

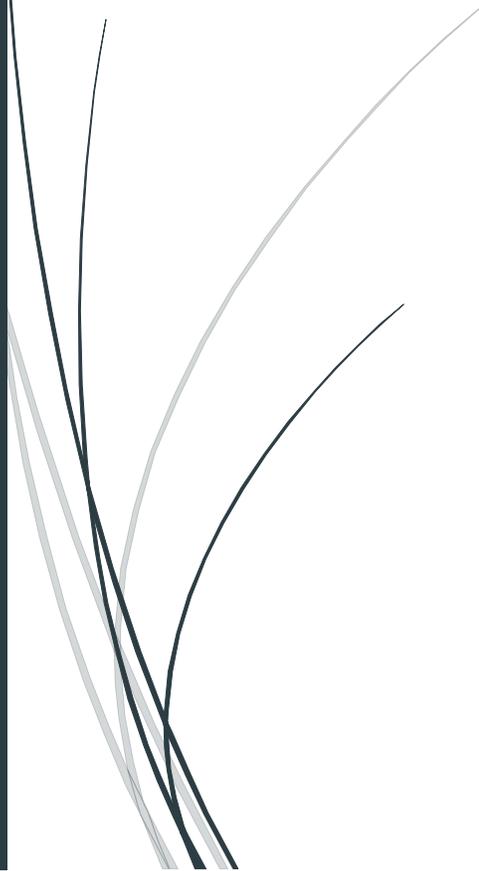
Bugbrooke Parish Council

Agenda & Meeting Minutes

February 8, 2016

Monthly Meeting of the Full Council

held on Monday 8th February 2016 at 7.30 p.m, at the Community Centre, Bugbrooke.



Bugbrooke Parish Council

Agenda & Meeting Minutes

Monthly Meeting of the Full Council

Table of contents

In Attendance	2
Absent	2
Apologies were accepted from: Reason: Excluded from 6-month rule	2
PC16/2/022 To receive and accept apologies for absence.....	3
PC16/2/023 To receive declarations of interest in respect of matters on the agenda	3
PC16/2/024 To consider whether register of interests requires updating	3
PC16/2/025 To sign and approve the minutes of the meeting held on 11th January 2016	3
PC16/2/026 Report of issues previously raised	3
PC16/2/027 Public question time (7.35p.m. – 7.44p.m.).....	3
PC16/2/028 District councillors report and update	4
PC16/2/029 Planning.....	4
PC16/2/030 Police matters and neighbourhood watch	5
PC16/2/031 Playing fields and community centre.....	5
PC16/2/032 New churchyard extension and archaeological report	5
PC16/2/033 Parish Environment Warden Report	5
PC16/2/034 Parish matters	6
Monthly Inspection Sheets.....	6
Hedges/Trees.....	6
Footpaths	6
Emergency Planning.....	6
Street Lighting.....	6

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/16/2/035 RESOLVED	6
Highways and Transport	7
Millennium Green	7
Parish Council Noticeboard at West End.....	7
Transfer of Services /Patient Participation Group.....	7
PC16/2/036 Transfer of Lane from Harrison Trust – Pilgrim’s Lane Spinney	8
PC16/2/037 Reciprocal Publicity – Gayton Parish Council	8
PC16/2/038 Financial matters	8
PC16/2/039 Accounts for Payment	8
PC16/2/040 DATE OF NEXT MEETING	10
End of Minutes	10

In Attendance

Chairman – Mrs Linda Pope	Councillor David Harries
Councillor John Bignell	Councillor David Jeffery
Councillor Phill Bignell	Councillor Alan Kent
Councillor Robb Collett	Councillor Brian King
Councillor Brian Curtis	Councillor Terry Ward
Councillor Ken Gardner	
Councillor Mrs Teresa Garlick	

Sally Bramley-Brown - Clerk

8 members of the public

Absent

<i>Apologies were accepted from:</i>	<i>Reason:</i>	<i>Excluded from 6-month rule</i>
Councillor Mr John Curtis	Personal	
Councillor Mrs Catherine Parry	Personal	
Councillor Mrs Julia Richardson	Personal	
County Councillor Joan Kirkbride	Personal	

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC16/2/022 To receive and accept apologies for absence

Apologies were received and accepted as above.

PC16/2/023 To receive declarations of interest in respect of matters on the agenda

No declarations of interest were made.

PC16/2/024 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

PC16/2/025 To sign and approve the minutes of the meeting held on 11th January 2016

The minutes of the meeting held on 11th January were approved as a correct record of that meeting, and the minutes were duly signed and initialled by the Chairman

PC16/2/026 Report of issues previously raised

The highway drain outside the telephone exchange on Kislingbury Road, was reported to still be flooding badly – despite two visits from highway operatives. The Clerk was requested to pursue the matter.

The camper van parked on the grass verge on Meadway was still present but as it did not obstruct the footway it was agreed to take no further action except to monitor the situation.

PC16/2/027 Public question time (7.35p.m. - 7.44p.m.)

A resident of Pilgrims Lane reported that the foul sewer had been overflowing and that the company employed to rectify the situation reported that there was a problem with the sewer alignment from the Charles Church development. It was further reported that the grass verges along the length of Pilgrims Lane were now damaged. Anglian Water had agreed to rectify the damage which they had caused in one area, but there is concern about the whole length of the road.

A representative from the Bugbrooke pre-school advised the Parish Council that they were making an application to the SNC New Homes Bonus fund to enable them to upgrade the toilet

Bugbrooke Parish Council

Agenda & Meeting Minutes

facilities for the children. Councillors agreed that they did a great job in preparing the children for school and should be supported.

PC16/2/028 District councillors report and update

Councillor Harries reported that the SNC budget process had been delayed as they were awaiting confirmation from NCC as to the amount they required.

PC16/2/029 Planning

- A. Appeal against refusal of Planning Permission – 63 Pilgrims Lane.** The Clerk reported that notification had been received that the applicant had lodged an appeal against the refusal of planning permission for a replacement dwelling. The Parish Council's comments made in September 2015 had been submitted to the Inspectorate. Councillors agreed not to make any further comments.**Planning**
- B. Planning applications and decisions for report. Three planning applications had been received**

STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2016/0202/TCA	75 High Street	Fell 1 robinia and remove roots.	No comment
New	S/2016/0174/NMA	Ace Lane/High Street	Variation of details of external lintels, subcils, changes to garage doors etc.	No comment
New	S/2016/0187/ADV	Bugbrooke Cricket Club, Camp Farm	10 m flag pole flying club flag adjacent to pavillion	No comment
	S/2016/0054/COND	Unusual Rigging	Variation of condition – reduce height of bund	Approved

- C.** The Clerk had reported that NALC was promoting the case for Parish Councils to be given a “third part” Right of Appeal in the planning process. Details were given and Councillors were encouraged to consider the details and, if they considered it appropriate, to sign the on line petition. This was for the individual and not a Parish Council decision.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC16/2/030 Police matters and neighbourhood watch

Notices had been circulated, where appropriate. The Clerk also reported that she had been advised of an issue with people parking on the crossing “zig zags” outside the primary school, when dropping children off at the school. The Clerk had requested the PSCO to attend.

PC16/2/031 Playing fields and community centre

Councillor Harries advised that the lease with the rugby club had now been completed. The local history group had carried out a survey on the new rugby pitches and found what is believed to be signs of a previous construction on the site. Further, non-intrusive investigations will take place when the rugby season has ended.

It was reported that two additional panels in the youth shelter had been vandalised and as a result had been removed. This meant that out of the original 8 panels only 5 remained. Councillors unanimously agreed to continue with a policy of not replacing the panels.

PC16/2/032 New churchyard extension and archaeological report

The Clerk reported that all the transfers had finally been completed on 22nd January. There were still some legal processes to be completed – registration of the transfers at the Land Registry and transfer of the title from the Millennium Green Trustees to the Charity Commissioners.

The archaeological reported was expected within the next week or two and it was agreed that the Clerk should contact the archaeologists and request that they liaise with the Millennium Green Trust and the local History Group, regarding the return of the artefacts and future storage, as these belonged to the Millennium Green Trust, not the Parish Council.

The Clerk had already met with two tarmac contractors and was meeting a third the following day. All contractors have been asked to provide three quotations, one for the new path, one for the complete tarmacking of the car park and the third for a partial tarmac/stone infill.

PC16/2/033 Parish Environment Warden Report

A copy of the PEW report had been circulated with the Agenda, together with a copy of the minutes of the Environment Committee meeting held on 18th January. The Clerk reported that the PEW had also had a productive meeting with police and NCC representatives. Councillors agreed that since the appointment of the PEW there had been a marked improvement in littering/dog fouling and general environment matters.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC16/2/034 Parish matters

Monthly Inspection Sheets

Monthly inspections sheets were received for 2 areas – 2 more were to be delivered to the Parish Office. The Clerk reminded Councillors that if they were going to be on holiday when they were due to complete an inspection sheet, that it was up to the individual Councillor to arrange for another Councillor for the same area to cover their absence.

The Clerk reported that the inside of the litter bin on the Waggon and Horses Green had disintegrated and that the cost of a new inner bin was almost as expensive as a completely new bin. It was therefore proposed that the Clerk purchase a new bin of the same style as the new bin on Elm Tree Bank and arrange for its installation.

Hedges/Trees

The Clerk reported that NCC had advised that the Pyracantha hedge at 32 Pound Lane had been inspected by the regulations team and that at present they did not have any concerns but would maintain a regular watching brief on it. The Parish Council do not have the appropriate authority under the Highways Act to take action.

Footpaths

The footpath sign on Kislingbury Road for KD13/17 was knocked down by a vehicle in November and had not been replaced. The Clerk was requested to contact Right of Way to erect a new sign.

Emergency Planning

Councillor Collett reported that he was shortly to visit residents in the vicinity of the brook to engage volunteers to fill sand bags should the need arise. Councillor Jeffrey stated that he would be willing to volunteer.

Street Lighting

- A. The Clerk had provided Councillors with details of the steps that must be taken in order to be able to apply to the Secretary of State for consent to apply for a loan.

PC/16/2/035 RESOLVED

It was proposed by Councillor Harries and seconded by Councillor Ward that the Parish Council should seek the Secretary of State for the Department of Communities and Local Government's approval, for the proposal to borrow funds to facilitate changing all the street lighting in the parish to LEDs to reduce light pollution and energy supply requirements, and take all the necessary steps to enable the completion of an application to the said Secretary of State.

- A. The budget approved in December would require amendment to include provision for the repayment of any loan, but until the tenders were received, the amounts required and period of repayment cannot be agreed.

Bugbrooke Parish Council

Agenda & Meeting Minutes

The Parish Council would need to be able to demonstrate how they had consulted local residents on the project. It was agreed that the Clerk, together with Councillor Phil Bignell should prepare an article for inclusion in the next edition of the Link magazine, setting out details of what is proposed and the potential cost, how that cost will be met and the benefits to residents and the parish as a whole. Residents to be invited to submit any comments by the end of April to enable Councillors to consider and respond to any comments at the May meeting. It is not anticipated that the precept will need to be increased to cover the cost of loan repayments.

Highways and Transport

1. Councillor Gardener raised a concern about scaffolding that had been erected as part of the building works being carried out at Nina's Stores on the junction of High Street and Great Lane. There was no pedestrian access either through the scaffolding or adjacent to it. The Clerk was requested to contact NCC Highways.
2. There was an extensive discussion regarding grass verges in the village general but with particular reference to Levitts Road, Butts Hill Crescent and Pilgrims Lane. In all cases the grass verges were in a very poor condition due to vehicles parking on the verges or driving on verges when the road is narrow. The Parish Council does not have powers to carry out any works in the public highway, which lay with NCC alone. Unfortunately in the current financial climate there is insufficient in the highway budget for essential repairs, so certainly there will be no funding available for the repair or transformation of grass verges to parking bays. Councillors discussed various alternative ideas for preserving/transforming the verges, but at least for the present have requested that the Clerk contact NCC highways to raise the issue.
3. The Clerk was requested to write to the Manager of the Doctor's Surgery to propose the creation of a footway crossing from the footpath adjacent to the surgery, by way of an opening in the hedge.

Millennium Green

The Chairman of the Trust advised that the Trustees were due to meet next on 3rd March.

Parish Council Noticeboard at West End

Following last month's decision to replace and relocate the West End Noticeboard, the Clerk had written to SN Homes for consent to place the noticeboard on their land at the rear of the bus shelter. The Clerk was awaiting a response, but once this was received, the new noticeboard would be ordered.

Transfer of Services /Patient Participation Group

Councillor Mrs Garlick advised that the meeting that took place on 16th January was slightly better attended, but there was still no doctor representative present. None of the people present were willing or able to take on the role of Chairman of the PPG and in consequence no future meeting date has been agreed. However, it was recommended that the Doctors should

Bugbrooke Parish Council

Agenda & Meeting Minutes

take active steps to pass information to patients, via village magazines/newsletters and Facebook. Any one requiring a blood test who was unable to get to the general hospital could still have this carried out at the surgery but may have to wait 10 days for an appointment.

PC16/2/036 Transfer of Lane from Harrison Trust - Pilgrim's Lane Spinney

The Clerk advised that she was awaiting notification of the completion of the transfer.

PC16/2/037 Reciprocal Publicity - Gayton Parish Council

The Clerk had received a request from a Gayton Councillor for reciprocal advertising of events. Councillors agreed this was a good idea and requested the Clerk to forward Bugbrooke Link details to Gayton. The Clerk took the opportunity to raise the issue of the fact that the Parish Council does not have its own website, which is a requirement under the Transparency Code. It was agreed that this should be an agenda item for the March meeting.

PC16/2/038 Financial matters

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

Current Account as at 31.12.155		£109,387.97
Less January Payments		£6,165.57
Uncleared items	£57.39	
Total funds at 31.1.16		£103.477.91

PC16/2/039 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 January 2016	641.59	106.93	Parish Councils Act 1957 s3

Bugbrooke Parish Council

Agenda & Meeting Minutes

					Highways Act 1980 s301
(I.B.)	HM Revenue & Customs	Tax - SBB January	£132.00		HM Revenue and Customs requirement
(I.B.)	Aylesbury Mains	Repair of PL37and PI 177	£135.12	22.52	Parish Councils Act 1957, S3
(I.B.)	A.H,Contracts	January Bins	£419.64	69.94	Litter Act 1983 s5,6
(I.B.)	Mrs S Bramley-Brown	Clerk's salary- January 2016 less tax - + mileage and expenses and overtime	£880.08	£10.00	Local Gov't Act 1972 S112
(I.B.)	Northants ACRE	Annual Membership	£35.00		Local Gov't Act 1972 S111
(I.B.)	Western Power	Ratification of payment made in January – commissioning of new Great Lane light	£509.64	£84.94	General Power of Competence
(I.B.)	Toner Giant	Ratification of payment made in January – waste toner cartridge for Parish Office copier	£15.38	£2.56	Local Gov't Act 1972 S111

	RESOLVED:	That these invoices be paid
	ACTION:	Clerk

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC16/2/040 DATE OF NEXT MEETING

Monday 14th March 2016 at 7.30 p.m.

There being no further business the Chairman closed the meeting at 8.37 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....