

# BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council  
held on Monday 6<sup>TH</sup> April 2009 at 7.30 p.m. at the Community Centre, Bugbrooke.

## PRESENT:

Chairman – Councillor Philip Bignell

Councillor Diana Cockrill  
Councillor John Curtis  
Councillor Ken Gardner  
Councillor David Harries  
Councillor David Jeffery  
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

County Councillor J. Kirkbride  
7 Parishioners

## APOLOGIES FOR ABSENCE

Apologies were accepted from:

Councillor John Bignell

Councillor Brenda Inch

Councillor Jonathan Shribman

Reason:

Illness

Family commitment

Work commitment

## ABSENT

Councillor Graham Smith (SNC)

## PC09/4/58 DECLARATIONS OF INTEREST

Councillor Sturdy declared an interest in the planning application concerning 63 High Street as a friend of the applicant. He took no part in the resolution not to object to the application.

## PC09/4/59 POLICE MATTERS

- A The latest newsletter has been received and circulated to all councillors and to the Link website.  
B The minutes of the Community Panel meeting held on 4<sup>th</sup> March have been received and circulated.  
C Jen Harrison has reported that an application has been made to the Youth Opportunities Fund for funding for a youth shelter in the village, and would like to know whether the parish council would be interested in discussing the provision of youth facilities with a representative from Campion School.

**RESOLVED:** That further details should be requested as to the plans for the management of such a shelter, and what regulations would be put in place to ensure that it would not become a place where anti-social behaviour might be a problem. The parish council could then make a more informed decision.

**ACTION:** Clerk initially.

## PC09/4/60 MINUTES

The minutes of the meeting held on 9<sup>th</sup> March 2009 were approved as a correct record and duly signed by the Chairman.

## PC09/4/61 REPORT ON MATTERS PREVIOUSLY RAISED

<u>No.</u>	<u>Item</u>	<u>Details</u>	<u>Previous PC Minute No.</u>
A	Anti-fouling signs on Merriefields estate	The clerk is making enquiries about these but has not yet had any information about cost etc	PC09/3/44
B	Informal parking in Camp Close	SNH do not own this land and have passed the PC request for barriers to the district council	PC09/3/46
C	Youth Club projector	The youth club co-ordinator reported that the bulb had been delivered to her direct by the supplier.	PC09/1/15

PTB

- D "No Ball Games" sign in Spencer Close SNH will organise for the relevant sign to be repainted. PC09/3/47
- E Nomination for the Royal Garden Party The previous clerk has regretfully declined this owing to a prior engagement, but thanks the council very much for the thought PC09/3/50

**PUBLIC QUESTION TIME**

PC09/4/62 The meeting was adjourned between 7.54 pm and 8.23 pm to allow questions and comments from parishioners. The matters raised are listed in Appendix A attached.

PC09/5/63 **AFFORDABLE HOUSING**

An update has been requested from Laura Welch. She has heard nothing further, but has a new contact at the agents for the Diocese and will push them for progress.

**RESOLVED:** To continue to ask for monthly updates

**ACTION:** Clerk

PC09/4/64 **NEW CHURCHYARD EXTENSION**

A Natural England has confirmed that to allocate any part of the Millennium Green as a churchyard extension would be a breach of the Trust Deed.

B The Clerk has some more information about re-use of churchyards and summarised this in Appendix B annexed to these minutes. Councillor Kent updated the council on the reasons for the re-use of the existing churchyard not being possible:

- The government has not yet amended the law to permit this.
- In any event, the records showing the times and locations of burials in the churchyard have been lost or destroyed and it would be impossible to ask for the necessary permissions from families.
- If a substantial number of bones are found when the grave digger is working on site, then he must stop work and report the find, which would disrupt the funeral for which he is digging the grave

The car park is owned by the Diocese. It would be difficult to create a churchyard extension from this because there is about 12 inches of hard core to remove.

C The clerk is endeavouring to set up a meeting of the working party for the week commencing 6<sup>th</sup> April.

- RESOLVED:**
- a) To discuss again all possible locations for the site, at the meeting of the working party, including other land owned by the Jesus Fellowship closer to the church.
  - b) If appropriate, to meet again with the Jesus Fellowship to discuss possible sites.
  - c) To report back at the next parish council meeting.

**ACTION:** Working party members and the Clerk

PC09/4/65 **PLAY AREA AT PRIMARY SCHOOL**

A The Clerk is still chasing for a lease for this, which the county's agent has promised to have produced soon.

B Following comments from the County Council's agent that the play area might be integrated with a new children's centre at the primary school, about which the parish council had no information, a site meeting was held on 31<sup>st</sup> March at the primary school field, which was attended by Councillors Inch, Ward and P. Bignell. They were told that a new SureStart facility was being considered which would be sited within part of the existing school building. New classrooms would be provided in substitution. This would be primarily an outreach centre, with staff visiting clients off-site, but there would be some minor provision for clients to visit the centre, which would provide parents with support and information to enable them to improve their skills with children up to 5 years old. A small number of parking spaces would be provided within the existing school car park, but it was not anticipated that a large number of people would be visiting the centre in cars. It was apparent from the meeting that the parish council's proposed children's play area would not in fact be integrated with the new centre, and this will continue to be dealt with separately.

**RESOLVED:** To continue to press for the lease for the play area

**ACTION:** Clerk

PJB

PC09/4/66 **COMMUNITY SPEED WATCH AND 20MPH ZONE**

A The county council has confirmed the extent of the traffic regulation order for the proposed 20mph zone within the village. This has changed from the original drawing slightly, in that the zone now extends slightly further down Church Lane. A copy of this letter has been posted on the web site and on the notice boards. The parish council has been requested to confirm that the proposals are acceptable to it.

B An email has been received from a concerned parishioner, about the dangers attached to the road narrowing feature in Butts Hill. This has been forwarded to Helen Howard at the county council.

C The bus stop at the entrance to the primary school accessway has been removed, but Helen Howard confirms that the county will pay for it to be re-sited at the other end of the lay-by.

**RESOLVED:**

- a) To approve the extent of the 20mph zone with the qualification that it should also be extended down Great Lane and up Peace Hill to the junction with the old B4525.
- b) To express concerns to the County Council about the safety aspects of the road narrowing feature, and to ask that double yellow lines be marked on either side of it to prevent parking of vehicles so as to obstruct visibility.

**ACTION:** Clerk

PC09/4 /67 **PLANNING**

**Heyford Fields Marina** – following a site meeting attended by 8 parish councillors on Friday 20<sup>th</sup> March those present at the site meeting were minded to withdraw their objections to Application S/2009/0076/P, which was considered at the March meeting. The planning officer has indicated that the applicant is likely to submit revised plans showing the new footpath link between the Marina and the Old Crown footpath.

**RESOLVED:**

To write with confirmation to South Northants Council that the parish council's objections to this application are withdrawn, but with the comment that two kissing gates are required at the entrance to and exit from the new footpath link to KD1.

**ACTION:** Clerk.

<i>Status</i>	<b>App. No. &amp; applicant</b>	<b>Location</b>	<b>Proposals</b>	<i>PC comments or SNC decision</i>
<i>Info</i>	S/2008/1334/P	Myrtle Cottage, Pilgrims Lane	Single storey extension to front	<i>Applicant is to appeal (A letter has since been received confirming that the appeal was refused)</i>
<i>New</i>	S/2009/0191/P	63 High Street	Two storey rear extension	<i>No objection. Materials to match</i>
<i>New</i>	S/2009/0154/P	4 John's Road	Single storey rear extension	<i>No objection. Materials to match</i>

**PARISH MATTERS:**

PC09/4/68 A Flooding outside the wharf. This has been reported again to Street Doctor. It is now thought that it might be due to a leak in the water main at the junction with the Litchborough Road.

**RESOLVED:**

To continue to check with Street Doctor if no progress is made to remedy the problem

**ACTION:**

Clerk

PC09/4/69 B CPRE Litter pick is not being organised by Mrs Pace. The WI have been asked if they will organise it, with help from individual councillors.

**RESOLVED:**

To liaise with the WI.

**ACTION:**

Clerk

PC09/4 /70 C The Clerk has been told by E.On that it would not be possible for the street lights to be dimmed, following her request to ask if this would be viable. Councillor P. Bignell reported that it had been costed in Flore and was found to be very expensive to install the equipment which would enable the lights to be dimmed, if they were of the right type to allow this to happen.

**RESOLVED:** N/A

**ACTION:** N/A

PDB

PC09/4/71 **Youth Matters**

- A Representatives of the Community Centre have been sent copies of the Play on the Move correspondence so that they can liaise with the district council with a view to making the playing field available.
- B Northampton Borough Council overview and scrutiny review – “More Facilities for Older Children and Young People” – a questionnaire has been sent to the parish council asking for details of the facilities for young people in the village. This was to have been returned during March, so the Clerk has returned it.
- RESOLVED:** N/A  
**ACTION:** N/A

PC09/4/72 **Consultations**

- A The East Midlands Regional Assembly has considered the consultation responses it received in connection with the partial review of the Regional Plan. The Regional Plan was published on 12<sup>th</sup> March 2009 in its current form. The Assembly’s regional planning board agreed some key changes to the Partial Review Project Plan. They will concentrate on the post 2021 period in respect of new housing provision, and have revised the timetable for the partial review process.
- B Northampton Borough Council wants responses by 10<sup>th</sup> April to its consultation on fees for pre-application planning advice. The clerk will provide more details of this consultation in time for the meeting. It can be accessed at [www.northampton.gov.uk/consultation](http://www.northampton.gov.uk/consultation). It appears to relate more to potential applicants rather than to consultee councils.
- RESOLVED:** N/A  
**ACTION:** N/A

PC09/4/73 **Village of the Year Competition**

The application has been submitted and accepted.

**RESOLVED:** N/A  
**ACTION:** N/A

PC09/4/74 **Neighbourhood Watch**

The new prospective local co-ordinator would like to hire one of the small rooms in the Community Centre in order to try to increase support for the scheme within the village. The scheme has no funds, and the parish council is therefore requested to pay the hiring fee for two hours one evening so that Mrs Lefever can give a talk to interested members of the public. Parish councillors would be invited to attend.

**RESOLVED:** This idea was supported and it was agreed that the parish council would pay for the hire of a room for two hours.  
**ACTION:** Clerk to liaise with the prospective co-ordinator.

PC09/4/75 **Village Agents Mapping**

An email has been received from Northampton Borough Council confirming that Village Agents would be recruited from the community. The cost of running the agents is yet to be finalised. They would like a list of any ongoing projects such as good neighbour schemes, over 50’s groups etc, in order to decide the best location for a pilot project.

**RESOLVED:** To provide this information.  
**ACTION:** Clerk

PC09/4/76 **CORRESPONDENCE**

**1. For Action-**

**No.**

**Item**

- A Dogs’ Trust Canine Care Card leaflet, advising about their scheme to ensure that a dog is cared for after the owner’s death.  
**RESOLVED** To post this on the notice boards  
**ACTION:** Clerk
- B Highways Agency road works information leaflets.  
**RESOLVED** To distribute these around the village.  
**ACTION:** Clerk
- C SNC Summer Holiday Activity Programme – Activity Zone on the Road and Creative and Performing Arts. They would like to book the playing field for three 2 hour sessions during the school holidays. This has been given to the Community Centre.  
**RESOLVED** No further action needed.

P TB

- ACTION:** N/A
- D Letter from the WI asking the Council to resolve to make use of the powers given to the community under the Sustainable Communities Act 2007. This gives local communities the power to drive government policy. The Clerk has circulated a note on the workings of this Act.  
**RESOLVED** It would seem more appropriate to use the Charter route which is being proposed by Northamptonshire County Council as a channel for communication, as reported by Councillor Harries following his visit to the Local Councils Spring Conference. The SCA route seems to be less flexible.
- ACTION:** None at present
- E MGSWP, the County's Highways contractor, wants details of the local farmers so that they can contact them in the event of future bad weather.  
**RESOLVED** To contact the main local farmers to ask them if they would be willing to put their names forward.
- ACTION:** Clerk
- F AH contracts have sent their latest insurance details and also a duty of care: controlled waste transfer note, which needs to be completed on behalf of the council and returned to AH contracts.  
**RESOLVED** To complete the form as necessary
- ACTION:** Clerk
- G SNC volunteer forum leaflets for posting on noticeboards.  
**RESOLVED** To distribute these.  
**ACTION:** Clerk

## 2. For Report –

- | <u>No.</u> | <u>Item</u>   |
|------------|---|
| A          | South Northants Council leaflet advising of their new rules for accepting payments. A copy has been left at the post office and a copy posted on the website.   |
| B          | A meeting was to have been held on 2 <sup>nd</sup> April in Peterborough in connection with the workings of the Sustainable Communities Act. Details of this were forwarded to all councillors to enable them to attend if they wished. |
| C          | Marie Curie Great Daffodil Run leaflet.   |
| D          | Spinal Injuries Association Fish and Chip Supper  |
| E          | Towcester Rotary Club May Day Fayre   |
| F          | Towcester Rotary Club Race Day.   |
| G          | SNH Briefing Paper  |
| H          | Information about SNH drop-in events.   |
| I          | J & S Landscapes Limited have sent their details.   |
| J          | NCC Highways have informed the council that they have now identified top 10 local priorities. They do not say what these are.   |
| K          | EMDA news   |
| L          | New prices for letters – details from Royal Mail  |
| M          | British Trust for Conservation Volunteers have sent details of their work   |
| N          | SNC has now confirmed the Dog Control Orders  |
| O          | SNH press releases  |

## FINANCIAL MATTERS

- |            |   |   |
|------------|---|---|
| PC09/4 /77 | A | <b>Monthly Budget Spent Figures</b><br>Monthly budget spent figures were circulated<br><b>RESOLVED:</b> Noted<br><b>ACTION:</b> N/A   |
| PC09/4/78  | B | The Clerk has bought a mobile phone – <b>07531 556947</b> . Cost £14.50, plus £20.00 top-up.<br><b>RESOLVED:</b> That details be circulated as appropriate.<br><b>ACTION:</b> Clerk |
| PC09/4 /79 | C | To ratify cheque number 956 for £30.00 to NACRE – Village of the Year entry fee, received too late for March meeting.<br><b>RESOLVED:</b> Duly ratified<br><b>ACTION:</b> N/A       |
| PC09/4/80  | D | To ratify cheque number 957 to BT for £122.56, quarterly charges, received too late for March meeting.<br><b>RESOLVED:</b> Duly ratified<br><b>ACTION:</b> N/A.                     |

PJB

PC09/4/81 E To ratify the cheque 949 to E.On for £296.38 for the January electricity charges (account now received)

**RESOLVED:** Duly ratified

**ACTION:** N/A

PC09/4/82 G **Accounts for Payment**  
Accounts for payment were submitted as follows:

Chq no	To whom	Service rendered	Amount	Vat
958	AH Contracts	Emptying of waste bins – to 31.3.09	£282.62	£36.86
959	E.On	February Electricity charges	£296.38	£38.66
960	E.On	Quarterly maintenance charges	£701.28	£91.47
961	Mr A. Walton	Litter picking March – 4 weeks x 4 hours 16 hours @£6.25 less 20% tax	£80.00	
962	HM Revenue & Customs	Tax (CP £91.20 & AW £20.00) £111.20 NI (CP – November) £ .71	£111.91	
963	Kay P. Tarry	Cleaning dog bins	£82.50	
S/O	Mrs C.J. Parry	Clerk's salary– to 31.3.09	£364.47	

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

**ACTION:** Clerk.

PC09/4/83

**DATE OF NEXT ORDINARY MEETING:-**  
**Monday 11<sup>th</sup> May 2009**  
**TO BE PRECEDED BY THE FOOTPATHS COMMITTEE**  
**MEETING AT 7.00PM**

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

\*End of Minutes\*

**CHAIRMAN:**.....  


**DATE:**.....  
11/5/2009