

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council
held on Monday 12th October 2009 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 Brenda Inch

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

IN ATTENDANCE

Mrs Catherine Parry - Clerk to the Council

9 Parishioners

APOLOGIES FOR ABSENCE

Apologies were accepted from:

Reason:

Councillor David Jeffery

Holiday

Councillor Jonathan Shribman

Work commitment

Councillor Joan Kirkbride

Another commitment

ABSENT

PC09/10/198 DECLARATIONS OF INTEREST

Councillor Ward declared an interest in the donation to British Legion in respect of the Remembrance Day Wreath and took no part in the discussion relating to it.

PC09/10/199 POLICE MATTERS

- A Emails from Community Messaging Service have been forwarded as appropriate. The cricket club has been burgled twice.
- B The police promotions team have asked community members to complete a questionnaire.
- C Jen Harrison has reported various incidents of vandalism in the village and says that these are being investigated.
- D A parishioner reported the arson incident in the tree belt at the rear of Camp Hill. The police were informed about this, but the parishioner suggested that an area is made available for the youths to play with their stunt bikes and to congregate, and that the footpath be diverted. This email has been forwarded to Heygates and the Neighbourhood Watch Co-ordinator has been asked to contact the parishioner to see if he would be interested in joining the NHW.
- E The next Community Panel meeting will be held on Wednesday 9th December at 7.30pm in Kislingbury Village Hall.

PC09/10/200 MINUTES

The minutes of the meeting held on 14th September 2009 were approved as a correct record of each meeting, following the comment from Councillor Curtis that the reference to “Camp Hill” in Minute PC09/9/179 should be “Peace Hill”. They were then duly signed by the Chairman.

PC09/10/201 REPORT ON MATTERS PREVIOUSLY RAISED

<u>No.</u>	<u>Item</u>	<u>Details</u>	<u>Previous PC Minute No.</u>
A	Hedge between Chipsey Avenue and	The clerk has emailed the district council’s estate manager to check on the ownership of this hedge and to ask if it can be clipped back if it is owned by SNC. The Clerk was informed at the meeting that the ownership is more likely to be in the name of South Northants	PC09/6/129

- Butts Hill Homes but, subsequent to the meeting, a parishioner reported that the hedge has been cut back in any event.
- B Hedge by the Baker's Arms When the agenda was prepared, Heygate's contractor was in the process of clipping this back, and the agenda was prepared on the basis that this would have been completed by the time of the meeting. In fact, the contractor did not complete the job and the Clerk reported that she has asked Heygate if they would please do so. PC09/09/187
- C Overhanging hedge in West End The clerk discussed this with Street Doctor, and on advice from them, has emailed the details to them for forwarding to the relevant tree officer at the county council, who should then contact the parishioner direct. The Clerk has spoken to the County Council officer with responsibility for this matter, and has been informed that a site visit has taken place and photographs taken with a view to a request being sent to the parishioner that the hedge be clipped back. PC09/09/187
- D Allotments A reply has been sent to Ms Greening outlining the steps needed to acquire an extension to the allotment site. PC09/09/194

PC09/10/202 **PUBLIC QUESTION TIME**

The meeting was adjourned between 7.48pm and 8.02pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

PC09/10/203 **YOUTH MATTERS**

Youth Shelter and MUGA– The planning officer has been chased for a response to the draft planning application and the design and access statement. The Clerk has emailed him, but has had no response. Councillor Harries reported that he had heard nothing from the representative of the Youth Council about the preferred location of the youth shelter. Laurie Berruto has promised to contact her for a response.

RESOLVED That the Clerk would continue to chase the SNC planning department for comments on the draft application

ACTION Clerk

PC09/10/204 **NEW CHURCHYARD EXTENSION**

A Mr Haynes, Mr Stanton's successor, has confirmed that the parish council's letter requesting further discussions will be tabled at the next executive meeting of the Fellowship. The Clerk has heard nothing more to date.

RESOLVED: That the Clerk will contact Mr Haynes to see if a decision has been made.

ACTION: Clerk

B A planning application has been drafted and needs to be checked by the working party, together with the design and access statement.

RESOLVED: That the working party will meet as soon as possible to discuss the draft application, with a view to this being submitted for pre-application discussions.

ACTION: Development working party.

C Councillor Curtis questioned whether the existing churchyard was being used to its fullest extent. There is an area of ground near to the conservation area which has not been used. Is there any reason why this cannot be used for burials?

RESOLVED: To ask the Parochial Church Council if it would be possible to site more burials in this area.

ACTION: Clerk.

PC09/10/205 **PLAY AREA AT PRIMARY SCHOOL**

The Clerk reported that the application for registration of the county's title cannot be made until a plan has been prepared, and this is awaited from the county's agent.

PC09/10/206 **COMMUNITY SPEED WATCH AND 20MPH ZONE**

A Councillor Kent reported on the campaign, two thirds of which has been completed. In general, it would appear that the traffic calming measures have reduced the reported incidents of speeding (as recorded by the speed device used during the campaign). The speed in the High Street continues to cause concern, with many motorists continuing to ignore the 20mph limit, and even exceeding 30mph. There has been at least one case of a parent believing that a car travelling along the High

Street was not going to stop at the zebra crossing, and some parents persist in parking on the zig-zag lines at school dropping off and collecting times. More comments have been made about the parking in the area of the chicane, which is a continuing cause for concern, but some parishioners made a point of commenting on the fact that traffic speeds have reduced in some previous black spots, and a letter of thanks has also been received from a parishioner in Church Lane.

A copy of Councillor Kent's statistics is attached at Appendix B of these minutes.

RESOLVED: To report to Helen Howard the various comments which have been made, and to ask again for the chicane to be made more visible.

ACTION: Clerk

B Councillor John Bignell reported that during a sports event recently, the car park at the Community Centre had been full and cars had parked inconsiderately on the pavement in Camp Hill. He is aware that cones have been purchased for the use of sports clubs, so that this can be prevented, and considered that they should have been used on that occasion.

RESOLVED: That the sports clubs should be requested to use the traffic cones which are available for their use, in order to prevent obstruction of footpaths and other vulnerable areas, during sports matches, where there is likely to be an overflow from the Community Centre car park.

ACTION: Clerk to establish points of contact and write accordingly.

PC09/10/207

A

PLANNING

Village Design Statement – The Clerk as emailed Andy D’Arcy at the district council and Colm Ryan at Planning Aid to see what needs to be done to start the process moving.

Status	App. No. & applicant	Location	Proposals	PC comments or SNC decision
Info	S/2009/0727/FUL Bugbrooke Medical Practice	Bugbrooke Surgery	Single storey side extension.	Consent granted by SNC
New	S/2009/0946/P Wright and Brown	Land adjacent to 5 High Street	A new application, received too late for the agenda, but since it was identical to the previous application, save for a re-orientation of the semi-detached houses, it was considered by the council.	No objection.
New	S/2009/0884/OUT Weatherley	67 Pilgrims Lane	Replace existing dwelling with two detached dwellings.	No objection, but materials should match surrounding properties, and the new houses should be sympathetic to the existing street scene. The parish council would wish to see the detailed drawings, even if these are submitted pursuant to conditions in the outline consent.
New	S/2009/0923/FUL	40 High Street	Alterations and change of use from store room to take away.	No objection, but: <ul style="list-style-type: none"> - The hours of opening should not be continuous from midday until 10.00pm - The facility should not be open seven days each week

				<ul style="list-style-type: none"> - It should be more sympathetic in appearance towards the surrounding properties in the conservation area. - The sign should not be internally illuminated, but should be a swan necked or similar overhead light. - There should be adequate litter collection receptacles outside the shop and in the vicinity, and the owners must ensure that rubbish is collected regularly.
				<ul style="list-style-type: none"> - There should be a firm restriction on opening hours – no later than 10.00pm.

PARISH MATTERS:

- PC09/10/208 A **Notice boards** – the repairs to the board at the top of Butts Hill will cost £148.00. The clerk thinks that it might be more cost effective in the long run to have a replacement board here and to budget for a new board near to the surgery and on the bus stop by the Bakers Arms for the next financial year. A quote has been received from Greenbarnes in the sum of £1365.62 plus VAT.
- RESOLVED:** That the Clerk should obtain two other quotes for similar notice boards so that best value can be achieved.
- ACTION:** Clerk
- PC09/10/209 B **Litter Bin** – The clerk has been reminded that the bin at the entrance to the Millennium Green, cannot be opened and needs repair or replacement. Can this either be repaired, or replaced with the spare bin held by Roger Clarke?
- RESOLVED:** It was agreed that the chairman would inspect the bin, and that if it was not capable of repair, the replacement bin could be used.
- ACTION:** Chairman, and Clerk if necessary to order the installation of the new bin.
- PC09/10/210 C **Dog Bins** – AH Contracts have asked whether the council would agree to enter into a three year fixed price contract for the emptying of bins. This would be at the current price of £2.69 plus VAT (at the rate for the time being applicable) and would expire on 31st March 2012. The council has also had an approach from Marcus Young Landscapes Limited at the price of £2.30 plus VAT, fixed until end of December 2010. They have supplied a brochure with details of their services.
- RESOLVED:** That AH Contracts should be asked if they could match the lower price, and that Marcus Young Landscapes should be asked if they could increase the length of their contract to three years. They should also be asked to confirm the level of their insurance and that they are a licensed contractor.
- ACTION:** Clerk.
- PC09/10/211 D Councillor Harries reported on the meeting of the Community Association which was held on 23rd September 2009.
- PC09/10/212 E **Church footpath** – the PCC has to repair this and would like to do so through the parish council in order to be able to avoid VAT.
- RESOLVED:** That it is not possible to arrange this without being at risk of tax evasion. The county council should be requested to oversee the repairs, jointly with the PCC, which should enable VAT to be reclaimed. The parish council would not wish to set a precedent for future claims.
- PC09/10/213 F **Overhanging hedge in Camp Hill** – the hedge belonging to 2 Camp Hill is overhanging the footpath, and although it is clipped tidily, is obstructing access.
- RESOLVED:** To write to the owner asking that the hedge be clipped back flush with the wall.

ACTION: Clerk

PC09/10/214 **ALLOTMENT ASSOCIATION**

The Allotment Association would like permission to keep a beehive on site. Would this be permitted?

RESOLVED: Yes, this should be encouraged, provided that access to the hive for the bees was not across any public accessways.

ACTION: Clerk to inform the association accordingly.

PC09/10/215 **CONSULTATIONS**

A **Joint Core Strategy:** The responses were filed. There have been many emails forwarding information about various direct action against the Core Strategy, including an invitation to attend the march which took place on 29th September, but NALC warned that councillors should give careful consideration to any involvement with the march as they might then find themselves unable to take part in any subsequent decision making process on that subject at their own council, because of the rules regarding predetermination.

A meeting was held on 1st October in connection with the proposals for employment use around Junction 15. Councillor Kirkbride has reported that the meeting was successful, with members of the public making valid points against the core strategy, which were taken up by the councillors in the following debate. There was no vote, because this is a discussion paper only, but the general feel of the meeting was against the core strategy. The points raised at the meeting have been written up in reply to the strategy and a paper will go to Cabinet on 13th October to agree the response, which is likely to be that the Joint Planning Unit needs to re-consider their proposals.

Councillor Curtis also reported that South Northants Council has rejected the draft strategy.

B **Emerging Strategy for the Central Area Action Plan:** the responses were returned.

C Northants County Council has issued a consultation document on a traffic management permit scheme. Responses to be returned by 31st December 2009. The clerk confirmed that she would prepare notes for the meeting in November.

D There is a consultation on the 3 yearly review of the Statement of Principles issued under the Gambling Act 2005, and all licensing authorities are asking for comments on the draft review document. The return date is 6th November.

RESOLVED: That no action be taken in connection with this consultation.

PC09/10/216 **NEIGHBOURHOOD WATCH**

One of the signs has been broken (on the Litchborough Road). Would the parish council pay for a replacement, if it can be located more securely?

RESOLVED: That the council would pay for a new sign.

ACTION: Clerk to inform the co-ordinator accordingly.

PC09/10/217 **FOOTPATHS COMMITTEE**

The Clerk reported on the proceedings of the committee, which had met prior to the full meeting.

PC09/10/218 **HIGHWAYS AND TRANSPORT**

A Leaflets have been received on roadworks on the motorways. They will be distributed at the meeting for circulation among community groups.

B An invitation has been issued to a second stakeholder meeting regarding the A45 Northampton to Daventry transport study. – 11th December. The Chairman will attend this.

C Councillor Cockrill reported that she had spoken to Helen Howard about the need for dropped kerbs. Councillor Harries commented that they were also needed in Maple Close

RESOLVED: That the request be made to Helen Howard that dropped kerbs also be constructed in Maple Close.

ACTION: Councillor Cockrill..

PC09/10/219 **CORRESPONDENCE**

1. For Action-

No. Item

A Northamptonshire electric blanket testing week 26th to 30th October 2009

RESOLVED That this be publicised

ACTION: Clerk

B SNVB leaflets for circulation.

- C Northants County Council informal adult learning project – NCC wants details of night classes, book groups etc so that they can build up a central database in order to make this information available to people interested in joining groups but without knowing what is available.
RESOLVED That the county council is advised to visit the website.
ACTION: Clerk
- D Northants County Council 50+ Network is asking people to sign up to its membership register.
- E Society of Local Council Clerks letter inviting the council to join up to their purchasing scheme. This might be worth looking at for larger purchases.

2. For Report –

- | <u>No.</u> | <u>Item</u> |
|------------|--|
| A | Samsung Computer catalogue |
| B | Northants 50+ Network newsletter |
| C | Northants 50+ event on 8 th October |
| D | Bus shelter catalogue |
| E | South Northants Homes briefing paper |
| F | EMDA news |
| G | Wicksteed catalogue |
| H | Kompan play equipment catalogue |
| I | 8 th October Climate Change seminar |
| J | Request for donation from Family Action |

- PC09/10/220 **POSSIBLE TWINNING WITH VOHL**
 The letter has been typed and was signed by the Chairman
RESOLVED: That it be posted to the Burgermeister
ACTION: Clerk.

PC09/10/221 **FINANCIAL MATTERS**

- A **Monthly Budget Spent figures:**
- | | |
|--|------------|
| Total anticipated expenditure for 2009-2010 | £86,400.00 |
| Total expenses to date (including the expenditure below) - | £17,817.81 |
| Balance (NB the large balance is due to major capital expenditure being budgeted for). | £68,582.19 |
| Any overspend to date on individual items | N/A |
- B Current account balance (taking account of expenditure from September and below). A transfer will be made from deposit account. £696.06
- C Deposit account balance as at today's date (less interest accrued). This takes into account the youth shelter grant but not the precept, which has not yet been posted into the pass book. £66,090.44
- D Wreath for Remembrance Day – contribution to the British Legion for this
- RESOLVED:** That £25.00 would be contributed to the British Legion for a wreath to be provided on behalf of the parish council.
ACTION: Clerk to organise a cheque.
- E To ratify cheques : 1001, 1009 and 1011, which were late additions to the September agenda, and April 2009 petty cash payment of £100.00, which had not been minuted in error.
RESOLVED: That the Clerk be given retrospective authority in respect of these cheques
- F The October instalment of the precept should by now have been received.
- G BDO Stoy Hayward have concluded their audit. There were no matters which required the issuing of a separate additional issues arising report. The annual report must be approved and accepted by the council, and this must be minuted.
RESOLVED: That the annual report be approved and accepted by the parish council and that the notice of annual return and conclusion of audit be posted on notice boards.
ACTION: Clerk.
- H Derek Lovell is to continue as the NALC auditor.
- I The Yorkshire Bank 3 month account is to be amended to enable instant withdrawals.
- J HMCR have issued their latest employer bulletin
- K Accounts for payment –

Chq no	To whom	Service rendered	Amount	Vat
1015	AH Contracts	Emptying of waste bins – to 30.9.09	£296.98	£38.74
1016	E.On	Quarterly maintenance costs	£701.28	£91.47

1017	E.On	August unmetered supply costs		£297.06	£38.75
1012	Mr A. Walton	Litter picking September – 4 weeks x 4 hours 16 hours @£6.25 =£100 (less 20% tax)		£80.00	
1018	HM Revenue & Customs	Tax (CP £91.20 & AW £20.00) -	£111.20		
		NI (CP@.33p)	£.33		
		NI (BPC@.38p)	£.38		
		Total	£111.91	£111.91	
S/O	Mrs C.J. Parry	Clerk's salary– October 2009		£364.47	
1014	PW Warden	Grass Cutting (2 @ £276)		£552.00	£72.00
1013	Falcon Copiers	(Late addition) Copier rental Oct 09/Jan 2010.		£169.77	£22.14

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

ACTION: Clerk.

PC09/10/222

**DATE OF NEXT ORDINARY MEETING:-
Monday 9th November 2009**

*There being no further business the Chairman closed the meeting
at
9.17PM*

End of Minutes

CHAIRMAN:.....

DATE:.....

APPENDIX A

MATTERS RAISED DURING PUBLIC QUESTION TIME 12TH OCTOBER 2009

1. Concerns were raised about the proposed takeaway shop at 40 High Street, as follows:
 - The building is in a conservation area and unsympathetic use would affect this, and the settings of the listed buildings located within it.
 - The proposal is that the shop would be open every day (including Sundays) from 12.00pm until 10.00pm. This is excessive.
 - The shop front will have access on to Great Lane, which is narrow and the likelihood is that people will park cars along it, making access along Great Lane even more difficult than it is at present.
 - The opening hours will encourage more people to congregate on Elm Tree Bank, where there is a constant problem with anti-social behaviour, including vandalism of property and the phone box.
 - The long opening hours will cause a noise nuisance for the neighbouring residential properties.
 - Rats from the existing shop premises had already invaded the garden of an adjoining property, and there was a concern that this would be a worse problem if this application were approved.
 - Parking is a major issue. On the face of it, there is adequate parking in front of the general store, but if the takeaway premises are open at the same time as the store, then they will be competing for parking spaces, and many people will try to park as close to the entrance to the shop as possible. This will cause problems for buses using Great Lane.
2. A request was made for clarification as to when E.On repaired the street lights.
3. Can the Parish Council organise the repair of the Church footpaths for the PCC, in order to save VAT. Councillor Harries confirmed that this would be tax evasion and therefore not possible.
4. The applicant for planning permission for the takeaway responded to the concerns expressed above by stating that:
 - The opening times had been calculated to coincide with the pub hours, so that no customers would be served after the pubs had closed, and to minimise noise nuisance, it was proposed to close earlier than the pubs, hence the 10.00pm closing time.
 - They consider the parking to be adequate, because the shop closes earlier in the evening than the takeaway.
 - They will provide litter bins, and will ensure that litter is collected from elsewhere in the village where this is caused by people using the takeaway.
 - The police will have to deal with any vandalism.
 - The shop front will be sympathetic to the surrounding area. It will not be back lit, but will have an overhead swan-necked light fitting.

- The food on offer will be fish and chips. The comment was then made that the plans show provision for a pizza oven and kebab stand, but no deep fat fryer. The applicant confirmed that there would be a deep fat fryer in the outlet.

APPENDIX B

REPORT OF THE SPEED WATCH CAMPAIGN TO DATE – 12TH OCTOBER 2009

LOCATION	NO. OF TRAFFIC MOVEMENTS PER HOUR	3 YEAR AVERAGE NO. OF CARS SPEEDING	THIS YEAR NO. OF CARS SPEEDING	RESULT
Butts Hill	350-400	13-14 per hour	4 per hour	Reduction
Church Lane	300	11 per hour	2 per hour	Reduction
Camp Hill	200	4 per hour	11 per hour (only one observation due to bad weather)	Increase, but possibly due to longer camera range with improved equipment.

Causes for concern expressed by parishioners:

1. Speed in the High Street.
2. Lack of consideration at the zebra crossing – inconsiderate parking by parents and motorists failing to stop at the crossing.
3. Dangerous parking around the chicane.

Positive comments

Two residents made a point of approaching the Speed Watch team to say that they thought the village had benefited from the traffic calming measures and a positive letter had also been received.