

# BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council  
held on Monday 12<sup>th</sup> March 2012 at 7.30 p.m. at the Community Centre, Bugbrooke.

## PRESENT:

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

## IN ATTENDANCE

Mrs Catherine Parry, clerk  
7 parishioners

## APOLOGIES FOR ABSENCE

### Apologies were accepted from:

County Councillor Joan Kirkbride  
Councillor J. Shribman (resignation)

## ABSENT:

Councillor Mrs Eve Jackson

## PC12/3/43 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

All councillors, other than those who were leaving the council, were in attendance.

## PC12/3/44 DECLARATIONS OF INTEREST

Councillor Ward declared a non prejudicial interest in the planning application relating to the Chapel, on the grounds that he lived opposite, and took no part in the discussion relating to that item.  
Councillor Harries declared an interest, as Chairman of the Millennium Green Trust, in the land exchange with the Diocese, and took no part in the discussion of that issue.

## PC12/3/45 REGISTER OF INTERESTS UPDATE

There were no changes to the register.

## PC12/3/46 MINUTES

The minutes of the meeting held on 13<sup>th</sup> February 2012 were approved as a correct record of that meeting and were duly signed by the Chairman.

## PC12/3/47 REPORTS ON MATTERS PREVIOUSLY RAISED

Councillor P. Bignell reported that Anglian Water had carried out some improvement works to the pumping station site in Church Lane.

## PUBLIC QUESTION TIME (7.35pm-7.40pm)

- Mr Bodman made the point that the Chairman had attended the recent planning appeals, and had spoken in favour of the Johns Road appeal, after declaring that he was the Chairman of the parish council. This, in Mr Bodman's opinion, implied that the views expressed by the Chairman were those of the parish council. The Chairman denied this, and said that he had confirmed to the Inspector that these were his personal views. The parish council was also represented at the Johns Road appeal, by the Clerk, who had put forward the opinion of the parish council.
- Miss Bell reported that the roads around Waggon & Horses Green continued to be very dangerous when cars were parked indiscriminately along its verges. The Chairman confirmed that this had been reported to the County Council and that a response was awaited.

## PC12/3/48 PLANNING

A The clerk and those who had attended the Firs Field planning appeal reported on the proceedings.

### B Planning applications and decisions for report:

Status	App. No/ applicant	Location	Proposals	PC comment/ SNC decision
Info	S/2012/0024/FUL Langford	22 Lime Grove	Single storey front and side extensions & rear conservatory	Approval by SNC
Info	S/2012/0033/FUL Sturdy	42 Camp Hill	Replacement single storey rear/side extension	Approval by SNC

<i>Info</i>	S/2011/0826/MAR Bellway Homes Ltd	Land adjacent to Peace Hill	Reserved matters pursuant to outline application	<i>Approval by SNC</i>
<i>Info</i>	S/2011/1601/FUL South Northants Homes	Side & rear extensions etc	4 Peace Hill	<i>Approval by SNC</i>
<i>New</i>	S/2012/0233/FUL Bugbrooke PC	Bowls Club	Single storey wooden building	<i>No objection from BPC</i>
<i>New</i>	S/2012/0165/0166/FUL Jesus Fellowship	The Chapel, High Street	Installation of photovoltaic panels on the main roof. (Note – the 2 <sup>nd</sup> application is for Conservation Area Consent).	<i>No objection from BPC</i>

C The following additional applications were received too late to be listed on the agenda, but were considered informally so that the clerk could issue a “minded to” response to the district council. They would be included in the April agenda and ratified then:

New Creation Hall – solar array on outbuilding. Minded not to object.

45 High Street – photovoltaic panels. Minded not to object provided that there were no listed building implications.

10 Georges Close – rear extension. Minded not to object.

2 Shepherds Walk – demolish existing garage and other works. Minded not to object.

PC12/3/50 **NEIGHBOURHOOD PLAN**

The clerk reported that, since the result was awaited of the two outstanding appeals, it had been decided that a meeting regarding the plan should be delayed

**RESOLVED** That the Development Working Party would monitor the situation regarding the outstanding planning applications and organise a meeting to discuss the results when these had been issued, so that a more informed decision could be made as to the route to be taken by the parish council.

**ACTION** Clerk and working party members.

PC12/3/51 **POLICE**

A Various emails, which had been forwarded where appropriate.

PC12/3/52 **YOUTH MATTERS**

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

B **Young children’s play facilities:** The clerk confirmed that the seat had been supplied and the facility was being well used. A parent had left a message to complain that the play area was open during damp weather. Other parents complained when the play area was shut during damp weather.

**RESOLVED** That parents should be left to decide whether to permit their children to use the play equipment. In any event, the area was for young children only and they should be supervised.

**ACTION** None required.

PC12/3/53 **PLAYING FIELD**

Councillor Harries reported that the Annual General Meeting would be on 16<sup>th</sup> May 2012

PC12/3/54 **NEW CHURCHYARD EXTENSION**

The clerk reported that she had contacted the Diocese’s glebe officer to ask for some action with regard to this. He promised to speak to the agent. The agent had told the clerk that the Diocese would want amenity value for the land, rather than agricultural value. Councillor P. Bignell had calculated the amount of land for which a payment would be required (i.e, over and above the land exchange area) and the clerk had sent details of this to the Diocese.

**RESOLVED** That the sum of £10,000 would be an appropriate figure for the land concerned.

**ACTION** Clerk to contact the Diocese’s agent accordingly.

PC12/3/55 **TWINNING**

The clerk reported generally on the progress of the twinning event. The question of small gifts was discussed, for the German council officials. Pennants might also be a possibility, if they could be bought reasonably. £90.00 could be allocated from the budgeted Twinning figure.

**RESOLVED** Clerk to investigate this further.

**ACTION** Clerk.

PC12/3/56 **ALLOTMENTS**

The clerk reported that she was still chasing for progress, but had been unsuccessful in obtaining a draft lease.

PC12/3/57

**PARISH MATTERS**

A  
B  
C

**Welcome packs:** Nothing to report this month.

**Hedges :** No letters required this month.

**Footpaths:**

- The gate across KD18 (Camp Hill to the canal) had been locked without authorisation, but the clerk reported that the farmer had organised for it to be re-opened. Councillor J. Bignell said that the new Heygates stiles were difficult to use because the footplate was too high.
- The clerk reported that an incident had occurred in School Close when a young child ran out in front of a vehicle which had driven up to the Children's Centre. Councillor P. Bignell confirmed that the County Council had permitted the installation of a lockable bollard in the footpath by the school gates, which would permit electric buggies to use the school close, but not larger vehicles, unless the school unlocked the bollard. Councillor Kirkbride had confirmed that she would pay for this from her County Council funds. Helen Howard had agreed to consider what improvements could be made to the access below the bollard, so that vehicles and pedestrians could be separated.
- The School Close footpath was in a poor state of repair. The County Council appeared reluctant to repair it since it was not adopted as highway. The head teacher, Mrs Bastin, would like to explore ways to see whether the school and the parish council could work together to improve the situation. Could the Children's Centre be involved? Councillor J. Bignell thought that the County council should be responsible for the cost.
- The pavement at the top of Camp Hill leading out of the village, was in a very poor state of repair.

**RESOLVED**

- That Heygates should be requested to install intermediate footplates on their stiles for ease of access.
- That the County Council be requested to consider improvements to the School Close footpath generally.
- That the County Council be reminded to repair the Camp Hill pavement.

**ACTION**

Clerk, and Councillor P. Bignell with regard to the School Close footpath.

D  
E

**Monthly Inspection Sheets:** These were handed to the clerk.

**Litter picking:** Nothing to report, other than that the bin ordered for School Close would require a post, since it would not fit onto the fence. This would cost £40.00 plus VAT and carriage. The clerk provided details, and requested authority to draw a cheque for the relevant amount.

**RESOLVED** The authority was given to purchase the post

**ACTION**

Clerk

F

**School Close notice board:** The clerk reported that the insurance money had been paid, and requested authority to buy the replacement board.

**RESOLVED** That this be authorised.

**ACTION**

Clerk.

G

**Digital Mapping:** Councillor P. Bignell reported that he had transferred the streetlights and other parish council assets onto the digital map, which could be updated as assets were acquired and disposed of.

H

**Canal leaflets:** Following the last meeting, when the quotation for the canal leaflets had been agreed, but had not been an agenda item, since it was a late addition, the clerk asked the parish council to ratify this decision. The leaflets had been printed and would be ready for distribution shortly.

**RESOLVED** The decision to proceed with the printing of the canal leaflets at the price of £399.00 was retrospectively approved.

**ACTION**

None needed.

PC12/3/58

**STREET LIGHTS**

A

The clerk reported on the meeting which had been held in Badgers Close with regard to street light intrusion into the nearby property. The clerk met Mrs Bird and a representative from E.On, and Mrs Bird explained that the light from PL 135 was extremely intrusive, since it was sited only a few feet away from the main bedroom. She requested that the parish council should consider ways to reduce the impact of the light on the property, by either providing a cowl or painting part of the glass black. The E.On representative had said that there would be a cost implication if this were done. The clerk had said that if the parish council were minded to agree to this, they would probably wish to contact the other occupants of Badgers Close to ensure that they would not object, since any reduction in light might have an impact on them. The issue might also give rise to other claims for similar mitigation measures elsewhere in the village, and the parish council had not budgeted for this.

**RESOLVED**

That the parish council was committed to act for the parish as a whole, rather than for individuals, and if the present request were agreed to, this could set up a precedent which could result in substantial costs across the parish. The level of light reduction would also need to be assessed, and its impact on other parishioners. The parish council was not therefore in a position to pay for the adjustments to the light.

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

B The clerk reported that E.On had written to assure councils that they continued to offer the street light maintenance service, in case parishes were lured to the County Council contractor.

PC12/3/59 **PARISH COUNCIL VACANCY AND DATE OF NEXT MEETING**

A Councillor Mrs Eve Jackson had failed to attend 6 consecutive meetings and was now disqualified from office. Her position was now officially vacant. The clerk reported that she had received the papers from the district council to enable a notice of the vacancy to be posted on notice boards. A 14 day period would be allowed for electors to demand an election, and if this did not happen, the parish council would be free to co-opt in April. Since the preparation of the agenda, the clerk had received Dr Shribman's resignation, and this had created a second vacancy, which would also be advertised.

**RESOLVED** That the vacancies would be advertised in the Link magazine and on the website as well as on the notice boards.

**ACTION** Clerk, liaising with Councillor Harries.

B The April meeting and the Annual Parish Meeting would fall on Easter Monday. The clerk asked that an alternative date should be arranged. She confirmed that, for the avoidance of doubt, the May meeting and the footpaths committee meeting would take place on the 14th May.

**RESOLVED** That the April meetings should be moved to 16<sup>th</sup> April.

**ACTION** Clerk to publicise this change of date.

PC12/3/60 **FACEBOOK**

The clerk reported that she would like to use Facebook to spread information about grant funding and other opportunities available to the community and to inform the community about other relevant matters. This facility would not be used for messaging, but was intended only to keep parishioners updated about current issues. Councillor P. Bignell said that he thought that this would not be a good idea, since any Facebook page would have to be actively managed and there were too many problems associated with it. The clerk should not have set up the page without prior authorisation. The other councillors agreed with this opinion.

**RESOLVED** That the clerk should be censured for having set up the Facebook page, and should cease to use Facebook forthwith.

**ACTION** Clerk.

PC12/3/61 **REPORTS**

A **Speed limits and the 20MPH zone:**

- Following the meeting with representatives of neighbouring parishes and the County Council, a meeting with Heygates should be arranged.
- With regard to the continuing issue of inconsiderate parking by parents at the start and end of the school day, Jen Harrison should be asked to contact Councillor Kent to discuss possible police presence and action.

**RESOLVED** That Councillor Kirkbride should be requested to arrange this.

**ACTION** Clerk.

B **Mid Northants Parishes Report:** Nothing this month.

C **Northamptonshire County Association of Local Authorities:** Their email newsletter had been circulated.

D **Consultations:** Northamptonshire electoral review. There were two options. South Northants would be represented by 7 county councillors rather than 9. Councillor P. Bignell did not think that there would be any adverse impact on Bugbrooke.

E **Highways and Transport:**

- (a) Councillor Mrs Cockrill had nothing to report this month.
- (b) The clerk reported that Helen Howard had confirmed that the Waggon & Horses Green parking would be part of the next review. She should also consider the parking by the garage.
- (c) The clerk reported that she had chased for progress on the new village signs.

F **Neighbourhood Watch:** Various email newsletters and updates which have been circulated where relevant.

G **Diamond Jubilee Correspondence:** Various supplier brochures.

PC12/3/62 **CORRESPONDENCE**

1 **For action:**

None.

2 **For report:**

A SNH briefing paper

- B** Various suppliers' brochures
- C** New library opening times
- D** Police Force Open Day 12<sup>th</sup> May at Wootton Hall Park.
- E** Various media releases.

PC12/3/63 **FINANCIAL MATTERS**

**A** A financial statement was circulated. The clerk reported that the bank balances were as follows:

Current account as at :	28.2.12	£	4,562.36
Nationwide at	28.2.12	£	2,029.69
Deposit account at	28.2.12	£	<u>70,755.19</u>
Total funds at	28.2.12	£	77,347.24

This figure did not include the cheques referred to below.

**B** The annual audit briefing had been received.

**C** Cheques have been received from the allotment association and Came & Co (rental and insurance moneys respectively).

**D** Payment of invoices as follows:

Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment
1307	AH Contracts	Emptying of waste bins – to 29.2.12	322.80	53.80	Litter Act 1983 ss5, 6
1308	E.On:	February 368.26	441.91	73.65	Parish Councils Act 1957 s3 Highways Act 1980 s301
		unmetered supply costs			
		PL35 repair	23.47	28.16	4.69 Ditto
		PL173 ditto	115.32	138.38	23.06 Ditto
		PL48 ditto	23.47	28.16	4.69 Ditto
		PL137 ditto	23.47	28.16	4.69 Ditto
		PL164 ditto	302.16	362.59	60.43 Ditto
		PL129 ditto	23.47	28.16	4.69 Ditto
		PL18 ditto	23.47	28.16	4.69 Ditto
		<b>Total</b>	<b>903.09</b>	<b>1083.68</b>	<b>180.59</b>
1309	Mr A. Walton	Litter picking February - 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– February 2012	364.47		Standing Orders
1310	HM Revenue & Customs	Tax -CP £91.20 Tax - AW £20.80 Total £112.00	112.00		HM Revenue and Customs requirement
1311	Broker Network	Insurance for additional play equipment	25.00		Local Gov't Act 1972 s111
1321	Mrs C. Parry	Reimbursement of paint for benches (£21.99) and paper clips (£3.99)	25.98		Local Gov't Act 1972 s111
1313	Getmapping PLC	Invoice for digital mapping set-up and annual fee	60.00	10.00	Local Gov't Act 1972 s111
1314	BT	Quarterly invoice	141.30	23.55	Telecommunications Act 1984 s97
1306	SNC	Planning fee for bowls club (ratification of cheque paid in February)	85.00		Local Gov't Act 1972 s111
1305	Safe & Sound Playgrounds	Play equipment supply & installation (ratification of cheque paid in February)	8006.40	1334.40	Local Gov't Act 1972 s111
1304	JRB Enterprises	Dog Bin for Meadway (ratification of cheque paid in February)	252.00	42.00	Local Gov't Act 1972 s111

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

PC12/3/64

**DATE OF NEXT ORDINARY MEETING-**

**Monday 16<sup>th</sup> April 2012**

**At 7.30pm**

**PRECEDED BY THE ANNUAL PARISH MEETING**

*There being no further business the Chairman closed the meeting at 8.40pm*

**\*End of Minutes\***

**CHAIRMAN:.....**

**DATE:.....**