

BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on
Monday 13th June 2016 at 7.30 p.m, at the Community Centre, Bugbrooke.

PRESENT:

Councillor John Bignell		Councillor David Harries
Councillor Phil Bignell		Councillor Alan Kent
Councillor Robb Collett		Councillor Brian King
Councillor Ken Gardner		Councillor Mrs Catherine Parry
Councillor Mrs Teresa Garlick		Councillor Mrs Linda Pope
		Councillor Terry Ward
	<u>IN ATTENDANCE</u>	
Sally Bramley-Brown - Clerk		8 members of the public
<u>APOLOGIES FOR ABSENCE</u>		<u>ABSENT:</u>
Apologies were accepted from:	Reason: Excluded from 6 month rule	
Councillor Brian Curtis	Personal Yes	
Councillor David Jeffery		
County Councillor Joan Kirkbride		
PC16/6/111	The Chairman, on behalf of the Parish Council, offered his congratulations to Councillor Harries on being awarded the British Empire Medal in the Queens 90 th Birthday Honours List	
PC16/6/112	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above. The apology from Councillor Brian Curtis was to be excluded from the six month rule. Whilst Councillor Jerry had sent an apology, no reason was given and therefore it was not able to be excluded from the six month rule.	
PC/16/6/113	<u>DECLARATIONS OF INTEREST</u>	
	Councillor Collett declared an interest in respect of Item 14 – New Parish Council Website	
PC/16/6/114	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 9th MAY 2016</u>	
	The minutes of the meeting held on 9 th May were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.	
PC/16/6/115	<u>REPORTS OF ISSUES PREVIOUSLY RAISED.</u>	
	There were none	
PC/16/6/116	<u>PUBLIC QUESTION TIME 7.39 – 7.58 p.m.</u>	

	<p>Several residents from the new houses on the Johns Road development attended to express their concerns regarding Persimmon Homes failure to complete the necessary works on the public open space and the play area. In addition there were issues surrounding the fencing of the balancing pond and the lack of dropped kerbs leading to the play area. The residents were advised of the obligations undertaken by the developer in the S106 agreement and were assured that the Parish Council, who were to discuss the issue as an agenda item, would take all the action that it could to get the works completed. Due to the lack of a play area in the vicinity it was resulting in children playing ball on the small area of green close to where footpath KD25 crosses Johns Road. This was causing concerns due to the risks of children being injured. A resident from Chipsey Avenue requested that the Parish Council considers installing a dog bin in the area of Spencer Close.</p>			
PC/16/6/117	PLANING			
	A. The Clerk confirmed that the Parish Council's responses to the Local Plan Consultation were submitted on 16 th May			
	B. The Clerk confirmed that she had written to SNC regarding the Parking Consultation and was awaiting a response.			
	C. The Parish Council were informed that SNC had set aside the sum of £100,000 to obtain advice on the proposed rail freight terminal			
	<p>D. Johns Road Development – Public Open Space and Children's Play Area. Councillors were advised that Persimmon Homes were now in breach of the obligations contained in the S106 agreement in relation to the completion of these areas. Various communications had been received from both PH and SNC in relation to the issue and PH had advised that action was being taken for the works to be completed as a matter of urgency. However up to the time of the meeting, no works had been carried out. Councillors expressed deep concern over the matter and requested that the Clerk contact both PH and SNC to bring pressure to bear to get the works completed and the play area open for use as soon as possible. Councillors were also made aware of deficiencies in the fencing that had been provided round the balancing pond and that there were no dropped kerbs leading to the open space/play area which meant that access was limited for wheel chair users, people with pushchairs and buggies and children with wheeled toys. The Clerk was requested to bring these items to the attention of PH and to request that the issues be rectified. The Clerk was also to keep local residents apprised of progress.</p>			
	E. The Clerk had reported that SNC had issued an Enforcement Notice in relation to the fence at 8 West End requiring removal of the fence. The owner has appealed against the notice.			
	F. Planning Applications and Decision			
STAT US	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2016/1167 /FUL Mr J Bird	10 Beech Close	Two storey side and rear extension.	Matching materials
New	S/2016/0777 /FUL Mr and Mrs Payne	12 Maple Close	Single store extension to side.	
FOR INFO only	S/2016/1102 /FUL	Shenstone, 7 High Street	1.3m high wrought iron fence and gate.	

PC/16/6/118	<u>ANNUAL AUDIT</u>
	The Clerk reported that the internal auditor had completed the audit for 2015/2016 on 17 th May. A copy of the internal auditors report had been circulated with the Agenda. One issue had been raised in relation to what he perceived to be a vulnerability in the Parish Council's banking arrangements. It was agreed that the Clerk and the Internal Control Councillor would look at the issue and report back to the Council.
PC/16/6/119	<u>POLICE AND NEIGHBOURHOOD WATCH MATTERS.</u> Various notices had been circulated as appropriate and the monthly update circulated with the agenda.
PC/16/6/120	<u>PLAYING FIELDS AND COMMUNITY CENTRE</u> An article relating to the possible installation of a Fitness Trail on the playing fields had been included in the latest edition of the Link and on social media. The early responses did not look favourable. A full report will be submitted to the July meeting. Councillor Harries reported that the Community Centre Management were currently exploring the possibility of holding a film night once a month in the centre.
PC/16/6/112	<u>MILLENNIUM GREEN AND CAR PARK</u>
	The path and car park works had been completed and on 5 th June the area was consecrated by the Bishop of Brixworth. The PCC will be carrying out the necessary works to break through the hedge between the existing churchyard and the new area to allow access for mowing and would look to move the existing gate, but it was possible a new gate would be needed. The wildflower seed/grass seed had been sown and was already showing signs of growth. The two new noticeboards are ready for delivery; two new seats have been ordered as have two new litter bins. It was not considered necessary to provide any additional dog bins. A snagging inspection had been carried out and the worked signed off. Initially some concerns had been expressed over the finish of the path (it had been installed in accordance with the contract). It has now been agreed to wait until the autumn and then review the situation. Meanwhile the contractor is to provide a quotation for an alternative path top. It was noted that the stone wall in the top right hand corner of the car park had been damaged and was now in a dangerous condition. The Clerk was requested to find a contractor to carry out the work as a matter of urgency.
PC/16/6/113	<u>PARISH ENVIRONMENT WARDEN REPORT</u> A copy of the PEW report had been circulated with the Agenda.
PC/16/6/114	<u>PARISH COUNCIL VACANCY</u> The Clerk confirmed that she had received notification from SNC that no-one had requested an election and therefore the vacancy may be filled by co-option. It was agreed that the vacancy should be advertised around the village with a closing date of 10 th July and Councillors would then decide on who should be appointed at the July meeting.
PC/16/6/115	<u>PARISH MATTERS</u>
A	<u>Monthly Inspection Sheets</u> Monthly inspections sheets were received for all areas.
B	<u>Hedges/Trees.</u> Hedge at 32 Pound Lane. The Clerk advised that she had received no response from the tenant. Councillors requested that the Clerk contact NCC Highways and request that

	<p>they take urgent action.</p> <p>The following properties were identified as having overhanging trees and shrubs:-</p> <p>The Chase Great Lane</p> <p>The Grange High Street</p> <p>8 High Street</p> <p>9 High Street</p> <p>11 High Street</p> <p>56a High Street</p> <p>2 Camp Hill</p> <p>26 Smither Way</p> <p>4 West End</p>
C	Footpaths. Nothing to report.
D	Emergency Planning. Nothing to report.
E	<p>Street Lighting.</p> <p>The Clerk advised that she had received three quotation for the PLL conversions:-</p> <p>Aylesbury Mains - £108 per lantern</p> <p>Centregreat - £114.89 per lantern</p> <p>Eon - £116.57 per lantern.</p>
	<p>RESOLUTION</p> <p>It was proposed by Councillor Mrs Pope and seconded by Councillor Robb Collett that the Parish Council should appoint Aylesbury Mains as the approved contractor for the street lighting changeover. The resolution was approved unanimously.</p>
F	<p>Highways and Transport.</p> <p>1. The Clerk had received information that Gayton Road was to be closed on a second occasion (the first being 17th June) for up to 3 days from 4th July to allow Open Reach to access an overhead structure.</p>
H	<p>Transfer of Services /Patient Participation Group. Councillor Mrs Garlick reported that Bugbrooke Surgery had recently undergone and CQC inspection and that the subsequent report commented on the lack of communication between the practice and the patient participation group. The CQC also advised that PPG member should be able to contact each other. The next meeting is due to take place on 27th June with an open meeting following on 13th July. Better communication between the practice and the residents could be achieve by use of social media, the Link magazine and the Link website</p>
I	<p>Seat on Elm Tree Bank. Installation of the seat had been completed but a number of complaints had been received about the amount of rubbish being left in the vicinity. It was agreed to wait and see if this resolved itself in the school holidays.</p>
J	<p>West End Bus Shelter. The replacement glass panel had been fitted and the new litter bin ordered.</p>
K	<p>Grant Funding Application by Bugbrooke Cricket Club. BCC had applied to SNC for a grant of £6,500 towards the cost of providing a machinery store and disabled toilet. Any application for New homes Bonus funding is required to have the support of the parish council. Councillors were reminded that at the May meeting the Parish Council had resolved to apply for £15,997 towards the cost of the street lighting project and the Clerk had submitted the application. There is currently £16,646 of unallocated funds available for Bugbrooke. After a lengthy discussion it was resolved as follows:-</p>
	<p>RESOLUTION</p> <p>1. It was proposed by Councillor Mrs Pope and seconded by Councillor Collett that the Parish Clerk be requested to revise the Parish Council's grant application to the sum of £12,000, leaving a balance of £4,646.</p> <p>2. It was proposed by Councillor King and seconded by Councillor</p>

		Mrs Parry that the Parish Council would support the cricket club's application for new homes bonus funding in the sum of £4,646. Both resolutions were agreed unanimously
PC/16/6/116	<u>PARISH COUNCIL WEBSITE</u>	
	The Clerk reported that a draft version of the new website was available for those Councillors with internet access. Councillors were requested to forward their feedback to the Clerk.	
PC/16/6/117	<u>PROVISION OF A DEFIBRILLATOR</u>	
	The Clerk reported that she had written to the Practice Manager and was awaiting a response.	
PC/16/6/118	<u>TWINNING.</u> The Chairman advised that the two residents who had indicated that they may travel to Vohl to represent the village, were now not going. Instead it was agreed that the Chairman should purchase a plaque, to be engraved and then sent on to Vohl for presentation in September.	
PC/16/6/119	<u>AVIVA BIKE RACE</u>	
	The Clerk had prepared a flyer to be delivered to all properties along Cap Hill, High Street and Church Lane. This was approved by Councillors and it was agreed that Councillor Curtis, Harries and Ward would deliver them in advance of the bike race.	
PC/16/6/120	<u>NCalc UPDATE</u> The Clerk has circulated a copy of the update with the agenda. Councillor's attention was drawn to the notification of agreement that covered the 2016 – 2018 period for Clerk's pay, which had been backdated to 1 st April.	
PC/16/6/121	<u>GRANT FUNDING APPLICATIONS</u> A. In March Councillors had agreed to defer a decision on an application by Bugbrooke Village Hall Pre- School for a grant of £500 towards improvement works, pending receipt of copies of the quotations they had obtained. These had been provided by the pre-school and circulated with the agenda. Councillors agreed unanimously to now approve the grant of £500. B. An application had been received from Bugbrooke Cricket Club for a grant of £500 towards the £19,000+ of providing a disabled toilet and machinery store. Councillors approved the application.	
PC/16/6/122	<u>FINANCIAL MATTERS</u>	
A	A financial statement for month ending 31 st May had been circulated with the Agenda, and the figures were as follows:-	
	Current Account as at 31.4.16	£60,194.58
	CCLA Deposit Fund as at 31.4.16	£30,000.00
	Total available.	£ 90,194.58
	Less May Payments	£4,925.48
	Plus deposits and payments	£33,623.93

	Total funds at 31.5.16		£118,836.55		
PC/16/6/123	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
D.D.	Southern Electric	Unmetered Supply for May 2016	492.89	80.35	Parish Councils Act 1957 s3 Highways Act 1980 s301
D.D.	Information Commissioner	Renewal of registration	35.00		Data Protection Act 1998
DD	BT	Parish Office phone and broadband	129.97	21.66	Local Gov't Act 1972
356	SNAST	Neighbourhood watch annual subscription	10.00		Local Gov't Act 1972
357	Peter Warden Environmental	May Mowing	609.60	101.60	Highways Act 1980 S96
(I.B.)	HM Revenue & Customs	Tax - SBB April + NIC (38.48)	253.08		HMRC requirement
(I.B.)	A.H,Contracts	April dog and litter Bins	335.71	55.95	Litter Act 1983 s5,6
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– April 2016 less tax - + mileage and expenses and overtime	966.08		Local Gov't Act 1972 S112
(I.B.)	PW and MC Building	Preparation/ installation of new seat on Elm Tree Bank.	420.00	70.00	Parish Councils Act 1957 S1
(I.B.)	Kay Iqbal	May Bus Shelters	100.00		Parish Councils Act 1957 S1
	Charmac	Creation of new path and tarmac of car park	29,203.20	4,867.20	GPoC
	Streetmaster	New seat for Elm Tree Bank	£807.60	£134.60	Parish Councils Act 1957 S1
	Shelter Solutions	Replacement end panel for West End bus shelter	£270.00	£45.00	Parish Councils Act 1957 S1
	RESOLVED:	That these invoices be paid			
	ACTION:	Clerk			
PC/16/6/124	DATE OF NEXT MEETING –Monday 11th July at 7.30 p.m.				

There being no further business the Chairman closed the meeting at 9.08 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....