

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council held on
Monday 8th April 2013 at 7.30 p.m, at the Community Centre, Bugbrooke.

PRESENT:

Chairman - Councillor John Curtis, BEM.

Councillor John Bignell		Councillor Alan Kent
Councillor Robb Collett		Councillor Brian King
Councillor Ken Gardner		Councillor Mrs Kate Meech
Councillor David Harries		Councillor Paul Phillips
Councillor Paul Henson		Councillor Terry Ward
Councillor David Jeffery		
	<u>IN ATTENDANCE</u>	
Mrs Sally Bramley-Brown - Clerk	4 parishioner	
<u>APOLOGIES FOR ABSENCE</u>		<u>ABSENT:</u>
Apologies were accepted from:	Reason:	
Councillor Mrs Linda Pope	Holiday	Councillor Brian Curtis
Councillor Phil Bignell	Attendance at Nether Heyford	
County Councillor Joan Kirkbride	Attendance elsewhere	
PC13/4/058	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above.	
PC13/4/059	<u>DECLARATIONS OF INTEREST</u>	
	Councillor Terry Ward declared an interest in Item 7 (Planning – 2 Badger’s Close)	
PC13/4/060	<u>REGISTER OF INTERESTS UPDATE</u>	
	There were no changes to the register.	
PC13/4/061	<u>MINUTES</u>	
	The minutes of the meeting held on 11 th March were approved as a correct record of that meeting and were duly signed and initialled by the Chairman	
PC/13/4/062	<u>REPORT OF ISSUES PREVIOUSLY RAISED.</u>	
	Councillor Alan Kent reported that to date he had only managed to secure 7 volunteers. The police were insisting of 10 for the training and if we were unable to recruit a further 3 volunteers the village would be excluded from the scheme.	
	<u>ACTION</u>	The Clerk to prepare a notice for the website and notice boards
PC/13/4/063	<u>PUBLIC QUESTION TIME (7.40 p.m. – 7.45 p.m.)</u>	
	Mr Roy Smith raised a query over the council tax demands which had been received. This had shown that the precept had increased by 20%, whereas in fact it had only increased by 10%. Councillor Harries had sought an explanation from SNC Finance director, which had indicated that the difference was due to 78 properties no longer being in band D. It was agreed that the explanation from SNC was not acceptable and Councillor Harries agreed to pursue the matter. The matter is to be listed as an agenda item until it can be adequately explained..	

PC/13/4/064	PLANNING				
A	New Homes Bonus. The consultation documents had been received and circulated with the agenda. In consequence of the decision at the previous meeting it was agreed that the working party would meet to discuss the parish council's response on Thursday 11 th April				
B	Community Infrastructure Levy. It was agreed that the consultation process and parish council response should be dealt with by the New Homes Bonus working party				
C	Planning applications and decisions for report:				
	STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
	New	S/2013/0295/FUL Battrick	2 Badgers Close	Addition of 2 roof lights to north elevation of garage roof and roof light to west elevation of 2 nd floor bathroom.	No objection
	New	S2013/0317FUL Sgoluppi	Windings, 4 Hall Mead Court	Replacement of three French windows on south elevation	No objection
	New	2013/0258/TPO Norman	2 Baptist Close	Remove deadwood and any crossing branches and new growth from 3 lime trees	No objection
D	The Chairman advised that he and Councillors Harries and Phil Bignell had been invited to Unusual Rigging to discuss a new planning application which they were to submit. The application would be for new warehousing to be located next to the railway.				
E	The Clerk had received a letter from SNC planning indicating that they were unable to assist in the routing of construction traffic relating to the Peace Hill Development. The Clerk was requested to contact Bellway, to explore any possibility of their implementing some sort of control.				
	RESOLVED	The Clerk to write to Bellway Homes.			
PC/13/4/065	POLICE MATTERS				
A	The Community Speed Watch Programme had been discussed under Minute No PC/13/3/062				
B	Councillor Phil Bignell was to represent Bugbrooke at a meeting on 26th April being held by the Policy Community Support Team.				
PC13/4/066	YOUTH MATTERS				
	Councillor Mrs Meech advised that fund raising was continuing.				
PC/13/4/067	PLAYING FIELD				
	Nothing to report.				
PC/13/4/068	NEW CHURCHYARD EXTENSION				
	<p>The Clerk reported as follows:-</p> <ul style="list-style-type: none"> ➤ That following the Diocesan board of finance meeting on 12th March, she had experienced considerable difficulty in contacting their agent. ➤ She had finally been advised that the diocese were reconsidering their decision to sell the car park; that some ecclesiastical notices had been served and that no decision had been taken over the small area of churchyard. ➤ In consequence she had sent a very long email to Carter Jonas, with copies to the bishop, the archdeacon, the property officer of the diocese, the secretary 				

	<p>of the diocesan board of finance and solicitors, setting out the position of the Bugbrooke organisations and the concerns of the people of the village.</p> <ul style="list-style-type: none"> ➤ No response had been received after a week, so a further email was sent to the same recipients. In consequence she had received an email from the Bishop, and had a telephone conversation with the property officer. ➤ She had explained to the property officer that the car park would have restrictive covenants placed on it to prevent any change of use, and in consequence the officer was happy to agree the sale. ➤ She confirmed that the ecclesiastical notices had been to enable the sale of the Glebe Field and that the requisite 28 day period had now expired enabling the sale to proceed. ➤ Finally, she advised that the diocese were unable to agree a transfer of part of the churchyard at this stage, due to issues surrounding the title documents, but that they were willing to grant a permanent right of way. <p>It was agreed that this put the whole arrangement into a more favourable position, but Councillor David Harries had concerns that this may not fulfil the requirements of the Charity Commissioners. The Clerk was requested to seek advice from the solicitors acting before further steps were taken.</p> <p>Following the resolution at the previous meeting a surveyors report had been obtained which was compliant with the Charities Act requirements, advising that the transaction is overall a good deal for the charity.</p>				
PC/13/4/069	ALLOTMENTS				
	<p>A. The Clerk reported that she submitted the new sub-lease to the Secretary of the Association for signature.</p> <p>B. The Chairman advised that he had become aware of an issue in relation to a plotholder who had moved away from the village. Both the constitution of the Allotment Association and the lease from the parish council to them stipulates that plotholders must be residents of the village. The Secretary of the association had advised the plotholder that they must give up the plot but as yet they had refused to do so.</p> <p>Councillors were asked to consider if they wished to amend the lease, and thereby allow the association to amend the constitution to change this provision</p>				
	<table border="1"> <tr> <td>RESOLVED</td> <td>It was resolved unanimously that there should be no change to the residence provisions in the lease and therefore the association would be unable to amend the constitution. The Clerk was requested to write to the plotholder to advise him of the decision and to request that he remove any items from the plot.</td> </tr> <tr> <td>ACTION</td> <td>The Clerk</td> </tr> </table>	RESOLVED	It was resolved unanimously that there should be no change to the residence provisions in the lease and therefore the association would be unable to amend the constitution. The Clerk was requested to write to the plotholder to advise him of the decision and to request that he remove any items from the plot.	ACTION	The Clerk
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ACTION	The Clerk				
PC/13/4/070	PARISH MATTERS				
A	<p>Monthly Inspection Sheets</p> <p>Monthly inspections sheets were received for 3 areas. Areas 1 and 4 were not submitted – Area 1 due to Councillor Mrs Pope’s absence on holiday. There was not explanation for area 4 which was due to be submitted by Councillor Brian Curtis.</p>				
B	<p>Hedges/Trees.</p> <p>A. It was reported that the conifer tree growing round the light in Pound Lane had been cut back further and it was agreed that this was now sufficient to allow the light to work adequately.</p> <p>B. The Chairman reported that the vegetation overgrowing the rear boundary of 3 Brown’s Yard had not been resolved. A letter had been sent as previous requested.</p>				
D	Footpaths: Nothing to report.				

E	Annual Audit. The Clerk reported that the Internal Audit would take place on 28 th May and the Annual Audit must be completed by 25 th June. The Annual Return would be submitted to the May meeting for approval..			
F	Welcome Packs Councillor Phil Bignell had produced a final version copies of which had been available at the meeting. Councillor Terry Ward indicated that there were 2 omissions, which the Clerk undertook to add to the final copy. It was agreed that with the exception of the bin collection calendar, there would be no additional materials sent with the pack.			
G	Emergency Planning. The Clerk advised that she had received a request from the Clerk to Nether Heyford Parish Council, that consideration be given to forming a group of villages for the purpose of emergency planning. It was agreed that the Clerk should send Councillor Robb Collett's details through to the Nether Heyford Clerk.			
H	Street Lighting. It was reported that PL 121 in Ash Grove was still not working. In addition PL38 in The Paddocks was also out. The safety inspection of all lamp columns had commenced.			
I	Boarded-Up Shop at the corner of John's Road In Councillor Phil Bignell's absence it was agreed to defer this matter until the next meeting.			
J	Parish Office. Nothing to Report.			
	CHANGE OF Date of Meeting for September. It was agreed that the date be brought forward from 16 th September to 9 th September.			
K	Noticeboards. The Clerk is to investigate the purchase of a sheet of Sundeala to refurbish the older noticeboards.			
PC/13/4/071	TWINNING			
	Nothing to report.			
PC/13/4/072	REPORTS			
A	Speed limits and the 20MPH zone: Nothing to report			
B	Mid Northants Parishes Report: The clerk had nothing to report this month. It was agreed that this item be removed from future agendas unless any specific issues arose.			
C	Northamptonshire County Association of Local Authorities:			
	Nothing to report.			
D	Highways and Transport			
	Meeting with Heygates Mill representatives. The Clerk advised that she had tried to contact Mr Heygate's assistant again, and would continue to do so until a meeting date had been agreed. Following the last meeting the Clerk had consulted with the Highway Dept concerning illegal parking on Kislingbury Road near to Campion School, which was resulting in the grass verge becoming very muddy. The response was that the Highways dept had investigated the matter on previous occasions, but that any steps they may take would result in the problem being moved elsewhere. The Clerk was requested to contact the Headmaster of Campion School to express the parish council's concerns, and also to contact the police to request them to attend at school closing time.			
E	Community Centre – Nothing to report			
F	Millennium Green – Nothing to report			
PC/13/4/073	FINANCIAL MATTERS			
	A financial statement was circulated. The clerk reported that the bank balances were as follows:			
	Current Account as at (Nat West)	28.2.13	£	101,418.21
	Yorkshire Bank	28.2.13	£	58.02
	Nationwide at	28.2.13	£	2,029.85

	Deposit account at	28.2.13	£	204.06
	Less March Expenditure	11.3.13	£	3,011.18
				103,3710.4
	Total funds at 31.3.13	11.3.13	£	100,691.46
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
0094	HM Revenue & Customs	Tax - SBB	£146.86		HM Revenue and Customs requirement
0095	Mrs S Bramley-Brown	Clerk's salary– March2013 (70 hours @ £10.49 = £734.30 less 20% tax - £587.44 + £24.64 (stationery) + mileage £15.28	£627.36	4.10	Local Gov't Act 1972 S112
0096	A H Contracts	Emptying of Dog and Litter Bins	£403.50	67.25	Litter Act 1983 Ss 5,6
0097	Trevor Iles	Litter Bin for school Field	£87.60	£14.60	Litter Act 1983 Ss5,6
0098	K W Surveyors (Lester Land)	Preparation of survey report for charity commissioners relating to land at St Michael's church	£180.00	£30.00	Local Gov't Act 1972 S112
0099	Mr J Curtis	Re-imbusement of cost of supply of piping for allotments.	£101.62		Local Gov't Act 1972 S112
		RESOLVED:	That these invoices be paid		
		ACTION:	Clerk		
PC/13/4/074		DATE OF NEXT MEETING – THE ANNUAL MEETING OF THE PARISH COUNCIL - Monday 13th May I 2013 at 7.30 p.m. TO BE PRECEDED BY A MEETING OF THE FOOTPATH COMMITTEE AT 7.00 P.M.			

There being no further business the Vice-Chairman closed the meeting at 8.50 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....