

BUGBROOKE PARISH COUNCIL

Minutes of the Meeting of the Full Council
held on Monday 13th February 2012 at 7.30 p.m. at the Community Centre, Bugbrooke.

PRESENT:

	Chairman - Councillor John Curtis	
Councillor John Bignell	Councillor Philip Bignell	Councillor Mrs Diana Cockrill
Councillor Brian Curtis	Councillor Ken Gardner	Councillor David Harries
Councillor David Jeffrey	Councillor Alan Kent	Councillor Brian King
Councillor Paul Phillips	Councillor Linda Pope	Councillor Terry Ward

IN ATTENDANCE

Mrs Catherine Parry, clerk	14 parishioners	County Councillor Joan Kirkbride
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APOLOGIES FOR ABSENCE

Apologies were accepted from:
Councillor Dr Jonathan Shribman

Reason:
Holiday

ABSENT:

Councillor Mrs Eve Jackson

PC12/2/22 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors as recorded above.

PC12/2/23 DECLARATIONS OF INTEREST

Councillor J. Bignell declared an interest in the planning application relating to 42 Camp Hill, as it was a neighbouring property, and took no part in the discussion relating to that application.

PC12/2/24 REGISTER OF INTERESTS UPDATE

There were no changes to the register.

PC12/2/25 MINUTES

The minutes of the meeting held on 9th January 2012 were approved as a correct record of that meeting and were duly signed by the Chairman.

PC12/2/26 REPORTS ON MATTERS PREVIOUSLY RAISED

The clerk reported that she had received a revised quotation for the reprinting of the canal leaflets, following the question which had been raised in the January meeting. This was for £399.00 for 3000 and £504.00 for 5000. Heavier paper was more expensive, but the clerk thought that this would not be necessary.

PC12/2/27 PUBLIC QUESTION TIME (7.40pm – 8.10pm and 8.15pm -8.25pm)

➤ The first section of open time followed the signing of the minutes, and was devoted to the presentation given by Kate Terrell Gray and Phillip Kerry-Smith, volunteers from Community First Responders. This charity was manned by volunteers who assisted the ambulance service in medical emergencies. They were sent out at the same time as the ambulance, but because they only serve a small local area, they were able to reach the emergency much earlier than the ambulance crew. This enabled the patient to receive treatment which might be life saving. The service was seeking new members who could be trained to become volunteers for the Bugbrooke area, since 13% of current calls were from Bugbrooke. It was also in need of funding. The Chairman thanked the volunteers for their presentation. The question of a donation could be discussed at the next meeting, but in the meantime the clerk could pass details of the scheme to the website and the editor of the Link magazine.

The second section of open time followed Reports on Matters Previously Raised. The following matters were raised:

➤ Mr Smith asked whether the County Council had agreed to install double yellow lines around Waggon & Horses Green. The clerk confirmed that these had been requested, but that it was not possible to provide them during the present financial year. County Councillor Kirkbride promised to press for confirmation of the timescale for carrying out the works.

➤ Mr Marshall asked who would represent the council at the Firs Field appeal. The Chairman said

that the two district councillors would attend the appeal.

- Mr White was present as a parishioner and the Chairman asked him if anyone from the Cricket Club intended to speak at the Firs Field appeal. Mr White did not know but said that he would investigate.
- Mr Bodman said that he expected the parish council to continue the strategy of preferring the Firs Field planning application over the Johns Road application, at the Firs Field appeal.
- Councillor Kirkbride reported that the County council would be setting its budget next week. They would be withdrawing funding for the PCSOs. She emphasised that this had never been a statutory obligation on the part of the County Council, but had been a voluntary arrangement to which the County Council had committed itself for three years. In fact they had funded the service for four years, but it was impossible to find the funding to continue it, since they had to find £60m in savings. The PCSOs were the responsibility of the Police Authority. Councillor Kirkbride was a member of the Authority and would suggest that part of the underspend of the Authority was used to fund the PCOS service until November 2012. At that point, a new Police Commissioner was due to be appointed and he or she would make a decision as to the future of the service.
- Mrs Snelling of Badgers Close had already emailed a photograph of the traffic situation at school dropping off and closing times. This had been circulated, and Mrs Snelling asked whether the Parish Council could do anything to prevent inconsiderate parking.
- Mrs Marshall mentioned that she had seen a gritter spreading grit in Pilgrims Lane, which was unusual, since this was not a bus route. None of the councillors was aware of the reason.

PC12/2/28

PLANNING

- A The clerk and those who had attended the Johns Road planning appeal reported on the proceedings.
- B The clerk reported that Mr Middleton had copied the parish council with his comments to the planning inspectorate in connection with The Leys planning appeal.
- C The clerk reported that the bowls club had asked that the parish council submit on its behalf a planning application for a building to replace its current shed. This would provide changing facilities, a toilet and storage area. The club would reimburse the planning fees.
RESOLVED That the parish council would submit the application.
ACTION Clerk would check the amount of the fees and provide the cheque as soon as possible and the bowls club would reimburse these.
- D The clerk reported that CPRE had organised two planning events. The clerk would attend the event on 1st March in Great Houghton. Did any Councillors wish to attend?
RESOLVED That the Chairman would check his diary and would attend if possible
ACTION Chairman and Clerk to liaise.
- E The clerk reported that the Firs Field appeal was to be held on 21st February 2012 at the district council offices in Towcester.
RESOLVED That Councillor Harries would attend on behalf of the parish council and that the clerk would summarise the parish council's views, as she had done for the John's Road appeal.
ACTION Clerk and Councillor Harries.
- F The clerk reported that the district council had said that there was no possibility of a commuted sum being made available if the parish council were to take over the hedge at Peace Hill, neither was the county council willing to readdress the issue of access from Peace Hill.
RESOLVED (Councillor Harries dissenting) That although the parish council would much prefer to have control of the hedge, it acknowledged the expense and difficulty associated with maintaining it and gaining access to private areas. On balance, it was preferable to ask the developer to ensure that a management company be set up to take responsibility for the hedge, and initially to put the hedge into good repair.
ACTION Clerk to contact the developer.

PC12/2/29

PLANNING APPLICATIONS AND DECISIONS FOR REPORT:

Status	App. No/ applicant	Location	Proposals	PC comment/ SNC decision
New	S/2012/0033/FUL Sturdy	42 Camp Hill	Replacement single storey side/rear extension	No objection by PC. Materials to match.
New	S/2012/0024/FUL Langford	22 Lime Grove	Single storey front & side extensions with rear conservatory to accommodate assisted/disabled living.	No objection by PC. Materials to match.
New	S/2012/0117/FUL Rhodes	64 Johns Road	Single storey rear and side extensions	No objection by PC. Materials to match.

C

Footpaths:

- (a) The clerk reported that Mr Evans from Pilgrims Lane had expressed concern about the footpath leading from Pilgrims Lane to the Harrison field and Johns Road. A site visit was carried out by Mr Evans and Mr Jacobs, the agent for the Harrison trust. Mr Jacobs had suggested that this area should be tidied up, and that the parish council might wish to contribute towards the costs of doing this, since the trustees might not be able to commit significant funding to such a project. It was suggested that the work be carried out as a community effort.
- (b) Councillor J. Bignell commented that the footway at the Gayton Road end of Camp Hill was in a poor state of repair.

- RESOLVED** (a) That this was something which could be considered when the result of the Johns Road appeal was known. If planning consent were to be granted, then the parish council would look to the Harrison Trust to fund any works.
- (b) That the County Council should be reminded of the need to repair the footway in Camp Hill.

ACTION Clerk

D

Monthly Inspection Sheets: These were handed to the clerk. It was noted that not all the sheets had been handed in. The clerk asked those councillors who had not completed their sheets to make sure that they did so or the parish council would not be complying with its risk assessment and might be in danger of receiving a qualified audit again. The points which had arisen, such as condition of seats around the village, were being addressed slowly.

E

Litter picking: Nothing to report.

F

School Close notice board: The clerk reported that this had been destroyed. The clerk was investigating the cost of a replacement, and a claim from the insurers. This would mean the loss of the no claims bonus.

G

Condition of pumping station next to the Church. The clerk reported that this had been reported to Anglian Water, but that no reply had yet been received.

H

Butts Hill Crescent pavement: The clerk reported that Helen Howard had confirmed that repairs to the footway in Butts Hill Crescent were possible, but there was no money available, and she had asked whether the parish council could make a contribution. The clerk had also asked South Northants Homes if they could contribute, but they had no money in their budget for this. It was noted that part of the kerb had been repaired already, so a temporary repair with hardcore might be possible, in order to facilitate the use of this section of pavement.

RESOLVED That the clerk would ask Helen Howard whether it was possible to carry out such a repair.

ACTION Clerk.

I

Waggon & Horses Green Bus Shelter: The clerk reported that quotes had been received in the sum of £1360.00 plus Vat (Abrahams), £730.00 plus VAT (Gardner) and £1113.00 plus VAT (Swingler).

RESOLVED (Councillor Gardner not taking part, having previously declared an interest in this matter) that the Gardner quote would be accepted subject to the clerk checking that all quotes were for identical work.

ACTION Clerk.

J

Digital Mapping: Councillor P. Bignell reported on some investigations he had been making into this, and the benefits. In his opinion, the transferring of the village assets onto a digital map would be of great benefit to the village in identifying locations of assets (since the map could be made available publicly), and would also be of use in future budgeting for grass cutting contracts etc. The annual cost was in the region of £50.00.

RESOLVED That Councillor Bignell should proceed with setting up this scheme.

ACTION Councillor Bignell.

PC12/2/38

A

STREET LIGHTS

The clerk reported that she had ordered a replacement lamp for PL164 on the footpath by the medical centre. The cost will be **£301.32 plus VAT**. It was noted that the adjacent tree was the likely cause of the damage to the light.

RESOLVED That the householder should be requested to cut the tree back

ACTION Councillor King offered to contact the householder's relatives.

B

Northants County Council had invited parishes to investigate whether the NCC new contractor, Balfour Beattie, would be able to provide various services more cheaply than existing contractors.

RESOLVED That this offer would not be accepted.

ACTION None

C

E.On had advised that it could fit control gear which converted sodium lanterns to low energy white light lanterns. The cost would be £98.00 per light. There were other options. The clerk suggested that these be investigated by one of the parish councillors on a cost/benefit basis.

RESOLVED That this should not be investigated further at this point

ACTION None.

D The clerk reported that Mr Bird of 15 Badgers Close had asked that the street light outside his house be blacked out on the side facing the house. E.On's representative had offered to carry out a site visit. Does the parish council have any objection to this course of action?

RESOLVED That there would be no problem with the site visit, but assurances would be needed from E.On that there would be no health and safety issues associated with this, which might cause actions to be taken against the parish council.

ACTION Clerk to arrange a site visit.

PC12/2/39

PARISH COUNCIL VACANCY AND CLERK'S CONTRACT OF EMPLOYMENT

A The clerk reported that she had had verbal confirmation that Councillor Eve Jackson intended to resign. Councillor Jackson apparently sent an email before Christmas, but this did not arrive and was to be resent.

RESOLVED That following the March meeting the vacancy should be advertised in the Link magazine and on the website.

ACTION Clerk.

B The clerk had discovered that her contract of employment had never been completed. It was agreed that the Chairman should sign it and this was duly done.

PC12/2/40

REPORTS

A **Speed limits and the 20MPH zone:** Nothing this month.

B **Mid Northants Parishes Report:**

- They had sent copies of a letter from the Highways Agency to their comments on the lack of adequate highway infrastructure for new developments. The HA response was that they intended to work with developers to ensure that infrastructure would be provided to enable schemes to proceed without adverse impact on existing communities.
- They had complained about the withdrawal of the JASON door-to-door bus service.
- Their next meeting was to have taken place on 9th February, but was cancelled owing to the bad weather.

C **Northamptonshire County Association of Local Authorities:** Their email newsletter had been circulated.

D **Consultations:** None this month.

E **Highways and Transport:**

- (a) Councillor Mrs Cockrill had nothing to report this month.
- (b) Church Lane Bridge sewage discharge – Councillor Harries reported that it was hoped that this had been resolved.
- (c) Mrs Snelling had sent a photograph of the parking in Badgers Close at the end of the school day. She had asked the parish council, during public question time to take this up with the school or the county council since it was clearly unsafe. Councillor Kent, as Chair of Governors, confirmed that the head teacher had mentioned the parking problem in the school newsletter.
- (d) Mr Kolb had expressed his concern about the dangerous traffic situation at the junction of Church Lane with the High Street, owing to vehicles being parked illegally and inconsiderately. The clerk had mentioned yellow lines to the County Council, but this would not be looked at this financial year. It was hoped that the matter can be investigated during the next financial year.

RESOLVED (c) That the clerk should write to Jen Harrison to ask what she might be able to do about inconsiderate parking, since many parents would refuse to move when asked by members of the public or school staff. She should also see whether the bus company could insist that the road be kept clear.

ACTION Clerk.

F **Neighbourhood Watch:** Various email newsletters and updates which have been circulated where relevant.

G **Diamond Jubilee Correspondence:** Various supplier brochures.

PC12/2/40

CORRESPONDENCE

A **For action:**
None.

B **For report:**

A CPRE newsletter

B Various suppliers' brochures

C SNH briefing paper

- D** Bee keeping talk at Wootton Fields Library 16th February 2.00pm- 4.00pm0
- E** Email with details of by-elections in Towcester.
- F** Various press releases about South Northants Council activities, which the clerk can forward on request.
- G** Came & Company insurance newsletter regarding snow clearance. The clerk can forward this on request.
- H** Email urging people to sign a government e-petition against wind turbines
- I** Letter from SNC regarding a new parish council code of conduct. Further details will be provided in due course.

PC12/2/41

FINANCIAL MATTERS

- A** A financial statement was circulated. The clerk reported that the bank balances were as follows:
- | | | | |
|-------------------------|---------|---|-----------------|
| Current account as at : | 13.2.12 | £ | 4994.57 |
| Nationwide at | 13.2.12 | £ | 2029.69 |
| Deposit account at | 13.2.12 | £ | <u>86755.19</u> |
| Total funds at | 13.2.12 | £ | 93,779.35 |
- This figure did not include the cheques referred to below, nor a transfer of £10,000 from deposit to current account.
- B** The financial regulations required amendment. 10.1(b)(f) and (g) should have referred to tenders being required for contracts in excess of £60,000 rather than £1,000. This would bring the financial regulations into line with the standing orders.
- RESOLVED** That the financial regulations be amended as suggested and the revised wording be inserted into the printed document.
- ACTION** Clerk.
- C** £1,000 grant has been received from Councillor Kirkbride's Empowering Councillors fund allocation.
- RESOLVED** That a letter be written to Councillor Kirkbride to thank her for arranging the funding.
- ACTION** Clerk.
- D** The clerk reported that a pre-audit meeting had been held with the internal auditor. He considered that all bank balances should be reported at the meetings, and that the financial regulations should be brought into line with the standing orders (see above for compliance with this).

Payment of invoices as follows:						
Chq no	To whom	Service rendered		Amount £	Vat £	Power used for payment
1294	AH Contracts	Emptying of waste bins – to 31.1.12		322.80	53.80	Litter Act 1983 ss5, 6
1295	E.On	January unmetered supply costs		441.91	73.53	Parish Councils Act 1957 s3 Highways Act 1980 s301
1296	Mr A. Walton	Litter picking January - 5 weeks x 4 hours: 20 hours @£6.50 =£130(less 20% tax)		104.00		Litter Act 1983 s5 Local Gov't Act 1972 s112
s/o	Mrs C.J. Parry	Clerk's salary– January 2012		364.47		Standing Orders
1297	HM Revenue & Customs	Tax -CP	£91.20	117.20 (error on agenda)		HM Revenue and Customs requirement
		Tax - AW	£26.00			
		Total	£117.20			
1298	Lloyds TSB Commercial Finance (on behalf of MG Signs LTD)	Payment for sign to go outside new play area		168.35	28.06	Local Gov't Act 1972 s111
1299	Trevor Iles Ltd	Fence mounted litter bin for school fence		87.60	14.60	Local Gov't Act 1972 s111
1300	Anglian Water	Allotment water rates from 14.7.11 to 12.1.12		69.84		Smallholdings & Allotments Act 1908, ss 25,026,42
1301	R & G Grounds Maintenance	Aerating Playing field		353.28	58.88	Open Spaces Act 1906 s6
1302	Falcon Copiers plc	Copying charges October 2011/January 2012		29.36	4.89	Local Gov't Act 1972 s111
1303	Kay Tarry	Cleaning Bus shelters		30.00		Litter Act 1983 ss5, 6
1293	Falcon Copiers plc	Ratification of rent for photocopier paid January		177.16	29.53	Local Gov't Act 1972 s111

RESOLVED: That these invoices be paid **ACTION:** Clerk

PC12/2/42

DATE OF NEXT ORDINARY MEETING-
Monday 12th March 2012
At 7.30pm

*There being no further business the Chairman closed the meeting
at 9.50pm*

End of Minutes

CHAIRMAN:.....

DATE:.....