was nothing to report this month.

PC11/11/247

**MOWING CONTRACT**

A

The clerk reported that she had sent invitations to tender to Peter Warden, Stanley Jupp Landscapes and R & G Grounds Maintenance. She had asked for replies in time for the January meeting. Councillor P. Bignell asked that D. Banner Contracting also be sent a letter.

**RESOLVED** That D. Banner Contracting should also be asked to tender.

**ACTION** Clerk.

B

The clerk reported that the county council had written to confirm that they will contribute the sum of £702.87 towards mowing costs of three cuts only, in 2012. The clerk requested confirmation that this was acceptable so that she could sign the agreement.

**RESOLVED** That this was acceptable and that the agreement with the county council should be signed.

**ACTION** Clerk.

PC11/11/248

**REPORTS**

A

**Speed limits and the 20MPH zone:** Nothing to report.

B

**Mid Northants Parishes Report:** Councillor Harries reported on the meeting which had taken recently taken place, at which the Localism Bill and Neighbourhood Planning had been discussed.

C

**Northamptonshire County Association of Local Authorities:** Nothing to report this month.

D

**Consultations:** The clerk reported that:

➤ The draft Neighbourhood Planning Regulations were being consulted on until 5<sup>th</sup> January. NALC considered that it was very important that parishes respond to this consultation. It could be found on the government website

<http://www.communities.gov.uk/documents/planningandbuilding/pdf/1985878.pdf>

The clerk confirmed that she would read the document and suggest responses in time for the December meeting.

➤ Various changes were proposed to the Draft Northampton Central Area Action Plan. This consultation would run until 14<sup>th</sup> December.

➤ The electoral review of Northamptonshire was due to run until 5<sup>th</sup> December 2011. The Electoral Commission was minded to suggest a county council of 57 members (a reduction of 16% over present numbers). County Councillor Kirkbride said that this was intended to even out the number of electors within each councillor's seat.

**RESOLVED** That the Parish Council would respond to the Planning Regulations consultation.

**ACTION** Clerk.

E

**Highways and Transport:**

➤ Councillor Mrs Cockrill reported that a Hunters school bus was left for the whole school day in the layby outside Campion School, which meant that the scheduled buses could not use the layby. She also asked why the grit bin had been removed from the top of Butts Hill. Councillor P. Bignell said that this was because Butts Hill is already gritted, as a main road.

➤ The clerk reported that the Birds Hill bridge had been repaired. The clerk had reported to Street Doctor that the road sign required repair.

➤ The clerk reported that the bus stop in West End had been knocked down and had been reported to Street Doctor.

➤ A grit bin had been removed from Butts Hill, because it did not fit the criteria for assessing the need for grit bins as formulated by the county council. These criteria could be found by following the link:

<http://www.northamptonshire.gov.uk/en/councilservices/Transport/roads/Pages/Salting.aspx>

Also, Butts Hill was a main road and would therefore be gritted by the County Council.

➤ County Councillor Kirkbride had offered to set up a meeting between parish councils affected by the Heygates lorry movements. This was accepted and Councillor Kirkbride was thanked.

➤ The County Council had circulated details of road works carried out in South Northants in September.

**RESOLVED** To ask Campion School to contact Hunters in order that the bus be removed and parked elsewhere until it was needed in the afternoon.

**ACTION** Clerk.

G

**Neighbourhood Watch:** Some thefts of catalytic converters have been reported in Butts Hill. More lead has been stolen from the church.

**Diamond Jubilee Correspondence:** More adverts from suppliers, which might be of use in respect of the twinning ceremony.

PC11/11/249

**CORRESPONDENCE**

1.

**For action:**

None.

- 2 For report:**
- A** SNVB News and email newsletters and briefings.
- B** Various supplier emails and catalogues.
- C** Email from Libraries department of the county council asking for volunteers. Ask clerk for details.
- D** Community Action Grants are available for community projects.
- E** Northamptonshire Flood Fair took place in early November. The clerk circulated details to those of her contacts who might have been interested in attending this.
- F** SNC has started a Cycling for Everyone initiative. Details are on noticeboards, but rides start at 10.00am each Sunday from Waggon & Horses Green.
- G** Northants County Council campaign to recruit foster carers for older children.
- H** South Northants Homes are providing funding for communities, provided that the project benefits SNH tenants or future tenants.
- I** CPRE newsletter.
- J** Citizens Advice Bureau is advertising its financial advice service for ex-service personnel
- K** Funding opportunities from various sources, contained in Sports Scene newsletter.
- L** Came & Co insurance newsletter.
- M** South Northants Council Job Clubs leaflets. These have been circulated.
- N** The County Council is publicising its Love Food Hate Waste Campaign.
- O** Big Lottery funding is available for village SOS projects

PC11/11/250 **FINANCIAL MATTERS**

- A** A financial statement was circulated.
- B** Councillor P Bignell reported on a precept setting presentation which he had attended.
- C** The clerk circulated the partial budget for 2012 and confirmed that the full draft would be provided before the December meeting.

<b>D Payment of invoices as follows:</b>						
<b>Chq no</b>	<b>To whom</b>	<b>Service rendered</b>		<b>Amount £</b>	<b>Vat £</b>	<b>Power used for payment</b>
1263	AH Contracts	Emptying of waste bins – to 31.10.11		322.80	53.80	Litter Act 1983 ss5, 6
1264	E.On	October unmetered supply costs		441.91	73.53	Parish Councils Act 1957 s3 Highways Act 1980 s301
1265	Mr A. Walton	Litter picking October - 5 weeks x 4 hours: 20 hours @£6.50 =£130 (less 20% tax)		104.00		Litter Act 1983 s5 Local Gov't Act 1972 s112
s/o	Mrs C.J. Parry	Clerk's salary– October 2011		364.47		Standing Orders
1266	HM Revenue & Customs	Tax -CP	£91.20	117.20		HM Revenue and Customs requirement
		Tax - AW	£26.00			
		Total	£117.20			
1267	J. Curtis	Reimbursement: Play Area padlock 17.99 Travel to Raunds for NALC conference 31.50		49.49		Local Gov't Act 1972 s112
1268	P. Warden	Mowing October (Note: incorrectly shown as £576.00 in the agenda).		240.00	48.00	Highways Act 1980 s96
1269	Lappsett Playworld UK Ltd	Fitting for swings		148.80	24.80	Open Spaces Act 1906 s6
1270	Kay Tarry	Cleaning dog bins		57.00		Litter Act 1983 s5
1271	R & G Grounds Maintenance	Autumn treatment of playing field (NB aerating will be done later - £349.42 & VAT)		1665.60	277.60	Open Spaces Act 1906 s6
1272	J.E.Townsend & Son	Fencing around new play area		3398.22	566.37	Open Spaces Act 1906 s6
1273	T.Ward	Remembrance Day wreath		25.00		S137 Local Government Act 1972
1274	Falcon Copiers	Copying charges July-October 2011		29.02	4.83	Local Gov't Act 1972 s112
1262	Falcon Copiers	Ratification of rental charges November 2011-Jan 2012		177.16	29.53	Local Gov't Act 1972 s112

**RESOLVED:** That these invoices be paid **ACTION:** Clerk

PC11/11/251

**DATE OF NEXT ORDINARY MEETING-**  
**Monday 12<sup>th</sup> December 2011**  
**At 7.30pm**

*There being no further business the Chairman closed the meeting  
at 9.01 pm*

**\*End of Minutes\***

**CHAIRMAN:**.....

**DATE:**.....