

# BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on  
Monday 11<sup>th</sup> August 2014 at 7.30 p.m, at the Community Centre, Bugbrooke.

## PRESENT:

Chairman – Mr John Curtis

Councillor John Bignell		Councillor David Jeffery
Councillor Phil Bignell		Councillor Alan Kent
Councillor Robb Collett		Councillor Brian King
Councillor Ken Gardner		Councillor Paul Phillips
		Councillor Mrs Linda Pope
	<b><u>IN ATTENDANCE</u></b>	
Mrs Sally Bramley-Brown - Clerk	2 parishioner	
<b><u>APOLOGIES FOR ABSENCE</u></b>		<b><u>ABSENT:</u></b>
<b>Apologies were accepted from:</b>	<b>Reason:</b>	Councillor Brian Curtis
County Councillor Joan Kirkbride	Attendance elsewhere	Councillor Paul Henson
Councillor Mrs Kate Meech		Councillor David Harries
Councillor Terry Ward		
PC14/8/346	<b><u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u></b>	
	Apologies were received and accepted as above.	
PC14/8/347	<b><u>TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA</u></b>	
	There were no declarations of interest	
PC/14/8/348	<b><u>DECLARATIONS OF INTEREST</u></b>	
	No declarations of interest	
PC14/8/349	<b><u>REGISTER OF INTERESTS UPDATE</u></b>	
	There were no changes to the register.	
PC14/8/350	<b><u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 14<sup>th</sup> July 2014</u></b>	
	The minutes of the meeting held on 14 <sup>th</sup> July were approved as a correct record of that meeting, and the minutes were duly signed and initialled by the Chairman,	
PC/14/8/351	<b><u>REPORT OF ISSUES PREVIOUSLY RAISED.</u></b>	
	The Clerk reported that she had received a response from a resident of Butts Hill Crescent in relation to parking in the area. The response was read to the Parish Council. Councillors requested that the Clerk should reply to the resident and thank them for the information provided.	
PC/14/8/352	<b><u>PUBLIC QUESTION TIME (7.47p.m. – 7.50 p.m.)</u></b>	
	A resident, commented that there are parking issues all over the village and that the situation will only get worse over time.	
PC/14/8/353	<b><u>DISTRICT COUNCILLORS REPORT AND UPDATE.</u></b>	
	Councillor Phil Bignell reported that SNC had conducted the topping out ceremony for the new council offices in Towcester and that the construction continued to be on time and within budget.	
PC/14/8/354	<b><u>PLANNING</u></b>	

PC/14/8/355	<p><b>John's Road/Pilgrims Lane Development</b></p> <p><b>1 – Highway/Footpath Issues.</b> The Clerk had contacted Persimmon homes to request the addition road sign and highway markings at the Pilgrim's Lane junction and was awaiting a response.</p> <p>2. - The S278 works that had been agreed with NCC had commenced, but had been halted by a resident due to the extent of the loss of the grass verge adjacent to their property. A meeting was due to take place on site with NCC, Persimmon and the resident's appointed highway engineer.</p> <p>3. - The Clerk had contacted Persimmon Homes to request hardcore for the length of footpath beyond their site boundary towards Pilgrim's Lane. Councillors discussed the potential future use of footpath, which it was considered would increase significantly as the development progressed. The Clerk was requested to obtain consent from NCC Rights of Way team, and obtain 3 quotations for either placing hardcore on the existing route or kerbing and tarmacking the route. The quotes should also include a price for the relocation of the kissing gate to the far end of KD25 where it enters the adjoining fields.</p>	
	<b>ACTION</b>	<p>The Clerk to obtain consent from NCC Hghways.</p> <p>The Clerk to obtain 3 quotations for improvement works.</p> <p>The Clerk to follow up contact with Persimmon Homes</p>
	<p><b>4 - Village Improvement Contribution.</b> The Clerk reported that she had received a response from SNC but that no confirmation of payment had been received. The Clerk would follow this up with SNC.</p>	
PC/14/8/356	<p><b>Peace Hill Development.</b></p> <p><b>1 - Ditch adjacent to the development on West End.</b> The Clerk had received a response from the Bedford Group of Drainage Boards, which set out the conditions that would be required if the ditch were to be culverted. It was agreed that the Clerk should be requested to send these to Bellway and request if they would still be willing to carry out the works. If they confirm that they are then the Clerk would complete the formal application to BGDB.</p>	
	<b>ACTION</b>	The Clerk to contact Bellway Homes
	<p>2. - <b>Parking Issues at Peace Hill.</b> Bellway had confirmed that they were still negotiating for the land for the additional 17 dwellings. The Clerk reported that she had received a petition from the residents, and that Bellway representatives had confirmed they would do all they could to ensure the residents were inconvenienced as little as possible.</p>	
PC/14/8/357	<p><b>New Homes Bonus.</b> Councillors wished to ensure that any group in the village which was seeking funding for a project, was aware of the ability to apply for fund through the New Homes Bonus Scheme. The Clerk was requested to obtain details of the amount remaining for the current financial year, and the predicted figure for next year. The Chairman was to include details in the next edition of "The Link". Publicise</p>	
	<b>ACTION</b>	The Clerk.

D

**Planning applications and decisions for report**

STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION		
New	S/2014/1119/FUL Mi-Grid	Land north east of Bugbrooke	Single wind turbine up to 87m with ancillary equipment and associated infrastructure	Object		
	S2014/0821/FUL	Millennium Green (Part)	Change of use of amenity land to burial ground and erection of post and rail fence.	Application withdrawn		
New	S2014/1286/FUL	Campion School	Variation of condition 2 – relocation of 2 temporary classrooms to different location	Approved		
New	S/2014/1051/FUL	10 Levitts Road	Single storey side extension	Approved – matching materials		
New	S/2014/1172/LDE	Bugbrooke Marina	Lawful Development Certificate for an existing	Approved		

			caravan for residential use (C3)			
New	S/2014/1208/FUL	18 Chipsey Avenue	Single storey rear extension	Approved – matching materials		
	S/2014/1251/CON S/2014/1252/CON S2014/1253/CON	46 High Street	Approval of details submitted pursuant to conditions 3,4 and 5	No objection		
New	S/2014/1311/FUL	3 Beach Close	2 storey and single storey side extension	Approved – matching materials		
PC/14/8/358	<b>POLICE MATTERS AND NEIGHBOURHOOD WATCH</b>					
	The latest police update had been circulated and sent to The Link website.					
PC14/8/359	<b>YOUTH MATTERS</b>					
	In the absence of Councillor Mrs Meech, the matter was deferred until the September meeting.					
PC/14/8/360	<b>PLAYING FIELDS AND COMMUNITY CENTRE</b>					
	The Clerk reported that Mr Emery had cut back the hedge adjacent to the play area.					
PC/14/8/361	<b>NEW CHURCHYARD EXTENSION</b>					
	<p>The Clerk reported that all but one of the documents enabling the various transfers had now been agreed. Information was again being awaited from the diocese solicitor regarding the final document, but that it was now extremely unlikely that the signing of the documents would be carried out until after the Clerk had returned from holiday at the end of September.</p> <p>The application for the change of use had been withdrawn on the recommendation of SNC planners. The application had been made on behalf of Bugbrooke Millennium Green Trust, owners of the land. The trial excavations were carried out on 30/31 July and the Clerk had been advised that whilst no human remains had been found, they had discovered evidence of agricultural activity associated with an early mediaeval village. As a result the NCC Archaeology department would not remove their objection to the application. Three options were available to the BMG Trustees were as follows:-</p> <ol style="list-style-type: none"> <li>1. That burials be restricted to approximately one quarter of the site, located nearest to the walkway between West End and the Church, and that the remaining three quarters of the site, should be grassed over and left undisturbed or for the internment of ashes only.</li> <li>2. That professional archaeologists be appointed to carry out a full excavation of the site, prepare and report and re-instate the land. This would be the quickest and most straight forward option and could be completed before the onset of winter, but came at a cost of between £28,000 and £34,000.</li> <li>3. That a Community Archaeology projects be created. This would require the setting up of a new team of people with an active leader, who would need the time energy and enthusiasm to draw together all the various stakeholders. The group could then apply for heritage lottery funding to assist with the costs of the project (fencing, equipment etc) but a professional archaeologist would be required on site every time works was carried out. It would be a much slower process ; there was a risk of not receiving funding, the professional costs would be greater as their attendance would be spread over a much longer period of time; and how enthusiastic would people be to work on a “dig” in the middle of winter?</li> </ol> <p>The recommendation of the firm of archaeologists employed on the trial excavations was that whilst they would be happy to assist with a community project they were fully aware from experience of the pitfalls of such a scheme and therefore if the BMGT wished to achieve the aim of obtaining the planning permission for the change of use in a reasonable period of time, then they should proceed on the basis of option 2.</p> <p>Councillor Kent stated that whilst there clearly was a need to provide new burial plots, the broader view of all three organisations involved in the transactions was to secure the future of the area at the heart of the village. A formal resolution was proposed by</p>					

	Councillor Kent and seconded by Councillor Mrs Pope.	
	<b>RESOLVED</b>	That in order to assist Bugbrooke Millennium Green Trustees in their decision as to how to proceed with the application for the for the change of use, the Parish Council would indicate their willingness to meet the costs of option 2, subject to 3 quotations being obtained. The resolution was agreed unanimously.
	Councillor Kent, also advised that the PCC had met to discuss the issue of the retention of the existing hedge. They had decided that as there was 12 graves in very close proximity to the existing hedge, that the main part of it would be retained. A gap of 9 metres would be created at either end of the boundary between the existing churchyard and the extension to facilitate access and that the height of the remaining hedge would be reduced significantly. The Clerk would advise SNC of this amendment when the application was re-submitted following the completion of the archaeology works.	
PC/14/8/362	<b>PARISH MATTERS</b>	
A	<b>Monthly Inspection Sheets</b>	Monthly inspections sheets were received for 4 areas. No sheet was received for Area 3 ( Councillor Henson). Any issues that arose from the inspection sheets would be dealt with.
B	<b>Hedges/Trees.</b>	The Clerk was requested to write to: 25 Pilgrim's Lane 7 Smither Way, Shenstone, 7 High Street
	<b>ACTION</b>	The Clerk
C	The Clerk reported that she had received a response to a letter last month concerning the vegetation adjacent to the footpath from the High Street to Ash Grove. The letter had been circulated to Councillors. The Clerk was requested to reply and thank the correspondent for the information provided; for the work already carried out and to explain the the parish council is obliged to respond to complaints.	
D	<b>Footpaths.</b> No issues were raised, but concerns were expressed about the footway along Camp Hill leaving the village and Councillor Jeffrey had received a complaint about the footway along Meadway between Oaklands and Pilgrim's Lane.	
E	<b>Allotments.</b> The Clerk reported that an issue had arisen in respect of one of the trees in the boundary hedge. The Clerk had advised the association that the sum of £250 had been allocated in the parish council budget for allotment expenses.	
	<b>Emergency Planning.</b> Nothing to report.	
F	<b>Noticeboards</b> The Clerk confirmed that the new noticeboard at Camp Hill had been installed by Mr Wilkins.	
G	<b>Dog Waste Bin.</b> The Clerk reported that the bin had been installed. She advised that she had received a complaint from an adjacent property. Councillors decided that the bin should remain in its current location at least for the time being.	
H	<b>Community Café - Provision of Computer Facilities.</b> It was agreed to arrange a formal "hand-over" ceremony to be held at the Community Café. The Clerk requested to arrange for the Chronical and Echo to attend. Week commencing 6 <sup>th</sup> October.	
	<b>ACTION</b>	The Clerk.
I	<b>Twining.</b> The Chairman and Councillor Mrs Pope reported on their recent visit to Vohl. They had enjoyed a good trip and presented the silver salva in recognition of the 150 anniversary of the sports association. Visitors from Bugbrooke took part in the carnival.	
J	<b>Training.</b> Councillors authorised Councillor Mrs Meech to attend a grant funding bidding training session on 7 <sup>th</sup> October and the Clerk to attend a mapping training session on 15 <sup>th</sup> October.	
K	<b>Smither Way.</b> Councillor Phil Bignell advised that he had reported the condition of the road on Street Doctor and had received a response to the effect that there was nothing wrong with the road. The Clerk was requested to write to the Director of Highways to raise the issue.	
L	<b>NCalc.</b> The Clerk reported that notification had been given that NCalc were proposing to increase the membership fee from £510.24 to £770.19 as from April 2015. Councillors all agreed that this level of increased was unacceptable and the Clerk was requested to write to NCalc to express the Parish Council's concerns.	

PC/14/8/363	<b>REPORTS</b>				
	<b>Speedwatch.</b> Councillor Kent reported that they had held 12 sessions, both in the mornings and afternoons and expressed thanks to all the volunteers, particularly Phil Bignell. Generally four vehicles per one hour session were reported, which represented a significant reduction since Speedwatch began. Camp Hill continued to be the "hot spot" with vehicles coming into the village and failing to slow down. In total 60 vehicles were reported to the police for speeding.				
	<b>Highways and Transport.</b> The Clerk reported that she had received a copy of the confirmed traffic order creating a parking offence in the area of the Waggon and Horse green. NCC highways had advised that the yellow lines would be laid down during week commencing 127 <sup>th</sup> August – weather permitting.				
	<b>Millennium Green.</b> In the absence of Councillor Harries the matter was deferred				
	<b>Community Centre.</b> Councillor Phil Bignell reported that the centre manager was leaving and that they were actively seeking a replacement.				
	<b>Insurance.</b> The Clerk advised that she had met with the insurance representative who had advised that the Parish Council were now at the point where they may wish to consider if it was worth continuing to insure the street lighting column. The cost of insuring them each year is £1,000, whereas the cost of purchasing a new column was £1,200. No Councillor could remember when the Parish Council had last been required to replace a column and it was therefore agreed to remove these from cover.				
PC/14/8/364	<b>FINANCIAL MATTERS</b>				
A	A financial statement was circulated with the Agenda. The clerk reported that the bank balances were as follows:				
	Current Account as at 31.6.14				£116,558.03
	Less July Payments and uncleared items	6,094.66			
	Total funds at 30.6.14				<b>£110,493.37</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:				
Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– June 2014 (70 hours @ £11.67 = £816.90 less tax - + mileage and expenses	£730.94	£3.32	Local Gov't Act 1972 S112
(I.B.)	HM Revenue & Customs	Tax - SBB June	£119.20		HM Revenue and Customs requirement
Direct Debit	E.on	Unmetered Supply for July	456.77	76.13	Parish Councils Act 1957 s3 Highways Act 1980 s301
0274	JRB Enterprises	New Dog Bin	252.60	42.10	Litter Act 1983 S6
0275	Peter Warden	July Mowing	627.60	104.60	Highways Act 1980 S 96
0276	A.H,Contracts	July Bins	335.71	55.95	Litter Act 1983 s5,6
0277	Mrs K Iqbal	July bus shelters and dog bin spring clean	75.00		Parish Councils Act 1957 s1
0268	Information Commissioner	Ratification of cheque paid in July – Registration ICO	35.00		The Data Protection Act 1998

0269	Anglian Water	Ratification of cheque paid in July – Allotment water supply	50.34		Smallholdings and Allotments Act 1908 S23
0270	Playsafety	Ratification of cheque paid in July – Annual inspections	234.00		Open Spaces Act 1906 SS9,10
0271	Mr Peter Wilkins	Ratification of cheque paid in July – Village repairs	46.00		Local Government Act 1972 S111
0272	R and G Maintenance	Ratification of cheque paid in July – Playing field maintenance	1,172.56		Open Spaces Act 1906 s6
0273	UK Educational Furniture	Ratification of cheque paid in July – Computer trolley for Community Cafe	270.00		General Power of Competence
Internt trnsfer	P C Specialists	Ratification of payment made in July – computer for community cafe	371.28	61.88	General Power of Competence
Internt trnsfer	Mrs S Bramley-Brown	Ratification of payment made in July – refund of payment for computer monitor for community cafe	139.98	23.33	General Power of Competence
		<b>RESOLVED:</b>	That these invoices be paid		
		<b>ACTION:</b>	Clerk		
PC/14/7/365		<b>DATE OF NEXT MEETING –Monday 8<sup>th</sup> September 2014 at 7.30 p.m.</b>			

*There being no further business the Chairman closed the meeting at 9.55 p.m.*

**\*End of Minutes\***

**CHAIRMAN:.....**

**DATE:.....**