

# BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on  
Monday 13<sup>th</sup> January 2014 at 7.30 p.m, at the Community Centre, Bugbrooke.

## PRESENT:

Chairman – Mr John Curtis, BEM

Councillor John Bignell		Councillor Alan Kent
Councillor Brian Curtis		Councillor Brian King
Councillor Ken Gardener		Councillor Mrs Kate Meech
Councillor David Harries		Councillor Paul Phillips
Councillor Paul Henson		Councillor Mrs Linda Pope
Councillor David Jeffrey		Councillor Terry Ward
	<b><u>IN ATTENDANCE</u></b>	
Mrs Sally Bramley-Brown - Clerk	6 parishioners	County Councillor Joan Kirkbride
<b><u>APOLOGIES FOR ABSENCE</u></b>		<b><u>ABSENT:</u></b>
<b>Apologies were accepted from:</b>		<b><u>Reason:</u></b>
Councillor Phil Bignell	Personal	
Councillor Robb Collett	“ “	
PC14/1/219	<b><u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u></b>	
	Apologies were received and accepted as above.	
PC/14/1/220	<b><u>DECLARATIONS OF INTEREST</u></b>	
	Councillor David Harries declared an interest in respect of Item 11 – Community Centre Playing Field	
PC/14/1/221	<b><u>TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING (e.g. owing to a member having been elected to any local committees etc.).</u></b>	
	Not required	
PC/14/1/222	<b><u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON THE 9<sup>th</sup> DECEMBER 2013</u></b>	
	The minutes of the meeting held on 9 <sup>th</sup> December were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.	
PC/14/1/223	<b><u>REPORTS ON ISSUES PREVIOUSLY RAISED</u></b>	
	The Clerk reminded Councillors that when she was appointed in August 2012, she undertook to complete the appropriate training and to submit a portfolio in order to attain the Certificate in Local Council Administration (CILCA). Councillors had approved payment of her training in February 2013, and she had submitted her completed portfolio in November 2013. She advised that she had just received confirmation from SLCC that she had passed. Councillors congratulated the Clerk and the Chairman requested that their congratulations be recorded in the minutes of the meeting.	
PC/14/1/224	<b><u>PUBLIC QUESTION TIME (7.40 p.m – 7.47 p.m- extended to include item 8B – Development at John’s Road/Pilgrim’s Lane</u></b>	
	A number of members of the public complained about traffic emanating from the new development and the issues that arose particularly in the mornings and evenings. There was damage to the grass verges, vehicles moving at high speeds, the number of vehicles waiting for access to the site; there were issues about the foot path and queries as to when the junction improvements at Kislingbury Road/John’s Road, would begin. The Clerk advised that she had been in communication with NCC, SNC and the developer regarding all the issues that had been raised. The Construction Management Plan had not been approved prior to commencement of development in breach of the conditions of the planning approval. SNC were aware of this but had decided to allow the development to proceed. The CMP was in the process of being agreed. The junction improvements were also supposed to be approved by NCC prior to	

	<p>commencement but information provided by NCC was these still had to be approved. The Chairman advised that he was meeting with a Persimmon representative and would raise the concerns and the Clerk undertook to continue to monitor the situation and take action as necessary. In connection with the CMP the Clerk had received a request on behalf of the developer for the Parish Council to consent to the erection of appropriate signage on lamp columns in the village. The Clerk provided a copy of the plan showing the location of the proposed signs. It was agreed to consent to the erection of the signs, subject to the erection of additional signs at John's Road junction's with Oaklands, Homstead Drive, Waggoners Way and at the junction of Pilgrim's Lane and Camp High – No Construction Traffic. The Chairman advised that the developer would be laying a new sewer the full length of Pilgrim's Lane from the development to Camp Hill during March.</p>		
PC/14/1/225	<b><u>DISTRICT COUNCILLORS' REPORT AND UPDATE</u></b>		
	<p>Councillor Harries advised that SNC were currently in the process of setting the budget for 2014/2015 and that probably there would be no increase in the council tax for a further year.</p>		
PC/14/1/226	<b><u>PLANNING</u></b>		
A	<p><b>Library Facilities.</b> The Clerk had received a request from NLIS for a follow-up meeting to discuss issues arising from their previous refusal for a new library for the village. The Clerk was requested to proposed either 12<sup>th</sup> or 19<sup>th</sup> March and to advised Councillors Curtis, Harries and Kent and Mrs Bastin as soon as a date was agreed.</p>		
B	<p><b>Development at John's Road/Pilgrim's Lane.</b> This item had been dealt with as part of Public Open Time.</p>		
C	<p><b>South Northamptonshire Local Plan – Issues Consultation.</b> The Chairman advised that a meeting of the Development Working Party taken place on 9<sup>th</sup> January and as a result the Clerk had prepared a draft response. The Chairman read out the more significant issues that had been raised and it was agreed that the Clerk should be requested to submit the letter to SNC as the Parish Council's formal response.</p>		
D	<b>Planning applications and decisions for report</b>		
<b>LOCATION</b>	<b>APP NO AND APPLICANT</b>	<b>PROPOSAL</b>	<b>PC COMMENTS OR SNC DECISION</b>
52 High Street	S/2013/1676/FUL	Remove and dispose of masonry wall to reveal window	No objection
4 Ash Grove	S/2013/1677/FUL	First floor extension to the side.	No objection Matching materials
17 Kislingbury Road	S/2013.1713/FUL	Single storey front porch.	Support application
PC/14/1/227	<b><u>POLICE MATTERS</u></b>		
	Nothing to report		
PC14/1/228	<b><u>NEIGHBOURHOOD WATCH</u></b>		
	Nothing to report.		
PC/14/1/229	<b><u>ACQUISITION OF LAND FOR SKATE PARK.</u></b>		
	<p>Councillor Mrs Meech reported that a preliminary plan had been prepared that would require an area of 17 x 26 metres. She was to attend the next meeting of BSACCA on 23<sup>rd</sup> January to present the plan. The area would have a concrete base with metal equipment and to date £700 had been raised.</p>		
PC/14/1/230	<b><u>PLAYING FIELD.</u></b>		
	<p>The Clerk reported that including 2 payments which were scheduled on the agenda, the Parish Council had no over-spent the budget for maintenance of the playing field by £720.55. There was a discussion over whether to authorise the two payments. It was finally agreed that these payments should be made, but no further payments will be authorised until the new financial year. Councillor Harries agreed to raise the matter at the next BCACCA meeting.</p>		
PC/14/1/231	<b><u>NEW CHURCHYARD EXTENSION</u></b>		
	<p>The Clerk advised that the draft deed of easement had finally been submitted. She also confirmed that, in the past questions had been raised as to which power the Parish Council could rely on for the completion of the transactions; following her completion of the CILCA qualification, and subject to the parish council passing a formal resolution, the Parish Council</p>		

	would now be able to rely on the general power of competence as set out in the Localism Act 2011.				
PC14/1/232	<b>PARISH MATTERS</b>				
	<b>Monthly Inspection Sheets.</b> Sheets were received for 2 areas only. Councillors were again reminded of their obligation to complete the inspections sheets when required by the rota.				
	<b>Footpaths.</b> The blocked footpath diversion route at Pilgrim's Lane had been reported to NCC for investigation.				
	<b>Emergency Planning.</b> In the absence of Councillor Collett this was deferred until the February meeting.				
	<b>Primary School.</b> The Clerk reported that she had received the supplemental lease from NCC in respect of the play area at the primary school. The lease was signed by the Chairman and Vice Chairman The Head Teacher had requested that the Parish Council give consideration to use of some of £25,000 due to the village under the S106 agreement for John's Road development, for improvement of the path that runs parallel to the school and which links High Street to the eastern portion of the village, It was agreed that the Clerk be requested to arrange a meeting with the Head Teacher, Chairman of the Governors and 3 Councillors to discuss the matter. A representative from NCC should also be invited as the path is their responsibility.				
	<b>RESOLVED</b>	It was resolved that the Parish Council would sign the lease and would authorise the Clerk to swear a Statutory Declaration on behalf of the Parish Council in relation to the exclusion of the Landlord and Tenant Act 1954.			
	<b>Noticeboards.</b> The Clerk advised that she was in the process of completing a licence with NCC for the location of the new noticeboard. She was also waiting information on the cost of digging the holes for the posts in the footway and reinstatement				
	<b>Bugbrooke Link.</b> Councillors resolved to continue the advertisement in The Link for a for further 12 month period.				
PC14/1/233	<b>REPORTS</b>				
	<b>Highways and Transport.</b>				
A	The Clerk was requested to contact NCC in relation to the drain at the bottom of Kislingbury Road, which was overflowing.				
B.	The Clerk had received reports of vehicles parking on the Waggon and Horses Green, which was affecting the visual amenity of the green. The Chairman requested all Councillors to visit the site before the next meeting, when there would be a discussion as to what action if any, could or should be taken.				
	<b>Community Centre.</b> Nothing to report				
	<b>Millennium Green.</b> Nothing to report.				
PC/14/1/234	<b>FINANCIAL MATTERS</b>				
A	The clerk reported that the bank balances were as follows:				
	Current Account as at 31.12.2013 (Nat West)	£			131,138.25
	Less January Payments	£	3,856.69		
	Total funds at 13.1.14	£			<b>131,281.56</b>
B	<b>Accounts for Payment.</b> 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:				
<b>Chq no</b>	<b>To whom</b>	<b>Service rendered</b>	<b>Amount £</b>	<b>Vat £</b>	<b>Power used for payment</b>
0208	HM Revenue & Customs	Tax on Clerk's salary - November	115.20		HM Revenue and Customs requirement
0209	Mrs S Bramley-Brown	Clerk's salary- December 2013 less tax + expenses	£690.09	6.48	Local Gov't Act 1972 S112
0210	RBS Finance Ltd R & G grounds maintenance	Treatment to playing field	957.71	159.62	Open Spaces AAct 1906. S6
0211	Bugbrooke Link	Advertising	70.00		Local Gov't Act 1972 S112
0212	E.on	Street lighting maintenance end December 2013	£731.77	121.96	Parish Councils Act 1957 s3 Highways ACT 1980 S301

0213	E.on	December unmetered supply	£455.88	75.98	Parish Councils Act 1957 s3 Highways ACT 1980 S301
0214	A H Contracts	Emptying of waste and dog bins – December 2013	355.71	55.95	Litter Act 1983 ss 5,6
0215	NCC Legal Services	Legal fees for preparation of supplementary lease	200.00		Local Gov't Act 1972 S112
0216	R and G Grounds Maintenance	Aearation of pitches	248.80	41.47	Local Gov't Act 1972 S 112
Direct Debit	BT Business Services	Ratification of direct debit paid in December for provision of parish office telephone and broadband	114.91	19.15	Local Gov't Act 1972 S111
0206	CIT Finance	Ratification of cheque paid in December for parish office photocopier	226.40		Local Gov't Act 1972 S 112
0207	Mrs S Bramley-Brown	Ratification of cheque paid in December for refund of expenses – internet security stamps and new chair	146.24	23.00	Local Gov't Act 1972 Ss 112
		<b>RESOLVED:</b>	That these invoices be paid		
		<b>ACTION:</b>	Clerk		
PC/13/12/218		<b>DATE OF NEXT MEETING – Monday 10<sup>th</sup> February 2014 at 7.30 p.m.</b>			

*There being no further business the Chairman closed the meeting at 9.21 p.m.*

**\*End of Minutes\***

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