

BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on
Monday 11th November 2013 at 7.30 p.m, at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Mr John Curtis, BEM

Councillor John Bignell		Councillor Paul Henson
Councillor Robb Collett		Councillor Brian King
Councillor Brian Curtis		Councillor Paul Phillips
Councillor Ken Gardener		Councillor Mrs Linda Pope
Councillor David Harries		Councillor Terry Ward
	<u>IN ATTENDANCE</u>	
Mrs Sally Bramley-Brown - Clerk	8 parishioners	
<u>APOLOGIES FOR ABSENCE</u>		<u>ABSENT:</u>
<u>Apologies were accepted from:</u>	<u>Reason:</u>	
Councillor Mrs Kate Meech County Councillor Joan Kirkbride	Personal	David Jeffrey Brian Curtis
PC13/11/183	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above.	
PC/13/11/184	<u>DECLARATIONS OF INTEREST</u>	
	Councillors Harries and Curtis declared an interest in Item 14 – Millennium Green Councillor Ward declared an interest in item 15 – Royal British Legion payment	
PC//13/11/185	<u>TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING (e.g. owing to a member having been elected to any local committees etc.).</u>	
	Not required	
PC/13/11/186	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON THE 14th October 2013</u>	
	The minutes of the meeting held on 14 th October were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.	
PC/13/11/187	<u>REPORTS ON ISSUES PREVIOUSLY RAISED</u> None	
PC/13/11/188	<u>PUBLIC QUESTION TIME (7.35 p.m – 7.45 p.m- extended to include item 12 – Churchyard Extension.</u>	
	There were no questions from members of the public present at the meeting.	
	<u>Churchyard Extention</u> The Clerk reported that she had received a copy of an email from the Diocesan Chancellor indicating that he would look favourably on an application for a faculty to provide an easement for a permanent right of access. The faculty application would need to be submitted by the Bugbrooke PCC and would be required to have attached to it a copy of the draft Deed of Easement. Accordingly the diocesan solicitors were requesting an undertaking from the Bugbrooke solicitors that the Parish Council would meet the associated costs in the sum of £800 + VAT. Rev. S French advised the Parish Council that he had obtained all the relevant forms and it was agreed that the Clerk would liaise with Rev French regarding the completion and submission of the faculty application.	
	<u>RESOLVED</u>	It was unanimously resolved that the Clerk be authorised to send a payment of £800 + VAT (£160) to Browne Jacobson (the solicitors acting on behalf of the village organisations) to be held by them for payment of the cost of Hunt and Coombs arising from the preparation of the Deed of Easement.
	<u>ACTION</u>	The Clerk
PC/13/11/189	<u>DISTRICT COUNCILLORS' REPORT AND UPDATE</u>	
	Councillors Phil Bignell and Harries advised that SNC had commenced the process of preparing a Local Plan. The Development Control Committee had considered amended	

	plans from Persimmon Homes relating to the landscaping details which substituted inappropriate trees/shrubs from native species. It was also confirmed that no trees are to be removed from the hedgerow by George's Avenue.		
PC/13/11/190	<u>PLANNING</u>		
A	<p>Library Facilities. A copy of a letter from NLIS had been circulated with the agenda. The letter contained a refusal to the Parish Council's request for a permanent library in the village, but recommended an additional visit from the mobile library. Councillors were disappointed with the decision, but recognised that at present it was the wrong economic climate. Councillors did agree that Bugbrooke is the poorest of the service villages in respect of the provision of facilities which designate a service village. It was agreed that these views should be communicated to both NCC and SNC. The Library service is due to receive a considerable sum under the provisions of the S106 agreements for Peace Hill and John's Road/Pilgrim's Lane. The Clerk was requested to write to NCC to ascertain how this money is to be spent. The Clerk was also requested to write to SNC regarding the issue of the designation as "service village", when there is no support to achieve many of the services available in other service villages.</p>		
B	<p>Development at Peace Hill. Councillor Phil Bignell had provided a copy of the street lighting scheme plan which had been circulated with the agenda. It was recommend that the plan be approved and the developer notified that assuming the lighting was constructed in accordance with the approved plan, that the Parish Council would adopt the lighting in due course.</p>		
C	<p>South Northamptonshire Local Plan – Issues Consultation. The Chairman was to attend a briefing on this topic at SNC on Tuesday 12th November. Councillors were in agreement that there were a number of issues which should be brought to the attend of SNC in relation to the village and future development – namely that both schools were full or nearly so; the single village shop was inadequate; facilities which were used to identify a "service village" and village confines. It was agreed that the Parish Council should be pro-active in this matter and it was therefore agreed that the Development Working Party should meet at the earliest opportunity to formulate a response to SNC.</p>		
D.	<p>West Northamptonshire Joint Core Strategy. Councillor Harries advised that the percentages relating to rural housing in the West Northamptonshire JCS had been challenged which could clearly affect the village.</p>		
E.	<p>Development at John's Road/Pilgrim's Lane. The Clerk was requested to contact Persimmon Homes to request the same liaison in respect of street lighting, between the developer and the Parish Council, as had been successfully achieved in relation to Peace Hill.</p>		
G	Planning applications and decisions for report		
LOCATION	APP NO AND APPLICANT	PROPOSAL	PC COMMENTS OR SNC DECISION
Home Farm, Church Lane	S/2013/1425/FUL Adams	1 new dwelling – revised plans.	Support the application but with same comments as previously.
	<u>POLICE MATTERS</u>		
	The Crime figures for Bugbrooke had been set out in the Agenda.		
	Councillor Collett had attended the Co-ordination meeting on 18 th October. PSCO Jen Harrison had advised that if HGV were seen off approved routes, the details should be noted and reported to her. She had requested to be notified of events at the Community Centre that may be appropriate for her to attend and meet people from the village. It was noted that the residents of Bugbrooke did not seem to be keen on Neighbourhood Watch.		
PC13/11/191	<u>NEIGHBOURHOOD WATCH</u>		
	Nothing to report.		
PC/13/11/192	<u>ACQUISITION OF LAND FOR SKATE PARK.</u>		
	In the absence of Councillor Meech this was deferred until the next meeting.		
PC/13/11/193	<u>PLAYING FIELD</u>		
	Councillor Pope raised the issue of dogs being allowed on the playing fields. It was agreed that this matter would be placed on the agenda for discussion at the next meetng.		
PC13/11/194	<u>NEW CHURCHYARD EXTENSION</u>		
	This item had been dealt with as part of Public Open Time.		

PC13/11/195	ALLOTMENTS	
		Nothing to report.
PC13/11/196	TWINNING	
		The Twinning Association had written to the Parish Council to advise that a resolution had been passed to dissolve the association. The remaining funds were to be distributed in accordance with the constitution – i.e. by decision of the Parish Council. The association had indicated a preference for the funds to be donated to the community café.
	RESOLVED	It was resolved that the remaining funds of the Twinning Association should be divided equally between the community café (£220) and the Vohl Twinning Association (£220)
	ACTION	The Clerk and Mr Peter Parry on behalf of the Twinning Association
PC13/11/197	PARISH MATTERS	
		Monthly Inspection Sheets. Sheets were received for 4 areas. There were no outstanding repair issues prior to the receipt of the sheets.
		Hedges. It was reported that no work had been carried out in respect of the hedge adjacent to KD9 and the Clerk was requested to repeat the request to the owners of the adjoining properties. The Clerk was also requested to write again to Apple Tree Cottage, Pilgrim's Lane. It was noted that the property had recently been sold and that building work had been carried out. It was therefore possible that the new owners had not received the first letter. Residents were reminded that if that they had vegetation which was overhanging a public footway/footpath and they chose to ignore requests for the vegetation to be cut back, then the Parish Council would write to NCC to request them to carry out the works and that their charges would be passed on to the owners of the adjacent properties by NCC.
		Emergency Planning. Councillor Collett advised that he was still in the process of arranging a new meeting date.
		Noticeboards. The Clerk advised that NCC had advised that the Parish Council would be required to enter into a Licence to permit the noticeboard to be erected on the highway at the junction of Levitts Road/Chipsey Avenue. However, prior to their granting the licence, they must receive confirmation of the consent of the adjoining landowners. The Clerk reported that she had hand delivered letters to relevant properties, enclosing an SAE for each, but to date had received no response. It was agreed that the Clerk should write to the property owners again. Councillors were also advised that there was a potential issue with the requirement to dig up the footway in order to erect the posts for the noticeboard.
		Boarded Up Shop at John's Road. Councillors expressed concern that no progress had been made with regard to the appearance of the shop, and that it continued to create a poor visual impression on first entering the village. The Clerk was requested to write to the Owner and the tenant
PC13/11/198	REPORTS	
		Highways and Transport.
A		The Clerk read out a response from NCC Highways in relation to the patching works at Smither Way and Pilgrim's Lane. Councillors expressed displeasure at the content of the response, which was less than helpful. The Clerk was requested to write again and state that the Parish Council was optimistic that the scheme would go into the 2014/2015 budget, and to also request details of the number of site visits that had been carried out over the last 12 months, and the total number of site visits carried out over the past 5 years.
B.		The Clerk reported that the notification of the traffic regulation order facilitating the implementation of double yellow lines around the Waggon and Horses green had been published the previous week. The Order itself may take several weeks before it was sealed by NCC and therefore it was unlikely that the lines would be laid before the Spring.
C.		The Clerk advised that following the October complaint in relation to barriers at two locations in the village, she had received confirmation from NCC that the width of the barriers should not be less than 1200mm which would allow access by wheelchair users but remain a deterrent to cyclists. Councillors Harries and Phil Bignell were requested to raise the issue with the BSACCA management committee and the Clerk was requested to contact NCC to request them to check compliance with those barriers which are located on the public highway.
D.		Speedwatch. Councillor Kent reported that over the preceding 6 weeks there had been 11 sessions using the camera equipment. Over 40 vehicles had been recorded as speeding through the village, the highest being 52mph. Details had been passed to the police, who were extremely pleased with the figures. All but 2 of the volunteers had been able to "have a go", but unfortunately adverse weather had resulted in some sessions being cancelled.
		Millennium Green. Councillors David Harries recorded that a small group of volunteers had planted the 420 trees to delineate the line of the new churchyard extension. The

	<p>Northampton Chronicle and Echo had attended and taken photographs, which the Clerk suggested could be sent to the Woodland Trust, the suppliers of the trees. Rev. French was asked if he had any objection to the existing fence being relocated to the new line, and he indicated that he did not.</p> <p>A request had been received from the Millennium Green Trust for a contribution towards maintenance of the green for 2013, in the sum of £1,500. Councillor Harries, as Chairman of the MGT recorded that the Trust would need to conduct its own fund raising in the future.</p>		
	RESOLVED	It was resolved that the Parish Council would contribute towards the annual maintenance of the Millennium Green in the sum of £1,500	
	<p>NCC Highways Asset Management Strategy. The Clerk had circulated a copy of the document with the agenda, highlighting questions 4 and 5 as being of particular interest to the Parish Council. It was agreed that the Clerk should be requested to respond on behalf of the Parish Council to indicate that they were not willing to take on highway assets or to assume responsibility for certain routine maintenance activities above and beyond those already carried out.</p>		
PC/13/11/199	FINANCIAL MATTERS		
A	The clerk reported that the bank balances were as follows:		
	Current Account as at 31.10.13 (Nat West)	£	139,166.61
	Less November Payments	£	3,891.40
	Total funds at 11.11.13	£	135,275.21
B	<p>2014-2015 Budget. The Finance Committee had met on 28th October and a copy of the draft budget had been circulated with the agenda. Councillors were requested to approve the draft budget for the forthcoming financial year. Councillors were asked to give consideration to the precept requirement for 2014 – 2015 bearing in mind the current reserves and anticipated expenditure.</p>		
	RESOLVED	It was resolved that the draft budget for 2014-2015 as presented to the Parish Council should be approved.	
C	<p>Christmas Gift. The Clerk was authorised to purchase a Christmas gift voucher on behalf of the parish council in accordance with the briefing note.</p>		
D	<p>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:</p>		

Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment
0182	HM Revenue & Customs	Tax on Clerk's salary - October5	115.20		HM Revenue and Customs requirement
0183	Mrs S Bramley-Brown	Clerk's salary– October - 2013 less tax - + mileage and expenses	£758.65	5.05	Local Gov't Act 1972 S112
0184	E.on	October unmetered supply	£455.88	75.98	Parish Councils Act 1957 s3 Highways ACT 1980 S301
0185	A H Contracts	Emptying of waste and dog bins – October 2013	279.76	55.95	Litter Act 1983 ss 5,6
0186	Peter Warden	Mowing - October	304.80	50.80	Highways Act 1980 s96
0187	SLCC-CiLCA	Registration for CiLCA	£150.00		Local Gov't Act 1972 S 112
0188	Lappsett	Slide Tower replacement platform	£155.04	25.84	Open Spaces Act 1906 SS9, 10
0189	E.on	Repair of PL 65n Meadway.	69.32	11.55	Parish Councils Act 1957 s3 Highways ACT 1980 S301
0190	Anglian Water	July – Oct 2013 – Allotment Siter	31.10		Smallholdings and Allotments Act 1908 S23
0191	Royal British Legion	Remembrance Day Poppy Wreath	£25.00		S137 Local Govn't ACVT 1972
0192	Bugbrooke Millennium Green Trust	Contribution to maintenancein September – Play area railings	£1,500.00		Open spaces Act 1906 ss 9 and 10

0193	Mr Peter Wilkins	Village Repairs	41.50		Local Gov't Act 1972 Sch 14 para 27
0178	Archer Signs	Ratification of cheque paid in October – signs for play area	82.47	13.79	Open Spaces Act 1906 ss9,. 10
0179	Greenbarnes	Ratification of cheque paid in October – new noticeboard for High Street and replacement board	2,911.40	187.56 297.68	Local Gov't Act 1972 S142
0180	RBS Finance for R and G Landscaping	Ratification of cheque paid in October – playing field maintenance	£1,172.56	£195.43	Open Spaces Act 1906 ss 9, 10
		RESOLVED:	That these invoices be paid		
		ACTION:	Clerk		
PC/13/11/200		DATE OF NEXT MEETING – Monday 9th December 2013 at 7.30 p.m.			

There being no further business the Chairman closed the meeting at 9.03 p.m.

End of Minutes

CHAIRMAN:.....
DATE:.....