

PC/12/10/200	PLANNING	
A	Review of the Conservation Area. Councillor Phil Bignell advised that he had put forward the Parish Council's view at a recent meeting of SNC. Councillor Harries confirmed he had also advised SNC of the Parish Councils wishes	
	RESOLVED	That a formal letter should be sent to the SNC as part of the consultation to request the inclusion of 8 Church Lane, the Five Bells, Home Farm and the cottages at the bottom of Camp Hill (Nos 4,6, and 8) as these are sandstone cottages unique to the village and are considered to be at least 19 th century.
	ACTION	The Clerk.
B	28 Pilgrims Lane: Noted.	
C	Development Working Party. The Chairman reported that a meeting of the Development Working Party had taken place on 2 nd October 2012. The recommendation of the DWP was that three potential areas for future development had been identified and that these should be notified to SNC. These were Camp Farm; the area around the back of The Five Bells and Land opposite the development on Peace Hill at the end of the rectory. It had been estimated that the first two sites could accommodate approximately 80 new dwellings. Councillor Harries reported that key centres would have an increase from 10% to 12, and that an 8% increase for Bugbrooke would equate to an additional 11 properties. Development in the village should be parish council lead not developer lead.	
	RESOLVED	That a letter be sent to SNC from the Parish Council to state that the recent decisions to grant permission for 111 dwellings to be built in the village, that there should be no further expansion in the near future. It should also outline the reasons for considering future development in that further development to the east of the village should be strongly resisted, and that effort should be made to recentralize the village. Development should be from the centre outwards, not visa versa. In the absence of a Local Plan, the Bugbrooke village survey 2007 – 2015 should be taken into account.
	ACTION	Clerk.
D	Neighbour Hood Plan. The Chairman reported that he and the Clerk had attended "Planning Your Community" on 4 th October. The main points had been that the preparation of Neighbour Plans was going out of favour due to the high costs involved and that until SNC had a local plan in place no weight would be given to a Neighbourhood Plan. RESOLVED That no action should be taken at present other than to send the letter as resolved in min 12/10/200 C	
E	South Northamptonshire Settlements and Developments Management DPD – 'Local Plan'. Councillor Phil Bignell agreed to attend the workshop for Parish Councils on 24 th October 2012 and to report back to the Parish Council.	

F		Bellway Development at Peace Hill. Following the invitation to the Parish Council to agree the specification and layout of the street lighting at this development, it was agreed that Councillor Phil Bignell will liaise with the engineers.		
		<u>RESOLVED</u>	That the Parish Council adopt the street lighting which is to form part of the development at the appropriate time and that Councillor Phil Bignell with work with the engineers on the design, layout and specification for the lighting.	
		<u>ACTION</u>	Councillor Phil Bignell	
G		<u>Planning applications and decisions for report:</u>		
STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2012/1055/FUL Heygates Mill	Bugbrooke Mills, Mill Lane, Bugbrooke	Footpath from main parking areas to existing offices and laboratory building including a footbridge across the mill tail race. Single storey extension to offices to provide reception facilities.	Support application
New	S/2021/1074/FUL	River Farmhouse, Watling Street, Weedon	Three 10Kw wind turbines mounted on 3 15 metre high towers.	No objection
For Info	S/2012/1107/TCA	3 Harrison Court, Bugbrooke	Works to trees in a Conservation Area – Parish Council Re-consultation	Do not like to see works to established trees in conservation area, especially the Oak which is significant tree.
For info	S/2012/0797/FUL	12 Church Lane, Bugbrooke	New dwelling (amendment to S/2009/1043/FUL from single storey to 1 ½ storey)	Noted
For info	S/2012/1163/FUL	Bugbrooke Cricket Club, Camp Farm	External renovation of the pavilion by enclosure of the existing building with a brick skin and pitched roof	Support the application
For info	S/2012/1176/FUL	5 Lime Grove, Bugbrooke	First floor side extension	No comment

PC/12/10/201	<u>POLICE MATTERS</u>
	There was nothing to report
PC/12/10/202	<u>YOUTH MATTERS</u>
	Councillor Mrs Meech report that she has received a request for a skate board ramp, and this reaffirmed the need to provide facilities for older children in the village.
	<u>RESOLVED</u> That Councillor Mrs Meech should meet with the action

		group to make decisions on what size area will be required; where in the village they think the facility should be located, bearing in mind the new housing to be built and disturbance that may be caused to neighbouring properties and the group for adopt a formal constitution to assist their fundraising status. Councillor Mrs Meech would then report back to the parish council.
	<u>ACTION</u>	Councillor Mrs Meech
PC/12/9/203	<u>PLAYING FIELD</u>	
	Nothing to report.	
	The Clerk advised that she had received an email from the primary school advising that children has been seen climbing the tree in the play area and that it had been identified that there could be a risk of serious injury if a child fell from the tree on to the spiked fencing.	
	<u>RESOLVED</u>	That permission be obtained from the Head teacher to enter onto school property and to remove the lower branches of the tree.
	<u>ACTION</u>	Councillor Phil Bignell
PC/12/10/204	<u>NEW CHURCHYARD EXTENSION</u>	
	<p>The Clerk reported that she had spoken with the agent for the Diocesan Board who had informed her that at their meeting on 26th September, the Board had agreed in principal to the sale of the Glebe Field to the Parish Council. The detailed minutes were not yet available but the indication was that an increase in the price offered would be required. The Councillors agreed that this was good news.</p> <p>Councillor Harries advised that he had received a response from the Charity Commissions which indicated that the Millennium Green Trust would be able to rely on statutory powers in relation to the disposal of part of the green for the Burial Ground Extension.</p> <p>Councillor Harries further advised that SNC planning had advised that it would not be necessary to make a change of use planning application for the Glebe Field from agriculture to leisure amenity land. It would simply require an application for a Certificate of Lawfulness.</p>	
	<u>RESOLVED</u>	<p>A. That the Clerk be authorised to negotiate with the agent for the Diocesan Board in respect of the price to be paid for the Glebe Field.</p> <p>B. That Councillor Harries will obtain details on what this entails and the cost of such an application.</p> <p>C. That in order to maintain the momentum that has been achieved recently, that an item will appear on the agenda each month.</p>
	<u>ACTION</u>	<p>A. Clerk.</p> <p>B. Councillor Harries</p> <p>C. Clerk</p>
PC/12/10/205	<u>ALLOTMENTS</u>	
	Nothing to report.	
PC/12/9/206	<u>PARISH MATTERS</u>	
A	<p>Monthly Inspection Sheets.</p> <p>It was agreed that this was an important part of the Parish Council's risk management and that not all Councillors had been quite as diligent in</p>	

	completely the inspection sheets as they should have been.	
	<u>RESOLVED</u>	<p>A. That the Monthly Inspection Area Allocations would be as follows:-</p> <p><u>AREA 1</u> Birds Hill, Camp Hill, Pound Lane, Pilgrims Lane and the Playing Field - Councillors Linda Pope, John Bignell and Phil Bignell.</p> <p><u>AREA 2</u> Butts Hill, Waggon and Horses Green, Kislingbury Road – Councillors Ken Gardner and Alan Kent (the third person in this group will be appointed when the Casual Vacancy is filled)</p> <p><u>AREA 3</u> High Street by Elm Tree Bank, Ace Lane, Millennium Green, West End – Councillors Paul Henson, Terry Ward and David Jeffrey</p> <p><u>AREA 4</u> Church Lane from Church, Heyford Road, Wharf, Litchborough Road Councillors David Harries, Brian Curtis and John Curtis.</p> <p><u>AREA 5</u> Homestead Avenue, Lime Grove, School Close, Shepherd’s Walk – Councillors Kate Meech, Paul Phillips and Brian King.</p> <p>B. That each month an inspection sheet must be completed for each area, in accordance with the rota.</p> <p>C. From these sheets the Clerk will prepare a Monthly Summary Sheet which will form part of the following month’s agenda for Councillors to decide what action is required, if any.</p>
	<u>ACTION</u>	All Councillors and Clerk.
B	<p>Parish Office:</p> <ul style="list-style-type: none"> ❖ Councillor Phil Bignell advised that the cost of a new computer would be £500. The purchase of the new computer was agreed and Councillor Bignell will arrange the purchase and installation. ❖ Councillor Henson offered to provide a heater for the parish office to save the expense of purchasing the item. This was gratefully received by the Clerk. ❖ Councillors agreed that they still wished to have the Minutes of the Meetings bound and authorised the Clerk to arrange this. ❖ It was agreed that the bound copies of the Minutes of Meetings currently held in the parish office should be transferred to the Northampton Record Office. Councillor Harries agreed to facilitate this. 	
C	Hedges: The following hedges were identified as requiring attention:-	
	<u>RESOLVED</u>	<p>That hedge letters be sent as follows:</p> <ul style="list-style-type: none"> ❖ 73 High Street. ❖ Lime Tree adjacent to 4 Church Lane (NCC). ❖ Adjacent to the Sunday school room ❖ Outside the Hideaway – silver birch ❖ 28 Waggoners Way ❖ 15 Levitts Road – Buddleia ❖ Pound Lane – tree from 20 Pilgrim Lane.
	<u>ACTION</u>	Clerk to write accordingly.
D	Footpaths: It was reported that many of the footpaths in the village were in poor condition.	
	<u>RESOLVED</u>	That the members of the footpath committee should go round the village to inspect all footpath and to make a list of those requiring attention.

	ACTION	Councillors Terry Ward, Ken Gardner and Brian King
E	Litter Picking	
	RESOLVED	That the Parish Council has review arrangements for the provision of a Link Person and has reluctantly decided to terminate the current arrangement.
	ACTION	Clerk.
F	Annual Audit.	The Clerk advised that the Fidelity Guarantee has been increased to £120,00 and that this has been provided by the insurers for no additional premium.
PC/12/10/207	STREET LIGHTS	
		The following street lights were reported as being faulty:- 131 Pound Lane 133 Pound Lane PL163 Camp Close PL007 – Lamp on the Ground 33 Pilgrim Lane./George's Close PL076 Lime Grove PL156 Pilgrims Lane 122 Ash Grove.
PC/12/10/208	TWINNING	
		The Chairman reported that he and his wife and Councillor Mrs Pope and her husband had been well received at Mouchard and the hospitality of their hosts had been wonderful. It was a long journey, all the driving being undertaken by Mr Pope, but well worth the effort. On Friday evening they attended a dance class, on Saturday morning there was a walk round the village and in the evening was the special 25 th anniversary dinner lasting from 6.30 p.m. to 2.00 a.m.! The Chairman had addressed the gathering on behalf of the Parish Council and this was translated by Mr Pope. He had thanked them for inviting the Parish Council and sending them the best wishes of the people of Bugbrooke and presented gifts to the hosts. It was agreed that a letter of thanks should be sent to Mr Pope.
PC/12/10/209	REPORTS	
A	Speed limits and the 20MPH zone:	It was reported that a Speed Watch session had been conducted in the village, which had caught a few people speeding through the village. The camera equipment would next be available to the village in March 2013.
B	Mid Northants Parishes Report:	The clerk had nothing to report this month.
C	Northamptonshire County Association of Local Authorities:	Nothing to report.
D	Highways and Transport	
		The Vehicle Activated Sign outside the school was still not working, even though it had been reported at the end of August.
		The meeting with NCC Highways which was to take place on 19 th October 2012 relating to the parking issues around the Waggon and Horses green, should endeavour to secure yellow lines down the green side of Church Lane. At the same meeting the Highways Engineer should be asked to inspect the road surface at Pilgrims Lane/Smithers Way which was in very poor condition.
		A large pick-up type vehicle was regularly being parked on the chicane on Kislingbury Road which was creating a traffic hazard.
		The meeting with Heygates had been delayed due to the Clerk's absence on holiday but would be arranged as soon as possible.

PC/12/10/210	<u>COMMUNITY CENTRE</u>
	The issues relating to anti-social behaviour had been addressed at a meeting of the Community Centre management committee. There had been an issue over parking relating to an event at the Rugby Club and the police had attended. The Rugby Club had now sent a letter to all its members to try and address the issue.
PC/12/10/211	<u>MILLENNIUM GREEN TRUST</u>
	The Clerk had received a letter from the Millennium Green Trust thanking the Parish Council for the generosity in supporting the Trust again to maintain the green in 2012. The Treasurer had asked if the Parish Council would consider granting the sum of £1,500 towards the 2013 maintenance costs.
	<u>RESOLVED</u> That the sum of £1,500 should be included as part of the budget considerations.
	<u>ACTION</u> Clerk
PC/12/10/212	Councillors would give consideration to the creation of the Parish Council's own web-site, but that until this was decided a note should be sent to Bugbrooke Link to advise that if any member of the public wished to inspect the list of Disclosable Pecuniary Interests they should contact the Clerk
	<u>ACTION</u> Clerk
PC12/10/213	Councillor Phil Bignell was to attend a transport event at SNC and it was agreed that every effort should be made to try and secure a bus service to Towcester
PC/10/213	A letter had been received from Mr David Clayson of the PCC seeking support for a grant application in relation to the newly approved Community Café which was hoping to open in the Sunday School Rooms. Councillors agreed that this would be a food addition to community facilities but had a number of questions regarding the proposed scheme
	<u>RESOLVED</u> That Mr Clayson should be invited to attend the next meeting to provide Councillors with more information on the proposal.
PC/12/10/214	An email had been received from the Woodland Trust offering free trees. It was agreed to register the Parish Council's interest in the scheme but there was uncertainty where such trees could be located.
PC/12/10/215	<u>FINANCIAL MATTERS</u>
A	A financial statement was circulated. The clerk reported that the bank balances were as follows:
	Current account as at :
	30.9.12 £ 9,304.26
	Nationwide at
	30.9.12 £ 2,029.85
	Deposit account at
	30.9.12 £ 71,041.22
	Petty Cash
	30.9.12 £ 39.62
	October expenditure
	30.9.12 £ 2,592.46
	Uncleared Items
	30.9.12 £ 490.63
	Total funds at
	30.9.12 £ 79,331.86
B	<u>Banking.</u>
	The Clerk reported that she had commenced the transfer of the Parish Council's current account to National Westminster Bank Plc (the Bank) and

	would report back when this was completed, Those Councillors who were to be cheque signatories were reminded that they would need to attend at the bank to comply with identify regulations. Councillor Kent would be unable to visit the bank for some time and it had been agreed that he would be added as soon as possible.
C	Accounts for payment:
	Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. The final column on the right details the powers which authorise the payments below:

Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment
1399	AH Contracts	Emptying of waste bins – to 30.9.12	322.80	53.80	Litter Act 1983 ss5, 6
1400	Mr A. Walton	Litter picking September - 4 weeks x 4 hours: 16 hours @£6.50 =£104.00 (less 20% tax)	83.20		Litter Act 1983 s5 Local Gov't Act 1972 s112
1401	Mrs S Bramley-Brown	Clerk's salary– August 2012 (44 hours @ £10.49 = £461.56 less 20% tax =	369.25		Standing Orders
1402	HM Revenue & Customs	Tax - SBB	£93.31	114.11	HM Revenue and Customs requirement
		Tax - AW	£20.80		
		Total	£114.11		
1403	P W Warden	September Moving	609.60	101.60	Highways Act 1980 S96
1404	E.on	Unmetered supply for August £455.10and September £440.42.	£895.52	£149.25	Parish Councils Act 1957 s3
1405	John Curtis	Gifts for Twinning visit to Mouchard	£47.98		Local Govn't Act 1972 s145
1406	Beverley Dinsey	Re-imburement of cost of stock-proof fencing for new allotments as agreed under minute no. 13/8/168	£150.00	£30.00	Smallholdings & Allotments Act 1908 s23
1398		Ratification of cheque paid in September to P W Warden for August mowing	£508.00	£101.60	Highways Act 1980 s96

	RESOLVED:	That these invoices be paid
	ACTION:	Clerk

PC/12/10/216

**DATE OF NEXT ORDINARY MEETING-
Monday 12th November 2012
At 7.30pm**

There being no further business the Chairman closed the meeting at 9.38pm

End of Minutes

CHAIRMAN:...*Signed John Curtis*.....

DATE:.....*12 November 2012*.....