

# BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council  
held on Monday 14<sup>th</sup> December 2009 at 7.30 p.m. at the Community Centre, Bugbrooke.

### PRESENT:

Chairman – Councillor Philip Bignell

Councillor John Bignell  
Councillor Diana Cockrill  
Councillor John Curtis  
Councillor Ken Gardner  
Councillor David Harries  
Councillor David Jeffery

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

### IN ATTENDANCE

Councillor Graham Smith  
Mrs Catherine Parry, clerk

35 Parishioners

### APOLOGIES FOR ABSENCE

**Apologies were accepted from:**

**Reason:**

### ABSENT

None

Councillor Jonathan Shribman  
Councillor Neil Sturdy  
Councillor Joan Kirkbride  
Councillor Brenda Inch

Work commitment  
Work commitment  
Another council commitment  
Family commitment

PC09/12/244 **DECLARATIONS OF INTEREST** *P26*

Councillor Curtis declared a non-prejudicial interest in planning application S/2009/1170/OUT in relation to land between 29 and 31 Camp Hill and left the room during the council's discussions relating to this application.

PC09/12/245 **POLICE MATTERS**

- A Emails from Community Messaging Service have been forwarded as appropriate.
- B Police Community Support Officer Jen Harrison has emailed offering to visit vulnerable parishioners to advise them about security. This has been circulated.
- C Jen Harrison would like to deliver a police community newsletter. The clerk has suggested that this is delivered with the next issue of the Link. Jen would like to know how many copies will be needed.
- D The police authority has launched a new budget simulator and is asking members of the public to contact them online to tell them how they think that police funding should be spent.

PC09/12/246 **MINUTES**

The minutes of the meeting held on 9<sup>th</sup> November 2009 were approved as a correct record of the meeting, save that, owing to a typographical error, the number of vehicles travelling down Camp Hill at a speed of over 30 miles per hour was 15 per hour and not 95. Councillor Curtis also mentioned that the letter to the occupiers of 54 Chipsey Avenue had not achieved a result and the clerk confirmed that this had not in fact yet been sent. The minutes were then duly signed by the Chairman.

PC09/12/247 **REPORT ON MATTERS PREVIOUSLY RAISED**

There was nothing to report under this heading.

PC09/12/248 **PUBLIC QUESTION TIME**

The meeting was adjourned between 7.43pm and 8.20pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

*T JB*

PC09/12/249

**YOUTH MATTERS**

A

**Youth Shelter** – Councillor Harries reported on the site visit which he had carried out with the representatives from the Youth Council to discuss the possible location of the youth shelter. The problem with this facility and the MUGA is that Kara Luck, the play co-ordinator at South Northants Council, has resigned and this has left the parish council more or less on its own in organising funding and liaising with suppliers and other authorities involved.

**RESOLVED** That two more quotations should be obtained in order to confirm that Safe and Sound was the best value product.

**ACTION** Councillor Harries

B

**MUGA** – A planning application had been submitted by the Clerk, but was not registered, owing to the fact that the district council was not satisfied with the adequacy of the plans submitted. The supplier then produced a set of plans and elevations which were emailed to the planning officer, who had confirmed that they were acceptable. In order to release the lottery funding, a funding agreement must be signed by the council and by Councillor Harries as “Project Representative”. The clerk reported that this agreement would not appear to be onerous, subject to confirmation that no security will be required in return for the release of the funding. The money must be claimed within three months of the expenditure being made, and the grant will be released in stages.

Councillor Harries tabled the layout plan showing the location of the MUGA and the proposed access to it, which the planning officer had stipulated must be shown on the planning application drawing. The access will, in practice, be a general access over the playing field rather than a defined route, and the planning officer accepted this, but asked that a route be shown to the nearest public highway, since this is a requirement in respect of all planning applications.

**RESOLVED:** That the Football Club be requested to confirm that access via the football club would be acceptable

**ACTION:** Councillor Harries.

PC09/12/250

**NEW CHURCHYARD EXTENSION**

The clerk reported that the Jesus Fellowship had not contacted her following their meeting with Councillors Curtis and Harries.

**RESOLVED:** That in January 2010, Councillor Curtis would contact Mr Haines of the Fellowship to ascertain whether or not the Fellowship would agree to dispose of land near to the existing churchyard, as discussed at the meeting which had taken place.

**ACTION:** Councillor Curtis.

PC09/12/251

**PLAY AREA AT PRIMARY SCHOOL**

The clerk reported that she had been informed that a plan has now been received by the county council’s legal department and an application for voluntary registration is being prepared.

PC09/12/252

**COMMUNITY SPEED WATCH AND 20MPH ZONE**

A

An accident had occurred on Butts Hill during the evening of 13<sup>th</sup> November, when a car travelling down the hill ploughed into the chicane, demolishing both bollards. These had not yet been replaced. The clerk had written to the county council representative to insist that the matter of adequate visibility be treated as extremely urgent. She had been told that replacement lighted bollards could be provided but that the cost of electricity would need to be met by the parish council. The county could also paint the kerb with white paint. The clerk had asked the county to consider the provision of flat reflective bollards such as have been installed at Northampton Railway station but had been advised that these are not suitable. Alternatives had been suggested, and the clerk was waiting for further details.

A parishioner had commented that the county council should be ultimately responsible for injuries resulting from the chicane, and that this feature is dangerous and should be removed. He had specifically asked that his comments be passed to the parish council and to the county.

Councillor Kent advised that, despite the adverse comments and partial effectiveness of the traffic calming measures, his experience is that traffic entering the village from Kislingbury has been driving more slowly.

**RESOLVED:**

1. That the county council be requested to consider erecting a “New Road Layout” sign on the approach to the chicane.
2. That any replacement feature should be highly visible and that this should be emphasised to the county council

**ACTION:** Clerk

P JS

PC09/12/253

**PLANNING**

A The clerk reported that various emails had been received from Mid Northants Parishes, with news etc regarding the Joint Core Strategy. In particular, they asked that the parish council supports the Sustainable Communities Act Amendment Bill, which will enable local councils to require that local spending reports are published in full. Mid Northants Parishes wants to be able to establish the cost to the public of the West Northants Development Corporation. Councillor Curtis advised that supporting this Bill would be in the public interest.

**RESOLVED:** That the parish council should support Mid Northants Parishes in promoting the Sustainable Communities Act Amendment Bill

**ACTION:** Clerk

B The parish council has received a copy of an email to the district council from some parishioners who are unhappy with the appearance of the front of the village shop, since the boarding up of one of the windows, and the insertion of 4 plastic vents.

C An email had been received from the agent for the Diocese, confirming that an application for outline planning consent was to be submitted for the land at the rear of Peace Hill, to comprise 40% affordable housing. It was likely that a development agreement would be required in order to regulate the development and to provide for various contributions to be made towards education etc.

**RESOLVED:** That an emergency planning meeting should be called to discuss this application. These units should form part of the total of 111 new units allocated to Bugbrooke under the district council's Interim Housing Planning Policy.

**ACTION:** Clerk to call a full meeting of the Parish Council for Monday 21<sup>st</sup> December 2009 to discuss this planning matter only.

D Councillor Curtis had received a request from Kislingbury Parish Council for confirmation as to whether and to what extent Bugbrooke would support them in their opposition to the Joint Core Strategy development proposals in the vicinity of Junction 16.

**RESOLVED:** That Kislingbury Parish Council should be advised that Bugbrooke Parish Council had considered the proposals and had responded to the Joint Core Strategy consultation document accordingly. A copy of the responses had already been forwarded to the clerk of Kislingbury Parish Council.

**ACTION:** Clerk.

E Councillor Curtis reported on the meeting of Mid Northants Parishes which took place on 3<sup>rd</sup> December.

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
Info	Johnson S/2009/1043/FUL	Rear of 12 Church Lane	Single storey dwelling to the rear	A letter from SNC advises that the application was to be considered on 10.12.09 with a recommendation for approval <i>The parish council was not properly briefed previously, owing to lack of adequate drawings and should emphasise this to the district council.</i> Councillor Curtis advised that a site visit was to be undertaken next week.
Info	Weatherley S/2009/0884/OUT	67 Pilgrims Lane	Replace existing dwelling with two detached dwellings	Permission granted by SNC.
Info	WNDC 08/0283/FULWNN	Criminal Justice Centre Pavilion Drive	This was withdrawn from Committee on 27.10.09	
New	Foster S/2009/1170/OUT	Land between 29 & 31 Camp Hill	Detached dwelling and linked garage	Support, but keep the existing tree in the verge.
New	Bose S/2009/1184	5 Baptists Close	Conversion of roof space to habitable room with the insertion of 14 roof lights.	No objection, but roof lights should be Conservation Lights.
New	Bhatti	Rear of 40 High	Alterations to an existing store	No objection or support, but

PSS

	S/2009/1142/FUL	Street	room building and change of use to a takeaway.	<i>comments should be sent to District Council outlining parish council views.</i>
New	Hutchings S/2009/1154/FUL (retrospective amendment to S/2007/0891/P)	The Chase Great Lane	Renew dormer roofs to front, one and a half storey rear extension, conservatory to rear and replace part of flat roof with pitched roof at rear.	<i>No objections.</i>

**PARISH MATTERS:**

- PC09/12/254 A **Notice boards** – The clerk reported that she was proceeding with the order.
- PC09/12/255 B **Litter Bins** – The 3 year contract with the contractor has been received and will be tabled for signature by the chairman.  
**RESOLVED:** That the chairman be authorised to sign the agreement and the clerk to send it to the contractor.  
**ACTION:** Chairman and clerk.
- PC09/12/256 C **Community Centre** – Councillor Harries reported on the last meeting of the Community Centre Association held on 18<sup>th</sup> November 2009.
- PC09/12/257 D **Footpaths** – Councillor Harries reported on a meeting held with Mr Paul Heygate on 18<sup>th</sup> November to discuss various footpath diversions. Mr Heygate had informed those present at the meeting that the diversions requested by the parish council could not be agreed owing to the fact that the land over which the new footpath routes would pass was the subject of a European agricultural initiative.
- PC09/12/258 E Councillor John Bignell requested that Street Doctor be asked to examine the state of the footpath in Camp Hill as it leads into the village to the point where it meets the public footpath leading to the canal.  
**RESOLVED:** That the clerk should contact Street Doctor accordingly.  
**ACTION** Clerk

PC09/12/259 **ALLOTMENT ASSOCIATION**

The clerk reported that the rent for the allotments had been received.

PC09/12/260 **CONSULTATIONS**

<b>From</b>	<b>Subject Matter</b>	<b>Closing Date</b>
Northants County Council Department for Communities and Local Government	Consultation on Northants County Council's proposals to operate a permit scheme The Government has issued its responses to the consultation on reforms to the byelaws procedure. A copy of the consultation questions and the responses is held at the parish office for those interested to see them	31 <sup>st</sup> December 2009
Northants Minerals and Waste Core Strategy	The County Council has put forward a number of suggested changes to this strategy. They are available to view on the council's website. The clerk reported that, on a quick review, these do not seem to impact on Bugbrooke, but the clerk would need to spend some time examining them in more detail to be able to confirm this.	7 <sup>th</sup> January 2010
South Northants Council	South Northants Economic Development Strategy 2010-2014. <b>RESOLVED</b> That responses should be sent to the district council <b>ACTION</b> Clerk	11 <sup>th</sup> January 2010

PC09/12/261 **NEIGHBOURHOOD WATCH**

The clerk reported that the invoice had been received for the new sign.

PC09/12/262 **HIGHWAYS AND TRANSPORT**

- A The clerk reported that the county council's community liaison officer, Helen Howard, had asked whether the parish council would have any objections to a change in Campion School's "Keep Clear" markings, so that there would be a set across both entrance and exit. Also, they propose to make both bus stops protected so that no vehicles can park in them at key times of the day. This would mean painting a thick yellow line along the back of the bay and erecting a notice prohibiting parking between 8.00am and 4.00pm.  
**RESOLVED** That the parish council would have no objection to this course of action

PJB

- ACTION** Clerk to inform the county council accordingly.
- B Safer winter driving leaflets have been circulated and the link to the MGWSP website for further information has been circulated.
- C A gully emptying programme has been provided by MGWSP. Bugbrooke is on the programme in January 2010.
- D The county council's volunteer co-ordinator has a small budget to improve road signs and markings throughout Northamptonshire. She has asked for details of any items which could be repaired using this budget. It could include replacement of dirty or missing bollards.
- RESOLVED** That the county council be requested to consider erecting "No Parking" signs by the double yellow lines near the shop at the junction of Johns Road and Kislingbury Road.
- ACTION** Clerk

PC09/12/263 **CORRESPONDENCE**

**1. For Action-**

- | <u>No.</u> | <u>Item</u>   |
|------------|---|
| A          | Winter salting network leaflets for distribution.<br><b>RESOLVED</b> That these be distributed around the village.<br><b>ACTION:</b> Clerk  |
| B          | SNVB leaflets   |
| C          | South Northants Council flyer advertising for polling station and count staff for the next election.<br><b>RESOLVED</b> That this be posted on the website and on the notice boards.<br><b>ACTION:</b> Clerk  |
| D          | Wednesday 16 <sup>th</sup> December Parish Council Reception at South Northants offices.  |
| E          | Email from National Association of Local Authorities: they want to gather examples of activities and projects which Quality Councils are engaged in, with regard to various issues (eg the economy, housing, the digital age etc).  |
| F          | The Division Commissioner for the West Division of the Northamptonshire Girlguiding Association has written to give early notice of the finale to the centenary of the guiding movement, which will take place at the community centre on 20 <sup>th</sup> October 2010. The intention is that a rocket will be fired to commemorate the occasion, and the parish council is asked to confirm that it has no objection to this. |
| G          | CPRE "Stop the Drop" campaign 2010 between Friday April 9 <sup>th</sup> and Sunday April 18 <sup>th</sup> 2010.   |

**2. For Report -**

- | <u>No.</u> | <u>Item</u>  |
|------------|--|
| A          | Littlethorpe of Leicester, hardwood shelters brochure.   |
| B          | Rekk youth shelters brochure.  |
| C          | NHS "Health and Wellbeing" guides for distribution.  |
| D          | South Northants District council "State of the District's Economy" report.   |
| E          | South Northants Homes major works briefing papers.   |
| F          | Glasdon brochure.  |
| G          | Victim Support Appeal for funds.   |
| H          | Woodberry of Leamington Spa brochure.  |
| I          | Northamptonshire Link flyers. This is a group dedicated to improving health and social care services in Northants.                         |
| J          | NALC Update  |
| K          | LinkUp voluntary sector newsletter.  |
| L          | NHS Northamptonshire's annual report.  |
| M          | Mid Northants Parishes forwarded a press release confirming that the Grand Prix is to remain at Silverstone.                               |
| N          | Various landscaping contractor leaflets and flyers. They have been told that they will be considered when the contract is due for renewal. |

PC09/10/264 **FINANCIAL MATTERS**

- A Monthly Budget Spent figures
- B Last year a donation was included with the ACRE subscription. Should the same donation of £16.00 be made this year?  
**RESOLVED** It was agreed that the same donation should be made this year  
**ACTION** Clerk
- C The county council is to reimburse the parish council £773.24 for grass cutting, which is more than what was originally agreed, owing to escalation. Does the council wish to enter into the same arrangement with the county council next year?

PDB

**RESOLVED** The parish council intends to continue the agency agreement with the county council Clerk.

**ACTION** Society of Local Council Clerks membership is due for renewal - £95.00

E Approval of draft budget for 2010-2011. A copy of the draft was circulated before the meeting.

**RESOLVED** That the chairman and vice chairman meet with the clerk to discuss the draft budget in detail in order that a final draft for approval can be put to the January full meeting of the parish council.

**ACTION** Clerk.

F To ratify cheque 1029 for £850.00 in favour of the Bugbrooke OAP Christmas Gift Scheme.

**RESOLVED** That this cheque be ratified.

G The publishers of the Bugbrooke Link requested confirmation that the parish council wish to continue advertising for the next three issues. If so, the sum due is £35.00.

**RESOLVED** That the advertising should be continued for a further three issues.

**ACTION** Clerk to send a cheque accordingly.

H The s137 Local Government Act 1972 expenditure level for 2010/2011 will remain at £6.15 per elector. The total which can be used pursuant to this power will therefore remain as for the current year.

J Accounts for payment –

Chq no	To whom	Service rendered	Amount	Vat
1030	AH Contracts	Emptying of waste bins – to 30.11.09	£296.98	£38.74
1032	E.On	October unmetered supply costs <i>[Note: November account was received after the agenda had been published and this was included in the cheque, which will be ratified at the January meeting]</i>	£594.12	£77.50
1031	Mr A. Walton	Litter picking November – 5 weeks x 4 hours 20 hours @£6.25 =£125 (less 20% tax)	£100.00	
S/O	Mrs C.J. Parry	Clerk's salary– November 2009	£364.47	
1035	HM Revenue & Customs	Tax (CP £91.20 & AW £25.00) - NI (CP@.33p) £.33 NI (BPC@.38p) £.38 Total £116.91	£116.20   £116.91	£116.91
1039	Northants ACRE	Donation (s137 Local Government Act 1972)	£16.00	
1036	British Telecom	Invoice August to November 2009	£96.93	£12.64
1037	Dave Shurville Designs	Neighbourhood Watch sign	£8.63	£1.13
1038	Bugbrooke Link	Advertising for 3 issues	£35.00	

Note that the invoice from Falcon Copiers was not included in the cheques for payment, since this had been included in the agenda in error from a previous month.

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

**ACTION:** Clerk.

PC09/10/265

**DATE OF NEXT ORDINARY MEETING:-**

**Monday 11<sup>th</sup> January 2010**

*There being no further business the Chairman closed the meeting at 9.48PM*

**\*End of Minutes\***

**CHAIRMAN:**.....

*P J Bignell*

**DATE:**.....

*11/1/2010*