

Bugbrooke Parish Council

Agenda & Meeting Minutes

January 11, 2016

Monthly Meeting of the Full Council

held on Monday 11th January 2016 at 7.30 p.m, at the Community Centre, Bugbrooke.

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Monthly Meeting of the Full Council

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In Attendance

Chairman – Mr John Curtis, BEM
Councillor John Bignell
Councillor Phill Bignell
Councillor Robb Collett
Councillor Brian Curtis
Councillor Ken Gardner
Councillor Mrs Teresa Garlick
Councillor David Harries

Councillor David Jeffery
Councillor Alan Kent
Councillor Mrs Catherine Parry
Councillor Mrs Linda Pope
Councillor Mrs Julia Richardson
Councillor Terry Ward

Sally Bramley-Brown - Clerk
County Councillor Joan Kirkbride

8 members of the public

Absent

Apologies were accepted from:
Councillor Brian King

Reason:
Personal

Excluded from 6-month rule
Yes

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PC16/1/001 To receive and accept apologies for absence

Apologies were received and accepted as above.

PC16/1/002 To receive declarations of interest in respect of matters on the agenda

Councillor John Bignell Agenda item 8B Planning Application 44 Camp Hill

PC16/1/003 To consider whether register of interests requires updating

(e.g. owing to a member having been elected to any local committees etc.). There were no changes to the register

PC16/1/004 To sign and approve the minutes of the meeting held on 14th December 2015

The minutes of the meeting held on 14th December were approved as a correct record of that meeting, and the minutes were duly signed and initialled by the Chairman.

PC16/1/005 Report of issues previously raised

It was previously reported that camper van had been parked on Meadway which made it difficult for other road users. Councillors were informed that a similar but slightly smaller vehicle had returned, creating similar problems.

PC16/1/006 Public question time (7.38p.m. - 7.42p.m.)

County Councillor Mrs Kirkbride reported that the County Council budget for 2016-2017 was now the subject of consultation, but that savings of £90 million had to be made, whilst at the same time there was increased demand for childrens services and care of the elderly. Only matters where there was a statutory duty upon the county council to provide a specific service would be carried out in future. The good news was that work had commenced on the Flore by-pass. She confirmed that Junction 16 of the M1 would be reconfigured to provide an access point to the roundabout, to which Heygates could connect across their own land, removing all the HGV's from surrounding villages.

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PC16/1/007 District councillors report and update

Councillor Harries reported that the consultation process on the Local Plan had commenced. The housing land supply was now sufficient for approximately 7 ½ years but was to be extended to 2029. It was important that the Parish Council should be certain to respond to the consultation process when notified. The Plan will come into force in the summer of 2017. The issues surround Heyford Mill had been addressed by the SNC Enforcement Officer and consequently two retrospective applications had been made to the planning authority.

PC16/1/008 Planning

Affordable Housing. The Clerk had written again to SNC Housing and was awaiting a response.

Planning applications and decisions for report. Two planning applications had been received

STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2015/3066 - White	16 Ace Lane	Variation of condition to redesign and reduce size of extension	No comment
New	S/2015/3069- Hawes	44 Camp Hill	Demolition of existing dwelling and construction of a replacement dwelling	No overlooking windows. Materials in keeping with surrounding properties.

PC16/1/009 Police matters and neighbourhood watch

Councillors had been provided with a copy of the ward update together with a copy of an email from Inspector Phil King which advised that in future police will not be sending out individual parish reports, but rather a single generic report that will go to all parishes which will highlight any specific trends. Otherwise communication will be via Twitter or Facebook or alternatives members of the public can go the Northamptonshire Police website and search for relevant information for their own parish.

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PC16/1/010 Playing fields and community centre

Councillor Harries advised that a meeting of the management committee was due to take place later the same week. The Clerk expressed her sincere thanks to the committee for the work done to refurbish the parish office. It was now somewhere to welcome visitors and residents. The Clerk had prepared a notice to advise residents when the Parish Office was open.

PC16/1/011 New churchyard extension and archaeological report

The Clerk reported that all the additional documents had now been signed and returned to both parties' solicitors. It was expected that completion would take place within the next ten days.

The Clerk had contacted the archaeologist to ask when the report would be submitted and had been advised that so additional testing had been requested but that the report was almost complete.

PC16/1/012 Parish Environment Warden Report

A copy of the PEW report had been circulated with the Agenda. The Environment Committee was due to meet on 18th January and would report back to the February meeting. Councillor Mrs Pope stated that a number of residents had expressed the view that the litter situation in the village had improved since the PEW was appointed.

PC16/1/013 Parish matters

Monthly Inspection Sheets

Monthly inspections sheets were received for 4 areas.

The Chairman requested that the Clerk contact Mr Alan Jacoby and SNC planning regarding the condition of planning permission for Unusual Rigging to plant up the bund between the new building and Corn Hill, which to date had not been carried out.

Hedges/Trees

Again the issue of the hedge at 32 Pound Lane was discussed. The Clerk confirmed that there is no action that the Parish Council was allowed to take in relation to cutting the hedge back or removing it, this was limited to the highways authority – NCC. The Clerk was requested to write again to NCC Highway and request immediate action be taken and the resident charged for the works.

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Footpaths

The Clerk confirmed that the footpath adjacent to 32 Pilgrims Lane was wholly within the ownership of BSACCA. It was therefore a decision for the management committee to decide if any safety prevention measures were required.

Emergency Planning

Councillor Collett reported that SNC would now only provide sandbags following the issue of a 2 hour warning of imminent flooding. Councillors were informed that there was some sand for bagging available close to the brook. Councillor Collett also report that he had been monitoring the brook daily and that on the day of the meeting it had been at its highest by approximately 2.5 – 3 feet, but had reduced during the day.

Street Lighting

- A. The Clerk had circulated a Briefing Note in relation to the contract for the supply of electricity and the proposal that the Parish Council should seek to obtain funding to implement a programme of changing all the street lights to LEDs during 2016.

PC/16/1/014 RESOLVED

It was proposed by Councillors Harries and seconded by Councillor Brian Curtis that the Parish Council should resolve to take all the necessary steps to secure appropriate funding to implement a programme of changing all the street lighting in the parish to LEDs, and that whilst this was being undertaken the Parish Council should enter into a one-year contract with Scottish Power for the supply of electricity. The resolution was passed unanimously.

- B. Persimmon Homes had submitted a new plan showing the street lighting on the Johns Road development which was to be offered to the Parish Council for adoption. Councillor Bignell advised that two of the lamp columns shown on the plan had not yet been installed. The Clerk was requested to advise Persimmon that once all the lights were installed and working, Persimmon should then make a formal application for adoption.

Highways and Transport

1. Councillor Kent advised that he was still awaiting notification of the Speedwatch dates for 2016.
2. Following a serious accident that had occurred on Kislingbury Road in December, some highway works had been carried out at the chicane – reflectors now worked correctly.
3. The completion of the surfacing works to Johns Road had been delayed due to the significant rainfall.
4. It was noted that three of the bus stops in the village had been either knocked down or were leaning dangerously. The Clerk was requested to contact NCC.

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5. Smitherway was discussed again and County Councillor Kirkbride stated that if given the opportunity to nominate a road needing highway works again this year, she would put Smitherway at the top of the list.
6. Councillor Kent report that the highway drain outside the telephone exchange was overflowing again. The Clerk confirmed that she had already reported it.
7. It was reported that a significant number of Heygates lorries were continuing to use Cornhill, which is inappropriate for vehicles of the size. The Clerk was requested to write to Heygates again.
8. The Clerk was requested to seek the erection of 30MPH repeaters between the Five Bells and The Wharf.
9. The Clerk reported that notification had been received from NCC Highways that the salt bins on Camp Hill (Pound Lane) and at West End (crossroads) were to be removed as they no longer met the criteria. Councillors discussed the possibility of purchasing new bins, but it was decided to wait and see what happened after the bins had been removed.

Millennium Green

The Clerk and the Chairman of the Trust were due to meet a week later to discuss what works were required to enable the Clerk to obtain appropriate quotations.

Parish Council Noticeboard at West End

This was the only noticeboard which had not been replaced in recent years. It is no longer lockable, the posts were wobbly and access was often restricted because of vehicles parked in front of it. At the October Finance meeting the Clerk had proposed that the noticeboards should not only be replaced, but also relocated to the area behind the new bus shelter on West End. Councillors agreed that the noticeboard should be replaced and requested that the Clerk seek the consent of SN Homes, the owners of the land adjacent to the bus shelter.

Transfer of Services /Patient Participation Group

Councillor Mrs Garlick advised that the next meeting would take place on 16th January and she would report to the February meeting of the Parish Council.

PC16/1/015 Transfer of Lane from Harrison Trust - Pilgrim's Lane Spinney

The Clerk had received the engrossed transfers and these were duly signed by the Chairman and Vice-Chairman. The Clerk reported that the solicitor's fees for Harrison Trust amounts to £912.00 as agreed and this amount had been included in the payment schedule.

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PC16/1/016 Village Enhancement Contribution

The Clerk reported that in response to a proposal to install a fitness trail on the community centre playing field, only 19 responses had been received from across the village as a whole. Of the 19, 6 were in favour of the proposal and the other 13 felt that the money would be better spent elsewhere. Councillors agreed not to pursue the idea and to consider alternative ideas.

PC16/1/017 Changes to Auditing Requirements

The Clerk had circulated a Briefing Note with the Agenda advising Councillors of the changes to auditing provision following the dissolution of the audit commission in 2015.

RESOLVED: It was proposed by Councillor Mrs Pope and seconded by Councillor Harries that Bugbrooke Parish Council should opt in to the Smaller Authorities Audit Appointments provisions. The decision was unanimous

PC16/1/018 Financial matters

A financial statement was circulated with the Agenda. The clerk reported that the bank balances were as follows:

Current Account as at 30.11.15		£112,409.16
Less December Payments	£2,708.29	
Uncleared items	£312.90	
Total funds at 31.12.15		£109,387.97

Financial Management of Reserves.

The Clerk had ascertained that the Public Sector Government Deposit Fund operated by CCLA was in fact exactly that and did not involve the sale and purchase of stocks and shares.

PC16/1/019 RESOLVED

It was proposed by Councillor Mrs Parry and seconded by Councillor Ward that Bugbrooke Parish Council should deposit the sum of £30,000 (approximately half the annual reserve, that is required to be held by Parish Councils) with CCLA in the Public Sector Government Deposit Fund and that the account should be operated on behalf of the Parish Council by Councillors Harries, Phil Bignell Kent and the Clerk.

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PC16/1/020 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
Direct Debit	E.on	Unmetered Supply for December 2015	641.59	106.93	Parish Councils Act 1957 s3 Highways Act 1980 s301
Direct Debit	BT	Ratification of direct debit paid in December for the provision of parish office telephone and broadband	110.72	18.45	Telecommunications Act 1984 S97
344	Bugbrooke Rugby Football Club	Grant funding for upgrade of outdoor food prep area	500.00		General Power of Competence
345	Anglian Water	Water supply for allotments – Oct – Dec 2015	10.89		Smallholdings and Allotments Act 1908 S23
343	Nickolls Landscaping	Ratification of cheque paid in December for hedge cutting adjacent to community centre play area	50.00		OpenSpaces Act 1906 S6
(I.B)	HM Revenue & Customs	Ratification of Payment made in	£132.20		HM Revenue and Customs requirement

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		December Tax - SBB November			
(I.B.)	HM Revenue & Customs	Tax - SBB December	£132.00		HM Revenue and Customs requirement
(I.B.)	Bugbrooke St Michael Football Club	Grant Funding for provision of youth goals	£500.00		General Power of Competence
(I.B.)	Bugbrooke and Harpole Scout Group	Grant Funding for upgrading doors and window of scout building	£500.00		General Power of Competence
(I.B.)	Aylesbury Mains	Repair of PL18 and replacement of PL31 Great Lane	£684.68	114.11	Parish Councils Act 1957, S3
(I.B.)	A.H,Contracts	December Bins	335.71	55.95	Litter Act 1983 s5,6
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– December 2015 less tax - + mileage and expenses and overtime	£1053.77	£32.04	Local Gov't Act 1972 S112
(I.B.)	BSACCA	Room Hire and Parish Office Rent	£360.00		Local Gov't Act 1972 S111
(I.B.)	Birketts Solicitors	Legal fees arising from transfer of land at Pilgrims Lane	£912.00	150.00	General Power of Competence
(I.B.)	JRB Enterprise Ltd	New dog bin for footpath KD10	£254.40	£42.40	Litter Act 1989, 22 5,6

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	RESOLVED:	That these invoices be paid
	ACTION:	Clerk

PC16/1/021 DATE OF NEXT MEETING

Monday 8th February 2016 at 7.30 p.m.

There being no further business the Chairman closed the meeting at 9.05 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....