

# BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on  
Monday 9<sup>th</sup> November 2015 at 7.30 p.m, at the Community Centre, Bugbrooke.

## PRESENT:

Chairman – Councillor John Curtis, BEM

Councillor John Bignell		Councillor David Harries
Councillor Phil Bignell		Councillor Alan Kent
Councillor Robb Collett		Councillor David Jeffrey
Councillor Brian Curtis		Councillor Mrs Catherine Parry
Councillor Ken Gardner		Councillor Mrs Linda Pope
Councillor Mrs Teresa Garlick		Councillor Ms Julia Richardson
		Councillor Terry Ward
	<b>IN ATTENDANCE</b>	
Sally Bramley-Brown, Parish Clerk	No parishioners	
<b><u>APOLOGIES FOR ABSENCE</u></b>		<b><u>ABSENT:</u></b>
<b>Apologies were accepted from:</b>	<b>Reason:</b>	
Councillor Brian King	Personal	
County Councillor Joan Kirkbride	Personal	
PC/15/11/151	<b><u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u></b>	
	Apologies were received and accepted as above.	
PC/15/11/152	<b><u>TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA</u></b>	
	There were none	
PC/15/11/153	<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>	
	No requirement was identified	
PC/15/11/154	<b><u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 12<sup>th</sup> October 2015.</u></b> The Minutes of the meeting held on 12 <sup>th</sup> October were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.	
PC/15/11/154	<b><u>REPORTS ON ISSUES PREVIOUSLY RAISED</u></b>	
	Councillor Mrs Pope requested an update from NCC Highways on the removal of the planter located on the highway in Georges Avenue	
PC/15/11/155	<b><u>PUBLIC QUESTION TIME</u></b>	
	There were no members of the public present. The Chairman read a letter he had received from a resident of Maple Close about the provision of alternative energy supplies. The Clerk was requested to write to the resident to acknowledge the letter and to advise that the Parish Council was sympathetic to applications for solar panels but not wind turbines which would have significant impact on visual amenity in and around Bugbrooke.	
PC/15/11/156	<b><u>DISTRICT COUNCILLORS REPORT AND UPDATE</u></b>	
	Councillor Phil Bignell informed the Parish Council that SNC had secured a High Court Injunction	

	<p>against the owners of the Sheepecot site to prevent occupation. The injunction provides for a period of 28 days for them to vacate the site, after which further action will be taken. The costs of the application , approximately £2,500 were awarded to SNC payable by the owners of the site.</p> <p>Councillor Harries reported that SNC had now adopted the Community Infrastructure Levy provision which would come into effect from 1<sup>st</sup> April 2016. This would require developers to pay the sum of £150 per square meter to SNC. The Levy will apply to most new developments with a minimal number of exemptions. 15% of the total will be paid to the parish council where the development occurs. The New Homes Bonus provisions will continue for the time being.</p>
PC/15/11/157	<b>PLANNING</b>
A	<p><b>John's Road/Pilgrim's Lane</b></p> <p>The Chairman reported that a meeting had taken place on 3<sup>rd</sup> November. Parish Council representatives attended, as did residents and a NCC Highways representative. Unfortunately, although Persimmon Homes had indicated that they would attend, no one arrived. The issues discussed included the condition of the road at the junction of the old and new, the issues surrounding footpath KD10 where it now crosses Johns Road and the continuing problem of the street lighting. The day after the meeting the SNC Planning Officer issued approval of the street lighting. The Clerk was requested to ask Aylesbury Mains to inspect the four lights on the footpath and advise if there is anything further that can be done to reduce the light pollution. The Clerk had received an email from Persimmon Homes after the meeting took place which confirmed the following:-</p> <ol style="list-style-type: none"> <li>1. They were looking to top out the estate road before the Christmas break which would alleviate the problems associated with the new/old junction permanently. They would update the Parish Council on the timing of this when they placed an order with their contractor.</li> <li>2. They were looking to install a barrier at 2 ends of the PROW when they complete the final works to the public open space, when they would tidy up the alignment of the knee rail fencing now that the showhouse was no longer required. This would take the form of a timber 'kissing gate' arrangement. Again these works should be complete in 2015.</li> <li>3. A traffic calming measure (such as raised table or speed bumps) at the entrance to the site may well create as many noise issues as meeting of the two differing surfaces at the moment. In their experience signage was a more environmentally friendly method of speed control.</li> </ol>
B	<p><b>The junction of Pilgrim's Lane/Camp Hill/High Street</b></p> <p>The provision of a "SLOW" sign is no further forward. The Clerk was requested to pursue the matter with Persimmon.</p>
C	<p><b>Village Enhancement Contribution.</b></p> <p>The Clerk had received the Parish Declaration form from SNC. The form was signed by the Chairman and the Clerk and would be returned to SNC to facilitate payment of the sum of £15,174.42. Councillors were requested to consider what this sum should be spent on to provide improved facilities in the village. A specific agenda item to be included for the December meeting.</p>
D	<p><b>Application for Social Housing on the two village Developments</b></p> <p>The Clerk reported that she had received a response from South Northants Homes which advised that the waiting list for Affordable Housing within the area was held by SNC. The Clerk was requested to contact SNC to obtain the information requested.</p>
E	<p><b>Telephone Pole on the green at the junction of Pilgrims Lane and Camp Hill.</b> The Chairman reported that the owner of 28 Camp Hill was arranging for the pole to be relocated to within his own property. The Clerk was requested to write to the owner to thank him for moving the pole.</p>
F	

	<b>Planning Proposal by Grand Union Housing Group.</b> The Clerk had received notification from the GUHG of a proposal to redevelop the garage site at Spencer Road. Councillors were concerned about the effect of the proposal on parking the in the surrounding area and considered that a parking survey should be undertaken; that parking provision should be extended to the properties on Levitts Road, but in principle were not opposed to the proposal.				
<b>G Planning applications and decisions for report. Four planning applications had been received</b>					
	<b>STATUS</b>	<b>APP NO AND APPLICANT</b>	<b>LOCATION</b>	<b>PROPOSAL</b>	<b>PC COMMENTS OR SNC DECISION</b>
	FIO	S/2015/2442/TPO266/FUL	Cubfield House, 71 Pilgrims Lane	Fell weeping willow as tree is dead	
	New	S/2015/2446/ADV	The Wharf Inn	Proposed 1800 x 1200 sign on poles 2.1 m max height – non-illuminated	Support application
	New	S/2015/2469/MAF	Land south of Hill Farm, Gayton Road, Kislingbury	Solar farm and associated development	Support application
	New	S/2015/2518/FUL	Dower House, 52 High Street	Demolition of existing outbuildings and erection of a low impact energy efficient 3 bedroom dwelling, detached garage and associated landscaping	No objection – steps to be taken to prevent overlooking adjoining properties.
PC/15/11/158	<b><u>POLICE MATTERS</u></b> Updates for September and October had been circulated. Where considered relevant, notices had been forwarded to Bugbrooke Link. The Clerk had been requested by the Police if the Community Centre could be used as hub by the police. It was agreed that this was a decision for the BSACCA committee.				
PC/15/11/159	<b><u>NEW CHURCHYARD EXTENSION</u></b> The Clerk had reported that the diocese had agreed to accept a Deed of Grant of Easement in relation to the car park. The Deed had been drafted and we are awaiting a response from the diocesan solicitor. The Clerk had met with a representative of the Woodland Trust who had attended to inspect the saplings provided by them. He was extremely pleased with the growth of the saplings and indicated that the hedge would form an important wildlife corridor. The archaeological report was still awaited.				
PC/15/11/160	<b><u>PLAYING FIELDS AND COMMUNITY CENTRE</u></b> Councillors were advised that the hedge adjacent to the play area was in need of cutting back and the Clerk was contacting local contractors to get the work carried out.				
PC/15/11/161	<b><u>VILLAGE ENVIRONMENT WARDEN AND FORMATION OF ENVIRONMENT COMMITTEE</u></b> The Clerk reported that she was experiencing difficulty in obtaining an identify armband for the PEW and therefore it was suggested that the Chairman and the Clerk should sign an identification card for him to carry/wear. This was agreed and the form signed. The PEW				

	<p>report was considered. Various points were discussed and the Clerk will advise the PEW of their decisions. It was agreed that the Parish Council would purchase a new dog waste bin to be placed on the footpath between the MUGA and the new rugby pitches, subject to the approval of the BSACCA committee. It was further agreed that the Clerk, in conjunction with the PEW would arrange for the hire of a 6 square yard skip to facilitate the removal of all the waste stone and concrete from the route of KD10. Finally the PEW was to be requested to remove all posters from lamp columns or other similar locations around the village. The Clerk would continue to maintain the noticeboards.</p>
PC/15/11/162	<b>PARISH MATTERS</b>
	<p><b>A. Monthly Inspection Sheets.</b> Monthly inspection sheets were received for three areas. Councillors were reminded of the importance of completing the sheets both accurately and regularly.</p>
	<p><b>B. Hedges, Trees and Fences.</b> Hedge by the bus shelter close to Butts Hill – Heygates. The Clerk was requested to write to Heygates again. Elderberry tree on footpath from Meadway to school field. The tree needed to be felled and The Clerk was contacting local contractors to arrange for its removal. The hedge at 32 Pound Lane, whilst having been slightly cut back, was still a cause for concern and the Clerk was requested to contact NCC Highway who had been dealing with the matter earlier in the year.</p>
	<p><b>C. Footpaths.</b> A footpaths meeting had been held immediately prior to the Parish Council meeting. It was with great sadness that the death of the former Parish Councillor and, until very recently, Chairman of the Footpath Committee, Mrs Sue Pace. The Clerk circulated a card which was signed by all the Councillors and the Chairman requested that a letter be sent on behalf of the Parish Council to express their sympathy and to record their appreciation for all that Mrs Pace had done to assist so many organisations in the village. There had been a reallocation of footpaths amongst committee members.</p>
	<p><b>D. Emergency Planning.</b> Councillor Collett had nothing to report.</p>
	<p><b>E. Street Lighting.</b> The replacement of the lantern on the wall mounted light in Great Lane had been delayed due to a need to contact the property owner. The Clerk had obtained details of the agent and was awaiting a response from them.</p>
	<p><b>F. The Baker's Arms.</b> The Clerk confirm that the Baker's Arms had been registered as an asset of community value, valid for a period of 3 years.</p>
	<p><b>G. Highways and Transport.</b> It was reported that residents were being disturbed by someone running a car repair business from a private property in Georges Avenue. The Clerk was requested to speak with relevant officers at SNC and NCC. The Clerk was requested to write to Heygates again about their vehicles using Corn Hill. During Helen Howard's visit on 3<sup>rd</sup> November, she and the Clerk had visited Smitherway./ Mrs Howard confirmed that the road surface had now gone beyond repair and would need complete replacement. Steps were being taken to try and secure funding but as yet without success.</p>
	<p><b>H. Millennium Green.</b> Councillor Harries reported that a working party had taken place on 7<sup>th</sup> November to tidy up the leaves and plant a sack of bulbs that had been gifted to the trust.</p>
	<p><b>I. Bugbrooke Post Office.</b> Councillors were advised that no further information was available, and none was</p>

	expected until after the end of the consultation period.			
	<p><b>J. Speedwatch.</b> Police had agreed to allocate a different period for Bugbrooke to have the equipment. The Clerk was to request anything other than September/ October. The next training session would take place on Saturday 13<sup>th</sup> February 2016 9.30 – 12.00 at Carolyn Chisholm school. Anyone interested in joining the Speedwatch group should contact Councillor Kent by the end of January.</p>			
	<p><b>K Bugbrooke Primary School Play Area.</b> The poOlice investigation into the vandalism had been closed due to insufficient evidence.</p>			
	<p><b>L. Transfer of Services from Bugbrooke Surgery.</b> Councillor Phil Bignell informed the Parish Council that concerns had been expressed regarding the removal of service provision for various forms of testing,. The Clerk was requested to contact the surgery to ascertain what information was available. It was also noted that there was a Patient Participation Group and Councillors agreed that there should be representation at that group from the Parish Council. Councillor Mrs Garlick agreed to join the group as Parish representative.</p>			
15/11/163	<p><b>Transfer of Land From Harrison Trust</b> The Clerk had obtained three quotations for the provision of legal services. The lowest of these was from Buckinghamshire Law Plus, the “public” side of Buckinghamshire County Council legal services team.</p>			
	<b>RESOLUTION</b>	It was proposed by Councillor Phil Bignell and seconded by Councillors Mrs Pope to approve the appointment of Buckinghamshire Law Plus to act on behalf of the Parish Council in respect of the transfer of land from the Harrison Trust. The resolution was unanimously approved.		
15/11/164	<p><b>DRAFT BUDGET FOR 2016-2017</b> The Finance Committee had met on 26<sup>th</sup> October and in consequence a draft budget had been prepared and circulated with the agenda. Where possible savings had been made, but it was also recognised that as the assets of the Parish Council get older there is a greater requirement for maintenance. In addition there had been a significant rise in the cost of electricity for street lighting.</p>			
	<b>RESOLUTION</b>	It was proposed by Councillor I Ward and seconded by Councillor John Bignell that the draft Budget for 2016/17 financial year be approved as drawn. A copy of the approved budget being attached to these minutes.		
15/11/165	<b>FINANCIAL MATTERS</b>			
A	A financial statement was circulated. The clerk reported that the bank balances were as follows:			
	Current Account as at 30.9.15		£107,215.73	
	Payments received		£ 0.00	
	Less October Payments		£ 9,421.86	
	Less uncleared payment		£ 46.39	
	Total funds at 31.10.15		<b>£97,747.48</b>	
B	The Clerk reported that she had submitted a VAT reclaim in the sum of £7,849.16			
C	<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>
D.D.	Eon	October Street Lighting	£642.61	107.10

338	Anglian Water	Allotment water supply – July – October 2015	£55.56	
339	Bugbrooke Link	Annual advertising in Link	£70.00	
340	Royal British Legion	Remembrance day wreath	£25.00	
341	Peter Warden Environmental	October Mowing	£645.60	£107.60
Int Trsf	A H Contracts	October Bins	£419.64	£69.94
Int trsf	R and G Maintenance	Mowing and maintenance of playing fields.	£438.85	£73.14
IntTrsf	Toner Giant	Photocopier supplies	£71.63	£11.94
Int Trsf	Aylesbury Mains	Street Light repairs	£100.68	£16.78
Int Trsf	Aylesbury Mains	Street Light replacement	£123.60	£20.60
Int Trsf	Mrs S Bramley-Brown	October salary	£890.56	£9.65
Int trsf	HMRC	October PAYE	£132.20	
Int Trsf	Browne Jascobson	Interim account for MGT Expenses	£4,200.00	£700.00
Inttrsf	Browne Jacobson	Interim Account – Parish Council	£546.00	£91.00
<b><u>RESOLVED</u></b>		That these invoices be paid		
PC/15/11/166		<b>DATE OF NEXT MEETING – Monday 14<sup>th</sup> December 2015 at 7.30 p.m.</b>		

*There being no further business the Chairman closed the meeting at 9.16 p.m.*

**\*End of Minutes\***

**CHAIRMAN:**.....

**DATE:**.....