

BUGBROOKE PARISH COUNCIL

**Minutes of the Monthly Meeting of the Full Council held on
Monday 9th January 2017 at 7.30 p.m, at the Community Centre, Bugbrooke.**

PRESENT:

Councillor John Curtis BEM -	Chairman	
		Councillor Alan Kent
Councillor Brian Curtis		Councillor Brian King
Councillor Ken Gardner		Councillor Mrs Catherine Parry
Councillor Mrs Teresa Garlick		Councillor Mrs Linda Pope
Councillor David Harries, BEM		Councillor Terry Ward
Councillor Paul Henson	<u>IN ATTENDANCE</u>	
		1 Member of the public
		<u>ABSENT:</u>
Apologies were accepted from:	Reason:	Excluded from 6 month rule
Councillor Robb Collett	Personal	Yes
Councillor John Bignell	Personal	Yes
Councillor Phil Bignell	Personal	Yes
County Councillor Joan Kirkbride Mrs Claire Whitmore – Head teacher Campion School		
PC17/1/001	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above. The apology from Councillor John Curtis was excluded from the six month rule.	
PC/17/1/002	<u>DECLARATIONS OF INTEREST</u>	
	There were none.	
PC/17/0/003	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 12th December 2016</u>	
	The minutes of the meeting held on 12 th December were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.	
PC/17/01/004	<u>REPORTS OF ISSUES PREVIOUSLY RAISED.</u>	
	<u>Refurbishment of Bus shelter at Butts Hill.</u> Councillors reported that they had now agreed a schedule of required works including re-roofing and installation of a seat. Quotations would now be sought from the 3 designated contractors to be viewed at the February meeting and then submitted to NCC.	
	<u>Removal of Bus Stop opposite Campion School.</u> The Head Teacher of Campion School had been due to attend the meeting to discuss the proposal. Unfortunately she was unable to attend, but had indicated that she would come to the February meeting. The matter was deferred,.	
PC/17/1/005	<u>PUBLIC QUESTION TIME 7.35 – 7.39 p.m.</u>	
	Mr Morris expressed concern that anyone could consider it safer for children to cross Butts	

	Hill Crescent, Johns Road and Kislingbury Road, rather than simply crossing Kislingbury Road outside Campion School.				
PC/17/01/006	DISTRICT COUNCILLORS UPDATE.				
	Councillor Harries advised that the SNC Local Plan had now moved on to the next consultation phase and official notification would be received in due course. He also informed Councillors that a planning appeal in relation to an application at Boughton (Daventry DC) had been allowed on the basis that because Northampton did not have a sufficient housing supply of its own for five years, the proximity of Boughton to Northampton was an important factor in allowing the appeal. This decision was viewed with concern for all villages in close proximity to NBC.				
PC/17/01/007	PLANNING				
	A. Notice of intention to dispose of an asset of community value. The Clerk reported that she had received notification from SNC that the owners of the Bakers Arms had given notice of their intention to dispose of the property. It was agreed that the Parish Council would indicate to SNC that it wished to be treated as a potential bidder for the asset in order to activate the moratorium period (effective until 14 th June 2017). It was further agreed to hold a public meeting on 6 th February 2017 at the community centre to give all residents an opportunity to express their views on the future of the building and its use.				
	B. Planning Applications and Decision				
	STAT US	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
	FIO	TPO No.11/2016	47a Camp Hill	Notification of creation of TPO on Quercus Robur at the front of the property	Noted
	New	S/2016/3015/FUL	44 Camp Hill	Replacement dwelling	Adequate parking provision should be provided and materials should be in keeping with the surrounding properties to create a cohesive visual amenity.
	New	S/2016/2997/FUL	82 Johns Road	Two storey side extension and new porch	Materials should match the existing dwelling
PC/17/01/008	POLICE AND NEIGHBOURHOOD WATCH MATTERS.				
	Various emails had been circulated and the December ward update had been attached to the agenda. The issue of parking on zig-zags adjacent to the school had arisen again and the Clerk had sent a further request for police to attend at the beginning of school to speak to drivers.				
PC/17/01/009	PLAYING FIELDS AND COMMUNITY CENTRE				
	Resurfacing of the Play Area. The Clerk reported that she was meeting with the project manager from Wicksteed on the following day and would update Councillors on progress of the project at the February meeting.				

PC/17/01/010	PARISH MATTERS
A	<p><u>Monthly Inspection Sheets</u></p> <p>Monthly inspections sheets were received for only 3 areas – 2,3, and 4. Area 5 was partially completed and would be handed to the Clerk. Councillors were again 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><u>Hedges/Trees.</u></p> <p>No hedges were reported</p>
C	<p><u>Footpaths.</u></p> <p>The Clerk reported that Mr Pace had approved the wording for the plaque to be erected in memory of Sue Pace and tht she had sourced a brass plaque which had been approved by the Chairman. She had now written to Mr M Adams, as landowner, to obtain his consent to the erection of the plaque.</p> <p>The Chairman reported that the grass verge adjacent to 47 Pilgrims Lane had been removed and replaced with rough road hogging. The Clerk was requested to contact NCC Highways to ascertain if consent has been granted.</p>
D	<p><u>Emergency Planning/Pathfinder II Project.</u></p> <p>As previously reported, the survey of the brook’s catchment area was due to take place in January.</p>
E	<p><u>Street Lighting.</u></p> <p>The Clerk reported that an updated new unmetered supply certificate had been obtained from Western Power and she was now obtaining quotations for a new three year energy supply contract.</p> <p>The Clerk had reported the response received from the police regarding the damage to the lamp column in Quakers Close. It was agreed that the Clerk should write to the occupier of 3 Quakers Close to try to ascertain details of the driver of the vehicle involved.</p> <p>Councillor Mrs Pope requested that an item appear on the February Agenda regarding the provision of lighting on the footpath between Pilgrims Lane and Johns Road</p>
F	<p><u>Highways and Transport.</u></p> <p>Nothing to report</p>
G	<p><u>Extended Millennium Green and Car Park.</u></p> <p>Councillor Harries reported that the Environment Agency had confirmed they would not require access to the green for the dredging works. The Clerk reported that the vesting of the new area of Millennium Green in the Official Custodian had finally been completed.</p>
H	<p><u>Patient Participation Group.</u></p> <p>Councillor Mrs Garlick advised that there was no new information to be reported at present.</p>
I	<p><u>Hoarstone Brook.</u></p> <p>No information had yet been received regarding the proposed works.</p>
PC/17/01/011	APPOINTMENT OF DEPUTY CLERK
	<p>The Clerk had circulated copies of the proposed job and person specification for the newly created post of Deputy Clerk. It was proposed that application should be received by 17th February, interviews to take place at the end of February, appointment to be confirmed at the March meeting and employment to commence at the beginning of April. The Clerk confirmed that subject to the progression of the successful candidate, it was anticipated that over time her hours would decrease and those of the Deputy Clerk would increase. It</p>

	was also hoped that eventually it would be possible for the Parish Office to be open for longer during the week.		
	RESOLVED	It was proposed by Councillor Mrs Pope and seconded by Councillor King that the Parish Council approves the Job Specification and Person Specification for the newly created role of Deputy Clerk. The resolution was carried unanimously.	
PC/17/01/012	PARISH COUNCIL WEBSITE The Clerk reported that she was meeting with the web builder on 20 th January to finalise the arrangements for the website before it went live.		
PC/17/01/013	VILLAGE ENHANCEMENT CONTRIBUTION RECEIVED FROM PERSIMMON HOMES. The Clerk had reminded Councillors that in December 2015 the Parish Council had received the sum of £15,714.42 from Persimmon Homes, such sum to be spent within 5 years of receipt. It was agreed to put an article in the April edition of the Link to seek suggestions.		
PC/17/01/014	COMMUNITY GOVERNANCE REVIEW (CGR) The Clerk had received a communication from S.N.C. which announced that during 2017 they would be carrying out a CGR. This process enabled SNC to make changes to parishes if required. The possible changes included:- <ul style="list-style-type: none"> • Creating merging or abolishing parishes. • Altering boundaries between parishes • Grouping parishes together • Amending the name or style of the parish • Amending the number of Councillors • Creating wards in parishes. Councillors felt that the only change that could possibly apply to Bugbrooke was a change in the number of Councillors, to reduce the number as we have the maximum number permitted. It was agreed that the large number of Councillors allowed a broad spectrum of views that was desirable in the village and, as at least in recent years, there has been no difficulty in filling casual vacancies or with having a contested election, the status quo should remain.		
PC/17/01/015	FATHER CHRISTMAS VISIT TO BUGBROOKE. The Clerk reported that the “impromptu” visit of Father Christmas to the village Wednesday 21 st December had been exceptionally well received and a great success. Councillors expressed their thanks to all those who helped to organise and take part in the event. Councillors agreed that in order to ensure this visit takes place in future years, the Parish Council would support this event.		
PC/17/01/016	FINANCIAL MATTERS		
A	A financial statement for month ending 31 st December had been circulated with the Agenda, and the figures were as follows:-		
	Current Account as at 30.11.16		£52,968.98
	CCLA Deposit Fund as at 30.11.16		£30,000.00
	Interest from CCLA		£ 6.99
	Total available.		£82,975.97
	Less December Payments		£ 5,923.50
	Outstanding uncleared cheque		£ 26.10
	Total funds at 30.11.16		£77026.37

PC/17/01/015		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 December	£560.00	91.35	Parish Councils Act 1957 s3; Highways Act 1980 s301
DD.	CIT FINANCE	Parish Office Copier Rental	£216.40	36.07	Telecommunications Act 1984 S97
(I.B.)	HM Revenue & Customs	Tax - SBB December +NIC (38.48)	252.88		HMRC requirement
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– December 16 less tax + expenses mileage and overtime	£884.60		Local Gov't Act 1972 S112
(I.B.)	Aylesbury Mains	Repairs to PL119 and PL120	£113.52	18.92	Highways Act 1980 S96
(I.B.)	Mr Peter Wilkins	Installation of new dogbin	£49.25		Local Gov't Act 1972 S112
(I.B.)	BSACCA	Parish Office rental and room hire	£390.00		Local Gov't Act 1972 S112
(I.B.)	Friends of St Michael and All Angels	Ratification of payment made in December – grant funding for purchase of new mower	£429.00		GPoC
(I.B.)	Granpart	Ratification of payment made in December – grant funding for support of self help group	£380.00		GPoC
(I.B.)	JRB Enterprise	Ratification of payment made in December – payment for new dog bin and post for Spencer Close	£254.40	42.40	Parish Councils Act 1957 S3
		RESOLVED:	That these invoices be paid		
		ACTION:	Clerk		
PC/17/01/016		PARISH COUNCIL VACANCY. Applications had been received from 4 residents in respect of the vacancy on the Parish Council. A resume for each applicant had been circulated with the agenda and Councillors were of the view that this provided them with sufficient information to be able to select a Councillor. By secret ballot, Mr Des Morris was elected as the new Parish Councillor.			
PC/17/01/017		DATE OF NEXT MEETING –Monday 13th February 2017 at 7.30 p.m.			

There being no further business the Chairman closed the meeting at 8.57 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....