

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council
held on Monday 13th July 2009 at 7.30 p.m. at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Councillor Philip Bignell

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

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

IN ATTENDANCE

Mrs Catherine Parry - Clerk to the Council

6 Parishioners

APOLOGIES FOR ABSENCE

Apologies were accepted from:

Reason:

Councillor Joan Kirkbride

Another council commitment

ABSENT

Councillor John Bignell

PC09/7/144 DECLARATIONS OF INTEREST

No interests were declared.

PC09/7/145 POLICE MATTERS

- A Emails from Community Messaging Service (which have been forwarded to parish councillors on email and to the Neighbourhood Watch co-ordinator as appropriate) as follows:-
- 15.6.09 – local burglaries
 - 15.6.09 - notification of house-to house fund-raising programme
 - 16.6.09 – vehicle break-in in Daventry (the clerk does not propose to circulate out of area messages in future unless she is instructed otherwise)
 - 23.6.09 - report on breath test results.
 - 24.6.09 – reminder about best practice in relation to home security
 - 25.6.09 – Lead piping stolen from Blisworth Road, and a reminder about SmartWater.
 - 3.7.09 – vehicle break-in in Meadway and a reminder about vehicle security.
- B Bugbrooke beat update from Jen Harrison – the police have received many calls about the homeless man calling to request window cleaning work. The police are not aware that the man has caused any problems, but please call 03000 111 222 if you are concerned about his behaviour.
- C Crime Statistics – the clerk asked Jen Harrison whether the statistics for Campion School could be separated from those for the rest of the village, since they seem to artificially raise these. Jen has replied that she has discussed this with PC Horner and Sergeant Kennett, and they conclude that the reported incidents from Campion are minimal, and that they do not skew the figures as a whole.
- RESOLVED:** The Chairman will raise this at the next Community Safety Forum meeting on 1st September.
- ACTION:** Chairman
- D Mobile police surgery in the layby on the High Street from 4-7pm on 4th August 2009. The clerk has asked for details of this to be posted on the website.

PJB

PC09/7/146 **MINUTES**
The minutes of the meeting held on 8th June 2009 were approved as a correct record and duly signed by the Chairman.

PC09/7/147 **REPORT ON MATTERS PREVIOUSLY RAISED**

<u>No.</u>	<u>Item</u>	<u>Details</u>	<u>Previous PC Minute No.</u>
A	Committees	Councillor Kent has been added to the Village Charities section. A further list had been included with the agenda.	PC09/5/88
B	Hedge letters	The clerk was reminded that the hedges next to the Bakers Arms and on KD9 need to be trimmed and the clerk agreed to send out the reminder letter without further delay.	PC09/6/129

PC09/7/148 **PUBLIC QUESTION TIME**

The meeting was adjourned between 7.36pm and 8.03pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

PC09/7/149 **YOUTH MATTERS**

Youth Shelter and MUGA– Councillor Harries reported on his meeting with Mike Scragg, the police representative, regarding the location of the MUGA. Mr Scragg is unhappy with the proposed location at the far end of the football club and wants it to be moved to the rear of the houses in Camp Close. A site meeting was held between Kara Luck, the clerk and a supplier of MUGAs (Safe and Sound Playgrounds) on Monday 6th July. The supplier's representative suggested that it would be inadvisable to locate the MUGA near any houses, and that she has many instances of continuing complaints from neighbours who live near to a MUGA. In any event, a planning application will need to be made for the MUGA and this must be done soon. It is not inevitable that the council will follow the comments of the police with regard to the siting of the facility. It was suggested that the police community safety officer be requested to visit the proposed site. With regard to security, the question of CCTV was discussed, but was thought not to be practicable at this location.

Councillor Harries confirmed that funding for the MUGA from outside sources would be required. WNDC would contribute 50% of the cost of the MUGA, and the application for this must be made before the end of July 2009. The balance would come from various sources, including the Community Association's mast fund.

Councillor Harries requested:

- Formal consent for a planning application to be prepared for the MUGA on behalf of the parish council.
- A donation from the parish council towards the cost of the MUGA.

The council was asked to consider what publicity should be given to this scheme and to the youth shelter, to avoid claims of lack of information.

- RESOLVED:**
1. That consent be given for a planning application to be made for the MUGA.
 2. That the parish council donate £1,000 towards the provision of the MUGA.
 3. That the community safety officer be requested to attend a site visit so that the proposals could be discussed with her.

- ACTION:**
1. Councillor Harries assisted by the clerk.
 2. A cheque would be drawn at the appropriate time.
 3. Clerk when a suitable date can be agreed with Councillor Harries.

PC09/7/150 **NEW CHURCHYARD EXTENSION**

A The working party met on 16th June, and a note of the meeting was included with the agenda. The clerk contacted Anglian Water and the Environment Agency with a view to establishing whether it is possible to use the field at the rear of the rectory for a replacement car park and for some graves. She was advised to download a leaflet on cemetery developments from the EA website, which she has done. She has had a preliminary reply from Anglian Water with their standard sewer location drawings for the area, and is awaiting a more detailed reply. There would appear to be two foul sewers crossing the Church Field, which would make anything other than using this area as a car park unlikely and expensive.

PDS

- B A letter has been received from Godfrey Payton re-iterating the Harrison Trust's willingness to put forward the land adjacent to the Five Bells for a mixture of affordable and open market housing, together with land for a churchyard extension. The clerk has asked whether any churchyard extension could be sited at the rear of the Five Bells and the trust's agent has confirmed that they would consider any proposal put forward by the parish council.
Councillor Kent advised that the matter was becoming urgent since churchyard burials are now restricted to people actually living within the parish, and even those who formerly lived in the parish for many years, but who have moved away, are now being excluded. Also, plots cannot be reserved in advance.
- RESOLVED:** That a meeting of the working party should be arranged for the near future so that the latest information can be discussed.
- ACTION:** Churchyard extension working party.

PC09/7/151 **PLAY AREA AT PRIMARY SCHOOL**

- A The clerk has chased the county council and their agent to finalise the lease, but has heard nothing further. She will continue to press them for some action so that the equipment can be supplied during the school holidays.
- B A letter was sent to the neighbouring properties and a site meeting was held between several residents and Councillor Ward and the clerk on 1st July 2009. The residents are concerned that the equipment will be vandalised and that their properties will be at risk from youths being able to see into their gardens. They are also concerned about potential noise and use of the equipment out of hours by youths who will climb over the fence. They are unhappy that they had not known about the proposal previously.
- C In view of the size of the equipment, the clerk requested confirmation from SNC that planning consent would not be needed, and this has been given.
- RESOLVED:**
1. That it is believed that the county council might not in fact own the land on which the playing field has been created. Clerk to investigate this with the relevant councillors. If it is correct then the clerk will suggest title insurance to the county council.
 2. That the noise and anti-social behaviour will be monitored, but that the scheme will go ahead. It is hoped that if the youth shelter is constructed, the youths will congregate there instead of on the primary school field.
 3. That the primary school head teacher had indicated that the equipment chosen would be the most suitable for the intended user age group and that the parish council would proceed with that equipment when the title problems had been resolved.

ACTION: Clerk

PC09/7/152 **COMMUNITY SPEED WATCH AND 20MPH ZONE**

Councillor Kent reported that yellow Speedwatch signs had been erected, and would remain in place for 6 weeks. He would like to recruit new members and the next training session would take place on Saturday 12th September. The vehicle activated sign has been erected outside Campion School but is being partially obscured by trees. While the 20mph limit is believed to be quite successful, the zebra crossing has created parking problems in Church Lane, with people double parking on Wagon and Horses Green, which impedes visibility dangerously. Double yellow lines are needed here. The zebra crossing is being used frequently.

- RESOLVED:**
1. To ask Campion School if the trees can be lopped in the vicinity of the new sign.
 2. To ask the county council if double yellow lines can be painted around Wagon and Horses Green.

ACTION: Clerk

PC09/7/153 **PLANNING**

A late letter had been received notifying the council of a meeting of the Mid Northants Parishes Group on Thursday 23rd July. Councillor Curtis will attend. The purpose of the meeting is to discuss the response to the West Northants Joint Planning Unit's Joint Core Strategy for growth. Councillor Curtis reported that as far as he could ascertain, Bugbrooke would not be affected by the proposals for expanding Northampton, since the Strategy did not propose to develop south of the M1. This is separate from the South Northants proposed Interim Planning Policy, which would include potential for new development of about 100 dwellings, but that would be preferable to becoming part of the greater Northampton.

P JB

<i>Status</i>	App. No. & applicant	Location	Proposals	<i>PC comments or SNC decision</i>
<i>Info</i>	S/2009/0463/PCC Northants CC	Campion School	Installation of a double mobile classroom.	No objections by SNC
<i>Info</i>	S/2009/0350/P Swingler	68 Johns Road	Change of flat roof to pitched roof on front elevation	Permission by SNC

PARISH MATTERS:

- PC09/7/154 A The residents of Chipsey Avenue who are adjacent to the new play area said that their area of the village does not have easy access either to parish council meetings or to noticeboards. The clerk therefore suggests that she requests that minutes and agendas be posted up on one of the surgery notice boards, and that enquiries are made about holding the parish council meeting in Jubilee House several times a year.
RESOLVED: That the clerk should investigate the cost of erecting another notice board at the end of the footpath near Chipsey Avenue.
ACTION: Clerk
- PC09/7/155 B The notice board on the bus stop by the Bakers Arms is in poor condition and is too small.
RESOLVED: That the clerk will obtain a quote for a new larger board.
ACTION: Clerk
- PC09/7/156 C The yew hedge at 2 Camp Hill is overhanging a narrow section of footpath.
RESOLVED: A letter should be sent to the owner asking that the hedge be clipped back flush with the boundary wall.
ACTION: Clerk
- PC09/7/157 D That the bushes by 32 West End are hanging down into the water of the brook, and will impede the flow of water in the case of a flood.
RESOLVED: That the Environment Agency be requested to cut the bushes back.
ACTION: Clerk.
- PC09/7/158 E The Clerk reported that she had attended a seminar on the need to co-ordinate village and other organisations in the case of a natural or other disaster. The county council has drafted a Community Self Help Plan, which needs to be completed, with the contact details of all village organisations which could be contacted when necessary. The Environment Agency also gave a talk about the need for flood wardens to keep in touch with them.
RESOLVED: That the self help plan be put together as soon as possible. That Councillor Curtis be confirmed as the flood warden.
ACTION: Clerk, liaising with other organisations as necessary. The clerk would also contact the EA and give them Councillor Curtis's details.

PC09/7/159 **CONSULTATIONS**

- A Advance notice has been received from WNDC about the emergent Joint Core Strategy for West Northants. The consultation process will run from 16th July 2009 to 27th August 2009. This strategy will relate to the long term strategic plan for the development of West Northants.
- B East Midlands Regional Plan partial review. The options consultation is now running and will close on 6th October 2009. The Regional Plan sets out the long term strategy for the East Midlands. The partial review will relate to housing, transport and climate change. A disc has been supplied, which the clerk will review and report on prior to the closing date.

RESOLVED: That the clerk will report on both consultations and submit replies to the council for consideration.
ACTION: Clerk.

PC09/7/160 **NEIGHBOURHOOD WATCH**

The co-ordinator has requested funding for another five NHW signs for the village. The total cost will be £39.75 inc. postage and packing. Authority was requested for the clerk to draw the cheque when she received the invoice.

RESOLVED: That the contribution towards the funding be agreed.
ACTION: Clerk, on receipt of the invoice.

PC09/7/161 **VILLAGE OF THE YEAR**

The clerk and two further guests are invited to the presentation evening on Tuesday 21st July at 7.30pm.

PSS

RESOLVED: That the clerk and Councillors Harries and Curtis would attend.
ACTION: Clerk, Councillor Harries and Councillor Curtis

PC09/7/162 **HIGHWAYS AND TRANSPORT**

- A Leaflets received from the Highways Agency had already been distributed.
- B MGWSP had provided details of their new parish enhancement gangs which will work with parish councils to undertake minor improvement/safety works as agreed between area teams and the parishes. Requests must be made in writing to the Area Manager. The council should decide on its priorities so that the clerk can make the necessary approach.
- C The parish highways volunteer representative scheme had ceased, and the county council had combined this scheme with others, under one volunteers' co-ordinator, Courtney Claunch. This person would support the parish path wardens, tree wardens and highway representatives. She had asked for an updated list of volunteers to be sent to her, with details of any vacancies. She had also written an update on the role of highways representatives and her thoughts on the future.
- D Councillor Cockrill reported that the county council had lost the original bus stop which had been at the bottom of the Primary School Close. They would, however, replace it shortly with a new one in the lay-by.
- E Councillor Cockrill had been informed that bus drivers had been complaining that vehicles were parking in the bus lay-bys near to Champion School, which meant that buses had problems pulling in, when stopping, and this caused hazards to traffic and to people stepping down from buses.

RESOLVED:

1. To invite the Area manager for MGSWP to carry out a site visit so that priorities for repair can be discussed.
2. To send to Ms Claunch details of the relevant wardens so that she can update her records.
3. To publicise the fact that people should not park in bus lay-bys.

ACTION:

1. Clerk in liaison with interested councillors
2. Clerk
3. Clerk on the website and Chairman in his next article for the Link.

PC09/7/163 **COMMUNITY CENTRE**

Councillor Harries reported on the meeting of the Community Association held on 18th June 2009. The telecommunications company have informed the association that they might not need the mast to remain on the playing field, which would reduce the association's income and ability to contribute to village organisations.

PC09/7/164 **CORRESPONDENCE**

1. For Action-

- | No. | Item |
|------------|--|
| A | Code of Conduct Training 8 th and 10 th July 2009. This had already been circulated.
RESOLVED N/A
ACTION: N/A |
| B | Planning training 16 th July at Litchborough.
RESOLVED The clerk is to attend this.
ACTION: Clerk |
| C | NALC networking lunches – various dates.
RESOLVED Not to attend these.
ACTION: N/A |
| D | Volunteer leaflets
RESOLVED To distribute these.
ACTION: Clerk |
| E | Putting People First – NALC annual conference 4 th and 5 th September 2009
RESOLVED Not to attend this.
ACTION: N/A |
| F | Northants Association for the Blind – request for free advertising in the Link magazine. The clerk had already emailed back with details of the Link address.
RESOLVED N/A
ACTION: N/A |
| G | Energy Savings Trust asking if the council was aware of anyone who would like their advice.
RESOLVED To publicise this on the website.
ACTION: Clerk |
| H | Play session leaflets for posting on notice boards
RESOLVED To post these accordingly. |

P J D

ACTION: Clerk.

2. For Report –

- | <u>No.</u> | <u>Item</u> |
|------------|--|
| A | Outdoor PA systems flyer. |
| B | Yelvertoft Village heating oil buying group. Clerk directed them to villages without gas. |
| C | Northants CC "Give or Take" day guide (for community swapping events) |
| D | SNC yearbook |
| E | Village Viewpoint magazine |
| F | Report on the SNH estate walkabout which took place on 10 th June 2009. |
| G | Northampton General Hospital Governors' Council open forum Wednesday 23 rd September 2009, 7.00-9.00pm. |
| H | SNC would like to take a stall at the church fete. This had already been forwarded to the organiser. |
| I | Various Business Link events which took place in June. |
| J | "Shoe Town" festival June-September 2009, brochure. |
| K | Various suppliers' catalogues |
| L | EMDA News |
| M | SNVB newsletter |
| N | NALC Chief Executive's report |
| O | SNH tenant news letter |
| P | Came and Company – insurance certificates. |
| Q | Longhurst Homes brochure (affordable housing provider) |

PC09/7/165 **FINANCIAL MATTERS**

- A Monthly Budget Spent figures:**
- | | |
|--|------------|
| Total anticipated expenditure for 2009-2010 | £86,400.00 |
| Total expenses to date (including the expenditure below) - | £11,316.53 |
| Balance | £75,083.47 |
| Any overspend to date on individual items | N/A |
- B** Current account balance (taking account of expenditure below) £2,933.67
- C** Deposit account balance as at today's date (less interest accrued) £52,063.13
- D** To ratify cheque numbers 980 for £35.00 to Bugbrooke Link and 973 for £2037.06 to Broker Network Ltd for the insurance (not included on last agenda).
- E** Accounts for payment –

Chq no	To whom	Service rendered	Amount	Vat
	AH Contracts	Emptying of waste bins – to 30.6.09	£296.98	£38.74
	E.On	May Electricity charges (the climate change levy has increased slightly)	£297.06	£38.75
	E.On	Street light quarterly maintenance charge	£701.28	£91.47
	Mr A. Walton	Litter picking June – 5 weeks x 4 hours 20 hours @£6.25 =£125 (less 20% tax)	£100.00	
	HM Revenue & Customs	Tax (CP £91.20 & AW £25.00) - NI June & July (CP@.33p) NI (BPC@.38p)	£116.20 £.66 £.76	
		Total	£117.62	
		Less balance HMRC credit	£24.90	£92.72
S/O	Mrs C.J. Parry	Clerk's salary– July 2009	£364.47	
	PW Warden	Grass Cutting (2 @ £276)	£552.00	£72.00
	Falcon Copiers	Copier rental August – October 2009	£169.77	£22.14
	BSACC	Committee Room Hire 8 hours x £8.00 Rent 1.7.09– 30.9.09 -3 x £80.00	£64.00 £240.00 £304.00	
	SLCC	Charles Arnold-Baker 8 th Edition	£55.60	

PJB

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

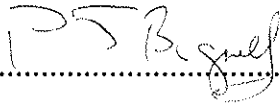
PC09/7/166

DATE OF NEXT ORDINARY MEETING:-
Monday 10TH AUGUST 2009
PLANNING AND FINANCE ONLY

There being no further business the Chairman closed the meeting
at
9.03PM

End of Minutes

CHAIRMAN:.....



DATE: 14/9/2009.....

APPENDIX A

Notes of matters arising during public question time on July 13th 2009

1. Councillor Smith, representing South Northants Council, reported that the district council is likely to have a serious financial shortfall next year, which might result in a problem maintaining effective services. They are not sure of the amount of income which they are likely to receive beyond 2010, and this is going to be a serious strain, potentially, on service provision. He indicated that the parish might wish to consider raising money through the precept.
2. Mrs Paice reported that she had made the county council aware of the state of some of the footpaths in the parish, but that the county council is also short of funds.
3. Two parishioners requested more information about the location of the youth shelter and MUGA. They have regular problems with drunken youths disturbing them late into the night and early morning. Councillor Harries confirmed that although the location had been settled as the playing field, discussions were still being held as to the precise location. He shared their concerns about anti-social behaviour, and confirmed that they had been raised with the authorities, but that both the police and the district council were fully in support of the youth shelter. It is difficult for the parish council to object to it on the grounds of misuse, without having been willing to experiment with a youth shelter. If the shelter is vandalised or misused, it will be removed.
4. Parishioners who would be living near to the proposed children's play equipment on the primary school playing field were concerned about the risk of anti-social behaviour and misuse of the equipment by youths, who were already climbing over the fence late at night. The police were not able to visit the site in time, when they were contacted. The parishioners were also worried that many people would visit the equipment in cars, and this would block up Chipsey Avenue, which was already difficult to park in. The chairman advised that the police community support officer would be asked to visit the site regularly to move the youths on.
5. The parishioners were advised that the play equipment would be open during the day time in the holidays, but not at the weekends.