

BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on
Monday 12th October 2015 at 7.30 p.m, at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Councillor John Curtis, BEM

Councillor John Bignell		Councillor David Harries
Councillor Phil Bignell		Councillor Brian King
Councillor Robb Collett		Councillor David Jeffrey
Councillor Brian Curtis		Councillor Mrs Catherine Parry
Councillor Ken Gardner		Councillor Ms Julia Richardson
Councillor Mrs Teresa Garlick		Councillor Terry Ward
	IN ATTENDANCE	
Sally Bramley-Brown, Parish Clerk	6 parishioners	County Councillor Joan Kirkbride
APOLOGIES FOR ABSENCE		ABSENT:
Apologies were accepted from:	Reason:	
Councillor Alan Kent	Personal	
Councillor Mrs Linda Pope	Personal	
PC/15/10/136	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above.	
PC/15/10/137	<u>TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA</u>	
	There were none	
PC/15/19/138	<u>TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING (E.G. OWING TO A MEMBER HAVING BEEN ELECTED TO ANY LOCAL COMMITTEES ETC.).</u>	
	No requirement was identified	
PC/15/10/139	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 14th September 2015.</u> The Minutes of the meeting held on 14 th September were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.	
PC/15/10/140	<u>REPORTS ON ISSUES PREVIOUSLY RAISED</u>	
	There were none	
PC/15/10/141	<u>PUBLIC QUESTION TIME (7.35 p.m. – 7.39 p.m.)</u>	
	A member of the public requested that the Parish Council contact the landowner regarding the reinstatement of the hedge at Mill Lane/Kislingbury Road. Concerns were raised about the speed of traffic using John's Road; the condition of the road surface where the existing road meets the new development and the noise created by vehicles hitting the potholes and the need for a pedestrian crossing where KD25 crosses John's Road. This had been discussed at the September Meeting and the Clerk was to arrange a meeting with all interested parties. The new street lights had been switched off temporarily on KD25 and Councillors were requested to ensure that the new lights shone downwards not outwards.	
PC/15/10/142	<u>DISTRICT COUNCILLORS REPORT AND UPDATE</u>	

	Cllr. Harries advised Councillors that there had been some activity on the Sheepcot site. This had been reported to the Planning Enforcement Team and SNC were to commence injunction proceedings to prevent further activity. The application for 99 houses to be built in Nether Heyford was refused by SNC Dev. Planning Control Committee, but that it was likely the developer would appeal the decision.			
PC/15/10/143	PLANNING			
A	John's Road/Pilgrim's Lane The issue of the new street lighting on KD25 had arisen once again and these lights had now been turned off, as SNC had agreed that the lighting was inappropriate for the location. Discussions with SNC and Persimmon are on going and Councillor Phil Bignell continues to take an active role in these discussions on behalf of the residents.			
B	The grass verges on Pilgrims Lane Some of the verges have been turfed and others seeded, which although the seeding seems to have grown well, NCC have advised that it should all have been turfed. Persimmon are required to maintain the area for 12 months to the satisfaction of NCC. The Clerk was requested to write to Persimmon Homes requesting them to provide suitable temporary protection for the newly grassed areas.			
C	The junction of Pilgrim's Lane/Camp Hill/High Street The provision of a "SLOW" sign is no further forward. The Clerk was requested to pursue the matter with Persimmon.			
D	Village Enhancement Contribution. The Clerk reported that SNC were chasing Persimmon for payment of four contributions, including the one for Bugbrooke. The Clerk had requested that Persimmon be charged interest on the payment to reflect the delay in payment. Application for Social Housing on the two village Developments The Clerk reported that she had written to South Northants Homes and was awaiting a response. The Chairman stated that when a representative from SNH had attended a Parish Council meeting some time ago, she had stated that there were 50 people on the waiting list with connections to Bugbrooke. Councillor Harries reported that he had ascertained that there were now 41 people on the list with Bugbrooke connections. The Clerk was requested to pursue the matter.			
E	Planning applications and decisions for report. Three planning applications had been received since the Agenda had been circulated. Councillors agreed to consider all three in order not to delay the applications.			
STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
	S/2015/2266/FUL	Three Corner Field Farm, Eastcote Road, Bugbrooke	Extension to existing agricultural building and new agricultural building (both retrospective)	Pc concerned that development had been carried out without the benefit of prior approval.
New	S/2015/2275/FUL	Three Corner Field Farm, Eastcote Road, Bugbrooke	Field Shelter and Caravan (both retrospective)	PC objected to the siting of a caravan on the basis that it would create a precedent for future development and that there was no demonstrable need for the caravan on the site as

				the owners, who also managed the livestock live within a few minutes of the site.
F.I.O	s/2015/2330/TCA	Camp Farm, High Street, Bugbrooke	2 silver birch, 1 maple, 1 hawthorn – fell to ground level, 1 willow reduce height.	
PC/15/10/144	<u>POLICE MATTERS</u> Nothing to report			
PC/15/10/145	<u>NEW CHURCHYARD EXTENSION</u>			
	The Clerk had reported that completion of the transfers was now being delayed by the diocese and their agent Carter Jonas. The Clerk confirmed that she had made it absolutely clear to the diocese that the Parish Council would, under no circumstance, be prepared to pay any further legal fees attributable to the diocese, their agents or their solicitors' actions. Councillor Harries advised that he had been speaking with the new archdeacon who said to contact him if help was required. Councillor Harries was to pass contact details to the Clerk to enable her to seek assistance in bringing this matter to a conclusion. The archaeological report is expected shortly.			
PC/15/10/146	<u>PLAYING FIELDS AND COMMUNITY CENTRE</u> Councillors were advised that the lease with the Rugby Club has almost been completed and that the fencing along the new rugby pitches would be erected within the next couple of weeks.			
PC/15/10/147	<u>VILLAGE ENVIRONMENT WARDEN AND FORMATION OF ENVIRONMENT COMMITTEE</u> It was proposed by Councillor Phil Bignell and seconded by Councillor John Bignell that this item should be dealt with as a confidential item from which the public and press were excluded. The item was deferred to the end of the meeting.			
PC/15/10/148	<u>PARISH MATTERS</u>			
	A. Monthly Inspection Sheets. Monthly inspection sheets were received for two areas.			
	B. Hedges, Trees and Fences. The following hedges were noted as requiring attention:- 7 Camp Hill – Honeysuckle overhanging the footway. Hedge by the bus shelter close to Butts Hill - Heygates Vehicle for sale on grass verge on junction of Kislingbury Road/John's Road – raise concerns with NCC Highways. Elderberry tree on footpath from Meadway to school field.			
	C. Footpaths. Nothing to report			
	D. Emergency Planning. Councillor Collett requested that details of a new NCC/Anglian Water Flood Tool Kit, be published on the Link website. The Clerk was requested to forward the information to the Bugbrooke Link website. The Chairman reported that he had been contacted by the Environment Agency to confirm that at some time over the winter E.A. operatives will clear the banks of the waterway from the cricket club field to Corn Hill.			
	E. Street Lighting. The replacement of the lantern on the wall mounted light in Great Lane has been delayed due to a need to contact the property owner.			

	<p>F. The Baker's Arms. The consultation period has now ended and the Clerk was requested to pursue the matter for further information</p>								
	<p>G. Highways and Transport. The Clerk reported that she had been advised of a planter being placed within the highway in Georges Avenue. She had visited the site and ascertained that two adjoining properties were obstructing/ carrying out unauthorised cultivation of the highway and reported the issues to NCC Highways, who have taken up the issue.</p>								
	<p>H. Millennium Green. Councillor Harries reported that the trustees had been given a sack of daffodil bulbs and was arranging a planting party. The next working party day was 7th November at 10 .a.m.</p>								
	<p>I. Bugbrooke Post Office. Councillors were advised that the Clerk had received official confirmed that the new Post Office was to be located in the Pharmacy adjacent to the Doctor's Surgery. There was a six week consultation period when residents were encouraged to comment on the proposal – details had already been sent through to Bugbrooke Link website. Various issues were discussed arising from the proposal including the lack of parking and the fact that undelivered parcels would have to be collected from Crow Lane. Whilst the new location is not ideal, it will mean that the Post Office will be closer to a majority of residents. It was agreed that the Clerk should be requested to write to the Post Office, to broadly welcome the proposal and support the new location, but also request a new post box on Levitts Road/Chipsey Avenue and the creation of a pedestrian walk way from the footpath adjacent to the surgery across the car park to the pharmacy.</p>								
	<p>J. Speedwatch. Following Councillor Kent's agreement to continue to act as co-ordinator, the Clerk was requested to write to the Police to confirm that the village wishes to continue with the project, But to ask if it would be possible to have the equipment slightly earlier in the summer to avoid the issues that arose this year.</p>								
	<p>K SNC – The Future Parking Needs in South Northamptonshire. Councillors Phil Bignell and Harries confirmed that they were both to attend workshop being held over the next two weeks and would report back to the next meeting.</p>								
	<p>L. Bugbrooke Primary School Play Area. The replacement panels had been collected by Mr Claridge and would be fitted as soon as possible. The Clerk was requested to formally write to Mr Claridge to offer the Parish Councillors sincerely thanks for all his help with this matter.</p>								
	<p>M. Remembrance Day Wreath. It was agreed that this year the wreath would be laid on behalf of the Parish Council by the Chairman.</p>								
15/10/149	FINANCIAL MATTERS								
A	A financial statement was circulated. The clerk reported that the bank balances were as follows:								
	<table border="1"> <tr> <td>Current Account as at 31.8.15</td> <td>£85,462.16</td> </tr> <tr> <td>Payments received</td> <td>£32,439.94</td> </tr> <tr> <td>Less September Payments</td> <td>£ 10,001.69</td> </tr> <tr> <td>Total funds at 30.9.15</td> <td>£107, 900.41</td> </tr> </table>	Current Account as at 31.8.15	£85,462.16	Payments received	£32,439.94	Less September Payments	£ 10,001.69	Total funds at 30.9.15	£107, 900.41
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Less September Payments	£ 10,001.69								
Total funds at 30.9.15	£107, 900.41								
B	The Finance Committee agreed to meet before the November meeting, to prepare the draft budget for 2016-2017 for presentation to the November meeting of the Council..								
D.	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.
It was also noted than an invoice for the play equipment from Ludus would be paid and ratified at the next meeting

Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment
D.D	B.T.	Ratification of direct debit paid in September for telephone and broadband provision for parish office.	£109.00	£18.16	Local Govt Act 1972 S111
D.D.	Eon	September Street Lighting	£581.88	103.65	Parish Councils Act 1957 S3
D.D.	C.I.T. Finance	Parish Office Photocopier	£216.30	£36.07	Local Govt Act 1972 S111
334	Peter Warden Environmental	Ratification of cheque paid in September for August mowing	£609.60	£101.60	Highways Act 1980 S96
335	Peter Warden Environmental	September Mowing	£627.60	£104.60	Highways Act 1980 S96
336	Mr Peter Wilkins	Village Repairs	£46.39		Local Govt Act 1972 S111
337	St Michale and All Angels	Churchyard maintenance contribution	£500.00		General Power of Competence
Int Trsf	Ludus Leisure Ltd	Ratification of internet payment made in September in respect of the replacement panels for the primary school play area.	£949.20	£158.20	Local Govt Act 1972 S112
Int Trsf	Mrs S Bramley-Brown	September salary	£749.00		Local Govt Act 1972 S112
Int trsf	HMRC	September PAYE	£132.00		HMRC
Int Trsf	Aylesbury Mains	Street Light repairs	£271.32	£45.22	Parish Councils Act 1957 S3
Int Trsf	Aylesbury Mains	Street Light replacement	£418.88	£69.81	Parish Councils Act 1957 S3
Int Trsf	Kay Iqbal	Bus shelter cleaning September	£103.00		Parish Councils Act 1957 S3
Int Trsf	BSACCA	Room Hire/ Parish Office Rent	£392.00		Local Govt Act 1972 S112
Int Trsf	BSACCA	Contribution to toilet refurbishment	£100.00		General Power of Competence
Int Trsf	A H Contracts	August Bins	£335.71	£55.95	Litter act 1983 ss 5,6
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Int trsf	R and G Maintenance	Mowing and maintenance of playing fields. + UNDERPAYMENT FROM SEPTEMBER	£583.54 £75.08	£115.76	Open Spaces Act 1906 ss 9 and 10
Int Trsf	South Northants Council	Parish Council Election Expenses	£1,074.82		
		RESOLVED:	That these invoices be paid		
		ACTION:	Clerk		
PC/15/10/150		DATE OF NEXT MEETING –Monday 9th November 2015 7.30 p.m. to be preceded by a meeting of the Footpath Committee at 7.00 p.m.			

PC/15/10/151	Matters relating to the Parish Environment Warden were discussed by Councillors. A proposal was tabled by Councillor Collect and seconded by Councillors Richardson. An amendment to the proposal was tabled by Councillor Harries and seconded by Councillor Parry. The vote resulted in a tied result with the Chairman’s casting vote being given in favour of the initial proposal. The Terms of Reference agreed with the PEW were ratified, and the Clerk was requested to take such steps as were necessary to enable the role to commence and to check on the position with regard to the provision of a DBS/CRB check. The Clerk was also requested to ask the PEW to look at the elderberry tree in the footpath between Meadway and the school field and report back.
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There being no further business the Chairman closed the meeting at 8.55 p.m.

End of Minutes

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