

# BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council  
held on Monday 11<sup>th</sup> October 2010 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 Brenda Inch  
Councillor Alan Kent

Councillor Paul Phillips  
Councillor Cherry Pilcher  
Councillor Dr Jonathan Shribman  
Councillor Neil Sturdy  
Councillor Terry Ward

## IN ATTENDANCE

Mrs Catherine Parry, clerk

Councillor Graham Smith

8 Parishioners

## APOLOGIES FOR ABSENCE

### **Apologies were accepted from:**

Councillor Brian King  
Councillor David Jeffrey  
County Councillor Mrs J. Kirkbride

### **Reason:**

Illness  
Holiday  
Another council commitment

## ABSENT

None

PC10/10/447 **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**  
Apologies were accepted from Councillors as recorded above.

PC10/10/448 **DECLARATIONS OF INTEREST**  
Councillor Ward declared a non-prejudicial interest in the discussions regarding the item listed under A in the Action section of the Correspondence (request that a letter be written to Parliament in support of the Post Office).

PC10/10/449 **REGISTER OF INTERESTS UPDATE**  
No member of the Council had acquired any new interests which were required to be recorded in the register of interests.

PC10/10/450 **MINUTES**  
The minutes of the meeting held on 13<sup>th</sup> September were approved as a correct record of that meeting and were duly signed by the Chairman.

PC10/10/451 **POLICE MATTERS**  
A Various Community messages had been circulated.  
B The clerk reported that the Community Safety Partnership had been reviewing how they consulted with their communities. They intended to hold larger meetings, the first of which would be in Brackley on 17<sup>th</sup> November. This was for all residents in South Northants and Daventry. Places should be reserved. The clerk could provide details. There would then be several two day events held outside supermarkets.

**RESOLVED** That the Chairman would attend the event on 17<sup>th</sup> November.

**ACTION** Chairman to confirm to the CSP.

C Two personal safety events are to take place in Towcester and Brackley. The clerk confirmed that she could provide details for those interested in attending.

PC10/10/452 **PUBLIC QUESTION TIME**  
The meeting was adjourned between 7.32pm and 7.57pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

PC10/10/453 **REPORT ON MATTERS PREVIOUSLY RAISED**  
There was nothing to report under this heading.

PC10/10/454 **YOUTH MATTERS**

A **Campion School:** The clerk reported that she had emailed the head teacher's secretary for confirmation as to who would attend the opening of the MUGA, and had received confirmation that two members of staff and some pupils would attend.

B **MUGA:** The clerk reported that David Capel, the cricketer, had agreed to open the MUGA at 4.00pm on Friday 15<sup>th</sup> October. The opening ceremony would be followed by an informal tea in the Community Centre.

C **Skateboard Facilities:** The clerk reported that she had received a brochure about the provision of temporary skateboard ramps.

**RESOLVED** That a possible location be discussed with the Community Association. If it was possible to provide this, then the cost could be discussed.

**ACTION** Clerk

PC10/10/455 **PLAYING FIELD**

The clerk reported that she had been advised that the Community Association intended to install wooden posts and some lockable bollards around the perimeter of the car park to prevent all but authorised vehicles from gaining access to the playing field. A quotation of £2050.25 plus VAT (maximum) had been received, which could be paid from the VAT recovered from the cost of the MUGA. Authority was requested for this to be paid by the Parish Council.

**RESOLVED** This was agreed.

**ACTION** Clerk to liaise with Councillor Harries as chairman of the Community Association.

PC10/10/456 **NEW CHURCHYARD EXTENSION**

A The clerk reported that she had heard from the agent for the Jesus Fellowship that he had been authorised to meet representatives of the Parish Council to discuss the provision of some land for an extension to the churchyard.

**RESOLVED** That the clerk should organise such a meeting urgently.

**ACTION** Clerk.

PC10/10/457 **PRIMARY SCHOOL**

A The clerk reported that she and Mrs Bastin of the Primary School had visited the play area site and had discussed the best type of fencing. The clerk had asked Townsends for a quotation for higher roll top fencing of the type already provided. This was in the sum of £2406.95 plus VAT. Lappsett had confirmed that they could not make use of the original fencing.

**RESOLVED** That the question of sharing of the cost of the higher fencing should be discussed with Mrs Bastin.

**ACTION** Clerk

B Councillor Curtis had received a complaint from a visitor to Bugbrooke who could not find any signposts or boards relating to the Primary School. Councillor Kent reported that when the building works had been completed the board would be re-erected.

PC10/10/458 **TWINNING**

Councillor Harries reported that a coach had been booked for the football club to visit Vöhl in May 2011. There were a small number of spare seats available if any parish councillors wished to join the trip. He and Mrs Harries intended to go. It was likely that the elections would have been held by the time of the visit, so names could only be provisional at this stage.

**RESOLVED** That the representative from Vöhl should be asked if Vöhl had decided to proceed with the formal twinning with Bugbrooke and, if so, when the ceremony was proposed, so that councillors could decide what arrangements to make.

**ACTION** Clerk

PC10/10/459 **ALLOTMENTS**

A The clerk reported that she had heard nothing positive from the agents from the Diocese, since having sent them another copy of her initial request for more land. She had advised them that compulsory purchase was an option, though not a preferred one, and had asked that they establish what compensation might be payable to the farmer.

PC10/10/460 **COMMUNITY SPEED WATCH AND 20MPH ZONE**

A There was nothing to report this month.

PC10/10/461

**MID NORTHANTS PARISHES REPORT**

- A The clerk reported that various emails had been received, but none relevant to Bugbrooke.
- B Councillor Curtis reported on the proceedings of the meeting of Mid Northants Parishes which had taken place on 23<sup>rd</sup> September. Councillor Sally Townsend was to resign as Chairman on the grounds that she was to become the Chairman of South Northants Council. Councillors Sellars was the interim Chairman and a new Chairman was being sought.

PC10/10/462

**PLANNING**

The clerk reported as follows:

- A An email was received from a resident in Oaklands, asking whether planning consent was needed for a fence in their front garden, and a higher front wall. They were referred to the planning department.
- B The planning application for 11 Pilgrims Lane was to be heard at the SNC committee meeting on 7<sup>th</sup> October. The officer had indicated that his recommendation would be for approval of the extension of the time limit, but for three years, rather than for the five years applied for.
- C An email had been received from a resident of West End outlining his concerns about the three proposed developments in this area of the village and expressing concern that he was not told early enough of the time of the parish council meeting at which one of the applications was to be considered, and that parishioners were not aware that they should keep the parish council informed of their objections. The clerk had responded.

**D Planning Applications as follows:**

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
New	S/2010/1142/FUL Lobley	42 Georges Avenue	2 storey side extension & single storey front extension (DH)	No objection
New	S/2010/1182/MAO Plummer	Land south of Peace Hill and West of the Leys	Residential development of 12 dwellings and new access vial Peace Hill (outline) (DH)	Repeat previous comments. The parish council wished to see affordable housing and a bus service.
New	S/2010/1183/FUL Hurst Building Services Limited	5 (Plot 1) Hallmead Court	First floor front extension, plus alterations to windows and window openings (DH)	No objection. Materials to match existing.
New	S/2010/1214/FUL Palmer	Orchard House Church Lane	Two storey rear extension	No objection. Materials to match existing.
Info	S/2010/0904/FUL Heygates	9 High Street	Rear extension and removal of second floor by creating a shallow pitched roof.	Application withdrawn.
Info	S/2010/0529/MAO Adams/Harrison	Land off Johns Road and Pilgrims Lane	Residential development of 80 houses – <b>additional highways and drainage information.</b>	This information was considered in September by the parish council in order not to miss the district council's deadline, but was not minuted. This records that the parish council's opinion had not changed from that previously expressed.

- PC10/10/463 **PARISH MATTERS**  
 A The clerk reported that Robert Stone was preparing a quotation for printing the canal leaflets.  
 B The initial contract period for the BT One plan for the office phone/broadband service had expired. The annual spend was less than that committed to, and a penalty of £4.48 has been applied. This contract would continue on an annual basis unless BT was advised otherwise.  
 C Councillor Curtis requested that the Millenium village sign be refurbished, since some of the paintwork was flaking off.  
**RESOLVED** That Nigel Stanford be requested to dismantle it so that parish councillors could repaint it.  
**ACTION** Clerk.
- PC10/10/464 **ELECTIONS**  
 The clerk advised that Parish Council elections would take place in 2011. SNC had written with guidance generally, and also as to costs, so that these can be correctly budgeted for. An uncontested election would cost £209.02 and there was a sliding scale of costs for contested elections, ranging from £2,800 for one election, down to £1,300 for three elections.  
**RESOLVED** That the maximum figure should be included in the budget for the next year.  
**ACTION** Clerk.
- PC10/10/465 **NORTHAMPTONSHIRE COUNTY ASSOCIATION OF LOCAL AUTHORITIES**  
 The clerk reported that:  
 A The September update had been received.  
 B Part 2 of the training programme had been received.  
 C Notification had been received of two seminars in Thatcham and London.
- PC10/10/466 **CONSULTATIONS**  
 A Northants County Council sought views on their proposed changes to concessionary travel arrangements, by 15<sup>th</sup> October 2010. The clerk had already circulated this among councillors.  
 B The Government had launched a consultation about proposed changes to the code of recommended practice on local authority publicity, in order (it was claimed) to give effect to the Government's commitment to stop unfair competition by local authority newspapers. The proposed Code will contain specific guidance on the frequency, content and appearance of local authority newspapers or magazines. The clerk reported that responses were required by 10<sup>th</sup> November, and the consultation paper could be accessed via the Homes and Communities website.
- PC10/10/467 **HIGHWAYS AND TRANSPORT**  
 A Councillor Cockrill reported that the D3 bus service now included Harpole. Only 3 minutes had been allowed in the timetable for the bus to travel to Kislingbury – a 6 minute journey. Buses now left Northampton bus station at 3 minutes past the hour and not 5 minutes past the hour, as previously.
- PC10/10/468 **NEIGHBOURHOOD WATCH**  
 The clerk reported that she had been informed that the next Community Panel meeting was to be held at Gayton Village Hall on 13<sup>th</sup> December. The clerk had tendered apologies on the grounds that this clashed with the December parish council meeting.
- PC10/10/469 **STREET LIGHTS**  
 The clerk reported that:  
 A The external consultant who was requested to check other suppliers of unmetered supplies, had confirmed that the new unit price quoted by E.On was not unreasonable, but that the parish council might try to negotiate a lower price.  
 B The clerk had contacted E.On for details of the cost of new streetlights when the undergrounding works were carried out in Church Lane in 2011.
- PC10/10/470 **CORRESPONDENCE**  
**1. For Action**  
**No. Item**  
 A The Communication Workers' Union had emailed to ask local councils to write to Parliament in support of the Post Office.  
 B South Northants was holding a licensing consultation seminar on 16th November 2010 at Springfields. The clerk intended to attend.  
**2. For Report -**

<b>No.</b>	<b>Item</b>
A	Contact details for Chris Heaton-Harris MP. These have been sent to the website.
B	Letter from CVL Alarm Systems inviting the parish council to see them re security systems.
C	Northampton Museums events and exhibitions leaflet September-December 2010.
D	South Northants Volunteer Bureau information update. This can be emailed on request.
E	“The Holy Quran” Peace Conference 17th October at Caroline Chisholm school.
F	“Project Reduce” newsletter.
G	Suppliers’ Leaflets: <ul style="list-style-type: none"> <li>➤ Country Gardens grounds maintenance</li> <li>➤ RBS Software Solutions for parish councils</li> <li>➤ Various play equipment leaflets</li> </ul>
H	Northants 50+ Network newsletter
I	South Northants Homes Briefing paper
J	HSE “Engaging Arboricultural Contractors” workshop -14.10.10 in Leicestershire.
K	Came & Co. Autumn insurance newsletter
L	Press release from the Government’s Insolvency Service.
M	NCC “Buy with Confidence” approved traders scheme. Details have been sent to the website.

PC10/10/471 **REPORTS**

- A **Community Centre:** Councillor Harries had nothing to report under this heading.  
B The Chairman reported on a recent workshop which he had attended.

PC10/10/472 **FINANCIAL MATTERS**

- A The Monthly Budget Spent figures were circulated.  
B Ratification of cheques (all invoices received too late for the September agenda):
  - 1127- Kay Tarry – £30.00 – cleaning of bus shelters
  - 1128 – Lappsett Playworld UK Ltd - £24,080.47 inc. VAT £3586.47 – play equipment at Primary School.
  - 1129 – BSACA - £400.00 – reimbursement of costs of drainage works to playing field.
  - 1130 - BSACA - £108.69 – reimbursement of costs of supplying fertiliser to playing field.
  - 1115 – Anglian Water – £39.08 – to replace cheque 1109 which had not been received by AW.**RESOLVED:** That the above cheques be ratified.  
C The clerk had received the Lappsett quotation for replacement swing parts and repairs to the slide - £238.29 (VAT inclusive) plus 10% of order value postage.  
**RESOLVED:** That this be accepted.  
**ACTION:** Clerk.  
D The clerk requested that the Annual Return be formally approved and accepted by the council, following conclusion of the audit. Audit dates for 2011 should now be chosen.  
**RESOLVED** That the Annual Return be approved and accepted. The clerk should liaise with the internal auditor in respect of audit dates.  
**ACTION** Clerk.  
E The Millennium Green trustees had requested their annual grant of £1500 for maintenance of the green. The clerk reported that this accorded with the budget, and a cheque had been drawn for signature, on the basis that this request would be agreed.  
F The clerk confirmed that the September precept had been received.  
G The County Council had informed the clerk that the parish grass mowing reimbursement figure for the 2010 season would be £780.97. The budget figure was £700.00  
H Accounts for payment:  
**Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. The final column on the right details the powers which authorise the payments below:**

Chq no	To whom	Service rendered	Amount	Vat	Power used for payment
1131	AH Contracts	Emptying of waste bins – to 30.9.10	£265.50	£39.54	Litter Act 1983 ss5, 6
1132	E.On	September unmetered supply costs (note- the invoice has not yet been received)	£303.51	£45.20	Parish Councils Act 1957 s3 Highways Act 1980 s301
1133	P.W. Warden	September mowing x 2 (assumed – no invoice yet)	£564.00	£84.00	Highways Act 1980, s96 Open Spaces Act 1906 ss9/10

Chq no	To whom	Service rendered	Amount	Vat	Power used for payment
1134	Mr A. Walton	Litter picking September - 4 weeks x 4 hours: 16 hours @£6.50 =£104.00 (less 20% tax)	£83.20		Litter Act 1983 s5 Local Gov't Act 1972 s112
S/O	Mrs C.J. Parry	Clerk's salary- September 2010	£364.47		Standing Orders
1135	Bugbrooke Millennium Green Trustees	Annual Grant	£1,500.00		Open Spaces Act 1905 ss9 & 10
1136	HM Revenue & Customs	Tax -CP	£91.20	£112.00	HM Revenue and Customs requirement
		Tax - AW	£20.80		
		Total	£112.00		
1137	Stanford Tree Care	Clearing fallen branch from Waggon and Horses Green (note: the clerk is checking when this was authorised)	£35.00		Open Spaces Act 1905 ss9 & 10
1138	E.On UK Limited	Quarterly repair charges	£708.44	£105.51	Parish Councils Act 1957 s3 Highways Act 1980 s301
1139	Falcon Copiers plc	Quarterly rental	£173.47	£25.84	

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

**ACTION:** Clerk

PC10/10/473

**DATE OF NEXT ORDINARY MEETING-**  
**Monday 8<sup>th</sup> November 2010**  
**At 7.30pm**  
**PRECEDED BY THE FOOTPATHS COMMITTEE**  
**MEETING**

*There being no further business the Chairman closed the meeting  
at 8.52PM*

**\*End of Minutes\***

**CHAIRMAN:.....**

**DATE:.....**

## **APPENDIX A**

### **MATTERS RAISED DURING PUBLIC QUESTION TIME 11<sup>th</sup> October 2010**

1. A parishioner requested that the old agendas and minutes be removed more quickly from the notice boards. He thought that the minutes of the most recent meeting should appear on the boards following that meeting, but was advised by the chairman that they were not posted until they had been approved by the full meeting, hence there was always a month's delay.
2. Mr Robinson, the agent acting for Mr and Mrs Plummer, explained the rationale behind the new, reduced, planning application for the land to the rear of The Leys. The applicants had been advised by the district council that the requirement for higher density developments was no longer in force, and that it would be preferable for fewer houses to be built on the land. The new number was 12 units, and was therefore below the threshold for the provision of affordable housing. Mr Robinson confirmed that this was an indicative layout only. The Highways department have no objection to access from Peace Hill, but access could be re-addressed at the reserved matters stage. His view was that the Diocese land and this land would probably be developed together, since this land was ransomed by the Diocese. In a discussion about housing numbers in South Northants, he said that, while the district council's opinion was that the Northampton developments at Norwood Farm and elsewhere should be included in the overall South Northants figures for the 5 year land supply, inspectors on two recent appeals had not wholly subscribed to that view. Councillor Curtis said that if the Diocese land and this land were developed together the total number of units would exceed the threshold for affordable housing – would it not therefore be required? Mr Robinson's view was that this would not be the case because there were two separate applications. Councillor Kent was sceptical about the reasoning behind the reduction in numbers and asked the applicants to reconsider the provision of affordable housing.
3. A parishioner who lived close to the Leys development expressed his concern about the revised layout. There were some larger houses, and these were very close to his lounge window. His previous objections also still stood – the development was overbearing and too close to the existing houses. The proposed access was also in a dangerous position. The 300 traffic movements referred to in the traffic report would grossly overload the highway system in this part of the village. He was aware that other parishioners were of the same view and that there was a petition being circulated against this development.
4. The Chairman re-iterated that the parish council had never supported the access from Peace Hill. Litchborough Road would be preferable. He also understood that individual letters would carry more weight than a petition.