

BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on
Monday 8th December 2014 at 7.30 p.m, at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Mr John Curtis, BEM

Councillor John Bignell		Councillor David Jeffery
Councillor Phil Bignell		Councillor Alan Kent
Councillor Robb Collett		Councillor Brian King
Councillor Ken Gardner		Councillors Mrs Kate Meech
Councillor David Harries		Councillor Mrs Linda Pope
Councillor Paul Henson		Councillor Paul Phillips
		Councillor Terry Ward
	<u>IN ATTENDANCE</u>	
Sally Bramley-Brown - Clerk County Councillor Joan Kirkbride	12 parishioners	
<u>APOLOGIES FOR ABSENCE</u>		<u>ABSENT:</u>
Apologies were accepted from:	Reason:	
Councillor Brian Curtis	Personal	
PC14/12/422	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above.	
PC14/12/423	<u>TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA</u>	
	Councillor Mrs Linda Pope – item 9B – Planning Councillor John Curtis – item 9B Planning Councillor Terry Ward – item 14L Bugbrooke Post Office	
PC/14/12/424	<u>TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING (e.g. owing to a member having been elected to any local committees etc.).</u> There were no changes to the register	
PC14/12/425	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 10th November 2014</u>	
	The minutes of the meeting held on 10 th November were approved as a correct record of that meeting, and the minutes were duly signed and initialled by the Chairman.	
PC14/12/426	<u>REPORT OF ISSUES PREVIOUSLY RAISED</u>	
	No issues were raised.	
PC/14/12/427	<u>PUBLIC QUESTION TIME (7.35p.m. – 7.50 p.m.)</u>	
	A resident complained about the hedge on the corner of Pound Lane. Under item 14C the Clerk would be requested to write to the occupiers. One resident was pleased to see that the yellow lining of the Waggon and Horses Green had been completed and that it was a good addition to the parking restrictions in the village. One resident noted that the highway works at the junction of Kislingbury Road and Mill Lane had been completed but that there was now a gap in the hedge. She requested that the Parish Council write to the land owner to request the reinstatement of the section of hedge that had been removed. Concern was expressed by a number of residents over the rumoured closure of the Post Office.	

	The Chairman agreed to bring the item forward to enable residents to participate in the discussion.																							
PC/14/12/428	<p><u>BUGBROOKE YOUTH CLUB.</u> Mr Iain Anderson, Youth Development Worker for South Northants from National Association of Youth Clubs informed Councillors that the Bugbrooke Youth Club is the most successful in the district, with over 120 members and between 50 and 70 attending every week. The club was open to 9 – 13 year olds and there were approximately equal numbers of boys and girls. They were struggling to find sufficient volunteers, who are needed to run the club. The Chairman suggested that an item should be placed in the Link and on the website, to encourage people from the village to volunteer. Without sufficient volunteers the club was at risk of having to close. They were also struggling with funding. The club had been running for over 12 years and equipment needed replacing. County Councillor Kirkbride advised them to contact her by email as she had funding available in her Councillors Empowering Fund.</p>																							
PC/14/12/429	<p><u>DISTRICT COUNCILLORS REPORT AND UPDATE</u> District Councillors confirmed that the planning appeal relating to Sheepcot would be held at SNC offices in Towcester on 7th January. Both Councillors would be speaking against the application. The Parish Council had received confirmation from the Inspectorate that a copy of its objections to the application had been received.</p>																							
PC/14/12/430	<p><u>PLANNING.</u> A John's Road/Pilgrim's Lane – Highway Issues The Clerk reported that she had not received any response yet from Persimmon Homes in respect of the additional signage at Camp Hill/Pilgrims Lane; the condition of the verges at the top of Pilgrim's Lane; the payment of the Village Enhancement Contribution and the increasing number of complaints about the state of the road surface in John's Road. She had contracted the planning enforcement officer at SNC to request an urgent visit to the site due to the poor state of John's Road again. The Clerk reported that she had been in touch with the new Monitoring Officer at SNC who had confirmed that the first half of the Village Enhancement Contribution had been paid in October. The Clerk had supplied a detailed note on the works to be undertaken by the Parish Council in relation to the spinney and the footpath and was awaiting receipt of the relevant protocol form for signature.</p>																							
PC/14/12/431	<p>Planning Applications and decisions for report</p> <table border="1"> <thead> <tr> <th>STATUS</th> <th>APP NO AND APPLICANT</th> <th>LOCATION</th> <th>PROPOSAL</th> <th>PC COMMENTS OR SNC DECISION</th> </tr> </thead> <tbody> <tr> <td>FIO</td> <td>S/2014/2148/T CA</td> <td>2 The Byre, Church Lane</td> <td>Tree works to 6 trees.</td> <td></td> </tr> <tr> <td>New</td> <td>S/2014/2080/F UL</td> <td>7 Butts Hill Crescent</td> <td>Two storey rear and side extensions</td> <td>Matching materials. Provisions of parking spaces.</td> </tr> <tr> <td>New</td> <td>S/2014/2242/F UL</td> <td>Bugbrooke Rugby Club</td> <td>Extensions and alterations to club house</td> <td>Approved – provision of suitable parking surfacing.</td> </tr> </tbody> </table>				STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION	FIO	S/2014/2148/T CA	2 The Byre, Church Lane	Tree works to 6 trees.		New	S/2014/2080/F UL	7 Butts Hill Crescent	Two storey rear and side extensions	Matching materials. Provisions of parking spaces.	New	S/2014/2242/F UL	Bugbrooke Rugby Club	Extensions and alterations to club house	Approved – provision of suitable parking surfacing.
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PC/14/12/432	<p><u>POLICE MATTERS AND NEIGHBOURHOOD WATCH</u> No comment</p>																							
PC/14/12/433	<p><u>BUBROOKE SKATE PARK</u> Councillor Meech stated that the Skate Park Group had reached agreement with BSACCA Management regarding the proposed siting of the park and they were to be provided with a letter confirming the same, to facilitate funding applications to be made. Fund raising was progressing, the next event being the New Years' Eve dance at the Community Centre, for which they had already sold over 80 tickets.</p>																							

PC/14/12/434	<u>PLAYING FIELDS AND COMMUNITY CENTRE</u>
	Councillor Harries advised that the Management committee were to meet the following week and would report back to the next meeting.
PC/14/12/435	<u>NEW CHURCHYARD EXTENSION</u>
	The Clerk reported that they were still awaiting final approval from Natural England and the Big Lottery. The solicitors had advised the Clerk that they had been unable to secure the approved Chancel Repair Liability Insurance due to the fact that PCC members were also Parish Councillors and because the land was being purchased from the diocese. Field Archaeology were submitting a written Scheme of Investigation for approval by the planning authority; as soon as this was done arrangements would be made for a start date. Councillor King states that there was an issue of cars being parked in the church car park late at night and the occupants were then drinking and smoking. It had been suggested that a gate could be erected and locked each evening. The Chairman confirmed that this could be considered once the land transfers had been completed.
PC/14/12/436	<u>PARISH MATTERS</u>
A	<u>Monthly Inspection Sheets</u> Monthly inspections sheets were received for all areas.
B	<u>Hedges/Trees.</u> The Clerk was requested to write to the owners/occupiers of 32 Pound Lane – the hedge was growing over the footway and because of the thorns was becoming a hazard. The Clerk confirmed that she had written to Heygates regarding the conifer tree in Pound Lane which was obscuring the street light and was awaiting their response.
C	<u>Footpaths.</u> The Clerk reported that she had attended a training session on 1 st December, given by Dr Steven Hollowell, an acknowledged expert on rights of way issues. The Parish Path Warden and Councillor Henson also attended.
D	<u>Emergency Planning.</u> Councillor Collett reported that a meeting was to be arranged
E	<u>Programme of Meeting Dates for 2015.</u> A calendar of proposed meetings dates had been circulated with the agenda. This was approved by Councillors and it was confirmed that because the May meeting would take place later than usual because of the election, business would be restricted to the Annual Meeting, Planning and Finance only.
F	<u>Twining.</u> Nothing to report.
G	<u>Smither Way.</u> The Clerk was requested to write to NCC Highways again.
H	<u>Pilgrim's Lane Spinney.</u> In accordance with the provisions of Public Bodies (Admissions to Meetings) Act 1960 S 2-3 the Parish Council RESOLVED to exclude members of the public during discussion of this item due to the commercial nature of the issues to be discussed and to enable the Clerk to make appropriate recommendations to the Parish Council. (The item was deferred to the end of the meeting to avoid inconvenience to members of the public) Councillors agreed to award the contract for the necessary tree works at Pilgrim's Lane/John's Road spinney to TreeworX. The Clerk was requested to contact the contractor to arrange for the works to be carried out as soon as possible.
I	<u>Bugbrooke Primary School.</u> The school Bursar had advised that the school had applied and been accepted to have a clothes bank, to enable the school to raise funds and the clothing to be used to assist local community charities,. They had indicated that they wished to place the bin next to their bollard, tight up against the grass bank. The Clerk had advised the school that they must obtain the consent of the highway authority as the area is highway land. The school had asked if the Parish Council had any issues with the proposal in order that they could be addressed as soon as possible. As no location plan had been submitted, Councillors were concerned that the bin could impede access, especially for emergency vehicles. The Clerk was requested to arrange a meeting between the school and Councillor Phil Bignell and the Chairman to ascertain the exact proposed

	location of the bin.		
J	Quality Parish Council Scheme. The Clerk reported that the Local Council Award Scheme was to be relaunched in January. All 21 parishes who had previously achieved quality status were to be invited to a special event to be held on 2 nd February. Councillors Harries and Phil Bignell were requested to attend on behalf of the Parish Council together with the Clerk.		
K	Bugbrooke Post Office. The item was moved forward to Public Open Time to allow public participation. The Clerk reported that rumours of the closure of the post office were rife but she had been unable to obtain any definite information – a search of the Royal Mail website, had revealed that it was not included in their closure schedule, which would have required public consultation. Councillors and residents expressed extreme concern over the possible loss of the post office from the village. The Clerk was requested to write to both the Chairman and Chief Executive of Post Office PLC and also to the local manager. Sorting would be transferred to Crow Lane. The local MP had indicated his interest and was attempting to source information. It was reported that other post offices in the area had not been notified of the temporary closure in Bugbrooke and that in one instance the post office had run out of money.		
PC/14/12/437			
	Speedwatch. Nothing to report.		
	Highways and Transport. The yellow lines had finally been painted round the Waggon and Horses green, enabling the parking restrictions to be enforced. The Clerk had contacted NCC Parking Enforcement to request that officers attended the site.		
	Millennium Green. Councillor Harries reported that a working party had recently taken place to clear up the green ready for the winter.		
	Community Centre. Councillor Harries reported that the management committee was to meet the following week, when it would consider the refurbishment of the parish office. The committee would also be considering a refurbishment of the parish office and centre managers office at the next meeting in December.		
PC/14/12/438	FINANCIAL MATTERS		
A	A financial statement was circulated with the Agenda. The clerk reported that the bank balances were as follows:		
	Current Account as at 30.10.14		£131,472.71
	Less November Payments	£5,437.98	
	Uncleared items	£1,500.00	
	Total funds at 30.11.14		£124,534.73
B	Clerk's Pay Award. The Clerk reported that agreement had now been reached on a pay award of 2.2% with effect from January 2015.		
C	Ace Lane Light. The Clerk had received a request from the PCC for assistance with the cost of providing this light. No contribution had been requested since July 2010. Councillors agreed to pay £40 to the PCC toward the cost of the provision of the light.		
PC/14/12/439	2015-2016 Precept		
	RESOLVED	Proposed By Councillor Phil Bignell and seconded by Councillor Phillips, that the precept demand to be submitted to SNC for 2015 – 2016 should be for £64,000. The resolution was unanimously agreed.	
PC/14/12/440	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
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– November 2014 (70 hours) less tax - + mileage and expenses	£879.50		Local Gov't Act 1972 S112
(I.B.)	HM Revenue & Customs	Tax - SBB November	£119.20		HM Revenue and Customs requirement
(I.B.)	A.H.Contracts	November bins	348.62	58.10	Litter Act 1983 s5,6
(I.B.)	NCalc	Rights of Way Training	135.00		Local Govt Act 1972 S112
(I.B.)	R and G Grounds Maintenance	Maintenance of playing fields	1042.18	173.70	Open Spaces At 1906 s6
Direct Debit	E.on	Unmetered Supply for November	442.03	73.67	Parish Councils Act 1957 s3 Highways Act 1980 s301
296	Kay Iqbal	Bus Shelter Cleaning	30.00		Parish Councils Act 1957 S1
297	Bugbrooke PCC	Contribution to maintenance of churchyard	1,000.00		Local Government Act 1972 S137
298	Mr P Wilkins	Village Repairs	106.16		Local Govt Act 1972 S112
		RESOLVED:	That these invoices be paid		
		ACTION:	Clerk		
PC/14/11/421		DATE OF NEXT MEETING –Monday 12th January 2015 at 7.30 p.m.			

There being no further business the Chairman closed the meeting at 9.23p.m.

End of Minutes

CHAIRMAN:.....
DATE:.....