

BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on
Monday 9th February 2015 at 7.30 p.m, at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Mr John Curtis, BEM

Councillor John Bignell		Councillor Paul Henson
Councillor Phil Bignell		Councillor Alan Kent
Councillor Robb Collett		Councillor Brian King
Councillor Brian Curtis		Councillor Paul Phillips
Councillor Ken Gardner		Councillor Terry Ward
Councillor David Harries		
	<u>IN ATTENDANCE</u>	
Sally Bramley-Brown - Clerk	6 parishioners	County Councillor Joan Kirkbride
<u>APOLOGIES FOR ABSENCE</u>		<u>ABSENT:</u>
Apologies were accepted from:	Reason:	
Councillor David Jeffery and Councillor Mrs Linda Pope	Personal	Councillors Mrs Kate Meech
PC15/2/018	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above.	
PC15/2/019	<u>TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA</u>	
	Councillor Terry Ward – Agenda items 8C Planning and 13L Bugbrooke Post Office	
PC/15/2/020	<u>TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING</u> (e.g. owing to a member having been elected to any local committees etc.). There were no changes to the register	
PC15/2/021	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 12th January 2015</u>	
	The minutes of the meeting held on 12 th January were approved as a correct record of that meeting, and the minutes were duly signed and initialled by the Chairman.	
PC15/2/022	<u>REPORT OF ISSUES PREVIOUSLY RAISED</u>	
	No issues were raised.	
PC/15/2/023	<u>PUBLIC QUESTION TIME (7.35p.m. – 7.40p.m.)</u>	
	A representative from Bugbrooke St Michael's 74 Cricket Club referred to a later item on the agenda, being an application to SNC for funding from the New Homes Bonus fund. He explained why the funding was needed, the need to attract new players and to provide appropriate training facilities. County Councillor Kirkbride advised that the County Council had announced a long term project for it to become a commissioning council enabling staffing to be reduced to a minimum. Children's services were improving but there was still a shortage of carers and social workers. She also confirmed her support of the Parish Council's stance on the wind turbine issue.	

PC/15/2/024	<u>DISTRICT COUNCILLORS REPORT AND UPDATE</u> Councillors Phil Bignell and David Harries reported that the move of the council office to Moat Lane was on target.				
PC/15/2/025	<u>PLANNING.</u>				
	John's Road/Pilgrim's Lane. The issues relating to mud on the road continue to cause concern to residents. The Clerk is monitoring the situation, but as construction is now well into the site, the wheel washing arrangements are located away from the exit onto John's Road. The Clerk had received confirmation that SNC had received payment of the indexation element of the Village Enhancement Contribution from Persimmon. The total amount now payable to the Parish Council was £14,418.60. The Clerk and the Chairman signed the appropriate undertaking form submitted by SNC, enabling the funding to be transferred to the Parish Council. The undertaking committed the Parish Council to spending the S106 contribution in accordance with the provisions of the agreement dated 27 th January 2012.				
	New Homes Bonus. The Clerk had received notification from SNC Grants Panel that an application had been received from Bugbrooke St Michael's 74 Cricket Club. The application was for £ 3,028.20 to provide mobile cricket practice nets. SNC requests an indication of the support of the Parish Council for any NHB application. Councillors agreed that this was a worthy application and requested the Clerk to write to SNC indicating the Parish Council's support of the application.				
	Planning Applications. A lengthy discussion took place in relation to the application for four wind turbines at Hill Farm. Councillors voted 10:2 (Councillors Phil Bignell and David Harries abstained due to their position on the Planning Committee at SNC) to reiterated their objection to the application, and the Clerk was requested to write to SNC expressing the Parish Council's strong objection to the application.				
PC/15/2/026	Planning decisions for report				
	STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
		S/2014/2496/EIA	Land at Hill Farm, Bugbrooke	Erection of four wind turbines	Objection submitted.
		S/2015/0086/FUL	3 The Paddocks	Erection of additional dwelling with attached garage	Approved
PC/15/2/027	<u>POLICE MATTERS AND NEIGHBOURHOOD WATCH</u>				
	Various emails had been received from the Police and where appropriate these had been forwarded to the Link Website. Particular emphasis was being placed on scams and safety on line.				
PC/15/2/028	<u>BUBROOKE SKATE PARK</u> In the absence of Councillor Mrs Meech the item was deferred until the next meeting.				
PC/15/2/029	<u>PLAYING FIELDS AND COMMUNITY CENTRE</u>				
	The Clerk had reported an incident of vehicles collecting items from the football club storage compound driving over the playing fields for the purposes of access. Councillor Harries stated that BSACCA would be writing to the football club to remind them that vehicles should not access the compound via the playing fields, and that where it was necessary they should obtain the consent of BSACCA first.				

PC/15/2/030	<u>NEW CHURCHYARD EXTENSION</u> The Clerk reported that the archaeological work had commenced that morning and it was anticipated that the work would be completed by the end of the month. The Big Lottery had indicated that they were minded to approve the gift of the land to the diocese and approval of the legal documentation was awaited. The Clerk had spoken with SNC Planning and NCC Archaeology and had accordingly resubmitted the application for a change of use of the land.
PC/15/2/031	<u>PARISH MATTERS</u>
A	<u>Monthly Inspection Sheets</u> Monthly inspections sheets were received for 4 areas.
B	<u>Hedges/Trees.</u> The Clerk confirmed that the conifer growing around the lamp column in Pound Lane, had been removed by Heygates. The Clerk had written to Heygates to thank them for arranging for this work to be carried out. The Clerk had met with Helen Howard from NCC Highways to inspect the Pyracantha hedge at 32 Pound Lane. She agreed it was a hazard to road users and confirmed that she would ask NCC legal to write to the occupier.
C	<u>Footpaths.</u> 1. The Clerk had written to Persimmon Homes regarding the provision of kissing gate/stile on KD11. No response has been received. 2. Issues were raised in relation to vehicles that were parking on the grass verge on Levitts Road 3. The Clerk advised that she had received a report in respect of the sign post for the footpath to Pattishall at the bottom of Pilgrims Lane. The post was rusty and at risk of falling. This had been passed on to NCC for action.
D	<u>Emergency Planning.</u> Councillor Collett had nothing to report.
E	<u>Street Lighting.</u> The Clerk reported that the cost of replacing the lanterns for the lights at Chipsey Avenue, Church Lane and Great Lane + Quakers Close (where advise had been received that this lantern was no longer able to be repaired) would be £370 + VAT. This is for the provision of LED lanterns. The replacement of these lanterns had previously been authorised at the January meeting. Non LED lanterns would have been £340 + VAT but the LED represented a better option as it would not require replacing as often as non LED lights. The quotation for the replacement of the 3 lights in Ash Grove was also £370 + VAT each = £1,332. The Clerk advised that there were sufficient funds remaining in the current year's budget to meet the cost of all these replacements and Councillors agreed that the work should go ahead.
F	<u>Highways and Transport.</u> The Clerk reported advance notice of nigh time closures on the M1 The Clerk had received a request from a resident for the removal of the memorial on the tree on Gayton Road. Councillors had previously considered this last year. The land owner is unknown and the tree is outside the highway boundary. Highways were unwilling to take any action as they did not consider it to be a safety risk. Councillors were concerned that the relatives of the person for whom the memorial was erected, who still live in the village, were not caused further distress. The District Councillors reported that the works currently being undertaken on the Tove roundabout should be completed at the end of March/early April. Councillors were advised that on the days that the Community Café was in operation parking became an issue on Church Lane. It was agreed that the Community Café should be requested to put a notice on the door asking patrons to park in the church car park.
G	<u>Millennium Green.</u> Councillor Harries reported that a large number of the saplings had been temporarily relocated to allow access for the archaeological machinery.
H	<u>Community Centre.</u> Indication had been given at the end of last year, that the

	Parish Office would be refurbished, the Clerk sought information of the progress of the refurbishment. Councillor Harries advised that it was to be discussed at their next meeting.
I	<p><u>Bugbrooke Rugby Club</u></p> <p>The Clerk had received a request from the Rugby Club for a letter of support to accompany grant applications for funding to upgrade and extend the facilities at the clubhouse. Councillors agreed to provide such a letter and the Clerk was requested to send a letter to the Rugby Club Chairman.</p>
J	<p><u>Provision of Bus Shelters/upgrading of bus shelters in the village.</u></p> <p>The Clerk had presented Councillors with a comparison chart and quotations from three suppliers. NCC Highways had indicated that the footway at each location inspected, had been too narrow to permit the construction of a shelter on the footway itself. Councillors agreed to proceed with the proposed project with Shelter Solutions of Knowsley. The Clerk was requested to arrange for a full site visit to obtain a detailed groundworks quotation before fully committing to the purchase of the following shelters, assuming that landowner consent can be secured:-</p> <ol style="list-style-type: none"> 1. Kislingbury Road/High Street – land owned by South Northants Homes. – Three bay, enclosed shelter with full end panels. Would require the installation of a concrete base. 2. Kislingbury Road/High Street – land owned by BT/Open Reach. Provisionally 2/3 bay with one end panel. Size and final configuration of the shelter would be dependent on the extent of the consent granted by BT/Open Reach. 3. Peace Hill. The Chairman advised that the Clerk's quotations were for the wrong location. A shelter was required on the westbound side on the grassed area between the West End cross roads and Peace Hill. This land is in the ownership of South Northants Homes and their consent to the erection of a shelter would be required. Assuming that it would be granted it was proposed that it should be a three panel enclosed, as at the Kislingbury Road/High Street site. <p>It was agreed that a Working Party consisting of the Clerk, the Chairman and Councillors Collett, Harries and Phil Bignell should continue with the progression of the proposed installations.</p> <p>The Chairman thanked the Clerk for all the work undertaken on this project so far.</p>
K	<p><u>Bugbrooke Post Office.</u> Councillors had met with a representative from Post Office Plc and had been advised of the Post Office's commitment to the continued provision of post office services in the village. Discussions were currently taking place with a local business but it would be late spring/summer before a new post office would be available. The Clerk was requested to write to the Post Office representative to thank her for coming to the meeting; to express the Parish Council's continued support for the provision of a Post Office; to request that she provide any further information on the progress of the relocation of postal services as soon as she was able to do so and to ask if there was anything further that she required from the Parish Council or if there was anything we could do to assist.</p>
L	<p><u>Pilgrim's Lane Spinney.</u></p> <p>The Clerk reported that the majority of the work on the new footpath had been completed, and the path re-opened for public use. The tarmac surfacing would be laid at the end of February, when the remaining landscaping, removal of concrete litter and erection of barriers and stock proof fencing would be carried out. The Clerk had been notified by Maypine that the cost of the "extras" – barrier and fencing would be £295. The Chairman proposed that Flowercraft be given an opportunity to quote on a "like for like" basis with the Coles quotation. It was agreed that the Clerk should contact Flowercraft and invite them to quote on this basis and that delegated authority for the final decision on which quotation to accept should be passed to a working party consisting of the Clerk, the Chairman and Councillors Collet, Harries and Phil Bignell.</p>

	Councillors made no decision with regard to the future ownership of the area.		
M	Smither Way. The Clerk had written again to NCC Highways but received no response. Councillors requested that she write again.		
N	Quality Parish Council Scheme. The Clerk and Councillors Harries and Phil Bignell had attended the relaunch on 2 nd February. It was reported that whilst was considered that it is always good to achieve a quality standard, there is little or no specifically identifiable benefit to the parish council but there are financial and time costs. The Parish Council now has the benefit of the General Power of Competence provisions which facilitate taking actions that may otherwise not be permitted. Councillors considered setting up a small working party to examine the standards required for the three various levels of quality status, and to measure those standards against the council existing policies and practices, to establish what, if any, changes are desirable to improve the council's performance. It was agreed to defer this until after the forthcoming election.		
O	Bugbrooke Parish Elections. The Clerk would be attending a briefing on 10 th February. Councillors agreed that the Clerk should be requested to place a notice on the Link website to encourage potential candidates to stand.		
P	<p>Bins</p> <ol style="list-style-type: none"> 1. The Clerk had previously reported that there had been an issue with the dog bin closest to the wharf over the Christmas period. It now transpired that this bin belonged to the Canal and River Trust, which was why it had not been emptied over Christmas. Councillors agreed that the Parish Council would assume responsibility for the emptying of this bin, to prevent any repeat for the non-emptying incident. 2. The Clerk reported that an HGV had demolished the bin on the Great Lane green. The Clerk had taken photographs and had reported it to the police and insurance brokers. However, the brokers had advised that the council could only claim for £129.21 for the bin after deduction of the excess. It was agreed that no claim would be submitted, as it may affect future premiums. It was agreed to replace the bin on a like for like basis, but that it should be relocated further away from the corner of the green. It was further agreed that when the renewal of the council's insurance was due, that there would be an examination of the excess and the continued insurance of low value items, and the possible effect of these changes on the premium. 		
Q	Welcome Packs. The Clerk reminded Councillors that with the closure of the Post Office, notifications of new occupiers should be addressed to her. However, she asked that Councillors wait until the new occupiers move in, as there were difficulties with delivering packs to empty properties.		
PC/15/2/032	REPORTS		
	Speedwatch. Nothing to report.		
	Highways and Transport. Nothing to report.		
PC/15/2/033	FINANCIAL MATTERS		
A	A financial statement was circulated with the Agenda. The clerk reported that the bank balances were as follows:		
	Current Account as at 30.12.14		£121,014.54
	Less January Payments + Deposit	£7,898.54 £ 603.80	
	Uncleared items	£ 70.00	
	Total funds at 31.1.15		£113,755.96
B	BUDGET REPORT. The Clerk had circulated a budget statement with the agenda. This had identified a number of budget headings where there was an over spend on		

	the budget figure which together totalled £7,336.28. At the meeting the Clerk drew Councillors attention to the items where there had been a significant underspend - Churchyard and Millennium Green – total £2,500 due to the delay in completion of the land transfers; General Repairs - £490; Insurance - £1,627 by omitting street lighting from cover; street light maintenance £2780 – cancellation of Eon maintenance contract; street light repairs - £1,780; play equipment - £926; welcome Packs - £250. These represented a total saving on budget figure for 2014/15 of £ 10,353				
PC/15/2/034	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
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– January 2015 (70 hours) less tax - + mileage and expenses	£847.16		Local Gov't Act 1972 S112
(I.B.)	HM Revenue & Customs	Tax - SBB November	£126.20		HM Revenue and Customs rqumt
(I.B.)	A.H,Contracts	January Bins	435.78	58.10	Litter Act 1983 s5,6
(I.B.)	E.on	Repair of street lighting	103.65	17.27	Highways Act 1980 ss 97, 98
(I.B.)	BSACCA	Room hire and parish office rent	294.00		Local Gov't Act 1972 s112
(I.B.)	Parish Online	Parish mapping system	50.40	8.40	General Power of Competence
Direct Debit	E.on	Unmetered Supply for January	456.77	76.13	Parish Councils Act 1957 s3/ Highways Act 1980 s301
302	Anglian Water	Water supply for allotments	32.40		Smallholdings and Allotments Act 1908 S23
303	Kay Iqbal	January Bus Shelter Cleaning	30.00		Parish Councils Act 1957 S1
(I.B.)	BSACCA	Ratification of internet transfer paid in January for contribution towards toilet renewal project	100.00		General Power of Competence
(I.B.)	SLCC	Ratification of internet transfer paid in January for annual membership renewal	149.00		General Power of Competence
	RESOLVED:	That these invoices be paid			
	ACTION:	Clerk			
PC/15/1/017	DATE OF NEXT MEETING –Monday 9th March 2015 at 7.30 p.m.				

There being no further business the Chairman closed the meeting at 9.32p.m.

End of Minutes

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