

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council
held on Monday 8th March 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 Alan Kent

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

IN ATTENDANCE

Mrs Catherine Parry, clerk

8 Parishioners
Councillor Joan Kirkbride

APOLOGIES FOR ABSENCE

Apologies were accepted from:

Councillor David Jeffery
Councillor Brenda Inch
Councillor Jonathan Shribman

Reason:

Holiday
Illness
Work Commitment

ABSENT

Councillor Graham Smith

PC10/03/306 DECLARATIONS OF INTEREST

Councillor J. Bignell declared an interest in paragraph F of section 17 of the agenda (Financial Matters), on account of the fact that he was a vice-president of the cricket club. He took no part in the discussion relating to this matter.

PC10/03/307 POLICE MATTERS

- A Emails from Community Messaging Service had been forwarded as appropriate.
- B Northamptonshire road casualty statistics for 2009 had been released. There was a general reduction, the number killed being the lowest since 1960 when records began.
- C There had been antisocial behaviour from young people congregating outside Jubilee House. The police would be carrying out regular patrols to monitor and deal with this.
- D The Chairman reported on the Community Safety Partnership meeting which had been held on 4th March.

PC10/03/308 MINUTES

The minutes of the meeting held on 8th February 2010 were approved as a correct record of that meeting and were duly signed by the Chairman.

PC10/03/309 REPORT ON MATTERS PREVIOUSLY RAISED

<u>No.</u>	<u>Item</u>	<u>Details</u>	<u>Previous PC Minute No.</u>
A		There was nothing to report under this section	

PC10/03/310 PUBLIC QUESTION TIME

The meeting was adjourned between 7.36pm and 8.30pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

PC10/03/311 YOUTH MATTERS

- A The deputy headmistress of Campion School had written to suggest that representatives of the school and the parish council meet to discuss use of the youth shelter and the relationship between young people and the village generally.

RESOLVED That communication between the schools and the parish council should be

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- encouraged.
- ACTION** Clerk and those parish councillors with responsibility for liaising with young people.
- B **Youth Shelter:** The quotation had now been accepted unconditionally and the youth shelter would be supplied when the MUGA was installed.
- C **MUGA:** The planning permission for the MUGA had been granted, subject to conditions. The quotation had been accepted unconditionally. Councillor Harries had arranged for the grant funding to be extended, owing to the fact that the MUGA might not be constructed until June 2010. The play co-ordinator at the district council had received confirmation that the money from the Big Lottery Fund was not time limited. The suppliers required a deposit of £9,000.01. The request for this had been received too late for the agenda and any cheque drawn at this meeting would be ratified at the April meeting.
- RESOLVED** That the deposit should be paid.
- ACTION** Clerk.
- PC10/03/312 **NEW CHURCHYARD EXTENSION**
- A The clerk reported that she had asked the agent for the Jesus Fellowship to arrange a meeting so that a location (if any is ultimately agreed) for the churchyard extension could be finalised and the purchase procedure commenced. The agent had passed this request to the Jesus Fellowship for instructions, but one of the trustees had been away and his reply was awaited
- RESOLVED:** That the agent should be regularly chased for progress.
- ACTION** Clerk.
- PC10/3/313 **PLAY AREA AT PRIMARY SCHOOL**
- A The clerk reported that the lease was expected imminently. A plan had also now been received. The costs of the county council would be payable – 9 hours at £130.00 per hour. Details of the agent's fees were awaited.
- RESOLVED:** That the county council would be asked to justify their fees, considering that the lease was in fairly standard form. Otherwise, the lease could proceed.
- ACTION** Clerk.
- PC10/03/314 **COMMUNITY SPEED WATCH AND 20MPH ZONE**
- A There was nothing further to report in respect of this matter.
- PC10/03/315 **PLANNING**
- A The clerk reported that a public meeting had been arranged for Wednesday 17th March at 7.30pm in the Community Centre. It would be an open meeting at which the public would be entitled to ask questions, and chaired by the Parish Council Chairman
- RESOLVED:** That the meeting be publicised as widely as possible.
- ACTION:** All
- B A note about the Strategic Housing Land Availability Assessment (“SHLAA”) had been circulated by email to parish councillors, with hard copies to those councillors not on email. It had also been posted on the website. Copies had been placed in the lobby of the Community Centre and the clerk reported that she would circulate copies to other public places shortly.
- C The planning officer's report had been received in respect of the application relating to the land at the rear of 12 Church Lane. The application had been recommended for approval.
- D The tree preservation order relating to the Lime Tree at the rear of 12 Church Lane had been confirmed.
- E Letters had been received from some parishioners concerning the SHLAA.
- F A copy had been received of a reminder letter to the South Northants planning department from parishioners concerned at the change to the appearance of the shop front at 40 High Street.
- G Various correspondence from Mid Northants Parishes.
- H An email had been received from the agent acting for the Heygate family, advising that he was in the process of preparing a planning application for housing on the site adjacent to the Peace Hill land owned by the diocese and offering to discuss the proposals with the council. (*Note: notes arising from his visit are contained in Appendix A*)
- I The clerk reported that she had emailed Messrs Godfrey-Payton with regard to the parish council being involved in drawing up a development brief in respect of the land at the rear of the Five Bells public house.
- RESOLVED:** That a meeting be set up as soon as possible to set this procedure in motion.

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ACTION: Clerk.

J Planning applications had been received as follows:

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
Info	S/2010/0015/FUL Hall	19 The Paddocks	First floor side extension	Permission by SNC
Info	S/2009/1228/FUL Cockram	45 Pilgrims Lane	Single storey rear extension	Permission by SNC
Info	S/2009/1229/FUL Bugbrooke Parish Council	Bugbrooke Playing Field	Multi court to include basketball hoops and cricket wickets	Permission by SNC
Info	S/2009/1240/FUL Jesus Fellowship	The Chapel and Manse, High Street	Ramp to car park to the level of the chapel building	Permission by SNC
Info	S/2009/0097/FUL Halford	30 High Street	Extension to garage	Withdrawn by applicant.
New	06/1654/OUTWNS (WNDC re-consultation)	Upton Lodge development	Housing (up to 1,784 dwellings) and other facilities) Revised Transport assessment has been received and is available on WNDC website	

PARISH MATTERS:

PC10/03/316 A Pot holes – the Chairman reported that he has not yet been able to establish contact with the manager at MGWSP with regard to inspecting the roads in the village.

RESOLVED: That the Chairman would continue to try to contact MGWSP

ACTION: Chairman

PC10/03/317 **Northamptonshire County Association of Local Authorities (“NCALC”)**

A NCALC had advised that parish councils should be registered under the Data Protection Act.

RESOLVED: That the clerk would make further investigations and take the necessary steps to do this.

ACTION: Clerk

B NCALC had advised that the Standing Orders should be reviewed if they were over two years old and should be updated in line with the new model standing orders recently issued by NALC.

RESOLVED: That the clerk would review these and produce updated ones if necessary.

ACTION: Clerk

C The NALC leadership academy programme is running two courses this year for parish councillors with aspirations. Further details from the clerk.

D There was to be a free seminar at Leamington Spa about various topics on 15th April. Further details could be obtained from the clerk.

E The NCALC training guide had been issued. The clerk would be able to provide copies to interested councillors.

PC10/03/318 **CONSULTATIONS**

A Northamptonshire County Association of Local Councils had published for consultation a document called “Parish Partnerships – the Northamptonshire Councils’ Charter”. The consultation runs until 31st March. This was a document which in part (the Charter) described the relationship between local councils (e.g parish councils) and principal councils (e.g district and county councils), and in part listed 9 “workstreams” where councils could co-operate. The language of the Charter appeared to be fairly woolly and general, encouraging communication and co-operation. Further details about the workstreams was supplied by the clerk.

RESOLVED: That the clerk would respond to the consultation, agreeing on behalf of the parish council that the idea of the Charter was positive, but that more time would be needed to establish what obligations might be imposed on individual councillors who might adopt responsibility for a specific workstream

ACTION: Clerk

B The County Council had issued a consultation draft document: “Planning Obligations Framework and Guidance”. The consultation period was due to expire on 26th March. The consultation

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document set out guidance for developers and councils as to the level of contributions and other matters in respect of County Council related matters, to be secured by way of planning agreements. The clerk reported that there was no direct effect on the parish council.

PC10/03/319 **HIGHWAYS AND TRANSPORT**

A Councillor Cockrill had been advised by the county council that, because the bus shelter at the top of Butts Hill was owned by the parish council, the consent of the parish council must be obtained before a new flag can be fixed to the post.

RESOLVED: The clerk was granted authority to issue consent accordingly

ACTION: Clerk

B Councillor Cockrill reported that she had spoken to a representative of the county council, who had advised her that in the next financial year the county council intended to provide a dropped kerb at the Butts Hill bus stop, together with double yellow lines along half the length of the bus stop lay-by. No pole would be erected at that point. In Maple Close, a dropped kerb would be provided to at least one side of the carriageway, to assist the occupants of Jubilee House and people with prams.

PC10/03/320 **CORRESPONDENCE -**

1. For Action

No.	Item
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|---|---|
| A | Volunteering leaflets |
| B | Events at Salcey Forest flyer for posting on boards |

2. For Report -

No.	Item
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|---|---|
| A | Supplier leaflets as follows: <ul style="list-style-type: none">• Tiltmaster• DT Leisure• Wicksteed |
| B | South Northants Council – notes of workshop following Economic Development Strategy meeting on 13 th January 2010. |
| C | Green Spaces landscaping contractors ask for the opportunity to tender. |
| D | NSPCC request funds. |
| E | Grand Union Housing Group newsletter. |
| F | South Northants Homes major works briefing paper |
| G | A representative of the South Northants Volunteer Bureau would like to attend the Annual Meeting. |
| H | South Northants Council housing newsletter. |
| I | Prestige Civil Engineers would like to tender for the construction of the MUGA |
| J | Energy Savings Trust advice leaflet. |
| K | Energy Savings Trust is mounting an exhibition on 18 th March in Pattishall village hall. |

PC10/03/321 **FINANCIAL MATTERS**

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| A | The Monthly Budget Spent figures were circulated. |
| B | HM Customs and Revenue employer's pack for the next financial year has been received. |
| C | Yorkshire Bank has sent details of interest rates. |
| D | BDO Stoy Hayward have sent their audit briefing for 2010. |
| E | Falcon copiers want to increase the cost of copies, but this is not provided for in the agreement with them. |

RESOLVED: That the Clerk should check the average cost of copies from other suppliers against what is now claimed from Falcon and offer to pay that figure.

ACTION: Clerk

F **Cricket Club request for grant funding for repairs to artificial pitch.** The agenda had referred in error to the authorisation for this to be given on receipt of details requested in the February meeting. This was not the case and the matter would be need to be reconsidered at the April meeting when the information (which had now been provided to the clerk) could be analysed.

RESOLVED: Clerk to summarise the quotations and offers of funding received by the cricket club and to summarise these for the next agenda.

ACTION: Clerk

G Ratification was sought in respect of cheque number 1047 to E.On. This was shown in the February agenda as £297.06, but the correct figure with increased VAT was £303.51.

RESOLVED: That the cheque be duly ratified.

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H Accounts for payment –

Chq no	To whom	Service rendered	Amount	Vat
1053	AH Contracts	Emptying of waste bins – to 28.2.10	£303.43	£45.19
1054	E.On	February unmetered supply costs (note-the invoice had not been received when the agenda had been prepared)	£303.51	£45.20
1055	E.On	Lamp Repairs to PL107	£31.27	£5.47
1056	Mr A. Walton	Litter picking February - 4 weeks x 4 hours: 16 hours @£6.50 =£104.00 (less 20% tax)	£83.20	
S/O	Mrs C.J. Parry	Clerk's salary– February 2010	£364.47	
1057	HM Revenue & Customs	Tax (CP £91.20 & AW £20.80) -	£112.00	
		NI (CP@.33p)	£.33	
		NI (BPC@.38p)	£.38	
		Total	£112.71	£112.71
	Falcon Copiers	Additional copying charges (see above) Cheque not yet drawn.	£1.92	.34
1058	RWAS Clarke Ltd	Invoice for erecting noticeboard	£128.37	£19.12
1059	Bugbrooke Sports and Community Centre	Committee Room Hire - £64.00 Rental for parish office – Jan/Mar 2010 – £240.00	£304.00	

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

PC10/03/322

DATE OF NEXT ORDINARY MEETING:-
Monday 12th April 2010
At 7.30pm
TO BE PRECEDED BY THE ANNUAL PARISH MEETING
AT 7.00PM

*There being no further business the Chairman closed the meeting
at 9.06pm*

End of Minutes

CHAIRMAN:.....

PJ Bignell

DATE:.....

12/4/2010

APPENDIX A

MATTERS RAISED DURING PUBLIC QUESTION TIME 8TH MARCH 2010

1. A parishioner raised the point that the various planning policies and initiatives which were being implemented at present, displayed a lack of joined up thinking. Councillor Curtis explained that there is a hierarchy of decision making, ranging from the Government at the top to the district council at the local level. The district council had been democratically elected and was responsible for carrying out the Government requirement to ensure that there was a five year planning land supply in the district. Other sections of the hierarchy, such as West Northamptonshire Development Corporation, had a wider remit and were more concerned with strategic matters and policy. The Chairman stated that Bugbrooke had been allocated 111 houses under the Interim Rural Housing Planning Policy and it was the duty of the parish council to ensure that these were delivered in as sympathetic manner as possible, in several smaller sites scattered around the village, to enable the new houses to be integrated and to minimise the adverse effects of new development in existing infrastructure.
2. The point was then raised that some of the sites put forward through the Strategic Housing Land Availability Assessment ("SLHAA") were much larger areas and that one application was being made for 150 houses. The Chairman repeated that these areas were not the subject of applications. The site under discussion was not yet the subject of an application. The only application made so far was in respect of the site at Peace Hill.
3. Mrs Maureen Wright thanked the parish council on behalf of her sister and herself, for the council's support for their application for consent for three houses next to 5 High Street, and asked for support again in naming the new development Holt Gardens in order to perpetuate her family's connection with this land. The Chairman said that this would be put on the agenda at the appropriate time (subject to the district council's overriding decision in respect of allocating a street name).
4. A parishioner asked how the parish council's position on planning issues, as set out in their printed sheet, would be communicated around the village. The Chairman said that he was summarising it in the Bugbrooke Link.
5. 5.1 Mr Charles Haselwood, from Fisher German, agents to the Heygate family, then advised the council that Heygates intended shortly to apply for outline planning permission for residential development on land in Litchborough Road, adjacent to the Diocese's land in Peace Hill, which had been the subject of the recent planning application. He said that the application would be submitted on the basis that the field in question was surrounded by features which would provide strong boundaries to the village. The Wharf on the west side would form an obvious boundary. There was a field hedge to the south. There was sufficient visibility on to the Litchborough Road. No indicative layout had yet been produced. As to the density of development, the site is about 2 hectares in size and theoretically could accommodate 62 units, although the application would probably be for a maximum of 50 units. The need for affordable housing and Section 106 contributions was acknowledged, and it was likely that a footpath link would also be provided to the existing footpath network and to the towpath. If flood attenuation works were needed, then these would also be accommodated within the design.
 - 5.2 The Chairman asked Mr Haselwood whether the proposed development of this land would interact with the Diocese's new development. Mr Haselwood confirmed that this was not the case at present, but that it could be researched. Councillor Curtis said that the parish council would not want to see two separate accesses when one would do. Councillor J. Bignell also thought that the two developments should be amalgamated if this were possible.
 - 5.3 The Chairman asked why this land was being proposed for development when the site in Camp Hill, which was included in the SHLAA was not. Mr Haselwood said that a Heygates family member lived adjacent to this land at present, and it was therefore unlikely that this land would be developed for the time being.
 - 5.4 Councillor Kent said that landowners should respect local views about how land should be developed in and around the village, since the landowners did not live in the village and those affected by the new developments did, and were entitled to be heard. If landowners were going to

benefit from these developments, then so should the community as a whole. Mr Haselwood accepted this comment up to a point.

5.5 There were comments about the need for adequate surface water drainage, possibly a storage pond.

6. Councillor Kirkbride (Northants County Council) reported that the county council had managed to grit the major roads in the bad weather. They would like to provide more grit bins, but are concerned that people are using the grit for their own paths, which is not the intention. Comment was made about the poor condition of the roads in the area. Councillor Kirkbride said that the county council had been promised £5 million of Government money last winter to repair the roads, and had spent it in advance, and had then had this promise withdrawn. The consequence of this is that the repair costs had to come out of the county council budget, which had left it seriously short this year. This meant that repairs had to be managed carefully, with £2 million being spent to keep the best roads in reasonable repair, to stop them deteriorating further, and then the other funds being spent where really necessary. The total needed to repair all the roads adequately was about £20 million. Councillor Curtis said that the condition of several roads in Bugbrooke was extremely bad, notably Smitherway and Levitts Road.