

BUGBROOKE PARISH COUNCIL

Minutes of the Monthly Meeting of the Full Council held on
Monday 12th January 2015 at 7.30 p.m, at the Community Centre, Bugbrooke.

PRESENT:

Chairman – Mr John Curtis, BEM

Councillor John Bignell		Councillor David Jeffery
Councillor Phil Bignell		Councillor Alan Kent
Councillor Robb Collett		Councillor Brian King
Councillor Ken Gardner		Councillors Mrs Kate Meech
Councillor David Harries		Councillor Mrs Linda Pope
Councillor Paul Henson		Councillor Paul Phillips
		Councillor Terry Ward
	<u>IN ATTENDANCE</u>	
Sally Bramley-Brown - Clerk	5 parishioners	
<u>APOLOGIES FOR ABSENCE</u>		<u>ABSENT:</u>
Apologies were accepted from:	Reason:	
County Councillor Joan Kirkbride	Meeting elsewhere	
PC15/1/001	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above.	
PC15/1/002	<u>TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA</u>	
	Councillor Terry Ward – Agenda item 13M Bugbrooke Post Office	
PC/15/1/003	<u>TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING (e.g. owing to a member having been elected to any local committees etc.).</u> There were no changes to the register	
PC15/1/004	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 8th December 2014</u>	
	The minutes of the meeting held on 8 th December were approved as a correct record of that meeting, and the minutes were duly signed and initialled by the Chairman.	
PC15/1/005	<u>REPORT OF ISSUES PREVIOUSLY RAISED</u>	
	No issues were raised.	
PC/15/1/006	<u>PUBLIC QUESTION TIME (7.35p.m. – 7.42p.m.)</u>	
	A resident asked what action had been taken in relation to the pyracantha hedge at 32 Pound Lane. The Clerk confirmed that she had written to the occupier but had received no response and was aware that no action had be taken to cut the hedge back. A resident complained about the number of Heygates lorries that are travelling through the village. The Chairman stated that there little that could be done as vehicles arrived at the mill from all over east Anglia. The only way the problem could be resolved would be if Heygates had a road connection direct to the M1. The condition of Johns Road was once again raised by residents; with the return of the bad weather there are now significant deposits of mud on the road. A sweeper was being used but was relatively ineffectual. The situation will be monitored.	

PC/15/1/007	<u>DISTRICT COUNCILLORS REPORT AND UPDATE</u> Councillor Phil Bignell reported on the informal hearing which had taken place on 7 th January relating to the application for caravans to be sited on the land at Sheepcot, Bugbrooke Road Nether Heyford. The hearing had been well attended, the inspector well informed and the day ended with a site visit to the adjacent farm. A decision is expected at the end of February.				
PC/15/1/008	<u>PLANNING.</u> John's Road/Pilgrim's Lane. The Clerk reported that Persimmon Homes had confirmed:- a. That any damage to the grass verges caused by the S278 contractors would be reinstated . b. The works at the junction of Camp Hill and Pilgrim's Lane were due to commence imminently c. That the Village Enhancement Contribution had been paid to SNC d. That road cleaning measures had been upgraded to resolve the issues of mud on Johns Road.				
	New Homes Bonus. The Clerk advised that she had received notification that the amount available after 1 st April 2015 was predicted to be £6,426.88. An exact figure would be notified at the end of March.				
	Planning Applications. At the time of preparation of the Agenda, no applications for consideration had been received. The Clerk reported that on the morning of the meeting she had received an application from SNC for 4 wind turbines on land at Hill Farm. However, the planning authority had given notice that no copies of the accompanying documentation were available, because the applicant's printers had been closed over the Christmas period. Accordingly the clerk has emailed SNC Planning to advise that the Parish Council could not be expected to consider such an application without the benefit of site of the accompanying documentation and therefore the consultation period would have to be extended to a date after the February Parish Council Meeting. It would be unreasonable to expect the Parish Council to hold an extraordinary meeting to discuss the application because of the applicant's inability to provide adequate copies of the required documents.				
PC/15/1/009	Planning decisions for report				
	STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
		S/2014/2026	Land off Pattishall Road	Use of land for dog training	Approved 12.12.14
		SS/2014/2080/ FUL	7 Butts Hill Crescent	Extensions to property	Approved 18.12.14
PC/15/1/010	<u>POLICE MATTERS AND NEIGHBOURHOOD WATCH</u> Councillors had been provided with a copy of the ward update prepared by PSCO Jen Harrison which indicated a significant rise in reported cases of theft and burglary. The Clerk was request to contact the police to ask if they were aware of any reason for this sudden increase in crime in the village.				
PC/15/1/011	<u>BUBROOKE SKATE PARK</u> Councillor Mrs Meech stated that the Skate Park Group had held a very successful even on New Year's Eve and had raised over £500. Various applications were being prepared for grant funding submissions.				
PC/15/1/012	<u>PLAYING FIELDS AND COMMUNITY CENTRE</u> The Clerk advised that payments for the grounds maintenance had now reached the annual limit of £3,000.				
PC/15/1/013	<u>NEW CHURCHYARD EXTENSION</u> The Clerk reported that she had been notified that the archaeological work was to				

	<p>commence on 9th February. This would last approximately 3 weeks and the Parish Council would then be able to resubmit the application for a change of use of the land. Natural England and the Big Lottery were due to meet later in the week and the clerk would report once she had any information from this meeting.</p> <p>Field Archaeology had indicated that they would need to have a length of the new hedging removed to provide access for the machinery. Councillor Harries agreed to organise a working party to relocate the saplings temporarily.</p>
PC/15/1/014	PARISH MATTERS
A	<p>Monthly Inspection Sheets Monthly inspections sheets were received for only 2 areas.</p>
B	<p>Hedges/Trees. The Clerk confirmed that despite a letter being sent to the occupier of 32 Pound Lane in December, no action had been taken to cut back the Pyracantha hedge. The Clerk was requested to write again; to try and contact the owners of the property and contact NCC Highways.</p> <p>In relation to the street light in the confer tree at Pound Lane, the Clerk confirmed that she had received no response from Heygates and was requested to contact them again.</p>
C	<p>Footpaths. It was noted that at present there was no access on to KD11 either from the diversion route, which is effective until June 2015, or from the definitive route at the end of the extended Pilgrim's Lane. The Clerk was requested to write to Persimmon Homes to request the installation of a kissing gate (preferred option) or stile with a dog gate.</p>
D	<p>Emergency Planning. Councillor Collett had nothing to report.</p>
E	<p>Street Lighting. Councillor Phil Bignell had produced an updated inventory of street lights which included the new street lights on both the Johns Road/Pilgrim's Lane and Peace Hill developments. It was identified that there were 6 lights which required replacing due to non-conformance with new regulations. The first three – PL 112 Chipsey Avenue, PL 15 Church Lane and PL 31 Great Lane were recommended for immediate replacement, and it was unanimously agreed that the Clerk be requested to arrange for these works to be carried out. The second three, all in Ash Close, were all mercury types and the clerk was requested to obtain quotations for all three to be changes to 35W SOX or LED. Three street lights were reported as not working.</p>
F	<p>Bugbrooke Primary School. Councillor Phil Bignell reported on the meeting that he had attended at the school regarding the location of the proposed Clothes recycling bin.</p>
G	<p>Bugbrooke Link. Councillors agreed to renew the advertisement in the Link for a further 12 months at a cost of £70.</p>
H	<p>Millennium Green. A recent meeting of the trustees had identified the works to be carried out on the new part of Millennium Green, once the transfer had been completed – these were the creation of a new access close to the bridge; extension of the riverside path; provision of bins and benches and fencing the boundary of the enlarge churchyard.</p>
I	<p>Community Centre. Councillor Harries reported that the management committee had agreed to implement a project to replace and refurbish the centre toilets, at a cost of approximately £20,000. An application was to be submitted to SNC for grant funding for the project and therefore BSACCA were seeking the support of the Parish Council, both by way of a letter and a financial contribution of £100. It was unanimously agreed to request the Clerk to provide a letter of support and to arrange payment of the sum of £100 to BSACCA.</p>
J	<p>Provision of Bus Shelters/upgrading of bus shelters in the village. Following a request from local residents for the provision of a bus shelter at Kislingbury Road/High Street, Councillors decided not to provide seating in bus shelters, but requested the clerk to obtain quotations for metal shelters to be located on either side of Kislingbury Road/High Street and Peace Hill.</p>
K	<p>Bugbrooke Post Office. The Clerk reported that she had now received official confirmation that the Post Office was to close temporarily on 24th February. A PO representative confirm that they were committed to retaining PO facilities in the village and had offered to meet with the Parish Councillors. Councillors requested</p>

	that the Clerk invites the representative to attend the next meeting of the Parish Council.		
L	Mid Northants Parishes The Clerk reported that the organisation was being disbanded and that the remaining funds had been divided amongst the 22 parishes which originally supported the organisation. A cheque for £70 had been banked.		
M	Pilgrim's Lane Spinney. The Clerk reported that all the arboricultural work had been completed before Christmas; the Council contractors had made an excellent job and had even carried out a hand litter pick at the end of the contracted works. The Clerk and the Chairman had met with Maypine to discuss the hard landscaping and works had commenced on the day of the meeting. The Clerk had posted notices at either end of the path, indicating it was closed for 3 weeks to allow the works to be carried out. The Chairman was anxious to progress the replanting as soon as possible and it was agreed to request the Clerk to obtain quotation from three suppliers for the provision of suitable quantities of trees and shrubs. Once these had been received and discussed by the Parish Council, consultations with local residents could be carried out. Barriers and stock proof fencing was to be erected at the George's Close end to prevent cycling.		
N	Smither Way. The Clerk had reported the latest response from NCC Highways which indicated that at the latest inspection on 17 th December 15 category 2 defects were identified. These would be repaired by the end of April 2015. The road had been assess for major carriageway resurfacing in 2015/16, dependent upon available funding. The Clerk was requested to write again to state that temporary repairs were not the answer and to request that if funds are available at the end of the current financial year, this road be borne in mind.		
O	Quality Parish Council Scheme. The Clerk and Councillors Harries and Phil Bignell were to attend the relaunch on 2 nd February and would report to the next meeting.		
P	Bugbrooke Parish Elections. The Clerk would be attending a briefing on 10 th February. Councillors should consider whether they intend to stand for re-election and wherever possible to encourage new potential candidates to stand.		
Q	Bins The Clerk reported that there had been an issue with the dog bin closest to the wharf over the Christmas period. She had contacted the contractor and the bin had now been emptied and the area tidied. It was agreed to defer a decision on bin provision along the new upgraded Joh's Road/Pilgrims Lane footpath and to monitor the situation.		
R	Welcome Packs. With the imminent closure of the Post Office, Councillors discussed how best to ensure new occupiers received a copy of the Welcome Pack. Residents moving into new properties on ether of the development sites, would be provided with a copy from the sales office, as the Clerk has delivered supplies to all three offices. Councillors were asked to notify the Clerk of any property that is sold. The Clerk was requested to deliver packs to 3 High Street; 10 Moores Close and 29 Pilgrim's Lane.		
PC/15/1/015	REPORTS		
	Speedwatch. Councillor Kent confirmed that the village had been re-registered for inclusion in the scheme this year.		
	Highways and Transport. Nothing to report.		
PC/15/1/016	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 30.11.14		£124,534.73
	Less December Payments	£5,616.90	
	Uncleared items	£106.16	
	Total funds at 31.12.14		£121,014.54

B	BT Contract. The Clerk reported that a new contracted had been negotiated with BT which would save £3.50 per annum.				
C	Urban Highway Mowing 2015 Councillors agreed to continue the grass mowing contract with NCC for 2015 – the payment would be £702.87				
PC/15/1/016	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– December 2014 (70 hours) less tax - + mileage and expenses	£758.48		Local Gov't Act 1972 S112
(I.B.)	HM Revenue & Customs	Tax - SBB November	£122.80		HM Revenue and Customs requirement
(I.B.)	A.H,Contracts	December Bins	348.62	58.10	Litter Act 1983 s5,6
(I.B.)	Treeworx	Arboricultural works at Johns Road Spinney	4,140.00	690.00	Open Spaces At 1906 s6
(I.B.)	R and G Grounds Maintenance	Maintenance of playing fields	1118.63	223.73	Open Spaces At 1906 s6
Direct Debit	E.on	Unmetered Supply for November	456.77	76.13	Parish Councils Act 1957 s3 Highways Act 1980 s301
Direct Debit	CIT Finance	Parish Office photocopier	216.40	36.07	Local Govt Act 1972 S111
Direct Debit	BT	Provision of telephone and broadband to parish office	100.31	20.06	Telecommunication s Act 1984 S97
299	Office Machine Maintenance	Repair of parish office copier	54.00	9.00	Local Govt Act 1972 S111
300	Bugbrooke PCC	Contribution to Ace Lane Light	40.00		Local Government Act 1972 S137
301	Bugbrooke Link	Annual advertising	70.00		Local Govt Act 1972 S112
(I.B.)	R and G Maintenance	Ratification of internet transfer paid in December for maintenance of playing field	1042.18	173.70	Open Spaces At 1906 s6
0206	NCalc	Ratification of internet transfer paid in December for attendance at Rights of Way training – December 2014	135.00		Local Govt Act 1972 S112
		RESOLVED:	That these invoices be paid		
		ACTION:	Clerk		
PC/15/1/017			DATE OF NEXT MEETING –Monday 9th February 2015 at 7.30 p.m.		

There being no further business the Chairman closed the meeting at 9.10p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....