

# BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council  
held on Monday 13<sup>th</sup> September 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 David Harries  
Councillor Brenda Inch  
Councillor David Jeffrey  
Councillor Alan Kent

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

## IN ATTENDANCE

Mrs Catherine Parry, clerk

Councillor Joan Kirkbride (part)

10 Parishioners

## APOLOGIES FOR ABSENCE

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

Councillor Ken Gardner  
Councillor Graham Smith  
Councillor Jonathan Shribman

### **Reason:**

Holiday  
Holiday  
Holiday

## ABSENT

None

PC10/09/422 **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**  
Apologies were accepted from Councillors as recorded above.

PC10/09/423 **DECLARATIONS OF INTEREST**  
Councillor Kent declared a non-prejudicial interest in the discussions regarding the Primary School on the grounds that he was the chairman of the governors.

PC10/09/424 **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.

PC10/09/425 **MINUTES**  
The minutes of the meetings held on 12<sup>th</sup> July 2010 and 9<sup>th</sup> August 2010 were approved as correct records of those meetings and were duly signed by the Chairman.

PC10/09/426 **POLICE MATTERS**  
A Various Community messages had been circulated.  
B A report was given on the proceedings of the Community Safety Partnership meeting held on 1<sup>st</sup> September.  
C A warrant was issued in July under the Misuse of Drugs Act 1971 and a number of cannabis plants were recovered.  
D A warning was issued in July about unsolicited telephone calls about installation of security alarms. The police advise that it is not wise to buy these systems. The clerk offered to forward the email to anyone interested.  
E An email had been received giving details of the amount of money reclaimed under the Proceeds of Crime Act. Total £140,876.95.

PC10/09/427 **REPORT ON MATTERS PREVIOUSLY RAISED**  
There was nothing to report under this heading.

PC10/09/428 **PUBLIC QUESTION TIME**  
The meeting was adjourned between 7.34pm and 7.56pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

- PC10/09/429 **YOUTH MATTERS**  
A **Campion School:** The clerk reported that she had emailed the contact person at Campion to ask whether any of the school council would like to attend the opening of the MUGA and remind the pupils that the new facilities should be used responsibly.  
**RESOLVED** That the school should be informed of date of the suggested opening ceremony when the person invited to perform it had responded with his availability.  
**ACTION** Clerk
- B **MUGA:** The clerk reported that she had written to a local sporting celebrity to ask whether he would be willing to formally open the MUGA.
- C **Play Equipment Inspections:** The clerk reported that the bark had been delivered and had been spread by the clerk and Councillor Phillips. The equipment had been repaired in accordance with the recommendations of the risk inspectors, and some of the replacement fittings had been vandalised already, although probably not enough to need replacing yet. Councillor Ward informed the meeting that one of the swing seats had been broken in half.  
**RESOLVED** That the broken seat should be replaced.  
**ACTION** Clerk to obtain a quotation from Lappsett and deal with the replacement accordingly.
- D **Skateboard facilities:** A young parishioner had repeated his request, made earlier this year, that the parish council consider the provision of a skateboard ramp. The clerk reported that she had told him that the parish council did not own any land and would be reliant on the provision of a suitable site by third parties, and that there was probably not enough land available on the playing field, but that the matter would be raised at the meeting. She was obtaining quotations for temporary skateboard ramps which could be hired, perhaps during the school holidays and would report back on the costs of these at the next meeting.
- PC10/09/430 **NEW CHURCHYARD EXTENSION**  
A Councillor Curtis reported that he had spoken to local members of the Fellowship, who seemed to be willing to consider making land available, but were unable to confirm this without it being sanctioned by Mr Haines.  
**RESOLVED** That the clerk should contact Mr Haines direct in order to try to obtain his consent to the transfer of the land.  
**ACTION** Clerk.
- PC10/09/431 **PRIMARY SCHOOL**  
A The clerk reported that the new play equipment had been installed, but Mrs Bastin, the head teacher, had written to inform the council that the fencing surrounding it was not high enough to comply with an OFSTED requirement which took effect in August 2009. This required that fencing should be high enough to deter intruders. The play area cannot therefore be used until the fencing is replaced (and in any event until building works have ceased). (Mrs Bastin attended the meeting and a note of her input appears in Appendix A). The clerk confirmed that she had asked Lapsett to quote for removing the existing fencing and had contacted two other companies for quotes for replacement fencing.  
**RESOLVED** The clerk would contact Mrs Bastin with a view to agreeing the form of fencing required, so that a quote could be obtained.  
**ACTION** Clerk.
- B The clerk reported that a parishioner had contacted the clerk to express her concern about the fact that the new play equipment was not suitable for very young children. There were no swings which were safe enough for a toddler to use, for instance, and this was a grave omission from the scheme. Could the parish council consider sites for a play area for pre-school age children?  
**RESOLVED** That the clerk should discuss with Mrs Bastin the possibility of slightly extending the area occupied by the play area so that a small swing could be supplied.  
**ACTION** Clerk
- PC10/09/432 **TWINNING**  
The clerk reported that the letter had been sent to Vöhl and that a reply was awaited.
- PC10/09/433 **ALLOTMENTS**  
A The clerk reported that she had asked the agent for the Diocese for the outcome of the request for more allotment land, following the quarterly meeting of the Diocese which was to have been held early in September.

B Following a request by the allotment association that the parish council would pay for the repairs to the fence, the clerk had confirmed this again.

PC10/09/434 **COMMUNITY SPEED WATCH AND 20MPH ZONE**

A Councillor Kent reported that a police speed van had recorded 4 vehicles exceeding the speed limit to the extent that they would be prosecuted. This compared with 11 vehicles during the last police session.

PC10/09/435 **MID NORTHANTS PARISHES REPORT**

A The clerk reported that various emails had been received, but none relevant to Bugbrooke.

B The agenda had been received for the next meeting on 23rd September, together with the minutes of the meeting held on 25th March 2010 and the minutes of the Annual General Meeting held on 27th May 2010.

**RESOLVED** That Councillor Curtis would report on the next meeting of the Mid Northants Parishes, at the October Parish Council meeting.

**ACTION** Councillor Curtis.

PC10/09/436 **PLANNING**

A The clerk reported that the County Council had confirmed that the Minerals Core Strategy had been adopted, but that hard copies must be specifically requested. The document was available to download from the NCC website. The clerk did not propose to request a copy, but to access it via the website if necessary. Authority was requested for this.

**RESOLVED** Authority was given for a download to be made if necessary but the clerk was not required to do so otherwise.

**ACTION** None.

B The County Council had advised that the Control and Management of Development document (part of the Minerals and Waste Development Framework) was now being considered by an inspector. The material was available for inspection on the County Council website.

C The clerk reported that she had received a copy of the officer's recommendations to the South Northants planning committee concerning the revocation of the regional special strategy and its impact on the 5 year housing land supply. The recommendation was that the annual housing requirement should still be 330 houses for the purposes of calculating its 5 year land supply, until a robust revised housing target is agreed. However, the committee was advised to note that the revocation of the Regional Spatial Strategy would mean that the housing sites that previously lay within the Northampton Implementation Area could now be included as part of South Northants Council's 5 year land supply, which would increase the level of housing available for inclusion within the 5 year supply and ease pressure on the villages. This argument had been used at two planning inquiries and the outcome was awaited. If it was used successfully then this would potentially impact upon the three outstanding applications in Bugbrooke.

D South Northants Council had supplied the officer's report for the application for Norwood Farm (between St Crispin's and Sandy Lane). This application, for 781 dwellings, had been approved, and would form part of the 5 year land supply, following revocation of the Regional Spatial Strategy. The clerk reported that the Mid Northants Parishes had forwarded copies of press releases and other documents from the Northants Residents' Alliance. This group was unhappy that the planning decision for land so close to Northampton has been taken by the council based in Towcester, and was convinced that the decision to grant consent was taken in order to lessen planning requirements from the villages. They were seeking for the Norwood Farm application to be called in by the Secretary of State.

E The clerk reported that site visits to the three outstanding application sites had been carried out by the South Northants planning committee on 7<sup>th</sup> September. The letters informing the clerk of this visit stated that the applications would be considered at committee on 16<sup>th</sup> September, but the clerk had since been informed that they will now be heard in October. The chairman reported that he intended to speak at the committee meeting. The applications were discussed again, and it was considered that the opinion of the parish council remained as previously stated, notwithstanding (in the case of the Johns Road application) that South Northants Council had advised that additional information had been received in respect of drainage and highways matters, which was available on the district council's website.

**RESOLVED** That the district council should be advised that the new information provided by the applicant in respect of the drainage and highways issues did not alter the view of the parish council that this application should be refused in any event.

**ACTION** Clerk.

F **Planning Applications as follows:**

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
Info	S/2010/0695/FUL Norman	2 Badgers Close	Attic conversion with 2 dormer windows and one roof light to the East elevation and one roof light to the west elevation.	<i>SNC consent</i>
Info	S/2010/0855/FUL Wright & Brown	Land adjoining 5 High Street	Two detached and a pair of semi-detached houses and parking space for 5 High Street.	<i>SNC consent</i>
Info	S/2010/0648/FUL Bugbrooke Playgroup	14 High Street Village Hall	Extension to provide a reception area and work break space.	<i>SNC consent</i>
Info	S/2010/0934 Bugbrooke Playgroup	14 High Street Village Hall	Work to trees in a conservation area	<i>SNC consent</i>
Info	S/2010/0769/FUL Enterprise Inns	34 High Street Bakers Arms	Wooden smoking shelter	<i>SNC refusal</i>
Info	S/2010/0718/FUL Wingfield	28b Camp Hill	Dormers to front and sides and first floor balcony to the rear	<i>SNC refusal</i>
New	S/2010/0920/EXT Jones	11 Pilgrims Way	Two storey extension to side and rear, including raising the roof and a conservatory to the rear (extension of time limits to S/2007/0385/P) (JB)  <i>Note: that this was an application for an extension of the time limit imposed by a previous application, which was opposed by the PC and which was refused by SNC, but granted on appeal.</i>	<i>Object on the grounds of prematurity</i>

PC10/09/437 **PARISH MATTERS:**

A The clerk reported that she had asked Robert Stone for a quotation for printing the canal leaflets.

PC10/09/438 **NORTHAMPTONSHIRE COUNTY ASSOCIATION OF LOCAL AUTHORITIES**

A The clerk wished to attend a training course being run by NALC – on archiving. Cost not detailed, but would be small.

**RESOLVED** This was authorised.

**ACTION** Clerk to arrange this accordingly.

B The NALC Annual General Meeting was to be held at Towcester Town Hall on Wednesday 20<sup>th</sup> October at 6.15pm. One voting delegate was entitled to attend and as many other delegates as the Parish Council wished. The clerk reported that she intended to go, and asked whether any councillors wished to attend as a voting member. NALC was also looking for a member to join the County Committee. The clerk asked that if any councillor was interested in this, confirmation should be given to her, since applications must be returned by **15<sup>th</sup> September**.

**RESOLVED** That the chairman and the clerk would attend this meeting.

**ACTION** Clerk to book seats.

C NALC was holding an event on 30<sup>th</sup> September at Rushden and Diamonds Conference Centre, to encourage councils to hold contested elections in 2011. They wished to raise awareness of the local elections and to generate interest in the opportunity to serve the local community.

D Notices had been received of seminars in Staffordshire and Berkshire.

E The clerk confirmed that the NALC Update had been circulated.

F The NALC training calendar had been issued.

PC10/09/439 **CONSULTATIONS**

A The clerk reported that she had responded to the consultation on the potential veto on excessive council tax, using NALC and other local association responses.

PC10/09/440 **HIGHWAYS AND TRANSPORT**

A Councillor Cockrill reported that the County Council highways representative had informed her that it was intended to provide dropped kerbs to Maple Close by the end of October.

B The Northants County Council Parish Enhancement Gangs co-ordinator had reminded parishes that they could carry out minor works – cleaning signs etc.

**RESOLVED** That the Chairman would contact the manager to discuss which minor works could be carried out in Bugbrooke.

**ACTION** Chairman.

C Following the local councils' conference in July (attended by Councillor Harries), the County Council had sent a form for detailing the priority which Bugbrooke would like the NCC to give to various highways related activities. This should be completed by **30<sup>th</sup> September**.

**RESOLVED** Councillor Harries confirmed that he had completed the form at the meeting so that no further action was necessary.

**ACTION** None.

D Northants County Council had reported on the stakeholder meeting held in Flore on 17<sup>th</sup> June, concerning the Flore bypass. It stated that this had been put into abeyance for the time being, owing to financial constraints, but that developer contributions would still be sought, since the need for a bypass would still be reflected in the Joint Core Strategy.

PC10/09/441 **NHS MATTERS**

A The NHS Northamptonshire AGM would be held on Thursday 23<sup>rd</sup> September from 5pm to 8pm at Daventry Leisure Centre.

B A parishioner had emailed the NHS to advise them that the Bugbrooke surgery had refused to treat a young cricketer with a suspected dislocated finger, who then had to be taken to the local hospital by a relative stranger. The parishioner realised that emergency services are not available at the surgery, but thought that an element of common sense could have been used for a minor problem.

PC10/09/442 **NEIGHBOURHOOD WATCH**

The clerk had been informed that 50 smoke alarms were available free of charge to be given, on a first come first served basis, to NHW members who are deemed to be at greatest risk. The clerk could provide contact details.

PC10/09/443 **STREET LIGHTS**

A New street light columns would be needed for the lights now attached to overhead electricity poles in Church Lane. The clerk had been informed that the work would be carried out towards the end of 2011 and was investigating the cost of replacement lamp posts.

B E.On had written to say that the current charges for the unmetered supply for the street lights would change on 1<sup>st</sup> October from 5.65p per kWh to **8.24p** per kWh. New terms and conditions had also been supplied, which the clerk would check and report on. Councillor Sturdy suggested that the Parish Council investigate whether cheaper electricity could be supplied and offered to liaise with the clerk in this respect.

**RESOLVED** That the possibility of obtaining cheaper electricity from another supplier would be investigated.

**ACTION** Councillor Sturdy and the clerk.

**CORRESPONDENCE**

**1. For Action**

No.

Item

A Volunteering leaflets

B For Diarising:

- 1st December in London “Social Reform in the UK: Building the Big Society”
- Parish plan monitoring questionnaire to be completed by 1st October 2010.
- Grant funding available to refresh the Parish Plan – deadlines are 24th September and 26th November.
- Emergency Planning Conference in Thrapston 7th October 2010
- Review of polling districts is taking place. If the Parish Council thinks that an alternative venue would be suitable, please advise SNC by 31st October 2010.

- C Playbuilder funding is under threat, and an email has been received to ask that MPs are contacted to press for it to be retained.
- D Alzheimer's Society Befriending Scheme – request that this be publicised.
- 2. For Report -**
- No. Item**
- A Supplier leaflets:
- Woodberry of Leamington Spa
  - DCM Projects (play area surfacing)
  - SMP playground products
  - Phoenix Surfacing
  - Glasdon catalogue
- B South Northants Homes major works briefing papers.
- C CPRE summer newsletter and various other publications
- D “Being a good employer” DEFRA guide book
- E Northants Touring Arts brochures
- F Listers purchasing procedure letter for ground investigations.
- G “Shoe Town” Festival brochure
- H SNC yearbook
- I ACRE “Village Viewpoint” magazine
- J Electric Blanket testing week 13-17 September. Details of the venues for this are on the website or can be obtained from the clerk.
- K SLCC notice of AGM 16th October 2010 in Durham.
- L Tree Warden newsletter.
- M “No Need for Nuclear” campaign leaflet
- N Rights of Way officers area map and details.
- O SNVB newsletter

PC10/09/444

**REPORTS**

**Community Centre:** Councillor Harries reported on progress with the building works which were taking place in the community centre.

PC10/09/445

**FINANCIAL MATTERS**

- A The Monthly Budget Spent figures were circulated.
- B Ratification of cheque (invoice received too late for the July agenda):
- 1112 - to Kay Tarry in respect of cleaning of bus shelters etc - £30.00, no VAT.
  - 1113 – to Lappsett re costs miscalculated previously by the clerk, VAT £3.51.
  - 1114 – to R & G Grounds Maintenance for maintenance of playing field - £876.08, VAT £130.48
  - Also the cheque numbered 1122 should have correctly been made payable to Broker Network Limited, and was amended and initialled at the September meeting.
- RESOLVED:** That the above cheques be ratified.
- C Came & Co, additional insurance premium for the new play equipment and bench (when supplied) will be £86.90.
- RESOLVED:** That this be accepted.
- ACTION:** Clerk.
- D The VAT reclaim had been received for the VAT attributable to the MUGA and youth shelter - £6031.05
- E The audit had been completed.
- A company called CIPFA, a data collection company, had emailed to see how many parish councils would be interested in receiving and giving data on budgets and other relevant matters. The argument was that it would assist in decision making. Was the parish council interested? Councillor Harries informed the council that this was in fact the Chartered Institute of Public Finance Accountants.
- RESOLVED** Not to respond to this email.
- ACTION** None.

F 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
1116	AH Contracts	Emptying of waste bins – to 31.8.10	£265.50	£39.54	Litter Act 1983 ss5, 6
1117	E.On	August unmetered supply costs	£303.51	£45.20	Parish Councils Act 1957 s3 Highways Act 1980 s301
1118	E.On	Lamp repairs Kislingbury Road PL129	£62.02	£9.24	Parish Councils Act 1957 s3 Highways Act 1980 s301
1119	P.W. Warden	August mowing x 2 (assumed – no invoice yet)	£564.00	£84.00	Highways Act 1980, s96 Open Spaces Act 1906 ss9/10
1120	Mr A. Walton	Litter picking August - 5 weeks x 4 hours: 20 hours @£6.50 =£130.00 (less 20% tax)	£104.00		Litter Act 1983 s5 Local Gov't Act 1972 s112
S/O	Mrs C.J. Parry	Clerk's salary– August 2010	£364.47		Standing Orders
1121	HM Revenue & Customs	Tax -CP £91.20 Tax - AW £26.00 Total £117.20	£117.20		HM Revenue and Customs requirement
1122	Came & Co <i>(correction – this was changed to Broker Network Limited)</i>	Additional insurance Premium for play equipment at Primary School	£89.90		Local Gov't (Misc Prov'ns) Act 1976 s19 and Parish Councils Act 1957 ss2/3
1123	Salcey Group Limited	Provision of bark for play area at playing field	£921.67	£137.27	Local Gov't Act 1972 s144
1124	BDO LLP	Audit fees	£470.00	£70.00	
1125	BSACA	Office rental and room hire	£336.00		
1126	BT	Phone and broadband charges May-August 2010	£124.91	£18.60	
1128	Lappsett Playworld UK Ltd	Play area at Primary School – provision of equipment	£24080.47	£3586.47	

<b>RESOLVED:</b>	That all the accounts presented for payment be approved
<b>ACTION:</b>	Clerk

PC10/09/446

**DATE OF NEXT ORDINARY MEETING-  
Monday 11<sup>th</sup> October 2010  
At 7.30pm  
PRECEDED BY THE FOOTPATHS COMMITTEE  
MEETING**

*There being no further business the Chairman closed the meeting  
at 8.49PM*

**\*End of Minutes\***

**CHAIRMAN:.....**

**DATE:.....**

## APPENDIX A

### MATTERS RAISED DURING PUBLIC QUESTION TIME 13<sup>TH</sup> September 2010

1. The head teacher of the Primary School apologised for having to require the replacement of the new fence surrounding the play area which had recently been installed on the primary school field. An OFSTED edict, which had been issued in August 2009, dictates that public access must be prohibited to the school grounds in order to safeguard site security. Mrs Bastin had received a quotation of £4,000.00 for metal fencing of sufficient height to satisfy OFSTED's requirements, but was investigating other types.
2. A parishioner pointed out that, notwithstanding the additional highways information which had been issued to the district council in respect of the Johns Road planning application, the traffic generated by any new development would be unacceptable and would still cause problems at the junction of Johns Road and Kislingbury Road. Councillor Curtis pointed out that any highway solutions would have to be approved by the county council. The parishioner then asked whether any new information in connection with any planning application would automatically be forwarded to the parish council by the district council. He was advised that this could not be guaranteed, and that the only way in which to keep up to date with documents submitted in support of the application would be to visit the district council's website frequently.
3. A parishioner asked whether the council would be re-addressing the three current major planning applications, and reminded the parish council of his main concerns. He also made the point that an application in Roade had been refused in July in part on the grounds of loss of an existing mature boundary hedge, so ecological factors should not be discounted.
4. With regard to the points which had been made at various times in connection with these applications, Councillor Curtis said that he had checked the map of Bugbrooke to confirm how far distant the various sites were from points within the village, taking the post office as the notional centre of the village. His conclusion was that all sites are more or less equidistant from the village centre. The Johns Road site is closer to the schools. Councillor Kent's view was that the density of development was still an issue with this site.
5. When Councillor Mrs Kirkbride arrived, she reported on the latest developments within the County Council. There will be considerable cuts in the budget. These will be painful and will affect all front line services. It is likely that the County Council will start to share back office services with other councils. Local Enterprise Partnerships are being actively considered. These are partnerships between local authorities within a geographical area, enabling services and expertise to be shared and costs saved. Northants County Council would prefer to join with Rutland and Leicestershire, but the district councils preference is for a partnership with Bedford, Milton Keynes and Luton, since they see this as a means to attract more high tech businesses to the area. Councillor Kirkbride is attracted to the idea of localism, but doubts whether it will happen in practice. With regard to new building, there are many places which would welcome new developments, and they should be given permission where they are wanted rather than imposed in areas where they are not welcome.