

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council held on Monday 12th May 2008 at 7.30 p.m. at the Community Centre, Bugbrooke.

PRESENT:

Councillor Philip Bignell - Chairman

Councillor Mrs Diana Cockrill
Councillor John Curtis
Councillor David Harries
Councillor Mrs Brenda Inch
Councillor David Jeffery
Councillor Alan Kent

Councillor Brian King
Councillor Mrs Cherry Pilcher
Councillor Dr. Jonathan Shribman
Councillor Neil Sturdy
Councillor Terry Ward

IN ATTENDANCE:

Mrs Emma Bignell - Clerk to the Council
Towcester Sector Inspector Alex Terry – Northamptonshire Police
Eleven Parishioners

APOLOGIES FOR ABSENCE:

Councillor Ken Gardner (sporting commitment)
County Cllr. Mrs J. Kirkbride

ABSENT:

Councillor John Bignell

PC08/5/96

ELECTION OF CHAIRMAN:

It was proposed by Mr Kent that Mr Philip Bignell be re-elected as Chairman and seconded by Mrs Inch. There were no other nominations, all were in favour, so Mr Bignell was elected as Chairman and signed that declaration of acceptance of office.

PC08/5/97

ELECTION OF VICE-CHAIRMAN:

Mrs Pilcher then proposed Mr Harries to continue as Vice-Chairman and this was seconded by Mr Bignell. There were no other nominations, all were in favour and Mr Harries was duly elected as Vice-Chairman.

PC08/5/98

DECLARATIONS OF INTEREST:

No interests were declared.

PC08/5/99

REPRESENTATIVES FOR COMMITTEES, WORKING PARTIES ETC.:

The Clerk provided copies of the 2007/08 list and suggested that members take some time to reconfirm the committees to which they wished to sit upon and in due course to allow the new co-opted member the opportunity to join some committees/working parties.

RESOLVED: To discuss the matter at the June meeting

PC08/5/100

POLICE MATTERS :

At 7.34 p.m. the meeting was adjourned to allow Inspector Terry to address those present. She spoke about the role of Safer Community Teams including the role of PCSO's to provide visible policing. It was noted that PCSO Charlotte Pearson had moved from the Bugbrooke Team and her replacement would be appointed in June. Levels of policing were outlined and Mr Curtis enquired whether it was

possible for councillors to have a contact telephone number through to the local team. Inspector Terry advised that all emergency calls should still be routed through 999 or 08453 700700 but would endeavour to provide a number for non-emergency calls. The Chairman and Vice-Chairman both outlined the ongoing concern with 'communication & continuity'. Inspector Terry indicated she would ensure that officers, including the Beat Officer, P.C. Steve Horner, attended council meetings more regularly to improve this issue. Mr Kent thanked the Police for the excellent service they had provided when assisting with Community Speedwatch. Members of the public and council also raised concerns over parking issues in particular caused by the commercial garage on Kislingbury Road, at Champion School and at the junction of Smitherway with Johns Road. The Chairman thanked Inspector Terry for attending and she duly left the meeting to continue with her duties.

PC08/5/101 **PUBLIC QUESTION TIME :**

As there were a number of parishioners present, the Chairman did not reopen the meeting but suggested that public question time was taken at this point. The meeting then reopened at 8.00 p.m.

PC08/5/102 **MINUTES:**

The minutes of the meetings held on 14th April 2008 were approved as a correct record and duly signed by the Chairman.

REPORTS ON ISSUES PREVIOUSLY RAISED:

PC08/5/103 **MINOR AMENDMENTS TO ADOPTED POLICIES:** *(Previously minuted at PC08/2/35)*

The Chairman advised that the Development Working Party when working on the final draft of the Parish Plan felt that minor amendments to two of the policies, EM1 & EN6, would ensure that parishioners found the Plan easy to read and did not cause any confusion when setting out aims to reduce the loss of green space around the village.

RESOLVED: To amend the policies as suggested

ACTION: Clerk

PC08/5/104 **PARISH PLAN:** *(Previously minuted at PC08/3/57)*

Work continued to be ongoing, with the DWP group meeting monthly. It was hoped that quotes for the publication of the document could be discussed at the July meeting.

RESOLVED: To liaise with several printing companies, provide cds and draft copies of the plan to assist with the tendering process for quotations

ACTION: Clerk

PC08/5/105 **PROVISION OF BURIAL SPACE:** *(Previously minuted at PC08/4/79)*

The Clerk had now received a written response from SNC to her pre-application letter, indicating that change of use permission would be required for the extension of the churchyard.

RESOLVED: To submit the formal application

ACTION: Clerk

PC08/5/106 **PARISH COUNCILLOR VACANCY:** *(Previously minuted at PC08/4/80)*

Three written nominations by parishioners wishing to be co-opted had been received. They were Miss Barbara Bell, Mrs Sue Pace and Mr Paul Phillips. Members were asked to vote in a secret ballot and the first round produced the following result, Bell - 5, Pace - 2 and Phillips - 5. Mrs Pace was therefore eliminated. As there was no overall majority winner in the first round, voting took place again and the second round led to a result of Bell - 4 and Phillips - 8.

RESOLVED: (i) To co-opt Mr Phillips and furnish him with the necessary forms to take office

(ii) To inform SNC of the co-option

ACTION: (i) & (ii) Clerk

PC08/5/107 **PARISH CLERK VACANCY:** (Previously minuted at PC08/4/81)

The Chairman reported that there had been 20 expressions of interest in the post and 6 formal applications. Four candidates had been shortlisted for interview and the panel made a recommendation to the Full Council. He explained that there would be a transitional handover period throughout June and July to allow the outgoing Clerk the opportunity to assist the new clerk as she began her employment. Mr Curtis on behalf of the council thanked the panel for their time in undertaking this task.

RESOLVED: That the Council act on the recommendation of the interview panel and that Mrs Clare Ball be appointed as from 1st August 2008

ACTION: Clerk

At this point, Mr Kent proffered his apologies as he had to leave, to attend an alternative village meeting.

PC08/5/108 **OAP BUS SCHEME:** (Previously minuted at PC08/4/85)

Further information on the new national concessionary scheme had been received from SNC in the form of a leaflet. The Clerk would obtain more copies for the Parish Office should members of the public wish to avail themselves of the leaflet. Mrs Cockrill was aware that there was a possibility that MK Metro would secure the contract for bus services through Bugbrooke from Stagecoach but this had yet to be formally confirmed by NCC.

PC08/5/109 **PARISH NOTICE BOARDS & BINS:** (Previously minuted at PC08/4/87)

All the street furniture had now been ordered and should be despatched by the beginning of June. The replacement dog waste bin had already arrived and the Chairman hoped he could undertake a straightforward swap with the damaged one on School Close.

PC08/5/110 **INSURANCE RENEWAL:** (Previously minuted at PC08/4/90)

The insurance cover on the existing policy would expire on 31/05/08. An alternative quote had been obtained via Came & Company, Insurance Brokers for a policy with Norwich Union (Parish Councils Scheme). The cover they offered was considerably enhanced from the existing policy with Allianz Cornhill and at a more competitive rate and it was therefore:

RESOLVED: To transfer insurance to a policy with Norwich Union

ACTION: Clerk

There was also the question of whether to sign up for a 3 year Long Term Agreement to reduce the fee by a further 5%.

RESOLVED: To investigate this option and fix the length of cover as most appropriate

ACTION: Clerk

PC08/5/111 **PLANNING:**

<i>Status</i>	App. No. & applicant	Location	Proposals	<i>PC comments or SNC decision</i>
<i>New</i>	Ref – VG 190 (Mawson & Jones)	'Field at bottom of Johns Road'	To register as a Village Green	<i>No comments would be submitted by the PC despite lengthy discussions regarding the viability of the application by the two local residents</i>
<i>New</i>	S080548TR S08551TR (BT)	High Street & Kislbury Rd	Removal of 61 public payphones across South Northants	<i>No comments as it was hard to justify retention with the high use of mobile phones</i>
<i>New</i>	S080480P	9 High Street	Single storey extension to	<i>Support application as strong</i>

	(Heygate)		existing dwelling and removal of 1 st & 2 nd floors to create 1 bed dwelling	<i>need for smaller units but request stone to front elevation</i>
<i>Decision</i>	S071649P (Watson)	45 Levitts Road	Two storey side extension & single storey extensions to front & rear	<i>Permission granted by SNC</i>
<i>Decision</i>	S080083P (Bird) (S040836P)	Field, Junction Gayton Rd & Dalscote Rd	Infilling of side elevation & roller shutter door, guttering to sides of building	<i>Permission refused by SNC</i>
<i>Decision</i>	S080270P (Brotherton)	71, Pilgrims Lane	First floor extension over garage	<i>Permission refused by SNC</i>
<i>Decision</i>	S080369P (Halford)	Brooke Farm House, High Street	Two storey rear extension & three rooflights to west elevation & two rooflights to north elevation	<i>Permission granted by SNC</i>

PARISH MATTERS:

PC08/5/112

COMMUNITY CENTRE:

The Chairman reminded those present that the AGM would be held on 04/06/08.

PC08/5/113

FOOTPATHS COMMITTEE MEETING:

The Committee had met just prior to the full Council meeting and the Chairman gave a brief report on the items discussed including repairs to the fencing adjacent to the telephone exchange on Kislingbury Road and changes to the definitive map in respect of footpath KD25.

PC08/5/114

FORMAL OPENING OF THE MARINA:

Mr Adams had invited all councillors from Bugbrooke & Nether Heyford to join him and his family at the formal opening of the Marina on Saturday 7th June at 2.00 p.m.

CORRESPONDENCE:

PC08/5/115

For Action -

Councillor Joan Kirkbride – Mrs Kirkbride had received a request from the Bugbrooke Scouts for a grant of £1200 for new benches and tables. She could fund this from her ‘Empowering Councillors’ budget and enquired whether the Parish Council would be requiring this money for future projects.

RESOLVED: To support the application from the Scout Group

ACTION: Clerk to advise

For Report -

NALC – Conference 2008 - Winter Gardens, Eastbourne 20 – 22 May 2008

South Northants Homes – Stock Condition Survey

SNVB – Link Up Newsletter

NBC – Summer Festival celebrating Venice & the Veneto – April to August 2008

BBC – Antiques Roadshow – Althorp 22/05/08

RESOLVED: All correspondence was available for councillors to take away and read further if they wished

PC08/5/116 **FINANCIAL MATTERS:**
ABB QUOTE – HIGH STREET LAMP:

The Clerk had received a quotation for repair from ABB for the damaged street light on the High Street which had previously been reported by the council. The quote was of considerable cost, partly due to the fact it was an ornamental black Worcester lamp. Mr Sturdy indicated that he may be able to obtain the part direct from the electrical company he was employed by, at a lower cost than ABB would charge.

RESOLVED: (i) To obtain a breakdown of the parts and labour costs
(ii) To obtain a price for the head lantern

ACTION: (i) Clerk
(ii) NS

PC08/5/117 **ANNUAL RETURN 2008:**

The Clerk advised that deadline for approval of the Annual Return was now 31st July. The Internal Auditor would visit in June to sign his section of the form.

PC08/5/118 **MONTHLY BUDGET SPENT FIGURES:**

The Clerk provided each councillor present with the new budget for 2008/09 and reported on the income and expenditure for April and May.

PC08/5/119 **PAYE ONLINE:**

The Clerk had once again lodged the annual returns for the PAYE online, as there were financial benefits for the Council by undertaking this method.

PC08/5/120 **ACCOUNTS FOR PAYMENT:**

Chq no	To whom	Service rendered	Amount	Vat
000864	JRB Enterprise	Gladiator green dog waste bin	£244.40	£36.40
000865	AH Contracts	Emptying of bins – April	£252.67	£37.63
000866	Mr A. Walton	Litter picking April/May		
000867	HM Revenue & Customs	Tax & NI (EB & AW)		
000868	ABB Ltd	PL60 Moores Close	£136.88	£20.39
000869	P. Warden	2 cuts - April	£554.60	£82.60
000870	BT	1/4ly phone charges	£65.15	£9.03
000871	Norwich Union	Insurance 2008/09	£2081.82	
S/O	Mrs E.J. Bignell	Clerk's salary – May	£398.86	

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

PC08/5/121 **DATE OF NEXT ORDINARY MEETING:**

Monday 9th June 2008 at 7.30 p.m.

There being no further business the Chairman closed the meeting at 9.15 p.m.

CHAIRMAN -

DATE –