

BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on
Monday 10th November 2014 at 7.30 p.m, at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Mr Paul Phillips

Councillor John Bignell		Councillor David Jeffery
Councillor Phil Bignell		Councillor Alan Kent
Councillor Brian Curtis		Councillor Brian King
Councillor Ken Gardner		Councillor Mrs Linda Pope
Councillor David Harries		Councillor Terry Ward
Councillor Paul Henson		
<u>IN ATTENDANCE</u>		
Sally Bramley-Brown - Clerk	5 parishioners	
<u>APOLOGIES FOR ABSENCE</u>		<u>ABSENT:</u>
Apologies were accepted from:	Reason:	
Councillors Mrs Kate Meech; John Curtis; Robb Collett	Personal	
County Councillor Joan Kirkbride	Prior Engagement	
PC14/11/400	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above.	
PC14/11/401	<u>TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA</u>	
	Councillor Mrs Linda Pope – item 8D	
PC/14/11/402	<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	
PC14/11/403	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 13th October 2014</u>	
	The minutes of the meeting held on 13 th October e approved as a correct record of that meeting, and the minutes were duly signed and initialled by the Chairman.	
PC14/11/404	<u>REPORT OF ISSUES PREVIOUSLY RAISED</u>	
	No issues were raised.	
PC/14/11/405	<u>PUBLIC QUESTION TIME (7.33p.m. – 7.37 p.m.)</u>	
	Two residents spoke about the spinney at Pilgrims Lane. The Clerk explained that letters had been sent to all the properties immediately adjacent to the footpath between Pilgrims Lane and Johns Road, to explain what had happened so far and what would be happening in the future. Residents were assured that the Parish Council would insure that they were kept informed of what was happening. Mrs Pace asked for the outcome of the request for assistance with the cost of maintenance of the churchyard. The Chairman informed her that this year the Parish Council would give the sum of £1,000 but that in future any contribution would only be given to match funding raised elsewhere and only up to a maximum of £500. The issue of the raised verge on Pilgrims Lane was discussed. The Clerk advised that she had failed to receive any response from Persimmon to numerous emails that had been sent, and as a result a formal letter had been sent raising a number of issues and a reply was awaited. This	

	included the issues around the raised and as yet ungrassed verges. A resident also raised concerns over a guy line – Persimmon had been notified but had not responded. The Clerk was asked to contact both Persimmon and Western Power. A new hedge had been planted by Persimmon along the line of the rear gardens of the new properties of Pilgrims Lane. These had been over-planted with trees and shrubs.				
PC/14/11/406	<u>DISTRICT COUNCILLORS REPORT AND UPDATE</u>				
	Councillor Phil Bignell reported that the planning application for a single wind turbine had been refused, but it was possible that the applicants would go to appeal. Councillor Harries reported that they were endeavouring to get the area identified as an important local gap, to prevent the urban creep of Northampton. It is hoped that this will be included in the Local Plan currently being formulated				
PC/14/11/407	<p><u>PLANNING.</u></p> <p>A John's Road/Pilgrim's Lane – Highway Issues The Clerk reported that she had written formally to Persimmon Homes in respect of the additional signage at CampHil/Pilgrims Lane; the condition of the verges at the top of Pilgrims Lane; the payment of the Village Enhancement Contribution and the increasing number of complaints about the state of the road surface in John's Road. As yet she had received no response.</p> <p>B. Peace Hill The Clerk reported that she had been notified by Bellway Homes that the cost of the works required by the Bedford Group of Drainage Boards was in excess of the budget for the site and therefore they would not be filling in the ditch. Instead they would work with their contractor to tidy the area.</p>				
PC/14/11/408	Bugbrooke Rugby Club. The Clerk reported that the Parish Council had been served with a copy of an Enforcement Notice, issued by SNC against Bugbrooke Rugby Club for the stationing of a modular building on land at Camp Close without planning permission. The Clerk had been advised by Mr Bryn Curtis that no prior notice had been given by SNC and that he had been advised that because it was a temporary building, that no planning permission was required. He had assured the Clerk that either the building would be removed or appropriate planning permission would be sought.				
PC/14/11/409	Planning Applications and decisions for report				
	STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
	New	S/2014/2026/LDE	Land off Pattishall Road	Certificate of Lawful Development sought for use of existing use of land for the exercising and training of dogs.	Approved subject to the provision of on site parking facilities.
PC/14/11/410	<u>POLICE MATTERS AND NEIGHBOURHOOD WATCH</u>				
	No comment				
PC/14/11/411	<u>REVIEW OF GRANT FUNDING POLICY</u>				
	Councillors were of the view that the current Grant Funding Policy had not been given proper consideration before being adopted. One aspect was that if the Parish Council had a Grants Policy, then it would require having a sum set aside in the budget for just such a purpose. It was expressed that it was important for the Parish Council to be seen to be interacting with residents and village groups and where appropriate, to be able to assist with funding small scale project.				
	RESOLVED	It was proposed by Councillor Harries and seconded by Councillor Phil Bignell that the Parish Council should have a Grants Funding Policy and that appropriate provision should be made when approving the budget for 2015/16. The Proposal was carried unanimously			
PC14/11/412	<u>BUGBROOKE SKATE PARK</u>				
	In the absence of Councillor Mrs Meech the matter was deferred until the next meeting.				

PC/14/11/414	<u>PLAYING FIELDS AND COMMUNITY CENTRE</u>	
	Councillor Harries informed the Parish Council that the BSACCA Management was in the process of completing the registration of all the land owned by the Association.	
PC/14/11/415	<u>NEW CHURCHYARD EXTENSION</u>	
	<p>The Clerk reported that all the documents had now been finalised and were awaiting final confirmation from Natural England of their approval of the transactions and documents. The solicitors had advised that the diocese solicitors had informed them that the Incumbent/PCC had indicated that they were not prepared to enter into a lease for the car park and accordingly this had now been dropped from the series of transactions. The Clerk noted that a considerable amount of time had been spent by both solicitors on the preparation of this document. The Clerk reported that the solicitors had recommended the purchase of an additional indemnity insurance for both the Glebe Field and the Car Park. The cost of these would be approximately £200 each. It was agreed that the Clerk be authorised to instruct the solicitors to proceed with the purchase of such insurance. The Clerk confirmed that the Millennium Green Trustees had resolved not to transfer part of the land to the diocese until the excavations had been completed and planning permission granted. The Clerk had notified the solicitors and it had been agreed that the documentation should be signed at the same time as all the other transfers, but would then be held "to order" until planning permission was confirmed.</p> <p>The Clerk reported that she had received two quotations for the necessary excavation work. The third quotation had been promised but had not arrived.</p>	
	<u>RESOLVED</u>	To accept the quotation from Field Archaeology of £19,915. The Clerk to contact FA to progress the work.
PC/14/11/416	<u>PARISH MATTERS</u>	
A	<u>Monthly Inspection Sheets</u> Monthly inspections sheets were received for areas 1, 2 and 5. Councillor Henson to submit his as soon as possible.	
B	<u>Hedges/Trees.</u> The bowls club hedge between the jitty from Pound Lane to the Community Centre was overgrown and Councillor Harries agreed to arrange for it to be cut back. The Clerk was requested to write to Heygates regarding the conifer tree in Pound Lane which is obscuring the street light.	
C	<u>Footpaths.</u> The Footpath Committee had met prior to the Parish Council meeting. The Committee Chairman reported that two footpaths were covered by temporary closure orders and that there was barbed wire on one, but this was being dealt with by NCC Rights of Way.	
D	<u>Emergency Planning.</u> Nothing to report.	
E	<u>Dog Waste Bin.</u> The bin in the Pound Lane jitty had been moved and the old post will be cut as soon as the weather permits.	
F	<u>Twinning.</u> Nothing to report.	
G	<u>Smither Way.</u> The Clerk reported that there had been no progress in securing the resurfacing of the roadway.	
H	<u>Community Café - Provision of Computer Facilities.</u> A formal presentation had taken place at the end of October and teaching sessions were being arranged.	
I	<u>Pilgrim's Lane Spinney.</u> Councillors had been provided with a copy of the report prepared by Sacha Barnes. This contained recommendations regarding the removal of further trees, trees that could be retained but would require attention and the future development and maintenance of the area.	
	<u>RESOLVED</u>	It was resolved unanimously to accept the recommendations of the Sacha Barnes report and to proceed with the necessary tree works. A project group should be formed to include residents to agree the replanting and future maintenance of the area.
PC/14/11/417	<u>REPORTS</u>	
	<u>Speedwatch.</u> Councillor Kent reported that he had been informed by the Safety Camera Partnership team that they had identified Kisingbury Road near the school as a location where excessive speeds were being recorded. The Speedwatch team would now seek to have this designated for a future Speedwatch location.	

	<p>Highways and Transport. Once again the necessary yellow lining works that are required to be able to enforce the no parking restrictions on the Waggon and Horses Green had still not been carried out.</p> <p>A meeting was to take on Thursday 13th November with representatives from the police, county council and the parish council, to look at the problems which were occurring on a daily basis around Kislingbury Road and Butts Hill Crescent when parents park whilst waiting to collect children from school. Councillors will report back to the December meeting.</p>				
	<p>Millennium Green. Councillor Harries reported that a working party had recently taken place to clear up the green ready for the winter. The trustees had formally agreed to the archaeology work that was required in order to secure planning consent for the change of use. They had also resolved not to complete the transfer of the land until the archaeology was complete and the change of use secured.</p>				
	<p>Community Centre. Councillor Harries reported that the centre was to carry out a refurbishment of the toilets and replace the curtains in the main hall. The management committee would also be considering a refurbishment of the parish office and centre managers office at the next meeting in December.</p>				
PC/14/11/418	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 30.9.14				£135,421.79
	Less Octoberr Payments and uncleared items	£4,001.38			
	Deposits	£38.45			
	Total funds at 30.109.14				£131,472.71
PC/14/11/419	The Finance Committee had met on 27 th October to prepare the 2015/2016 budget. A copy of budget had been circulated with the agenda. The draft budget set out expenditure of £100,750.00, of which £50,000 related to the Glebe Field/ Car Park/ Churchyard extension transactions. In accordance with the resolution made earlier in the meeting, the budget was increased to £105,750 to provide a "pot" of £5,000 for the grant funding policy.				
	RESOLVED	Proposed By Council Harries and seconded by Councillor Phil Bignell that the Parish Council approve the draft budget for 2015/2016 as £105,750.00 and unanimously agreed. A copy of the budget to be affixed to the minutes of the meeting as a permanent record.			
PC/14/11/420	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– October 2014 (70 hours @ £11.67 = £816.90 less tax - + mileage and expenses	£787.81	£10.80	Local Gov't Act 1972 S112
(I.B.)	HM Revenue & Customs	Tax - SBB October	£119.20		HM Revenue and Customs requirement
(I.B.)	E.on	Street Light Repairs		7.99	Parish Councils Act 1957 s3 Highways Act 1980 s301
(I.B.)	A.H,Contracts	October bins	435.78	72.63	Litter Act 1983 s5,6
Direct Debit	E.on	Unmetered Supply for October	456.77	76.13	Parish Councils Act 1957 s3

					Highways Act 1980 s301
Internt Transfr	JRB Enterprise	Ratification of payment made in October – new post for dog bin	36.30	6.05	Litter Act 1983 ss5 and 6
292	NCalc	Clerk Training	25.00		
293	Royal British Legion	Remembrance Day Wreath	25.00		Local Government Act 1972 S137
294	Mr Peter Warden	October Mowing	304.80	50.80	Highways Act 1980 s96
295	Bugbrooke Millennium Green Trust	Contribution to annual maintenance	1,500.00		Open Spaces Act 1906 ss 9 and 10
		RESOLVED:	That these invoices be paid		
		ACTION:	Clerk		
PC/14/11/421		DATE OF NEXT MEETING –Monday 8th December 2014 at 7.30 p.m.			

There being no further business the Chairman closed the meeting at 8.30 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....