

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council
held on Monday 10th November 2008 at 7.30 p.m. at the Community Centre, Bugbrooke.

PRESENT:

Chairman - Councillor P. Bignell

Councillor John Bignell
Councillor Diana Cockrill
Councillor Ken Gardner
Councillor David Harries
Councillor Brenda Inch
Councillor David Jeffery

Councillor Alan Kent
Councillor Brian King
Councillor Cherry Pilcher
Councillor Paul Phillips
Councillor Neil Sturdy
Councillor Terry Ward

IN ATTENDANCE

Mrs Catherine Parry - Clerk to the Council
3 Parishioners
Councillor Mrs Joan Kirkbride
attended for part of the meeting

APOLOGIES FOR ABSENCE

Apologies were accepted from:
Councillor Graham Smith

ABSENT

Councillor John Curtis
Councillor Dr. Jonathan Shribman

PC08/11/208 DECLARATIONS OF INTEREST

Councillor Cockrill and Councillor Harries declared an interest and did not take part in the discussion concerning the making of a grant to the Millennium Green.

POLICE MATTERS

PC08/11/209 Jen Harrison would like to know if there is any possibility of starting a Neighbourhood Watch campaign in the village. The comment was also made that Towcester police station's contact number did not seem to be operational.

RESOLVED: i) To ask Jen Harrison to arrange for an information pack to be sent to the Clerk, which can be discussed further at the next council meeting.

ii) To make further enquiries about the Ringmaster email system with a view to arranging that Bugbrooke become a recipient of emails about Neighbourhood Watch.

iii) To check the police contact number for Towcester and circulate it as appropriated.

ACTION: Clerk

PC08/11/210 MINUTES

The minutes of the meeting held on 13th October 2008 were approved as a correct record and duly signed by the Chairman.

PC08/11/211 REPORT ON MATTERS PREVIOUSLY RAISED

No.	Item	Details	Previous PC Minute No.
A	Photocopier	The Clerk has some concerns about the sums which would be charged under the rental agreement supplied by Falcon Copiers, the supplier.	PC08/10/213

PTB

RESOLVED: Ensure that full details of the charges are made available before the agreement is put forward for signature.

ACTION: Clerk

- B Butts Hill Bin The Clerk is waiting for the Environmental Health Department to confirm whether or not a larger bin can be supplied by SNC. If so, the bin purchased by the parish council can be located elsewhere.
RESOLVED: To liaise with the relevant EHO and, if the parish council bin is not required at the top of Butts Hill, to consider where else it can be located.
ACTION: Clerk to liaise with SNC and the councillors to consider where in the village another bin would be useful. PC08/10/216
- C Parking on Kislingbury Road Nothing further has been heard from the County Council, and it now has to be for the residents to decide how they want to deal with the matter. Councillor Kirkbride reported that she is not minded to accept the situation as stated by Mr Leighton of the County Council. There was discussion about the possible use of the garages to the rear of the houses, but the ownership is not entirely clear.
RESOLVED: To ask South Northants Homes who occupies the garages and whether they are all owned by SNH, with a view to encouraging future use of the garages by the residents.
ACTION: Clerk (and Councillor Gardner will also make enquiries about occupiers). PC08/10/218
- D Parish Plan The Guides cannot deliver the Parish Plan, owing to the dark evenings, and the fact that they could only use their evening meeting time for the delivery.
RESOLVED: That the copies of the Parish Plan be split into roads and distributed amongst the members of the parish council and the clerk for delivery by them.
ACTION: All PC08/10/222
- E Anne Frank Awards details No further action needed. PC08/10/210
- F Freedom Of Information Act Clerk is dealing with this. PC/10/231

PC08/11/212 **PUBLIC QUESTION TIME**
The meeting was adjourned between 7.42pm and 7.44pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

PC08/11/213 **AFFORDABLE HOUSING**
The email from Laura Welch was reported, requesting information as to ownership of the potential affordable housing site in Peace Hill and informing the council that the planning officer had not yet had time to visit the land adjacent to the Millennium Green owned by the Jesus Fellowship.
RESOLVED: To investigate ownership and occupation of the land in Peace Hill and to report this to the Chairman or the Clerk so that SNC can be informed.
ACTION: All

PC08/11/214 **NEW BURIAL GROUND**
Councillor Kent reported that nothing further had been done, because he had been waiting to see what the district council might have been intending in connection with affordable housing on the Jesus Fellowship land. Since nothing was forthcoming from the council yet, he would like to contact the Jesus Fellowship again to resume negotiations in respect of the paddock next to the Millennium Green. If the district council does express an interest in that area for affordable housing, the council will deal with that issue when it arises.
RESOLVED: That Councillor Kent should contact the Jesus Fellowship as he requested. The

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PC08/11/214 **NEW BURIAL GROUND**

Chairman will arrange for the name of the relevant contact person to be given to Councillor Kent.

ACTION: Councillor Kent

PC08/11/215 **PLAY AREA AT PRIMARY SCHOOL**

The Chairman reported that the County Council's agent had told the Clerk that the County Council wanted to establish that a lease or long term licence to the parish council would not require the consent of the Secretary of State, on the grounds that it was a loss of part of a playing field. Councillor Kirkbride reported also that there were staffing problems in the County Council legal department, which might delay things.

RESOLVED: That the Clerk would speak to Councillor Kirkbride to see if a contact name could be obtained in the County legal department, and to pursue the matter generally.

ACTION: Clerk.

PC08/11/216 **CLEANING OF BUTTS HILL BUS SHELTER AND THE DOG BINS**

- A A quote has been received from Ms Tarry in respect of the cleaning of the bus shelter, in the sum of £140.00. Some doubt was expressed as to the possibility of cleaning this, since some of the councillors had already tried, using anti-graffiti products. However, if Ms Tarry can clean the shelter, then the council will agree to this work being done.

RESOLVED: To accept the quote on the basis that the bus shelter is adequately cleaned.

ACTION: Clerk.

- B Ms Tarry has also quoted for cleaning the area around the play equipment on the rugby pitch and for cleaning and de-odorising the dog bins.

RESOLVED: That the Link Person be offered the job of cleaning the play area and that he be asked if he would extend his hours by one hour per week. That Ms Tarry be asked to clean and de-odorise the dog bins twice per year, in March and September.

ACTION: Clerk.

PC08/11/217 **COMMUNITY SPEED WATCH AND 20MPH ZONE**

An email had been received from Helen Howard at the County Council informing the parish council that the Transport and Highways Department would like to include Bugbrooke in a pilot scheme to reduce speed in various parts of the village to 20 miles per hour. They are also designing some small village entry measures to support the village when Community Speed Watch activities are being carried out. The intention is for the scheme to be delivered in February/March 2009. Councillor Kent reported that he had unsuccessfully tried to contact Helen Howard, but will arrange a meeting as soon as possible.

RESOLVED: That Councillor Kent will explore with the County the most effective form of speed reduction measures. The parish council could consider contributing to these if this meant that they were going to be successful.

ACTION: Councillor Kent.

PC/08/11/218 **PLANNING**

<i>Status</i>	App. No. & applicant	Location	Proposals	<i>PC comments or SNC decision</i>
<i>Info</i>	06/1654/OUTWN S WNDC	Upton Lodge	Housing, community/education etc facilities	<i>[to have been considered on 28th October 2008]</i>
<i>Info</i>	S/2008/1161/P Halford	30 High Street	Front Porch	Permission by SNC
<i>Info</i>	S/2008/1257/P Johnson	12 Church Lane	Single storey dwelling	Refusal by SNC
<i>Info</i>	08/00057/CCD	Campion School	16 additional car parking spaces	Permission granted by

PJB

<i>Status</i>	App. No. & applicant	Location	Proposals	<i>PC comments or SNC decision</i>
	S/2008/0952 NCC			NCC
<i>Info</i>	S/2008/1297/P Pritchard	2 Meadway	Single storey front and side extensions	Permission granted by SNC
<i>New</i>	S/2008/1405/P Bennett	Shenstone, 7 High Street	Retrospective consent application for 2 metre high stone wall and garden shed	No comment
<i>New</i>	S/2008/1380/P Duffy	22 West End	First floor and two storey side extensions	Materials to match
<i>New</i>	S/2008/1468/P Vanstone	79 Kislingbury Road	Conversion of garage and extension to front and rear (amendment to approval S/2008/0938/P)	Materials to match

PARISH MATTERS:

- PC08/11/219 A **FOOTPATH BY 63 SMITHERWAY**
A site meeting has been arranged with SNH to discuss the area behind the garages in Butts Hill Crescent on Friday 14th November. (*The footpath has been reported to Street Doctor*).
ACTION: Clerk and the Chairman and Councillor Cockrill will attend.
- PC/08/10/220 B **HIGHWAYS**
Councillor Kirkbride was thanked for her assistance in ensuring that the road out of Bugbrooke to Gayton was repaired and appears to be in very good order.
- PC/08/11/221 C **FOOTPATHS**
The footpath between Oaklands and Beech Close is in poor repair.
RESOLVED: To report this to Street Doctor
ACTION: Clerk
- PC/08/11/222 D **FLOODING**
The road under the Litchborough Road railway bridge was flooded, possibly due to Network Rail having blocked the drains during their work. There was also flooding on the bend approaching the Wharf. Councillor Kirkbride reported that the new contractors employed by the County council have been asked to inspect the culverts generally.
RESOLVED: To report these matters to Street Doctor, mentioning possible Network Rail liability.
ACTION: Clerk.
- PC/08/11/223 **CORRESPONDENCE**
For Action
- No** **Item**
- A Local Climate Impact Profile – Interviews being conducted by a postgraduate student.
RESOLVED: Inform Councillor Curtis
ACTION: Clerk
- B South Northants FORUM meeting 20/11/08 in Towcester
RESOLVED: No-one is available to attend
ACTION: N/A
- C Feedback required by 16.1.09 re NCC's draft Public Participation and External Communications Strategy
RESOLVED: Chairman and Clerk to read this and report back as necessary.
ACTION: Clerk/Chairman
- D NALC Survey on the banking crisis. NALC want to know the split of PC investments to establish how councils are being affected by this.
RESOLVED: Clerk to inform NALC that Bugbrooke Council has not been affected.
ACTION: Clerk
- E "Meet the Directors" meeting at Brackley Town Hall 3rd December 2008 – 6.30pm – 9.00pm.
Clerk and one other are invited to attend.
RESOLVED: Chairman to attend.

PTR

- ACTION:** Chairman
East Midlands Regional Plan – Partial Review – Comments required by Friday 12th December.
- F **RESOLVED:** Chairman and Clerk to read this and Chairman to report back.
ACTION: Clerk/Chairman
- G Volunteer leaflets
RESOLVED: To post these on the noticeboards,
ACTION: Clerk
- H Village Confines – SNC would like feedback on the council’s opinion.
RESOLVED: That the council agreed with the concept of village confines up to a point in that they give security against development outside the village, but could see the need for flexibility in certain circumstances. They would be interested to know why this issue has been raised.
- I Consultation Paper – “Codes of Conduct for Local Authority Members and Employees”.
RESOLVED: That the draft replies submitted by the Clerk were acceptable and should be returned to the DCLG.
ACTION: Clerk
- J Networking lunch in Lincoln on 19th December.
RESOLVED: That the Chairman should not attend this.
- K Listing of phone box on the High Street
RESOLVED: That this be resisted. A letter of objection should be sent to the district council in reply.
ACTION: Clerk

For Report

No.	Item
A	SNC “Landlord News and Views” Newsletter
B	Milton Malsor consultation response letter re Minerals and Waste Plan
C	NCALC briefing re the financial crisis (re protection of bank deposits)
D	Letter from Duston parish council forwarded by Mid Northants Parishes re traffic congestion.
E	Invitation to meet Mr Zafran Khan, Head of Highways and Transport at NCC on 12 th November. Cllr P. Bignell will attend this.
F	Results of applications for pharmacies in Greens Norton, Crick and Byfield – all rejected
G	Email from Mike Henson, who sets up parish council websites, to see if Bugbrooke PC wants to do this.
H	Brochure from Green Playground Solutions
I	Tenant Newsletter “SNH News” from SNH
J	Brochure from Macro Groundcare Equipment Limited
K	Letter to Councillor Cockrill from Stagecoach Buses.
L	Email from “Solutions for Playgrounds” (difficult to print)
M	SNC re-organisation and contact details have been sent. Views are being sought about the council’s development implementation service. District councillors will be invited to a forum on this. The Parish council forum was 27/10/08.
N	Newsletter from Listers Geotechnical Consultants.
O	Letter from E-On. New electricity meter to be supplied free of charge.
P	Emails from Mid-Northants Parishes: i) To Cllr A. Woods, Chairman of West Northants Joint Planning Unit to the next meeting of the MNP group on 3 rd December 2008. ii) Daily Express Phone vote – should Britain leave the EU? iii) Minutes of the meeting of 24 th September and agenda for meeting on 3 rd December

FINANCIAL MATTERS

- PC/08/11/224 A **Conclusion of 2007/2008 Audit**
The Clerk confirmed that BDO Stoy Hayward had issued the Notice of Conclusion of Audit, and had given a clear report in the Annual Return, the only issue arising from the audit being the level of the fidelity guarantee. The Clerk confirmed that the fidelity guarantee had been increased to £100,000.
RESOLVED: a) To accept and approve the Annual Return as audited by BDO Stoy Hayward
b) To complete the survey requested by BDOSH.
c) To pay BDOSH’s invoice
d) To advertise the closure of the audit on the noticeboards.
ACTION : Clerk
- PC/08/11/225 B **Monthly Budget Spent Figures**
Monthly budget spent figures were circulated

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PC/08/11/226 C **New Bank Account**

It was agreed that the possibility of a bank account earning a better interest rate should be explored with the Yorkshire Bank

RESOLVED: To ask Yorkshire Bank for details of easy access deposit /current accounts which earn a higher rate of interest than the present deposit account.

ACTION: Clerk

PC/08/11/227 D **Future BT invoices**

BT have informed the council that it will be billed in one invoice for all BT services

PC/08/11/228 E **Emptying of Bins - Charges**

A letter has been received from AH Contracts to the effect that their charges will be increased from April 2009, by 5%, to £2.69 per bin.

RESOLVED: To accept the increase.

PC/08/11/229 F **Millennium Green**

The Trustees of the Millennium Green have requested a grant in the sum of £1,000 towards annual maintenance costs for the financial year 2009/2010

RESOLVED: That the Clerk be authorised to confirm to the Millennium Green Trustees that a grant would be made as requested.

ACTION: Clerk

PC08/11/230 G **Accounts for Payment**

Accounts for payment were submitted as follows:

Chq no	To whom	Service rendered	Amount	Vat
914	AH Contracts	Emptying of waste bins – to 31.10.08	£360.96	£53.76
915	BDO Stoy Hayward	Auditing of Annual return for y/e 31.3.08	£334.88	£49.88
916	Mr A. Walton	Litter picking October/November	£57.60	
917	HM Revenue & Customs	Tax (CP & AW)	£103.40	
918	E.On	PL117 – replacement of lantern	£998.52	£148.72
S/O	Mrs C.J. Parry	Clerk's salary – to 31.10.08	£356.28	
919	NCALC	Replacement cheque re 4.10.08 Clerk's course (cheque 903 lost, and cancelled)	£75.00	
920	PW Warden	2 x grass cuts -10.10.08 & 27.10.08	£554.60	£82.60
921	Mrs E. Bignell	Backdated arrears of salary following interim pay award	£42.82	
920	Mrs C. Parry	Backdated arrears of salary following interim pay award	£9.15	

RESOLVED: That all the accounts presented for payment be approved.

ACTION: Clerk.

PC/08/10/231

**DATE OF NEXT ORDINARY MEETING:-
Monday 8th December 2008**

There being no further business the Chairman closed the meeting at 8.55pm

End of Minutes

PJB: gault 8/12/08