

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council held on Monday 11th February 2008 at 7.30 p.m. at the Community Centre, Bugbrooke.

PRESENT:

Chairman - Councillor Philip Bignell

Councillor John Bignell
Councillor Mrs Diana Cockrill
Councillor John Curtis
Councillor Ken Gardner
Councillor David Harries
Councillor Mrs Brenda Inch

Councillor David Jeffery
Councillor Alan Kent
Councillor Brian King
Councillor Dr. Jonathan Shribman
Councillor Terry Ward

IN ATTENDANCE:

Mrs Emma Bignell - Clerk to the Council
12 parishioners
County Cllr. Mrs Joan Kirkbride

APOLOGIES FOR ABSENCE:

Councillor Mrs Cherry Pilcher (ill)
Councillor Neil Sturdy (work commitments)

ABSENT:

PC08/2/21

DECLARATIONS OF INTEREST:

Mr Ward declared an interest in the planning application for 41 Smitherway and the Bakers Arms. Mrs Cockrill declared an interest in the planning application for 41 Smitherway. Mr Gardner declared an interest in the planning application for 7 Pilgrims Lane and Dr. Shribman declared an interest in the planning applications for 7 Pilgrims Lane & 45 Levitts Road.

PC08/2/22

POLICE MATTERS:

Although PCSO Charlotte Pearson had been unable to attend, the Clerk reported on correspondence in respect of matters raised at the previous meeting. Mr John Bignell voiced concern at the parked vehicles on Camp Hill caused by a weekend junior sporting event. (A suggestion by Dr. Shribman to acquire 'no parking' cones to be placed on the next agenda). Several dog and rubbish bins had been fire damaged (again replacement bins would be placed on the March agenda). Mr Kent reported on the assistance from the Police during the recent Community Speedwatch session and that the scheme would be running again in the summer.

PC08/2/23

MINUTES:

The minutes of the meeting held on 14th January were approved as a correct record and duly signed by the Chairman.

- PC08/2/24 **REPORTS ON ISSUES PREVIOUSLY RAISED:**
PHOTOCOPIER: *(Previously minuted at PC07/12/242)*
- The Clerk had contacted Campion who advised that it would be the end of the financial year before a decision could be taken as to whether they had any surplus machines available.
RESOLVED: To diary this matter for the end of March
ACTION: Clerk
- PC08/2/25 **YOUTH FACILITIES PROVISION:** *(Previously minuted at PC08/1/5)*
- No contact had been made by the teenagers who had applied to the Youth Opportunities Fund therefore it was
RESOLVED: To try and engage with the youth through alternative means
ACTION: DWP group to investigate
- PC08/2/26 **PLAY AREA AT PRIMARY SCHOOL:** *(Previously minuted at PC08/1/5)*
- The Clerk had spoken again with Bob Cotter to ensure that the lease terms were viable. The details of the agreement were being drawn up by NCC would be received in due course.
- PC08/2/27 **FENCE ON KD13:** *(Previously minuted at PC08/1/6)*
- BT had actioned the fence adjacent to the public right of way for repair.
- PC08/2/28 **PARISH NOTICE BOARDS:** *(Previously minuted at PC08/1/11)*
- The Clerk produced some literature for metal notice boards from Glasdon but the style was not considered suitable as there was no 'public' unglazed section.
RESOLVED: Alternative suppliers would be contacted
ACTION: Clerk
- PC08/2/29 **PROVISION OF BURIAL SPACE:** *(Previously minuted at PC08/1/14)*
- The Clerk had obtained a budget for a geotechnical survey on the land adjacent to New Creation Hall from a local surveying company.
RESOLVED: (i) To obtain a second survey quote
(ii) To enter into discussions with SNC planning Department
(iii) To arrange a meeting of the Burial Ground Joint Working Party
ACTION: Clerk
- PC08/2/30 **REPORTS FROM MEETINGS ATTENDED:**
(Previously minuted at PC07/12/239 & PC08/1/16)
- The Chairman reported on the West Northamptonshire Joint Planning Unit meeting at Daventry, Mr Harries reported on the Housing Stakeholder meeting at Towcester, Mr Curtis reported on the Mid-Northamptonshire Parishes meeting at Bugbrooke and the Clerk reported on the Council Tax Banding meeting at Towcester.
- PC08/2/31 **PUBLIC QUESTION TIME:**
- The meeting was adjourned between 8.01 p.m. and 8.17 p.m. to allow questions and comments from parishioners.

PLANNING:

<i>Status</i>	App. No. & applicant	Location	Proposals	<i>PC comments or SNC decision</i>
<i>(New)</i>	S071649P (Watson)	45 Levitts Road	Two storey side extension & single storey extensions to front & rear	<i>Materials to match those already existing</i>
<i>(New)</i>	S080056LB (Bailey)	The Byre, 2 Church Lane	Removal of sunlounge to rear & removal of glass to existing porch to replace with oak framing. Internal alterations to bathrooms	<i>No comments</i>
<i>(New)</i>	S080065P (Hillyer) <i>(S071508P has been withdrawn)</i>	11 Link Way	Single storey extension to side and rear	<i>Materials to match those already existing</i>
<i>(New)</i>	S080067P (Marriott)	41 Smitherway	First floor extension to rear	<i>Materials to match those already existing</i>
<i>(New)</i>	S080068P (Fuins)	7 Pilgrims Lane	Single storey side/rear extension	<i>Materials to match those already existing</i>
<i>(Lodged with SNC)</i>	S080083P (Bird)	Field no 108 Junction Gayton Rd & Dalscote Rd	Infilling of side elevation & roller shutter door, guttering to sides of building (S040836P)	<i>The plans for this application have still to be received by the P. Council</i>
<i>(New)</i>	S080089P (Brittain)	Bakers Arms, 34 High St	Siting of a static van for the preparation & sale of hot food to takeaway	<i>Adequate litter collection facilities, relocation of van on site and request for 12 month temporary permission to monitor situation</i>
<i>(New)</i>	S080095P (Jones)	11, Pilgrims Lane	Side & rear extensions, raise height of roof & conservatory to rear	<i>Materials to match those already existing</i>
<i>(New)</i>	S080111LB (Bailey)	The Byre, 2 Church Lane	Partial demolition & extension of outbuilding	<i>No comments</i>
<i>(For information)</i>	S071629P (Jones)	3A Beech Close	Single & two storey extension with detached single garage	<i>Application has been withdrawn</i>

PARISH MATTERS:
COMMUNITY CENTRE:

The Chairman gave an update from the Management Committee meeting which had discussed a rolling programme of re-decoration and improved lighting within the building.

PARISH COUNCIL VACANCY:

Following Mr Scoble's resignation in January, the vacancy this created would be addressed in the usual manner.

RESOLVED: (i) To post notices advising of the vacancy
(ii) To advise the electoral department at SNC

ACTION: Clerk

PC08/2/35

PARISH PLAN/ADOPTION OF POLICIES:

Work on the plan had been progressing towards the final document. Members were asked to formally adopt all the policies contained within the document as some of them were new to Councillors. The working party would then meet again before the end of February to discuss the design and layout of the document, having studied examples from other villages.

RESOLVED: To adopt the policies 'en-bloc'

PC08/2/36

RIGHTS OF WAY ISSUE:

Mr Curtis advised that a new fence had been erected by Heygates on the footpath that ran from Great Lane to the Cricket Field. He considered that overhanging foliage was now a problem.

RESOLVED: To contact the owner/occupiers of affected properties,
asking to cut back the foliage

ACTION: Clerk

PC08/2/37

CORRESPONDENCE:

For Action -

Community Shop Workshop – Titchmarsh – 16/02/2008

RESOLVED: Nobody wished to attend

NCC – Fire & Rescue Service Consultation – deadline 03/03/08

RESOLVED: unable to respond due to lack of information provided

NCC – Emergency Planning 2008 Conference – SNC offices, 11/03/08

RESOLVED: To send a representative

ACTION: EB to attend

NALC – Update & request for new accommodation – NALC was looking to re-locate away from the ACRE offices at Hunsbury Hill and were looking for suitable accommodation, a list of criteria had been sent.

RESOLVED: No suitable premises were available in Bugbrooke

ACRE – Village of the Year competition 2008

RESOLVED: Not to enter until 2009 when the Parish Plan should be completed

PC08/2/38

For Report -

Audit Commission – Appointment of External Auditor – BDO Stoy Hayward

NCC/Atkins – Parish Highways Reps information inc. Kislingbury Bridge

CPRE – Planning & Landscapes Roadshow – Cranford Hall, 15/04/08

Communities & Local Government – Orders & Regulations for Conduct of LA Members

SNC – Housing Newsletter

Tim Boswell MP – Advice Centres 2008 Daventry & Towcester – dates on notice boards

SNVB – newsletter

Playing Field – newsletter

PC08/2/39

FINANCIAL MATTERS:

INTERNAL AUDITOR VISIT:

Mr Derek Lovell, Internal Auditor had met with the Clerk on 1/2/08 and found all matters to be satisfactory. No formal report would therefore be received.

PC08/2/40 **MONTHLY BUDGET SPENT FIGURES:**

The Clerk was remiss in providing the current figures to date and apologised. She did advise that the grass mowing subsidy had finally been received.

PC08/2/41 **ACCOUNTS FOR PAYMENT:**

Chq no	To whom	Service rendered	Amount	Vat
000843	AH Contracts	Emptying of bins – Jan	£247.74	£36.90
000844	Mr A. Walton	Litter picking Jan/Feb	£56.16	
000845	HM Revenue & Customs	Tax & NI (EB & AW)	£144.08	
000846	British Telecom	1/4ly telephone charges	£63.29	£8.75
S/O	Mrs E.J. Bignell	Clerk's salary – February	£386.89	

RESOLVED: That all the accounts presented for payment be approved
That sufficient funds from the deposit account be transferred
to the current account to cover payments

PC08/2/42 **DATE OF NEXT ORDINARY MEETING:**

Monday 10th March 2008 at 7.30 p.m.

There being no further business the Chairman closed the meeting at 9.22 p.m.

CHAIRMAN -

DATE -