

# BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council  
held on Monday 12<sup>th</sup> December 2011 at 7.30 p.m. at the Community Centre, Bugbrooke.

## PRESENT:

In the Chair, Vice-Chairman - Councillor Paul Phillips

Councillor John Bignell	Councillor Mrs Diana Cockrill	Councillor Brian Curtis
Councillor Ken Gardner	Councillor David Harries	Councillor David Jeffrey
Councillor Alan Kent	Councillor Brian King	Councillor Mrs Linda Pope
	Councillor Terry Ward	

## IN ATTENDANCE

Mrs Catherine Parry, clerk 8 parishioners

## APOLOGIES FOR ABSENCE

### **Apologies were accepted from:**

Councillor John Curtis  
Councillor Dr Jonathan Shribman  
County Councillor Joan Kirkbride  
Councillor Philip Bignell

### **Reason:**

Holiday  
Work Commitment  
Illness  
Another council commitment

## ABSENT:

Councillor Mrs Eve Jackson

### PC11/12/252 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors as recorded above.

### PC11/12/253 DECLARATIONS OF INTEREST

No interests were declared.

### PC11/12/254 REGISTER OF INTERESTS UPDATE

There were no changes to the register.

### PC11/12/255 MINUTES

The minutes of the meeting held on 14<sup>th</sup> November 2011 were approved as a correct record of that meeting and were duly signed by the Chairman.

### PC11/12/256 REPORTS ON MATTERS PREVIOUSLY RAISED

Nothing was reported under this heading.

### PC11/12/257 PUBLIC QUESTION TIME (7.35-7.50PM)

- Mr Cooke, on behalf of the Bugbrooke Cricket Club, urged the parish council to support the cricket club in its wish to regularise the ownership of part of the land upon which was located the pavilion, and the access rights to the ground, neither of which were adequately documented. These issues could not be addressed by Heygates unilaterally, because (Heygates contended) future beneficiaries of the family trusts might claim that they had been adversely affected by any agreements reached with the club. However, the parish council could request that the club's problem be put to the district council and to the Planning Inspectorate, as part of the consultation relating to the Firs Field development. The parish council was requested to ask that these matters be included as part of any s106 obligations relating to future development of this site. Mrs Adams said that Mr Jack Heygate had always been very supportive of the club.
- Mr Nick King, from the South Northants Volunteer Bureau, informed the council that the Bureau had set up a new project, called Village Networks. It had been found that villages lacked three man services – benefits and welfare rights advice, debt advice and job seeking advice. The Big Lottery had provided the funding for an exhibition unit with laptops and a meeting area. This would be taken to villages, where experts would be on hand to provide advice. The Bureau was also to have a minibus for use by the community, which would be able to take people to advice centres. It was intended that the service would be available fortnightly. Mr King would appreciate the contact details of various village organisations so that he could publicise the project. Mr Cooke agreed that the clerk could provide Mr King with his email address so that an article could

be prepared for the website.

PC11/12/258

**PLANNING**

The clerk reported that:

A

A new advice website – [www.planninghelp.org.uk](http://www.planninghelp.org.uk) – had been created by CPRE.

B

Fisher German, on behalf of Heygates, had sent preliminary details of a proposed dwelling for the site on the corner of Ace Lane and High Street. This would replace their proposals for which planning consent was previously granted, for two dwellings.

**RESOLVED**

That the height of the new house in relation to the surrounding buildings should be carefully considered when the application was eventually submitted.

**ACTION**

Clerk to advise Fisher German accordingly.

C

NCC had now formally adopted the Development and Implementation Principles supplementary planning document within the Minerals and Waste Development Framework.

D

South Northants Council had confirmed that the Firs Field appeal was to be heard by way of an informal hearing rather than an inquiry. Mr Haselwood had confirmed that the appeal date would be 21<sup>st</sup> February. All representations must be made by 21<sup>st</sup> December.

**RESOLVED**

That a letter would be written to the district council and to the planning inspectorate, including support for the cricket club as requested during public question time.

**ACTION**

Clerk.

E

A letter had been received too late for the November meeting, from the owners of 71 Pilgrims Lane, urging the parish council to make clear that the Firs Field development should (if either development were to proceed), be preferred over the Johns Road development.

PC11/12/259

**PLANNING APPLICATIONS AND DECISIONS FOR REPORT:**

Status	App. No/ applicant	Location	Proposals	PC comment/ SNC decision
New	S/2011/1228/FUL McManus	30 Pilgrims Lane	(Retrospective) Erection of a wooden summerhouse in the rear garden.	Approval by SNC
New	S/2011/1448/MAO Heygates	Firs Field, Litchborough Road	Residential development of 70 houses	PC objected on previous grounds, but letter to be written as previously.

PC11/12/260

**NEIGHBOURHOOD PLAN**

The clerk reported that she was progressing with the draft of this document with a view to having circulated it for initial consultation with the development working party in December.

**RESOLVED**

That a meeting of the development working party should be called so that the draft document could be reviewed.

**ACTION**

Clerk to arrange a meeting accordingly.

PC11/12/261

**POLICE**

A

Various emails, which had been forwarded where appropriate.

PC11/12/262

**YOUTH MATTERS**

A

**Campion School:** The clerk had nothing to report.

B

**Young children's play facilities:**

The clerk reported that Safe & Sound had quoted £6,600 plus VAT for a spring rocker, swinging plank, clatter bridge, stepping posts and swing. This also includes matting and a seat. Was this acceptable?

**RESOLVED**

That this quotation should be accepted and the work commenced as soon as possible.

**ACTION**

Clerk.

PC11/12/263

**PLAYING FIELD**

Councillor Harries reported that the mast lease had now been surrendered and the last payment would be in April 2012, following which the mast fund would receive no more donations. The committee was investigating the possibility of having a WiFi facility, and instigating a total ban on dogs, owing to a small number of dog owners not clearing up after their animals. The committee had decided not to proceed with solar panels, following the reduction in subsidies.

- PC11/12/264 **NEW CHURCHYARD EXTENSION**  
The clerk reported that she had spoken to the agent for the Diocese, who had told her that the Diocese had asked for another letter spelling out in detail what the parish council was proposing, rather than offering several options, as had been put forward in the initial letter. She would redraft that letter and send it again.
- PC11/12/265 **TWINNING**  
The clerk reported that she now had a list of local organisations to contact in respect of the Barn Dance. Should the Ball Committee be approached to lend their name to this event also?  
**RESOLVED** That this would not be necessary.  
**ACTION** None.
- PC11/12/266 **ALLOTMENTS**  
The clerk reported that she had spoken to the Diocese's agent about the lack of progress here, and he had promised to try to move things forward, if necessary arranging a meeting.
- PC11/12/267 **PARISH MATTERS**  
A **Welcome packs:** Nothing to report this month.  
B **Hedges :** No reports this month.  
C **Footpaths:** No reports this month, other than that the light on KD9 (Ash Grove to the High Street) had been vandalised.  
D **Monthly Inspection Sheets:** These were handed to the clerk.  
E **Litter picking:** Nothing to report.  
F **Libraries:** Nothing to report.  
G Condition of pumping station next to the Church.. This was left until the next meeting.  
H **Community Centre Lights:** The clerk asked whether BSACA could consider putting an external light outside the parish office entrance, which could be controlled internally? Councillor Harries promised to put this on the next agenda for the committee meeting.
- PC11/12/268 **STREET LIGHTS**  
The clerk reported that Mr Robertshaw had written to request that a cowl be placed over the new light in the footpath leading from Ace Lane to the Church. This had been fixed at a much higher level than the previous light and was causing light pollution in his property.  
**RESOLVED** That E.On should be asked whether this was possible  
**ACTION** Clerk.
- PC11/12/269 **MOWING CONTRACT**  
A The clerk reported that tenders had not yet been received.
- PC11/12/270 **REPORTS**  
A **Speed limits and the 20MPH zone:** Nothing to report.  
B **Mid Northants Parishes Report:** MNP had responded to the County Council Transport consultation.  
C **Northamptonshire County Association of Local Authorities:** An email newsletter had been received, which the clerk agreed would be forwarded on request.  
D **Consultations:**  
➤ The Neighbourhood Planning Regulations were being consulted on until 5<sup>th</sup> January It could be found on the government website:  
<http://www.communities.gov.uk/documents/planningandbuilding/pdf/1985878.pdf>  
The clerk suggested responses.  
➤ Northants County Council Transport etc review was to run until 20<sup>th</sup> January 2012.  
**RESOLVED** That the clerk would respond to the Neighbourhood Planning Regulations consultation.  
**ACTION** Clerk.  
E **Highways and Transport:**  
➤ Councillor Mrs Cockrill reported that the Hunter's school bus was still parked in the Campion School layby outside the usual collection and dropping off times.  
➤ Councillor Kent reported on the meeting which had been held during the afternoon of 12<sup>th</sup> December in connection with the Heygates traffic.  
➤ The clerk reported that the bus stop in West End had been reported to Street Doctor again.  
**RESOLVED** That the clerk should write to Campion School to ask that the bus be parked elsewhere during the school day.
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- ACTION** Clerk.
- G **Neighbourhood Watch:** The clerk reported that:
- NHW was encouraging people to sign the Government e-petition to encourage a debate on the making scrap metal dealing a cashless business, which would discourage theft of metal.
  - The BBC had invited victims of distraction burglary to contact it in connection with a programme which it was making on the subject.
- Diamond Jubilee Correspondence:** None this months
- PC11/12/271 **CORRESPONDENCE**
1. **For action:**  
None.
2. **For report:**
- A SNVB News and email newsletters and briefings. B. Various supplier emails and catalogues.
- C Advice notes from SNC re food hygiene rating guide to restaurants and fly infestations. SNC can treat cluster fly infestations for a small fee.
- D **NEW COUNTY COUNCIL CONTACT NUMBER – 0300 126 1000.** For all future calls from 1<sup>st</sup> December 2011.
- E Clerk magazine
- F Clerk and Councils Direct magazine
- G CPRE Countryside Voice magazine
- H The BBC is encouraging people to join “Things to Do” – an online destination where people can find activities near them run by the BBC and its partners.
- I Northamptonshire Rural Housing Association has sent its annual report.
- J Northants 50+ Network is running a customer testing session of a new training scheme which is being developed. This will be on 13<sup>th</sup> December. Further details can be obtained from the clerk.
- K South Northants Homes briefing paper and annual report.
- L Community Tree Planting scheme. The clerk has circulated this to the Millennium Green Trust.

- PC11/12/272 **FINANCIAL MATTERS**
- A A financial statement was circulated.
- B The draft budget had been enclosed enclosed with the agenda for discussion and approval.
- RESOLVED** That the precept for 2012 should be set at £60,000 (sixty thousand pounds). This would enable proper reserves to be made for future capital expenditure, including the Neighbourhood Development Plan or a Masterplan. The budget was approved with some minor amendments which arose as a result of the clerk’s errors in addition.
- ACTION** Clerk to correct the errors and to circulate the final form of budget, and to inform the district council of the precept requirement.
- C A quotation had been received from Swinglers in respect of repairs to the bus shelter on Waggon & Horses Green. This amounted to £1,113.00 plus VAT.

D	Payment of invoices as follows:				
Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment
1275	AH Contracts	Emptying of waste bins – to 30.11.11	322.80	53.80	Litter Act 1983 ss5, 6
1276	E.On	November unmetered supply costs	441.91	73.53	Parish Councils Act 1957 s3 Highways Act 1980 s301
1277	Mr A. Walton	Litter picking November - 4 weeks x 4 hours: 16 hours @£6.50 =£104 (less 20% tax)	83.20		Litter Act 1983 s5 Local Gov’t Act 1972 s112
s/o	Mrs C.J. Parry	Clerk’s salary– November 2011	364.47		Standing Orders
1278	HM Revenue & Customs	Tax -CP £91.20 Tax - AW £20.80 Total £112.00	112.00		HM Revenue and Customs requirement
1279	BT	Broadband and phone charges August/November 2011	116.38	19.39	Telecommunications Act 1984 s97
1280	Bugbrooke Link	Advertising for	35.00		Local Gov’t Act 1972 s112
1281	SLCC	Membership 2012	97.00		Local Gov’t Act 1972 s112
1282	Kay Tarry	Bus shelter cleaning	30.00		Litter Act 1983 s5

1283	Mrs C. Parry	Stationery, stamps and drawing pins, paint and brushes for seats	54.21		Local Gov't Act 1972 s112
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**RESOLVED:** That these invoices be paid **ACTION:** Clerk

PC11/12/273

**DATE OF NEXT ORDINARY MEETING-**  
**Monday 9<sup>th</sup> January 2012**  
**At 7.30pm**

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

**\*End of Minutes\***

**CHAIRMAN:**.....

**DATE:**.....