

BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on
Monday 13th October 2014 at 7.30 p.m, at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Mr John Curtis

Councillor John Bignell		Councillor David Jeffery
Councillor Phil Bignell		Councillor Alan Kent
Councillor Brian Curtis		Councillor Brian King
Councillor Ken Gardner		Councillor Paul Phillips
Councillor David Harries		Councillor Mrs Linda Pope
Councillor Paul Henson		Councillor Terry Ward
<u>IN ATTENDANCE</u>		
Sally Bramley-Brown - Clerk	9 parishioners	
<u>APOLOGIES FOR ABSENCE</u>		<u>ABSENT:</u>
Apologies were accepted from:	Reason:	
Councillor Mrs Kate Meech		Councillor Robb Collett
County Councillor Joan Kirkbride		
PC14/10/381	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above.	
PC14/10/382	<u>TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA</u>	
	Councillor John Curtis – item 8B Councillor Mrs Linda Pope – item 8B Councillor Paul Phillips – Item 8D	
PC/14/10/383	<u>TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING</u> (e.g. owing to a member having been elected to any local committees etc.). There were no changes to the register	
PC14/10/384	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 8th SEPTEMBER 2014</u>	
	The minutes of the meeting held on 8 th September e approved as a correct record of that meeting, and the minutes were duly signed and initialled by the Chairman.	
PC14/10/385	<u>REPORT OF ISSUES PREVIOUSLY RAISED</u>	
	The Clerk had reported on a response from NCalc in relation to the significant increase in fees that had been proposed. Councillors reluctantly agreed that the Parish Council should remain a member of the association, but should seek assurance that there will be no similar (i.e. above inflation) increases in the future.	
PC/14/10/386	<u>PUBLIC QUESTION TIME (7.41p.m. – 7.54 p.m.)</u>	
	A representative from Bugbrooke Rugby Club explained that the club were looking to extend the building to improve facilities available. On previous occasions the Parish Council had permitted organisations to apply for planning permission with the parish council named as the applicant, thus saving the organisation half the application costs. The matter was to be discussed during the meeting. A number of residents expressed concern over the extent of the works that had been carried out at the Spinney. It was acknowledged that the area had been neglected for many years but concern was expressed that further work may still be required. The Clerk explained that the parish	

	<p>council had been asked to act as banker for the project. The matter was to be discussed as part of the agenda.</p> <p>Another member of the public expressed concern over the work that had been carried out at the junction of Pilgrim's Lane and Camp Hill. Again this was to be discussed as an agenda item.</p>	
PC/14/10/387	<u>DISTRICT COUNCILLORS REPORT AND UPDATE</u>	
	<p>Councillor Phil Bignell reported that the planning application for a single wind turbine was to be considered by the SNC Planning Committee on 23rd October. The application for four turbines was expected to be received before the end of the year. The planning appeal relating to the application for a travellers caravan at Sheepcot, was to be heard on 7th January at the Council Offices in Towcester. Both Councillors Harries and Phil Bignell will speak on behalf of the village.</p> <p>Councillor David Harries advised that the Inspector's Report on the West Northamptonshire Joint Core Strategy had been published. The main changes were the removal of the percentages for rural communities and the length of the term of the plan to be increased.</p>	
PC/14/10/388	<u>PLANNING.</u>	
	A John's Road/Pilgrim's Lane – Highway Issues	
	<p>1. Upgrade of KD25. The Clerk had advised the Parish Council that she was still awaiting information from SNC regarding the payment of the Village Enhancement Contribution due under the terms of the S106 agreement for the site, although SNC had confirmed that the proposal to upgrade the footpath would fall within the definition of the contribution. The Kissing Gate needed to be removed before the vegetation bordering the path could be cleared, and the clearing must be done before the footpath works could be carried out. The Clerk had received two quotations for the footpath upgrade works. Councillors agreed that the path should be tarmacked. The quotation from Maypine was for £6,146.58 and the quotation from J and M Arnold was £16,060.00.</p>	
	RESOLVED	It was resolved that the quotation from Maypine Civils in the sum of £6,146.58 be accepted.
	ACTION	<p>Clerk to continue to pursue the issue of the payment of the contribution with SNC;</p> <p>To arrange a meeting with the Chairman and Ben Emery to discuss the removal of excess dead material and vegetation from the path;</p> <p>To arrange a meeting with a Maypine representative to discuss to exact route of the path.</p>
	<p>2. Pilgrim's Lane Verge. It was agreed that the current situation is not acceptable and Persimmon should be required to turf the new areas of verge. In addition the Clerk was requested to write to Persimmon to request that nos 28, 30 and 32 are provided with the same gully facilities as have been installed for 26 Pilgrim's Lane to prevent excess water going down drives rather than the roadway.</p> <p>3. Pilgrim's Lane/Camp Hill Junction. The Clerk was requested to pursue the provision of a new Slow sign and "SLOW" in the road.</p> <p>4. Pilgrim's Lane Spinney. The Clerk had advised that the works paid for by the Harrison Trust had now been carried out. The area was now very open and would require the provision of some new trees. There was a small amount of the Harrison funding remaining, but it was possible that further remedial work would be required. The Clerk was requested to obtain a report from independent experts. Councillors also discussed whether to accept a gift of the land from the Harrison Trust. The Clerk was requested to write to the Harrison Trust to ascertain if they would be willing to give a "dowry" with the land for the future maintenance of the land.</p>	
	B. Peace Hill/Bellway. The Clerk reported that she was still waiting to hear from Bellway in relation to the ditch works. The Chairman requested Councillors to consider whether they would be willing to make a contribution to	

	the cost of the works if necessary. The Clerk was requested to continue to pursue the matter with Bellway.				
	C. Bugbrooke Rugby Club. The Parish Council had received a request from the Rugby Club to permit the Club to name the Parish Council as applicant on its application to extend facilities at the club.				
	RESOLVED	It was proposed by Councillor Phil Bignell and seconded by Council Brian King, and carried unanimously that the Rugby Club be permitted to make their planning application in the name of the Parish Council.			
	D. Planning Appeal – Land at Sheeptcot, Bugbrooke Road, Nether Heyford. It had been confirmed that the appeal was to be dealt with by way of a hearing, to be held on 7 th January 2015 at the Council Offices, Towcester. Councillors Harries and Phil Bignell will speak in their roles both as district and parish councillors. There had reportedly been an issue with some of the objections to the original application and thus the Clerk had written to the Planning Inspectorate and requested them to confirm that the Parish Council's objections had been passed to the Inspector. A response was awaited.				
	E Planning Applications and decisions for report				
STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION	
New	S/2014/1697/FUL	14 Almond Close	Two storey extension to the side.	Approved without comment.	
	s/2014/1208/FUL	18 Chipsey Ave.	Single storey rear extension	Approved by SNC 26.9.14	
PC/14/10/389	<u>POLICE MATTERS AND NEIGHBOURHOOD WATCH</u>				
	No comment				
PC14/10/390	<u>BUGBROOKE SKATE PARK</u>				
	In the absence of Councillor Mrs Meech the matter was deferred until the next meeting.				
PC/14/10/391	<u>PLAYING FIELDS AND COMMUNITY CENTRE</u>				
	A meeting of the management committee was to take place on 16 th October.				
PC/14/10/392	<u>NEW CHURCHYARD EXTENSION</u>				
	The Clerk reported that all the documents had now been agreed and would be prepared for signature as soon as possible. The solicitors were awaiting formal confirmation of approval from Natural England and for the Deed of Release to be returned signed by Sir Michael Harrison. In relation to the archaeology work that was required. The Clerk had now received an estimate from Headland Archaeology. It was agreed that the Clerk would obtain two further quotes for consideration at the next meeting.				
	ACTION	The Clerk to obtain two further estimates.			
PC/14/10/393	<u>PARISH MATTERS</u>				
A	<u>Monthly Inspection Sheets</u> Monthly inspections sheets were received for areas 1 - 4.				
C	<u>Hedges/Trees.</u> The Clerk was requested to write to: 23 High Street; 30 High Street; 39 Pilgrims Lane and 11 High Street				
	ACTION	The Clerk			
D	<u>Footpaths.</u> Nothing to report				
E	<u>Emergency Planning.</u> Nothing to report.				
F	<u>Dog Waste Bin.</u> It was confirmed that as soon as the new post was received, the Chairman and the Clerk would agree the new location for the bin.				
G	<u>Grant Funding and Application from Community Café.</u>				
H	<u>Community Café - Provision of Computer Facilities.</u> The Clerk had reminded Councillors that the Grant Fund Policy had been re-adopted in May at the Annual Meeting. If it was now felt that the policy needed alteration, the Clerk would put it on the				

	agenda for the next meeting, however the application from the Community Café would have to be considered under the terms of the current policy. The application was for a grant of £1,000 towards the estimated £22,000 needed to extend and upgrade the kitchen facilities at the Sunday school. Councillors discussed whether this would set a precedent; they were re-assured that all users of the Sunday school rooms would be able to use the facilities. The community café was a thriving enterprise in the village and the Parish Council were pleased to be able to support the project.		
	RESOLVED	Councillors agreed unanimously to make a grant of £1,000 to the Community Café towards the cost of upgrading the kitchen facilities. The Clerk was requested to notify them accordingly.	
I	Twinning. Nothing to report.		
J	Smither Way. The Clerk reported that she had received a response from NCC Highways which stated that two inspections had been carried out in July and September and that there were no defects that met the Council's current intervention levels for repair. They would continue to monitor the road surface and it had been included in the list for highway works in 2015/2016, but this was funding dependant.		
	ACTION. The Clerk to reply to NCC and to contact Chronical and Echo		
K	Boundary between Properties on Peace Hill (South Side) and 37 West End. The Clerk was requested to contact the new owners/occupiers to request the hedge along the boundary be cut back.		
L	<p>Community Café. i. Presentation of Computer Facilities. The Clerk was requested to arrange a formal presentation. Councillors to attend – Chairman; Harries; Phil Bignell and Jeffreys.</p> <p>ii. New Residents Welcome Event. The Clerk was requested to speak with representative from the Jesus Fellowship and Community Café, with a view to arranging a combined event in the Spring.</p>		
PC/14/10/394	REPORTS		
	Speedwatch. Councillor Kent reported that as a result of the Speedwatch campaign the police had sent letters to 35 motorists recorded as speeding in the village. The police had advised that they had monitored the speed of traffic both before and after the Speedwatch and in general vehicles were 20% slower after Speedwatch. The fastest vehicle was a motorbike travelling at 75MPH. The Clerk was requested to contact NCC Highways Helen Howard to request a 30 MPH sign on the road surface itself, or anything else she can suggest.		
	Highways and Transport. Yellow lining works that are necessary to be able to enforce the no parking restrictions on the Waggon and Horses Green had still not been carried out despite promises from NCC Highways. An explanation for the delay had been promised but had not been forthcoming. Councillors agreed to defer any decision on the provision of Dragon's Teeth around the green until the lines have been laid. The Clerk was requested to speak with NCC Highways regarding the footpath from Pilgrim's Lane to George's Close. Residents had requested that the Parish Council request a No Cycling order from NCC. A No Cycling order would have no legal status and therefore no enforcement provisions. NCC to be requested to consider barriers.		
	Millennium Green. Councillor Harries reported that a meeting was due to take place soon after the Parish Council meeting.		
	Community Centre. Councillor Harries reported that a meeting was due to take place soon after the Parish Council meeting.		
PC/14/10/395	FINANCIAL MATTERS		
A	A financial statement was circulated with the Agenda. The clerk reported that the bank balances were as follows:		
	Current Account as at 30.8.14		£109,924.01
	Less September Payments and uncleared items	£4,102.22	
	Deposits	£32,000	
	Total funds at 30.9.14		£135,421.79

PC/14/10/396	The Clerk reported that the external audit had been completed satisfactorily.				
	RESOLVED	Proposed By Council Harries and seconded by Councillor Ward that the Parish Council approve the Annual Return.			
	It was agreed that the Finance Committee would meet on Monday 27 th October at 2.00 p.m. to review the budget requirements for 2015/2016.				
PC/14/10/397	Parish Council Insurance. The Clerk reported that the insurance had become due for renewal on 1 st October. Councillors had previously agreed to remove the lighting columns from cover, reducing the premium from £2,356.61 to £1,372.63. Due to the renewal date occurring between meetings, the Clerk had paid the premium by internet transfer, to avoid a situation where the Parish Council became uninsured.				
PC/14/10/398	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
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– September 2014 (70 hours @ £11.67 = £816.90 less tax - + mileage and expenses	£767.00		Local Gov't Act 1972 S112
(I.B)	HM Revenue & Customs	Tax - SBB September	£119.20		HM Revenue and Customs requirement
(I.B.)	E.on	Street Light Repairs	39.94	7.99	Parish Councils Act 1957 s3 Highways Act 1980 s301
(I.B.)	A.H,Contracts	September bins	348.62	58.10	Litter Act 1983 s5,6
Direct Debit	E.on	Unmetered Supply for September	442.03	73.67	Parish Councils Act 1957 s3 Highways Act 1980 s301
Direct Debit	CIT Finance	Provision of photocopier for parish office	216.40	19.46	Local Government Act 1972 S112
0284	Mrs K Iqbal	September bus shelters	30.00		Parish Councils Act 1957 s3
0285	Peter Warden	September Mowing	627.60	104.60	Highways Act 1980 S 96
0286	Ben Emery	Tree works at Pilgrims Lane	690.00		Open Spaces Act 1906 ss 9,10
0287	Allotment Association	Contribution to tree works	250.00		Smallholdings and Allotments Act 1908 s3
0288	BDO Auditors	Annual Audit	396.00	66.00	Audit Commission Act 1998 S3
0289	Mr P Wilkins	Village Repairs	176.67		Local Government Act 1972 S111
Internt Transfr	Came and Co	Ratification of payment made in September – Annual Insurance	1,372.63	240.07	Local Government Act 1972 S111
	RESOLVED:	That these invoices be paid			
	ACTION:	Clerk			
PC/14/10/399	DATE OF NEXT MEETING –Monday 10th November 2014 at 7.30 p.m.				

There being no further business the Chairman closed the meeting at 9.25 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....