

August 14, 2017

# Bugbrooke Parish Council

Agenda & Meeting Minutes

August 14, 2017

## Monthly Meeting of the Full Council

held on Monday 14th August 2017 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
- PC17/07/127 To Receive and Accept Apologies for Absence .....3
- PC17/07/128 Declarations of Interests .....3
- PC17/07/128A To consider whether the Register of Interests Requires Updating. ....3
- PC/17/07/129 To Sign and Approve the Minutes of the meeting held on 12<sup>th</sup> June 2017.....3
- PC17/07/130 Reports of issues previously raised .....3
- PC17/07/131 Public question time 7:35-7:43 P.M.....3
- PC17/07/132 District Councillors Report and Up Date ..... 4
- PC/17/07/133 Planning Applications and Decisions..... 4
- A. Planning Applications and Decision ..... 4
- PC17/07/134 Police and Neighbourhood watch matters..... 4
- PC17/07/135 Playing fields and Community Centre.....5
- PC/17/07/136 Parking Restrictions .....5
- PC/17/07/137 Disabled Access Around the Village .....5
- PC/17/07/138 Parking and Traffic Generally Around Champion School.....5
- PC/17/07/139 Parking In the Vicinity of the Garage.....5
- PC/17/07/140 Parish Matters .....5**
- Monthly Inspection Sheets.....5**
- Hedges/Trees.....5

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

Emergency Planning/Pathfinder II Project.....5

Street Lighting..... 6

Highways and Transport ..... 6

Millennium Green ..... 6

Patient Participation Group ..... 6

PC17/07/141 Building of Community Value – The Bakers Arms.....**Error! Bookmark not defined.**

PC17/07/142 Village Enhancement Contribution from Persimmon Homes. .... 6

PC17/07/143 New Homes Bonus Fund ..... 6

PC17/07/144 Application For Funding From Campion School ..... 6

PC/17/07/145 Financial Matters ..... 8

PC/17/07/146 Accounts for Payment ..... 8

Date of next meeting ..... 9

\*End of Minutes\* ..... 10

### In Attendance

- |                               |                                      |
|-------------------------------|--------------------------------------|
| Councillor John Bignell       | Councillor Paul Henson               |
| Councillor Phil Bignell       | Councillor Alan Kent                 |
| Councillor Robb Collett       | Councillor Brian King                |
| Councillor Ken Gardner        | Councillor Mrs Linda Pope - Chairman |
| Councillor Mrs Teresa Garlick | Councillor Terry Ward                |

- |                             |                              |
|-----------------------------|------------------------------|
| Sally Bramley-Brown - Clerk | 4 members of the public      |
| Mrs Jo Scott – Deputy Clerk | County Councillor Adam Brown |

### Absent Councillor Brian Curtis

<i>Apologies were accepted from:</i>	<i>Reason:</i>	<i>Excluded from 6 month rule</i>
Councillor John Curtis, BEM – Chairman	Personal	Yes
Councillor Des Morris	Personal	Yes
Councillor David Harries, BEM	Personal	Yes
Councillor Mrs Catherine Parry	Personal	Yes

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### PC17/08/147 To Receive and Accept Apologies for Absence

Apologies were received and accepted as above. The apologies from Councillors Des Morris, John Curtis, David Harries and Mrs Catherine Parry was excluded from the six month rule.

### PC17/08/148 Declarations of Interests

Councillor Collett declared an interest in Item 20 – provision of computer facilities for the parish office.

### PC17/087/149 To consider whether the Register of Interests Requires Updating.

No changes were recorded

### PC/17/087/150 To Sign and Approve the Minutes of the meeting held on 10<sup>th</sup> July 2017

The minutes of the meeting held on 10<sup>th</sup> July were approved, signed and initialled by the Chairman. Minute No 17/07/140(H) was amended from postmark to postcode.

### PC17/08/151 Reports of issues previously raised

The Chairman raised the issue of bi-directional working under the railway bridge by Unusual Rigging. Clerk to report at the next meeting. In relation to graffiti at the community centre play area, Clerk/Deputy Clerk to source appropriate spray paint and to check with Wicksteed as to its use.

### PC17/08/152 Presentation to Councillors from Inspection Byrne, Daventry and South Northants Police.

Local policing has caused pressures, no visibility of uniformed officers in villages. It had been necessary to realign police resources to protect the most vulnerable. Inspector Byrne's team comprised 8 Police Officers, 12 PCSO's and 3 Sponsored PCSO's in total. In the event of a serious crime there is a full force that will attend to deal with it. Neighbourhood watch alerts will be focused to identify particular policing issues in our surrounding area. Crime figures are no longer produced but available on the Police website. Inspector Byrne answered some questions from Councillors and members of the public.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### PC/17/08/151 Public question time 7:35-7:43 P.M.

County Councillor Adam Brown informed the Parish Council there will no longer be renewal notices issued for blue badge holders with immediate effect.

A resident of Chipsey Avenue stated that she had now consulted with over 30 residents of Chipsey Avenue, all of whom wanted a replacement tree

### PC17/08/154 District Councillors Report and Up Date

Nothing to Report.

### PC/17/08/155 Planning Applications and Decisions

1. The Clerk had received a response from Environment Agency to say the matter had been handed over to their Enforcement Team.
2. The Parish Council indicated that they wished to be included in the consultation process of Northampton Gateway SRFI.

#### Planning Applications and Decision

STAT US	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2017/1658 /FUL Cheetham	118 Johns Road	Extension of existing garage and creation of an ancillary dwelling above.	No objections – matching materials.

### PC17/08/156 Police and Neighbourhood watch matters

Councillor Alan Kent and Speedwatch team had completed 8 hours of observations and had recorded 36 cars doing 35mph or more, the fastest car being 49mph, with the greater speeds coming from Camp Hill end into the village. It was noted speed of traffic near the Pet Shop and junction of Pilgrims Lane is excessive. 4 yellow warning boards are on display through the village to remind of speed limits.

A new neighbourhood watch co-ordinator has been appointed and we await confirmation.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### PC17/08/157 Playing fields and Community Centre

Nothing to report.

### PC/17/08/158 Parking Restrictions

Applications have been submitted to Northamptonshire Highways for the provision of double yellow lines at 4 locations in Bugbrooke.

### PC/17/08/159 Disabled Access Around the Village

The item was deferred until the September meeting.

### PC/17/08/160 Parking and Traffic Generally Around Campion School.

The Clerk had written to the school which had been acknowledged and a full response will be sent when the school re-opens.

### PC/17/08/161 Parking In the Vicinity of the Garage.

The Clerk was requested to contact the Police over parking at the weekends.

### PC/17/08/162 Parish Matters

#### Monthly Inspection Sheets

Monthly inspections sheets were received for areas 1,2,3 & 5.

#### Hedges/Trees.

Overhanging hedges and trees were reported at the following :

1A Camp Hill – hedge/flowers to be cut back to boundary.

1 Levitts Road – hedge to be cut back to boundary.

The Byre – tree in garden, branches to be cut back.

37 Tibbs Way – blackberry bush to be cut back.

Litchborough Road, Canal Bridge – east side hedging to be cut back.

**Footpaths** - Clerk nothing to report

#### Emergency Planning/Pathfinder II Project.

Councillor Collett proposed setting up a small Flood Protection Team as a Working Group under the direction of the Parish Council. There is a training day on Saturday 23rd September from 10am – 4pm at the Nene Whitewater Centre. Notices to be put up on noticeboards and Parish website for volunteers, Councillor Collett to be the initial point of contact for enquiries.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### *Street Lighting*

The Clerk reported Balfour Beatty are carrying out a full investigation.

### *Highways and Transport*

Anglian water to carry out works for 2 weeks in August to replace pipe.

### *Millennium Green*

Nothing to Report

### *Patient Participation Group*

Nothing to report

## PC17/08/163 Village Enhancement Contribution from Persimmon Homes.

Following the refurbishment of the Bus Shelter at Butts Hill, Councillors have agreed to explore the possibility of renovating the Bus Shelter on the Wagon &Horses green.

Councillors are proposing to plant ornamental trees at a number of locations including Chipsey Avenue. All Councillors were requested to walk around the village to identify other possible locations in readiness for the September meeting.

## PC17/08/164 Application For Funding From Champion School

As agreed by the Parish Council, the Clerk prepared a Loan agreement which has been signed by all relevant parties and the money was transferred to enable printing to commence. The recipients have expressed their very sincere thanks to the Parish Council for the loan.

## PC17/08/165 Annual Inspection of Play Areas. The

annual safety inspection of the two play areas and the MUGA were carried out in June. Copies of the report were circulated and enclosed with the July Agenda. All but one category were marked as low risk and the Clerk is endeavouring to rectify the minor issue relating to this.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### *PC/17/08/166 Provision of Computer Facilities for Parish Office.*

The Clerk had identified a need to upgrade the Parish Office IT facilities as matter of some urgency. The Parish had received an offer of a free laptop and replacement desktop with only the licensing and set up costs to be met. It had further been identified that there was a risk to the smooth running of the Parish in the event of a catastrophic incident at the Community Centre. The new facilities would alleviate much of this risk.

**Resolution** It was proposed by Councillor Phil Bignell and seconded by Councillor Henson that the Parish Office IT facilities be upgraded in accordance with the briefing note. The proposal was carried unanimously.

*PC/17/08/167 Parishes Against Pollution* The Chairman of Milton Malsor had written to Bugbrooke Parish Council seeking their support in relation to increased air and noise pollution.

**Resolution** Along with neighbouring Parish Councils, we are alarmed at the number and scale of major traffic generating developments in our area and their likely environmental impact. We draw attention to the specific requirement of the National Planning Policy Framework (NPPF) namely “preventing both new and existing development from contributing to or being put at unacceptable risk from or being adversely affected by unacceptable levels of soil, air, water and noise pollution or land instability.” We strongly urge that this requirement is stringently and robustly followed and the cumulative impacts considered when major planning decisions are being taken. Carried unanimously, the Clerk was requested to write to Milton Malsor.

### *PC/17/08/168 New Homes Bonus Funding*

Councillors were advised that BSACCA had applied to SNC for New Homes Bonus Funding for a full refurbishment of the kitchen at the Community Centre and were seeking the Parish Councils support for the application. Councillor Phil Bignell advised that this had been discussed at the BSACCA meeting the previous week and that the reason for the refurbishment was that the kitchen was no longer fit for purpose. It was anticipated that the cost of the project would be between £15K and 17.5K as it included some building work. He went on to explain that whilst the association does hold a significant bank balance it costs approximately £40k per year to run the centre and that people were choosing not to book events at the centre because of the poor kitchen facilities. As the Parish Council are the custodian trustee it would be expected that the Parish Council should support such an application. The final decision on the allocations of funds will lie with the Grants panel at SNC and it will be for them to decide upon the merit of each of the three applications. Consequently, it was unanimously agreed to support the BSACCA application for grant funding.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### PC/17/08/169 Financial Matters

A financial statement for month ending 30<sup>th</sup> July had been circulated with the Agenda, and the figures were as follows:-

Current Account as at 30.6.2017		£56,816.89
CCLA Deposit Fund		£30,000.00
Interest from CCLA		£ 4.85
<b>Total available</b>		<b>£ 86,821.74</b>
Less July Payments	£11,504.18	
<b>Total funds at 30.7.17</b>		<b>£45,317.56</b>

### PC/17/08/170 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 July	£333.48	53.36	Parish Councils Act 1957 s3; Highways Act 1980 s301
387	Anglian Water	Water supply for PC allotment site	£84.01		Smallholdings and Allotments Act 19089 S23
I.B	HM Revenue & Customs	Tax - SBB + JS July +NIC (43.71)	£308.11		HMRC requirement
1.B.	Mrs S Bramley-Brown	Clerk's salary– July less tax + expenses mileage	£873.51	£18.14	Local Gov't Act 1972 S112
I.B.	Mrs Jo Scott	Deputy Clerk's salary – July + overtime	£186.36		Local Gov't Act 1972

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

					S112
I.B.	P W Warden	July Mowing	£636.00	£106.00	LGA 1972 S112
I.B.	A H Contracts	May Bins	£439.01	£73.17	Litter Act 1983 ss 5,6
I.B.	A H Contracts	June Bins	£548.76	£91.46	Litter Act 1983 ss 5,6
I.B.	A H Contracts	July Bins	£439.01	£73.17	Litter Act 1983 ss 5,6
I.B.	Kay Iqbal	July -Cleaning of Bus Shelter	£100.00		Parish Councils Act 1957 S1
I.B.	Mr P Wilkins	Village repairs	£191.31		n
I.B.	Wright Property Services	Cutting back vegetation adj Georges Close	£170.00		Open Spaces Act 1906 s6
I.B.	Eurooffice	Parish Office stationery	£145.56	£24.27	LGA 1972 S112
I.B.	P D Webster	Refurbishment of Butts Hill bus shelter	£9500.00		Parish Councils Act 1957 S1
I.B.	BSCCA	Parish office rent & room hire June & July	£240.00		LGA 1972 S112
I.B.	Aylesbury Mains	Ratification of payment made in July to Aylesbury Mains for the repair of the lamp column in Oaklands in May.	£114.00	£19.00	Parish Councils Act 1957 S3  Highways Act 1980 Ss 97, 98

### Date of next meeting

Monday 11<sup>th</sup> September 2017 7.30 p.m.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

*There being no further business the Chairman closed the meeting at 8.54 p.m.*

**\*End of Minutes\***

CHAIRMAN:.....

DATE:.....