

# BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on  
Monday 14<sup>th</sup> November 2016 at 7.30 p.m, at the Community Centre, Bugbrooke.

## PRESENT:

	Councillor Mrs Linda Pope - Chairman	
Councillor John Bignell		Councillor David Harries, BEM
Councillor Phil Bignell		Councillor Paul Henson
Councillor Brian Curtis		Councillor Alan Kent
Councillor Robb Collett		Councillor Brian King
Councillor Ken Gardner		Councillor Mrs Catherine Parry
Councillor Mrs Teresa Garlick		Councillor Terry Ward
	<b><u>IN ATTENDANCE</u></b>	
Mrs Sally Bramley-Brown, Clerk		3 members of the public
County Councillor Mrs Joan Kirkbride		
<b><u>APOLOGIES FOR ABSENCE</u></b>		<b><u>ABSENT:</u></b>
<b>Apologies were accepted from:</b>	<b>Reason:</b> <b><u>Excluded from 6 month rule</u></b>	
Councillor John Curtis, BEM	Personal Yes	Councillor David Jeffrey
PC16/11/226	<b><u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u></b>	
	Apologies were received and accepted as above. The apology from Councillor John Curtis was excluded from the six month rule.	
PC/16/11/227	<b><u>DECLARATIONS OF INTEREST</u></b>	
	Councillor Henson declared an interest in Item 21B – approved payments.	
PC/16/11/228	<b><u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 10<sup>th</sup> October 2016</u></b>	
	The minutes of the meeting held on 10 <sup>th</sup> October were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.	
PC/16/11/229	<b><u>REPORTS OF ISSUES PREVIOUSLY RAISED.</u></b>	
	Councillor Harries reported that the bound copy of the minutes of the Parish Council had been deposited at the Public Records Office and submitted a receipt for the same to the Parish Clerk.	
	Councillor Henson enquired whether the planning application submitted by Campion School had been decided by SNC. The Clerk confirmed she would check the website and notify the Councillor.	
	The Clerk reported that following the October meeting she had reported the large pothole in Johns Road. However she had been advised that the hole was not yet large enough to require repair. The Clerk also advised that she had established that the vegetation obscuring the street light on the path between Chipsey Avenue and Kislingbury, emanated from NCC highway land and following it being reported had been advised that the work would be carried out as soon as possible.	
PC/16/11/230	<b><u>PUBLIC QUESTION TIME 7.35 – 7.47 p.m.</u></b>	

	County Councillor Kirkbride reported that it was anticipated that the new County Council would be ready for occupation by January 2017. She also reported that there had been an accident outside Campion school when a child was injured, fortunately not seriously. In consequence there was now pressure for the installation of a pedestrian crossing outside the school. It was agreed that the Parish Council would discuss it at the December meeting. A member of the public reported that the very overgrown hedge at 21/23 Chipsey Avenue had not been cut back. The Clerk was requested to take the matter up with NCC Highways. Concerns were also expressed about parking in Chipsey Avenue, however other than the installation of double yellow lines and the creation of a residents parking scheme, there is little that can be done to regulate the parking.			
PC/16/11/231	<b>PLANNING</b>			
	A. The Clerk reported that there had still been no response from SNC regarding the Parking Consultation. Councillor Harries advised that there was still no transport officer in post, but he had taken up the matter with senior officers.			
	B. Planning Applications and Decision			
<b>STATUS</b>	<b>APP NO AND APPLICANT</b>	<b>LOCATION</b>	<b>PROPOSAL</b>	<b>PC COMMENTS OR SNC DECISION</b>
New	S/2016/2509/FUL - Willers	33 Johns Road	Single storey rear extension to create a residential annex.	No comment
New	S/2016/2607/ ADV- McManus Pub Co	The Wharf Public House, Pattishall Road	One externally illuminated free standing pole sign.	No comment
	S/2016/1968/FUL - Bird	10 Beech Close	Two storey side and rear extension	Approved 10..10.16
	S/2016/2047/FUL	The Old Crown, Heyford Road	Conversion of work Shop and barn to one dwelling	Refused
		Campion School	Erection of new 2 metre high fence	Approved 24.10.16
	S/21062320/FUL	24 Homestead Drive	Extension	Approved 3.11.16
	Councillor King reported that he had been asked by the owners of 24 Homestead Drive to say "Thank You" to the Parish Council for supporting their recent planning application.			
PC/16/11/232	<b>DISTRICT COUNCILLORS UPDATE.</b>			
	Councillor Harries advised that the SNC Chief Executive has resigned and is to leave the authority in March 2017. Enforcement action across the district has been significantly increased.			
PC/16/11/233	<b>POLICE AND NEIGHBOURHOOD WATCH MATTERS.</b>			
	The 1st update from the Safety partnership had been circulated with the agenda.			
PC/16/11/234	<b>PLAYING FIELDS AND COMMUNITY CENTRE</b>			
	A – Community Centre – Councillor Harries advised that there was nothing to report and that the next meeting of the Management Committee would take at the end of November.			

	<p>B – Resurfacing of the Play Area.</p> <p>The Clerk had circulated a full briefing note relating to the various options and three quotations. It was agreed that in the circumstances the best option for the resurfacing was to go for a resin bonded material. Quotations had been received from Sovereign Play equipment; RTC Safety Surfacing and Wicksteed. Having given consideration to all three quotations it was resolved as follows</p>		
	<table border="1"> <tr> <td><b>RESOLUTION</b></td> <td>It was proposed by Councillors Harries and seconded by Councillor Brian Curtis that the Parish Council should accept the quotation from Wicksteed Playscapes for resurfacing the play area in resin bonded material in the sum of £10,202.44 excluding VAT. The resolution was unanimously agreed.</td> </tr> </table>	<b>RESOLUTION</b>	It was proposed by Councillors Harries and seconded by Councillor Brian Curtis that the Parish Council should accept the quotation from Wicksteed Playscapes for resurfacing the play area in resin bonded material in the sum of £10,202.44 excluding VAT. The resolution was unanimously agreed.
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PC/16/11/235	<b>PARISH MATTERS</b>		
A	<p><b><u>Monthly Inspection Sheets</u></b></p> <p>Monthly inspections sheets were received for only 2 areas. Councillors were respectfully reminded that it is very important that all areas are inspected every month and if for any reason they are unable to complete the inspection, it is up to individual Councillors to arrange for it to be carried out by another Councillor for the same area.</p>		
B	<p><b><u>Hedges/Trees.</u></b></p> <p>9 Butts Hill Crescent. Councillor Gardner reported that despite a letter being sent to the owner, no action had been taken. The Clerk agreed to seek the assistance of NCC Highways as the growth was now seriously impacting on footway users and creating a danger. Councillor Kent requested that the Clerk contact SN Homes regarding ivy which is encroaching from their land onto the adjoining wall and up the lamp column.</p>		
C	<p><b><u>Footpaths.</u></b></p> <p>KD1 – The Old Crown. The Clerk confirmed that she had received confirmation from the owner that he would have no objection to the installation of a kissing gate in place of the stile.</p>		
D	<p><b><u>Emergency Planning.</u></b></p> <p>Nothing to report.</p>		
E	<p><b><u>Street Lighting.</u></b></p> <p>The Clerk reported that the majority of the changeover works had been completed. Councillor Phil Bignell agreed to prepare an updated schedule for submission to Western Power for a new unmetered supply certificate.</p>		
F	<p><b><u>Highways and Transport.</u></b></p> <p>Councillor Kent reported that the left hand bollard on the chicane no longer has any reflective material, creating a hazard for road users. The Clerk was requested to report it to NCC Highways.</p>		
G	<p><b><u>Extended Millennium Green and Car Park.</u></b></p> <p>The Clerk and Councillor Harries had meet with a Charmac representative to reconsider the footpath. The most probable cause of the weeds in the path is seeds from the grass cutting. Charmac have already put weed killer down and it was agreed to monitor the situation until the Spring. They are to provide a quotation for an alternative surfacing.</p> <p>The Clerk advised that she was experiencing difficulties in getting the wall repaired and therefore it was suggested that as it is a relatively short section, which abuts a post and rail fence, that the alternative solution would be to replace the damaged wall with a length of post and rail fencing. The MGT would reuse the stones elsewhere on the green. It was unanimously agreed that this was a sensible alternative course of action.</p>		
H	<p><b><u>Patient Participation Group.</u></b></p> <p>Councillor Mrs Garlick reported that the Open evening took place on 12<sup>th</sup> October.</p>		

	Unfortunately, whilst it was extremely interesting it was poorly attended. The next meeting of the PPG was to take place on 21 <sup>st</sup> November.
I	<b><u>Hoarstone Brook.</u></b> The Clerk advised that she had received confirmation from the Environment Agency that the dredging works were due to be carried out early in 2017. They would contact the Parish Council nearer the time to confirm when the work would be done.
PC/16/11/236	<b><u>PARISH COUNCIL MOWING CONTRACT.</u></b> The Clerk reported that she invited six companies, including the current contractor, to tender for the mowing contract, Tenders were to be received by noon on 12 December and would be discussed at the December meeting.
PC/16/11/237	<b><u>PROVISION OF A DEFIBRILLATOR</u></b> The Clerk reported that the second training session is to take place on Tuesday 22 <sup>nd</sup> November at 7.p.m. at the community centre.
PC/16/11/238	<b><u>TWINNING.</u></b> Nothing to report.
PC/16/11/239	<b><u>DISABLED ACCESS TO DOCTOR'S SURGERY</u></b> The Clerk was awaiting a response from the surgery.
PC/16/11/240	<b><u>PARKING IN THE VILLAGE.</u></b> There was a lengthy discussion regarding major parking issues in and around the village, some of which were on going. It was agreed that a village wide residents parking scheme, whilst it would resolve most of the issues arising from people attending events in the village, would not be welcomed by most residents. It was agreed that the Clerk be requested to prepare a piece for the next issue of the Link magazine asking all residents to be more considerate generally when parking on the roadway. BSACCA representative were requested to contact all the clubs to in turn request their members to park considerately, but also to look at positioning stewards at various points to advise people where to park.
PC/16/11/241	<b><u>NCC ANNUAL PARKING RESTRICTION REVIEW 2016</u></b> Councillors approved the proposal for the Johns Road/Butts Hill Crescent waiting restrictions and requested that the same restrictions be applied to the Smitherway and Levitts Road junctions with John Road. Also the left hand side of Church Lane beyond 1 Church Lane.
PC/16/11/242	<b><u>NCC PATHFINDER 2 FLOOD RESILIENCE PROJECT</u></b> Councillors are to meet with representatives on 29 <sup>th</sup> November and will report back to the December meeting.
PC/16/11/243	<b><u>BUS SHELTER – KISLINGBURY ROAD OPP JOHNS ROAD.</u></b> The Clerk advised that she had been contacted by NCC who have a S106 contribution (presumably from the Johns Road development) for the replacement of the bus shelter. As the shelter is owned by the Parish Council NCC required the consent of the PC for removal of the existing shelter and replacement with a new one, either a wooden shelter or one to match those (style and colour) installed by the PC. A lively debate took place which resulted in a number of alternative resolutions being put forward by different Councillors.
	<b><u>RESOLUTION</u></b> Councillor King proposed that the Parish Council should retain the existing brick built shelter and this was seconded by Councillor Gardner. Councillor

		Kent proposed an amendment to the resolution that NCC be requested to utilise the available funding for the renovation of the existing shelter and Councillor Mrs Parry added a further amendment that in the alternative NCC be requested to give the funding to the Parish Council for the PC to secure the renovation of the shelter. The amended, amended resolution was carried unanimously.			
PC/16/11/244	<b>DRAFT BUDGET FOR 2017 – 2018</b> The draft budget prepared and agreed by the Clerk and the Finance Committee had been circulated with the agenda, together with explanatory notes in respect of certain items.				
	<b>RESOLUTION</b>	It was proposed by Councillor Harries and seconded by Councillor Ward that the draft budget for 2017 – 2018 should be adopted. The resolution was passed unanimously.			
PC/16/11/245	<b>FINANCIAL MATTERS</b>				
A	A financial statement for month ending 31 <sup>st</sup> October had been circulated with the Agenda, and the figures were as follows:-				
	Current Account as at 30.9.16			£72,993.21	
	CCLA Deposit Fund as at 31.10.16			£30,000.00	
	SNC Grant Funding payment			£12,000.00	
	Interest from CCLA			£ 7.51	
	<b>Total available.</b>			<b>£115,000.72</b>	
	Less October Payments	£24,858.18			
	Outstanding uncleared cheque	£ 30.00			
	<b>Total funds at 31.10.16</b>			<b>£90,112.54</b>	
PC/16/11/246	<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>
D.D.	Southern Electric	Unmetered Supply for September	£492.89	80.35	Parish Councils Act 1957 s3; Highways Act 1980 s301
371	Peter Warden Environmental	October Mowing	£609.60	101.60	Highways Act 1980 S96
372	Royal British Legion	Councillor Paul Henson - Mileage	£26.10		General Power of Competence
373	Anglian Water	Allotment water supply July – Oct 2016	£41.40		Smallholdings and Allotments Act 1923
(I.B.)	HM Revenue & Customs	Tax - SBB September +NIC (38.48)	252.88		HMRC requirement
(I.B.)	A.H.Contracts	Oct dog and litter Bins	£290.52	£58.10	Litter Act 1983 s5,6
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– October 16 less tax + expenses mileage and overtime	£1075.20		Local Gov't Act 1972 S112
(I.B.)	Aylesbury Mains	Lantern conversion as quoted	£3,720.00	£620.00	Highways Act 1980 S96
(I.B.)	Mr Peter	October village repairs	£52.30		Local Gov't Act 1972

	Wilkins				S112
(I.B.)	R and G Grounds Maint	October Mowing	£415.00	£69.16	Open Spaces Act 1906
(I.B.)	Eurooffice	Parish Office stationery	£91.73	£15.30	Local Gov't Act 1972 S112
	<b>RESOLVED:</b>	That these invoices be paid			
	<b>ACTION:</b>	Clerk			
PC/16/11/247	<b>DATE OF NEXT MEETING –Monday 12<sup>th</sup> December 7.30 p.m.</b>				

*There being no further business the Chairman closed the meeting at 8.55 p.m.*

**\*End of Minutes\***

**CHAIRMAN:**.....

**DATE:**.....