

BUGBROOKE PARISH COUNCIL

**Minutes of the Monthly Meeting of the Full Council held on
Monday 12TH September 2016 at 7.30 p.m, at the Community Centre, Bugbrooke.**

PRESENT:

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| Councillor John Curtis, BEM - Chairman | | Councillor David Harries, BEM Councillor Alan Kent |
| Councillor John Bignell | | Councillor Brian King |
| Councillor Phil Bignell | | Councillor Mrs Linda Pope |
| Councillor Robb Collett | | Councillor Mrs Catherine Parry |
| Councillor Ken Gardner | | Councillor Terry Ward |
| | | |
| | <u>IN ATTENDANCE</u> | |
| Mrs Ann Gilbert – Locum Clerk | | 3 members of the public |
| | | |
| <u>APOLOGIES FOR ABSENCE</u> | | <u>ABSENT:</u> |
| Apologies were accepted from: | <u>Reason:</u> | <u>Excluded from 6 month rule</u> |
| Councillor Brian Curtis | Personal | Yes |
| Councillor Paul Henson | Personal | Yes |
| Councillor Mrs Teresa Garlick | Personal | Yes |
| PC16/9/179 | <u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u> | |
| | Apologies were received and accepted as above. The apologies from Councillor Mrs Garlick, Councillor Brian Curtis and Councillor Paul Henson who were excluded from the six month rule. | |
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| PC/16/9/180 | <u>DECLARATIONS OF INTEREST</u> | |
| | There were none | |
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| PC/16/9/181 | <u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 8th August 2016</u> | |
| | The minutes of the meeting held on 8 th August were approved as a correct record of that meeting and were duly signed and initialled by the Chairman. | |
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| PC/16/9/182 | <u>REPORTS OF ISSUES PREVIOUSLY RAISED.</u> | |
| | There were none. | |
| | It was noted that Campion School was expecting a one day Ofsted inspection on 13 September 2016 | |
| PC/16/9/183 | <u>PUBLIC QUESTION TIME 7.35 – 7.40 p.m.</u> | |
| | One member of the public wished to comment that he had a copy of the report produced by the SNC Planning Officer in relation to 14 The Paddocks, which he considered deeply flawed and which he would pass to the Council | |
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| PC/16/9/184 | <u>PLANNING</u> | |
| | A. Nothing to report | |
| | B. 14 The Paddocks. Councillor Harries explained the position with applications and that as District Councillors he or Councillor Bignell should have been notified on | |

| | <p>the decision by the Planning Officer thereby providing an opportunity to call-in the application, this and other omissions led to a flawed decision making process. A letter of strong objection had been written from the Parish Council and was reviewed.</p> <p>An offer had been made by Mr. Robert Fallon to attend the next Bugbrooke Parish Council meeting to explain the situation.</p> <p>RESOLVED To send the letter to Mr. R Fallon</p> <p>ACTION The Chairman</p> <p>RESOLVED To invite Mr. Fallon to the October meeting of the Parish Council</p> <p>ACTION The Clerk</p> | | | |
|-------------|---|-----------------------------|--|---|
| | C. Planning Applications and Decision | | | |
| STATUS | APP NO AND APPLICANT | LOCATION | PROPOSAL | PC COMMENTS OR SNC DECISION |
| New | S/2016/1968/FUL - Bird | 10 Beech Close | Two storey side and rear extension | No objections |
| New | S/2016/2047/FUL | The Old Crown, Heyford Road | Conversion of work Shop and barn to one dwelling | No objections on Conditions – 1.The public footpath is not obscured including during the works 2.Materials to match those on existing house |
| | | | | |
| PC/16/9/185 | <u>DISTRICT COUNCILLORS UPDATE.</u> | | | |
| | Nothing to report | | | |
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| PC/16/9/186 | <u>POLICE AND NEIGHBOURHOOD WATCH MATTERS.</u> | | | |
| | Nothing to report | | | |
| PC/16/9/197 | <u>SPEEDWATCH</u> | | | |
| | Councillor Kent reported on the Speedwatch which took place in August. He reported that at Camp Hill - 37 vehicles were exceeding the 30 mph speed limit – one at 47 mph; at Kislingbury Hill – No vehicles were exceeding the 30 mph speed limit Kislingbury Road – 18 vehicles were exceeding the 30 mph speed limit – one at 47 mph Church Lane – 3 vehicles were exceeding the 30 mph speed limit Therefore a total of 58 vehicles were spotted exceeding the 30 mph speed limit | | | |
| PC/16/9/198 | <u>PLAYING FIELDS AND COMMUNITY CENTRE</u> | | | |
| | Discussion and further action relating to the issues involving the play area were deferred until the October meeting. | | | |
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| PC/16/9/199 | <u>PARISH ENVIRONMENT WARDEN</u> | | | |
| | Matters relating to the Parish Environment Warden were deferred until the October meeting. | | | |
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| PC/16/9/200 | <u>PARISH MATTERS</u> | | | |
| A | <u>Monthly Inspection Sheets</u> | | | |
| | Monthly inspections sheets were received for 4 areas | | | |
| B | <u>Hedges/Trees.</u> | | | |
| | 9 Butts Hill Crescent. The growth should be cut back to the boundary line and because of the situation on a blind corner, it is requested that this hedge is lowered | | | |

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|-------------|--|--|------------|
| | Footpath KD9 – The bottom half has not been cut Jubilee House – Cut back branches 17 Mead Way – Elderberry Bush | | |
| C | Footpaths. Nothing to report | | |
| D | Emergency Planning. Nothing to report. | | |
| E | Street Lighting. Nothing to report | | |
| F | Highways and Transport. It was reported that an email had been received from Highways regarding Cornhill stating that the road sign cannot be re-inforced because of the bridge on the Litchborough Road. It was stated that new signage is required on the corner of Pilgrims Lane/High Street ACTION Clerk to contact Highways | | |
| G | Extended Millennium Green and Car Park. A point was made by Councillor Harries that the path is sprouting weeds and it was queried whether a membrane was laid when the path was constructed ACTION Clerk to investigate | | |
| H | Transfer of Services /Patient Participation Group. Nothing to report | | |
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| PC/16/9/201 | PARISH COUNCIL MOWING CONTRACT. | | |
| | A query was raised about the mowing in Pilgrims Lane and whether the current contractor mows any areas not mown by householders. This is required in the new contract ACTION Clerk to ensure this is clear in the new contract | | |
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| PC/16/9/202 | TWINNING. Nothing to report | | |
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| PC/16/9/203 | ANNUAL AUDIT. The Clerk reported that she had been notified of completion of the external audit by BDO. No issues had been raised requiring the issue of an additional report. Councillors were requested to resolve to formally approve the finalised Annual Return and Annual Govern Statement . | | |
| | RESOLVED | It was proposed by Councillor Harries and seconded by Councillor Curtis that the Parish Council approve the Annual Return and the Annual Governance Statement. Agreed unanimously. | |
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| PC/16/9/204 | DISABLED ACCESS TO DOCTOR'S SURGERY Content from an email from Highways Dept. to the Parish Council regarding the access to the Doctors' Surgery and concern expressed about the proposals RESOLVED To write to the Surgery and ask for a reconsideration of the issue ACTION The Clerk | | |
| | FINANCIAL MATTERS | | |
| A | A financial statement for month ending 31 st August had been circulated with the Agenda, and the figures were as follows:- | | |
| | Current Account as at 30.7.16 | | £47,078.95 |
| | CCLA Deposit Fund as at 30.7.16 | | £30,000.00 |
| | Refund of VAT | | £ 7,922.02 |
| | Interest from CCLA | | £ 10.77 |

| | Total available. | | £ 85,011.74 | | |
|-------------|--|--|--------------------|---------|--|
| | Less August Payments | £8,817.55 | | | |
| | Total funds at 31.8.16 | | £76,194.19 | | |
| PC/16/9/205 | 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 |
| D.D. | Southern Electric | Unmetered Supply for August | £526.44 | 85.85 | Parish Councils Act 1957 s3; Hghways Act 1980 s301 |
| D.D. | BT Business | Parish office phone and broadband July – October | £116.41 | 19.40 | Telecommunications Act 1984n s97 |
| 363 | Peter Warden Environmental | August Mowing | £609.60 | 101.60 | Highways Act 1980 S96 |
| 364 | Mr John Curtis | Plaque for Oberorke celebrations - twinning | £29.95 | | General Power of Competence |
| 365 | Came and Co | Annual insurance renewal | £1407.73 | | Local Govt Act 1972 S111 |
| 363 | Mr N Stanford | Cutting play area hedge and removal of elderberry tree | £270.00 | | Open Spaces Act 1906 |
| 367 | Mr Peter Wilkins | Installation of new litter bin and new dog bin post | £97.50 | | Litter Act 1983 Ss 5,6 |
| (I.B.) | HM Revenue & Customs | Tax - SBB August + NIC (38.48) | 252.88 | | HMRC requirement |
| (I.B.) | A.H.Contracts | August dog and litter Bins | £335.71 | £55.95 | Litter Act 1983 s5,6 |
| (I.B.) | Mrs S Bramley-Brown | Clerk's salary– August 2016 less tax - + mileage expenses and overtime | 977.52 | £20.65 | Local Gov't Act 1972 S112 |
| (I.B.) | BDO Llp | Annual external audit fee | £360.00 | £60.00 | Local Audit and Accountability Act 2014 |
| (I.B.) | BSACCA | Room hire for defibrillator training | £20.00 | | Local Gov't Act 1972 S112 |
| (I.B.) | R J Farmer Electrician | Defibrillator installation | £261.53 | £43.59 | General Power of Competence |
| (I.B.) | R and G Grounds Maint | June Mowing | £984.25 | £164.04 | Open Spaces Act 1906 |
| (I.B.) | R and G Grounds Maint | August Mowing | £658.64 | £109.77 | Open Spaces Act 1906 |
| | RESOLVED: | That these invoices be paid | | | |
| | ACTION: | Clerk | | | |
| PC/16/9/206 | DATE OF NEXT MEETING –Monday 10th October 7.30 p.m. | | | | |

There being no further business the Chairman closed the 8.20 meeting at p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....