

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council
held on Monday 9th July 2012 at 7.30 p.m. at the Community Centre, Bugbrooke.

PRESENT:

Chairman - Councillor John Curtis

Councillor John Bignell	Councillor Alan Kent
Councillor Philip Bignell	Councillor Brian King
Councillor Mrs Diana Cockrill	Councillor Mrs Kate Meech
Councillor Ken Gardner	Councillor Paul Phillips
Councillor David Harries	Councillor Linda Pope
Councillor Paul Henson	Councillor Terry Ward
Councillor David Jeffrey	

IN ATTENDANCE

Mrs Catherine Parry, clerk 10 parishioners County Councillor Joan Kirkbride

APOLOGIES FOR ABSENCE

Apologies were accepted
from:

Councillor Brian Curtis

Reason:

Work commitment

ABSENT:

PC12/7/139 **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**
Apologies were received and accepted as above.

PC12/7/140 **DECLARATIONS OF INTEREST**
No interests were declared.

PC12/7/141 **REGISTER OF INTERESTS UPDATE**
There were no changes to the register.

PC12/7/142 **MINUTES**
The minutes of the meeting held on 11th June 2012 were approved as a correct record of that meeting and were duly signed by the Chairman.

PC12/7/143 **REPORTS ON MATTERS PREVIOUSLY RAISED**
Councillor P. Bignell referred to Minute PC12/6/130/C (Village Green application). He considered that the parish council's objection to the application was inconsistent with its objection to the planning application as a whole, and was playing into the landowners' hands. The Chairman disagreed, saying that the Village Green application should be considered on its merits, and as such, the parish council had always considered any such claim to be spurious. Councillor Bignell suggested that, in that case, the parish council should have remained silent on the matter. Councillor Harries considered that, on balance, this might have been the better approach, but the matter was in the public domain in any event, once it had been discussed at a council meeting.

PC12/7/144 **PUBLIC QUESTION TIME (7.50pm-8.00pm)**
➤ Mr Bird asked when the large block of concrete in Lime Close/Almond Grove was going to be removed, since this was a safety hazard.
➤ County Councillor Kirkbride said that she would check why she had not been

kept up to date with the Village Green application. She would also check whether a heavy goods vehicle survey had been done for Kislingbury so that a meeting could be set up with Heygates. Councillor P. Bignell said that a HGV survey had not been done for Nether Heyford, owing to the fact that the road was too dangerous for a survey to be carried out safely. Councillor Henson asked whether Litchborough was to be included in such a survey, because there is a sign at the crossroads prohibiting heavy lorries, which is ignored by Heygates lorries. Councillor Kent thought that there was no way of enforcing this restriction, and the police seemed reluctant to do anything without registration numbers of offending vehicles.

- A comment was made that the Neighbourhood Watch scheme in Bugbrooke would fold unless a successor could be found for Mrs Berkshire. It was agreed that a notice would be put on the boards to see if someone would take over the role of co-ordinator.

PC12/7/145

PLANNING

A The chairman reported on the visit which had been made to the village by Rhiannon Rhys, from South Northants Council, who was reviewing the conservation area. Miss Rhys had agreed to attend the August meeting.

B The clerk reported that she had asked the planning department at SNC to check the ridge height of the new building at 28 Pilgrims Lane, but to date no reply had been received.

C The clerk reported that there was to be a briefing for parish councillors on the Joint Core Strategy on 7th August in Towcester from 5-7pm.

RESOLVED That two councillors would attend.

ACTION Councillors J. Curtis and P. Bignell.

D The clerk reported that a parish councillor from Potterspury had asked that concern be expressed to district councillors about the New Homes Bonus and the lack of progress about how this was likely to be distributed. District Councillors Harries and Bignell explained that they understood that this was to be a roof tax in addition to any obligations to be imposed under s106 obligations. At present, it was intended that 80% would be allocated to district councils and that some of this would filter down to parishes, but the district council was concerned not to spend it, until it was established that there would be no clawback by the Government.

E **Planning applications and decisions for report:**

Status	App. No/ applicant	Location	Proposals	PC comment/ SNC decision
<i>Info</i>	S/2012/0512/FUL Rhodes	64 Johns Road	Single storey rear extension	<i>SNC approval</i>

PC12/7/146

NEIGHBOURHOOD PLAN

Councillor Harries reported that had understood that costs associated with this could be prohibitive. The parish council would be a consultee during a forthcoming SNC local plan review, and so there would be little point in proceeding with a draft plan until more was known about this.

PC12/7/147

POLICE

A Various emails, which had been forwarded where appropriate.

B The clerk reported that Jen Harrison had been informed about the theft of the plants from the village planters.

C The clerk reported that the police would be supporting the Neighbourhood Return project, which aimed to involve the community in returning people with dementia, who were lost, to their homes.

- D** The clerk reported that Mrs Berkshire had advised the clerk that she would be relinquishing her role within Neighbourhood Watch from 1st August and if no-one succeeded her, Bugbrooke would cease to be within the scheme.
RESOLVED That a notice to this effect would be placed in the Link magazine and on the notice boards
ACTION Clerk
- PC12/7/148 **YOUTH MATTERS**
A **Campion School:** The clerk had nothing to report.
B **Young children's play facilities:** These were still not being locked.
RESOLVED The clerk should contact the key holder.
ACTION Clerk.
- PC12/7/149 **PLAYING FIELD**
Councillor Harries reported that the committee had held a special meeting to consider a request from the cricket club that a grant for which the club had applied, should be paid to and held by BSACA. This had been agreed, on the grounds that the cricket club was a member of BSACA.
- PC12/7/150 **NEW CHURCHYARD EXTENSION**
The clerk reported that she had still heard nothing further from the Diocese.
RESOLVED That the Diocese be urged to make a decision.
ACTION Clerk.
- PC12/7/151 **TWINNING**
The Chairman reported that the Burgermeister of Vöhl had sent him a letter thanking Bugbrooke for its hospitality, and had invited representatives from Bugbrooke to the 25th anniversary of the twinning between Vöhl and Mouchard in September. The clerk reported that she had sent thank you letters to those people who had been involved with the twinning and had almost all the information she needed to provide a statement of expenditure and receipts.
RESOLVED That the Chairman should attend the twinning event in Vöhl
ACTION Chairman.
- PC12/7/152 **ALLOTMENTS**
The clerk reported that the lease had been completed. The Chairman reported that the fence had been erected and the allotments were in use.
RESOLVED That a thank you letter should be sent to the allotment association in respect of the erection of the fencing.
ACTION Clerk.
- PC12/7/153 **PARISH MATTERS**
A The Vice Chairman congratulated the Chairman on behalf of the Parish Council on having received the British Empire Medal for services to Bugbrooke, in the recent Honours List. The Chairman thanked the Parish Council and said that he was honoured to have received the medal.
B **Welcome packs:** Nothing to report this month.
C **Hedges :** Letters were required in respect of hedges at several properties, and the clerk was instructed to send these out as soon as possible.
Footpaths: The pavement at the top of Camp Hill had not been repaired. The clerk should ask Helen Howard if she could advise when this work might be done.

RESOLVED That the clerk should attend to these matters urgently.

ACTION Clerk.

D **Monthly Inspection Sheets:** These were handed to the clerk. The Vice Chairman suggested that the system of checking village assets should be assessed by a working party, since it was apparent that not all sheets were being handed in regularly.

RESOLVED That future agendas should detail who should be handing in inspection sheets at the relevant meeting.

ACTION The clerk and the Vice Chairman, together with a working party, the members to be agreed at the September meeting.

E **Litter picking:** Owing to the continuing problem of litter in the village, the litter picker should be asked when he actually picked up the litter, and perhaps could be asked whether he would agree to do this at set times.

F **Village Green application Johns Road:** The clerk reported that formal directions had been received from the Inspector who would be conducting the inquiry and that she would deal with these accordingly.

G **Royal British Legion** – Councillor Ward asked whether he should order the wreath as usual.

RESOLVED (Unanimously) that this be agreed.

ACTION Councillor Ward.

H Councillor Mrs Cockrill announced her retirement from the parish council. The Chairman expressed great thanks on behalf of Bugbrooke for all that Councillor Cockrill had done as a parish councillor over the years. As for a replacement, Councillor Harries confirmed that a new councillor could be co-opted without new notices being posted, since this vacancy had arisen so soon after the previous vacancies. Mrs Kaye Adams, who had put her name forward previously, had agreed to be co-opted, if that was acceptable to the parish council.

RESOLVED That Mrs Adams be invited to join the Council.

ACTION The Chairman made the invitation and Mrs Adams accepted.

PC12/7/154 **STREET LIGHTS**

A The clerk reported that a credit of £880.00 had been received. (*Note: the clerk was later informed by E. On that this was because the monthly charges had been reassessed following a revision of the unmetered supply, and that it was a paper exercise only, not an actual credit*). PL112 was still burning during the day owing to the ivy.

PC12/7/155 **CLERK VACANCY** (*Note: this item was moved to the beginning of the meeting so that Mrs Bramley-Brown could join the public for the remainder of the meeting*)

A The Chairman reported that interviews had been held and that Mrs Sally Bramley-Brown had been offered the post, subject to a probationary period and to satisfactory references. She had accepted the offer and would be starting in August. She was then invited into the meeting and welcomed by the Chairman.

RESOLVED That the appointment of the new clerk was unanimously ratified.

ACTION Council.

PC12/7/156 **REPORTS**

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

- Councillor Kent and Councillor Bignell reported on the HGV survey which had been undertaken in June. This had been sent to ACRE.
- Councillor Kent reported that Speedwatch would be reinstated in September. There

was to be a training session on 3rd September, in the small hall at the Community Centre. Bugbrooke was to be linked with Abthorpe. It was agreed that the parish council would bear the cost of hiring the small hall.

B **Mid Northants Parishes Report:** This was now in abeyance.

C **Northamptonshire County Association of Local Authorities:**

- Various emails which have been circulated where relevant.
- Usual newsletter.

D **Consultations:** There was a consultation regarding planning obligations, which had main relevance to those applying for planning permission. The clerk confirmed that she would respond if the parish council wished. There was also a consultation with regard to the Minerals and Waste Development Plan.

RESOLVED No action needed.

ACTION N/A

E **Neighbourhood Watch:** Various email newsletters and updates which had been circulated where relevant.

F **Highways and Transport:** Councillor Mrs Cockrill had nothing to report.

PC12/7/157 **CODE OF CONDUCT**

The clerk reported that new declarations of disclosable pecuniary interests forms had been produced by the district council and these must be signed and returned to the clerk, so that they could be sent to the monitoring officer.

RESOLVED That these be handed to the clerk accordingly.

ACTION All.

PC12/7/158 **CORRESPONDENCE**

1. For Action

Nothing this month

2. For Report -

A MEP newsletter.

B Waste Development Framework partial review – consultations on the way forward and on the revised statement of community involvement.

C SNH briefing paper

D Thursday 12th July – public exhibition re A45 Flore by-pass, at Flore Millennium Hall, High Street Flore, from 2.30pm to 6.30pm

E Various suppliers' brochures

F Various press releases.

PC12/7/159 **FINANCIAL MATTERS**

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

Current account as	30.6.12	£	1800.47
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at :

Nationwide at	30.6.12	£	2029.85
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Deposit account at	30.6.12	£	90,899.27	Precept had been added.
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Petty Cash	30.6.12	£	<u>31.96</u>
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Total funds at	30.6.12	£	94761.55
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This figure did not include the cheques referred to below.

B The cheque signatory list required updating. It was suggested that at least 4 councillors plus the clerk should be signatories, to avoid the recent problem which happened when two signatories were away.

RESOLVED That this be agreed.

ACTION New Clerk to action when she became a signatory.

C Payment of invoices as follows:

Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment
1364	AH Contracts	Emptying of waste bins – to 30.6.12	336.25	67.25	Litter Act 1983 ss5, 6
1365	E.On	June unmetered supply costs CREDIT £888.67	0.00	0.00	Parish Councils Act 1957 s3 Highways Act 1980 s301
1366	BSACA	Room hire (inc. for twinning ceremony)	394.00		Local Gov't Act 1972 s112
1367	Mr A. Walton	Litter picking June - 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
S/O	Mrs C.J. Parry	Clerk's salary– June 2012	364.47		Standing Orders
1368	HM Revenue & Customs	Tax -CP £91.20 Tax - AW £20.80 Total £112.00	112.00		HM Revenue and Customs requirement
1369	P. Warden	June mowing	609.60	101.60	Highways Act 1980 s301
1370	Kay Iqbal	May cleaning of bus shelters	30.00		Parish Councils Act 1957 s1
1371	South Northants Council	Planning fee for application for change of use of Mill. Green to churchyard and glebe field to Mill. Green	85.00		Open Spaces Act 1906 ss9 &10
1372	Silverstone Design Solutions	Printing of twinning pennant for twinning ceremony	85.00		Local Gov't Act 1972 s145
1373	Mrs C. Parry	Reimbursement of various items as per statement attached.	1852.41		Local Gov't Act 1972 s112
1374	SMS X Travel Ltd	Coach travel for German visitors NB VAT is correct.	525.00	15.00	Local Gov't Act 1972 s142
1375	J. Curtis	➤ Reimbursement of fencing costs for allotments -£555.20 ➤ Timber for twinning banner - £32.48	587.68	92.40	Smallholdings & Allotments Act 1908 s23 Local Gov't Act 1972 s145
1360	Bugbrooke Link	Ratification of cheque for adverts paid in June	35.00		Local Gov't Act 1972 s112
1361	J. Causebrook	Ratification of cheque paid in June for small twinning gifts	100.00		Local Gov't Act 1972 s145
1362	Mrs R. Harries	Ratification of cheque paid June re replacement plants for planters	30.70		Local Gov't Act 1972 s142
1363	Arnold Thomson	Legal and other fees required to complete allotment	1742.40		Smallholdings & Allotments Act 1908

		lease			s23
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RESOLVED: That these invoices be paid **ACTION:** Clerk

PC12/7/160

DATE OF NEXT ORDINARY MEETING-
Monday 13th August 2012
At 7.30pm
PLANNING AND FINANCE ONLY

*There being no further business the Chairman closed
the meeting at 9.19pm*

End of Minutes

CHAIRMAN:.....

DATE:.....