

## **BUGBROOKE PARISH COUNCIL**

### **Minutes of the Meeting of the Full Council**

**held on Monday 13<sup>th</sup> August 2012 at 7.30 p.m. at the Community Centre,  
Bugbrooke.**

#### **PRESENT:**

Chairman - Councillor John Curtis, B.E.M.

Councillor John Bignell  
Councillor Philip Bignell  
Councillor Ken Gardner  
Councillor David Harries  
Councillor Paul Henson

Councillor David Jeffrey  
Councillor Brian King  
Councillor Mrs Kate Meech  
Councillor Paul Phillips  
Councillor Terry Ward

#### **IN ATTENDANCE**

Mrs Sally Bramley-Brown, clerk      3 parishioners      County Councillor Joan Kirkbride

#### **APOLOGIES FOR ABSENCE**

**Apologies were accepted  
from:**

Councillor Alan Kent  
Councillor Linda Pope

#### **Reason:**

Visitors  
On Holiday

#### **ABSENT:**

Councillor Brian Curtis

PC13/8/161      **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**  
Apologies were received and accepted as above.

PC13/8/162      **DECLARATIONS OF INTEREST**  
No interests were declared. The clerk reported that the Department for Communities and Local Government had issued the promised guidance on the conduct of councillors – “Openness and Transparency on Personal Interests”. This was available to members either as an e-document or a paper copy.

PC13/8/163      **REGISTER OF INTERESTS UPDATE**  
There were no changes to the register.

PC13/8/164      **MINUTES**  
The minutes of the meeting held on 9<sup>th</sup> July 2012 were approved as a correct record of that meeting and were duly signed by the Chairman.

PC 13/8/165      **REPORTS ON MATTERS PREVIOUSLY RAISED**  
A      The Chairman reported that he and Councillor P Bignell attended SNC for the Joint Core Strategy briefing on 7<sup>th</sup> August. The response period was between 14<sup>th</sup> August and 26<sup>th</sup> September and it was agreed that a letter would be sent to SNC to clarify issues relating to the period covered and the number of dwellings already permitted.  
B      In reference to Minute PC12/7/143 (Village Green Application) the Chairman reported that he had attended the Public Inquiry relating to the village green application at John’s Road. He had now received a copy of the inspector’s report and recommendation to the Commons Registration Authority. The

conclusion and recommendation was that there was no evidence of at least 20 years continued use of the land for lawful sports and pastimes and that the Commons Registration Authority should reject the application. Notification of its decision would be notified to all parties by the Commons Registration Authority in due course.

C In relation to Minute PC12/7/145 the clerk had not received a response from SNC regarding the ridge height of the new building at 28 Pilgrim’s Lane.

**ACTION** The clerk would contact the planning department again.

D Councillor Harries referred to Minute PC12/7/153 (Resignation of Councillor Cockrill) There had been an unfortunate misunderstanding of the procedure prior to co-opting Mrs Kaye Adams. The required Notice had been issued and would expire on 29<sup>th</sup> August. If no other candidates had come forward by that date then Mrs Adams could be co-opted. The clerk reported that she had spoken with Mrs Adams to explain the situation and had consequently received an e-mail advising that she (Mrs Adams) was withdrawing her nomination. It was agreed that the clerk would contact Mrs Adams again after 29<sup>th</sup> August if no other candidates had come forward.

**ACTION** The clerk

PC13/8/166

**PUBLIC QUESTION TIME (7.50pm-8.00pm)**

- Mrs Pace read a letter on behalf of her husband and herself regarding the application for planning permission at 12 Church Lane.
- Barbara Bell asked that action be taken to stop people parking on the green opposite the school as this was creating a danger for other road users.

**ACTION** It was agreed that the clerk would contact NCC Highways.

- County Councillor Kirkbride expressed thanks for the support received in respect of the Flore By-pass proposals. There were two options - A and B but that option B would increase traffic through Kislingbury and Bugbrooke.

<b><u>RESOLVED</u></b>	The parish council would send a letter of support for option A.
<b><u>ACTION</u></b>	The clerk

- County Councillor Kirkbride requested that Bugbrooke parish council take the lead in arranging a meeting with Heygate Mills, Kislingbury and Nether Heyford.

**ACTION** It was agreed that the clerk would liaise with CC Kirkbride to agree possible dates.

PC13/8/167

**PLANNING**

A West Northamptonshire Joint Core Strategy. The clerk is to write to SNC for clarification. No representations on the “soundness” and “legal compliance” of the strategy would be made

B 12 Church Lane. Councillor P Bignell reported that Councillor Kent had carried out an appraisal of the application. The application was for a single storey building but the plans indicated two bedrooms, two en-suite bathrooms and a dressing room on a second floor. The proposed dwelling would be 20% higher than that previously proposed; that it would be out of keeping with the area; it was over-development of the space; it was back land development and the proposed materials were not right. A previous application in 2011 had been refused on the basis that it was harmful to the established character and appearance of the area. The site contained two

trees which were the subject of Tree Preservation Orders. One tree had died and the view was expressed that the replacement of this tree should be resolved as part of the application, not dealt with after the event as was proposed in the application. Concern was expressed over a false window on one elevation and the impact on neighbouring properties.

**RESOLVED** A strong letter of objection to the application be sent to SNC.

**ACTION** The Clerk

C Rhiannon Rhys from SNC addressed the meeting updating the parish council on the Conversation Area Review. She stated that she was in the final stages of preparing her report, which would be put before the September meeting of the planning committee; it would then be subject to a six week consultation period. Plans were provided to the meeting which indicated the areas to be added to the Conservation Area and the removal of four small areas. The school playing field had not been included but if a good case could be made for its inclusion, then it would be reviewed. Ms Rhys would send hard copies of the plan when finalised

**RESOLVED** That the matter be included in the September agenda for a discussion

**ACTION** The Clerk.

D It was noted that a date had been set for the legal challenge for 15 Councils against HS2 – to be heard in the High Court over a 7 day period commencing 3<sup>rd</sup> December 2012.

E The clerk reported that CPRE has produced a new guide to neighbourhood planning which was available in the parish office.

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

Status	App. No/ applicant	Location	Proposals	PC comment/ SNC decision
Info	S/2012/0850/FUL	21 Lime Grove	Single storey front extension	No Comment
	S/2012/0797/FUL	12 Church Lane	Proposed new dwelling at the rear of 12 Church Lane.	Letter of Objection

PC13/8/168 **FINANCIAL MATTERS**

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

Current account 31.7.12 £

as at :

Nationwide at 31.7.12 £

Deposit account 31.7.12 £

at

Petty Cash 31.7.12 £

Total funds at 31.7.12 £

This figure did not include the cheques referred to below or two uncleared cheques totalling £911.

B New Clerk's Training. It was agreed to pay the new clerk's training costs of £154 for 3 days organised by NCALC. The clerk reported that Stoke Bruerne Parish Council had agreed to contribute to these costs by an amount of £30. The Chairman requested that the council's thanks for this contribution be passed to Stoke Bruerne pc.

Councillor P Bignell informed the council that the parish council computer required replacing. It was now 7 years old and ran very slowly. It would cost approximately £500 to up date the computer facilities which were essential to enable the clerk to do her job.

**RESOLVED** Councillor Bignell to prepare details costings for the next Meeting.

**ACTION** Councillor P Bignell

C Hardcore for Allotment Access. The Chairman requested the parish council to retrospectively authorise the purchase of 12 tonnes of hardcore at a cost of £10 per tonne + VAT. This was to be laid at the entrance to the allotments. Due to the number of cars visiting the site and because of the heavy rainfall, the access had become impassable and in consequence it had been necessary for the hardcore to be laid prior to the meeting.

**RESOLVED** That the purchase be approved and the invoice from Neil Faulkner be paid by the council

**ACTION** The Clerk

D Following the erection of boundary fencing at the allotment extension, the parish council had received a request from the Chairman of the Allotment Association for additional stockproof fencing. The request was for 140 metres to be attached to the boundary fencing, to prevent further crop attacks from neighbouring sheep. The Chairman advised members that the parish council was responsible for fencing the allotments. The clerk had been advised that the cost of the additional fencing would be £50 per 50 metres.

**RESOLVED** The Clerk be authorised to liaise with the Allotment Association to arrange the purchase of the fencing at the best possible price

**ACTION** The Clerk

E Update the cheque signatory list. Councillors nominate four signatories – Councillor Phil Bignell; Councillor Paul Phillips; Councillor David Harries and The Chairman, John Curtis plus the clerk. The Clerk advised members that she had been unable to ascertain from Yorkshire Bank if it would be necessary for those nominated to attend the bank, or if it would be sufficient for them to sign the mandate. The Clerk requested that members consider moving the current account from the Yorkshire Bank, to another bank or building society which has a branch in Towcester. This would make it easier and more convenient to conduct the council's banking business.

**RESOLVED** The Clerk be authorised to make the necessary enquiries and to report back to the next meeting.

**ACTION** The Clerk

F Payment of invoices as follows:

Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment
1378	AH Contracts	Emptying of waste bins – to 31.7.12	322.80	53.80	Litter Act 1983 ss5, 6
1379	Anglian Water	Allotment water charges <b>NB Credit of £31.99 from previous quarter</b>	7.99		
1380	Falcon Copiers	Copying Charges to 19 <sup>th</sup> July 2012	38.09	6.35	Local Gov't Act 1972 s111
1381	Mr A. Walton	Litter picking January - 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.	Clerk's salary– July 2011	364.47		Standing Orders

	Parry					
	HM Revenue & Customs	Tax -CP	£91.20	112.00	HM Revenue and Customs requirement	
		Tax - AW	£26.00			
		Total	£117.20			
1382	E On	Street Lighting maintenance for quarter ending 30 June 2012		731.77	121.96	Parish Councils Act 1957 s3 Highways Act 180 S301
1383	E On	July Unmetered Supply Costs		455.10	75.85	

	E.On	Ratification of cheque 1365 paid July	447.28	89.46	Parish Councils Act 1957 s3 Highways Act 180 S301
	F J Curtis	Ratification of cheque 1377 paid in July	30.00	5.00	
	Falcon Copiers	Ratification of cheque 1376 paid in July Rental August-October 2012	177.16	29.53	

**RESOLVED:** That these invoices be paid

**ACTION:** Clerk

PC13/8/169

**DATE OF NEXT ORDINARY MEETING-  
Monday 10<sup>th</sup> September 2012  
At 7.30pm**

*There being no further business the Chairman  
closed the meeting at 8.35pm*

**\*End of Minutes\***

**CHAIRMAN:**.....

**DATE:**.....