

September 12 2016]

Bugbrooke Parish Council

Agenda & Meeting Minutes

September 12, 2016

held on Monday 12th September 2016 at 7.30 p.m, at the
Community Centre, Bugbrooke.

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In Attendance

Councillor John Curtis, BEM - Chairman
Councillor John Bignell
Councillor Phil Bignell
Councillor Robb Collett
Councillor Ken Gardner

Councillor David Harries, BEM
Councillor Alan Kent
Councillor Brian King
Councillor Mrs Catherine Parry
Councillor Mrs Linda Pope
Councillor Terry Ward

Mrs Ann Gilbert – Locum Clerk

3 members of the public

<i>Apologies were accepted from:</i>	<i>Reason:</i>	<i>Excluded from 6 month rule</i>
Councillor Brian Curtis	Personal	Yes
Councillor Paul Henson	Personal	Yes
Councillor Mrs Teresa Garlick	Personal	Yes

Absent Councillor David Jeffrey

PC16/9/179 To receive and accept apologies for absence

Apologies were received and accepted as above. The apologies from Councillor Brian Curtis, Councillor Mrs Garlick and Councillor Henson were excluded from the six month rule

PC16/9/180 Declarations of interest

There were no declarations of interest.

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PC16/9/181 To sign and approve the minutes of the meeting held on 8th August 2016

The minutes of the meeting held on 8th August were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.

PC16/9/182 Reports of issues previously raised

There were none

It was noted that Campion School was expecting an Ofsted inspection on 13th September 2016.

PC16/9/183 Public question time 7:35-7:40 P.M.

One member of the public wished to comment that he had a copy of the report produced by the SNC Planning Officer in relation to 14 The Paddocks, which he considered deeply flawed and which he would pass to the Council

PC16/9/184 Planning

- A. Nothing to report.
- B. 14 The Paddocks. Councillor Harries explained the position with the application and that as District Councillors he or Councillor Phil Bignell should have been notified of the decision by the Planning Officer thereby providing an opportunity to call-in the application, this and other omissions led to a flawed decision making process. A letter of strong objection had been written from the Parish Council and was reviewed.
An offer had been made by Mr Robert Fallon to attend the next Bugbrooke Parish Council meeting to explain the situation.
It was resolved to send the letter to Mr Fallon and to invite him to attend the October meeting of the Parish Council.

C. Planning Applications and Decision

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STAT US	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2016/1968 /FUL Bird	10 Beech Close	Two storey side and rear extension	No objection.
New	S/2016/2047 /FUL	The Old Crown, Heyford Road	Conversion of workshop and barn to one dwelling	No objection on condition:- 1. The public footpath is not obscured during the works. 2. Materials match those of the existing house

PC16/9/185 District Councillors Update

Nothing to report.

PC16/9/186 Police and Neighbourhood watch matters

Nothing to report

Minute number PC 16/9/187 – PC/16/9/196 Omitted in error

PC16/9/197 Speedwatch

Councillor Kent reported on the Speedwatch which took place in August. He reported that at Camp Hill - 37 vehicles were exceeding the 30 mph speed limit – one at 47 mph; at Kislingbury Hill – No vehicles were exceeding the 30 mph speed limit
Kislingbury Road – 18 vehicles were exceeding the 30 mph speed limit – one at 47 mph
Church Lane – 3 vehicles were exceeding the 30 mph speed limit
Therefore a total of 58 vehicles were spotted exceeding the 30 mph speed limit

PC16/9/198 Playing Fields and Community Center

Discussion and further action relating to the issues involving the play area were deferred until the October meeting.

PC16/9/199 Parish Environment Warden

Matters relating to the Parish Environment Warden were deferred until the October meeting.

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PC16/9/200 Parish matters

Monthly Inspection Sheets

Monthly inspections sheets were received for four areas.

Hedges/Trees.

9 Butts Hill Crescent – The growth should be cut back to the boundary line and because of the situation on a blind corner, it is requested that the hedge is lowered.

KD9 – Path from High Street to Ash Grove – Honeysuckle hedge – the bottom half has not been cut.

Jubilee House – Cut back branches

17 Meadway - Elderberry bush

Footpaths

Nothing to report.

Emergency Planning

Nothing to report.

Street Lighting

Nothing to report.

Highways and Transport

It was reported that an email had been received from Highways regarding Cornhill stating that the road sign cannot be re-inforced because of the bridge on the Litchborough Road.

It was stated that new signage is required on the corner of Pilgrims Lane/High Street

ACTION Clerk to contact Highways.

Extended Millennium Green and Car Park

A point was made by Councillor Harries that the path is sprouting weeds and it was queried whether a membrane was laid when the path was constructed

ACTION Clerk to investigate.

Transfer of Services /Patient Participation Group

Nothing to report.

PC16/9/201 Parish Council Mowing Contract.

A query was raised about the mowing in Pilgrims Lane and whether the current contractor mows any areas not mown by householders. This is required in the new contract.

ACTION Clerk to ensure this is clear in the new contract

Numbers PC/16/8/163 – PC/16/8/171 Omitted in error

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PC16/9/202 Twinning

Nothing to report.

PC16/9/203 Annual Audit.

The Clerk reported that she had been notified of completion of the external audit by BDO. No issues had been raised requiring the issue of an additional report. Councillors were requested to resolve to formally approve the finalised Annual Return and Annual Govern Statement

RESOLVED It was proposed by Councillor Harries and seconded by Councillor Curtis that the Parish Council approve the Annual Return and the Annual Governance Statement. Agreed unanimously..

PC16/9/204 Disabled Access to Doctor's Surgery

Discussed the circulated content of an email from Highways Department to the Parish Council regarding the access to the Doctors Surgery and concern expressed about the proposals.

RESOLVED To write to the Surgery and ask for a reconsideration of the issue.

ACTION The Clerk

PC16/9/205 Financial matters and Accounts for Payment

A financial statement for month ending 31 st August had been circulated with the Agenda, and the figures were as follows:-		
Current Account as at 31.7.16		£47,078.95
CCLA Deposit Fund as at 31.7.16		£30,000.00
Refund of VAT		£7,922.02
Interest from CCLA		£10.77
Total available		£85,011.74
Less August Payments	£8,817.55	
Total funds at 31.8.16		£76,194.19

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Accounts for Payment

Moneys must be paid out 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
D.D.	Southern Electric	Unmetered Supply for August 2016	526.44	85.85	Parish Councils Act 1957 s3;Highways Act 1980 s301
D.D.	BT Business	Parish office phone and broadband July – October	£116.41	19.40	Telecommunications Act 1984 s97
363	Peter Warden Environmental	August Mowing	£609.60	101.60	Highways Act 1980 S96
364	Mr John Curtis	Plaque for Oberorke celebrations - twinning	£29.95		General Power of Competence
365	Came and Co	Annual insurance renewal	£1407.73		Local Govt Act 1972 S111
366	Mr N Stanford	Cutting play area hedge and removal of elderberry tree	£270.00		Open Spaces Act 1906
367	Mr Peter Wilkins	Installation of new litter bin and new dog bin post	£97.50		Litter Act 1983 Ss 5,6
(I.B.)	HM Revenue & Customs	Tax - SBB August + NIC (38.48)	252.88		HMRC requirement
(I.B.)	A.H.Contracts	August dog and litter Bins	£335.71	£55.95	Litter Act 1983 s5,6
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– August 2016 less tax - + mileage expenses and	977.52	£20.65	Local Gov't Act 1972 S112

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		overtime			
(I.B.)	BDO Llp	Annual external audit fee	£360.00	£60.00	Local Audit and Accountability Act 2014
(I.B.)	BSACCA	Room hire for defibrillator training	£20.00		Local Gov't Act 1972 S112
(I.B.)	R J Farmer Electrician	Defibrillator installation	£261.53	£43.59	General Power of Competence
(I.B.)	R and G Grounds Maint	June Mowing	£984.25	£164.04	Open Spaces Act 1906
(I.B.)	R and G Grounds Maint	August Mowing	£658.64	£109.77	Open Spaces Act 1906
		RESOLVED:	That these invoices be paid		
		ACTION:	Clerk		

PC16/9/206 Date of next meeting

Monday 10TH October 7.30 p.m.

There being no further business the Chairman closed the meeting at 8.20 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....