

March 13, 2017]

Bugbrooke Parish Council

Agenda & Meeting Minutes

March 13, 2017

held on Monday 13th March 2017 at 7.30 p.m, at the Community Centre, Bugbrooke.

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In Attendance

Councillor Phil Bignell	Councillor Paul Henson
Councillor John Bignell	Councillor Alan Kent
Councillor Robb Collett	Councillor Brian King
Councillor Brian Curtis	Councillor Des Morris
Councillor Ken Gardner	Councillor Mrs Catherine Parry
Councillor David Harries, BEM	Councillor Terry Ward

Sally Bramley-Brown - Clerk
County Councillor Mrs Joan Kirkbride

10 members of the public

<i>Apologies were accepted from:</i>	<i>Reason:</i>	<i>Excluded from 6 month rule</i>
Councillor John Curtis, BEM	Personal	Yes
Councillors Mrs Teresa Garlick	Personal	Yes
Councillors Mrs Linda Pope	Personal	Yes

PC16/3/042 Election of Chairman for the Meeting.

In the absence of both the Chairman and Vice-Chairman the Clerk invited Councillors to nominate an acting Chairman for the meetings. It was proposed by Councillor King and seconded by Councillors Ward that Councillor Harries be nominated as acting Chairman. The vote was unanimous and Councillor Harries took the chair.

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PC17/3/043 To receive and accept apologies for absence

Apologies were received and accepted as above. The apologies from Councillors John Curtis, Mrs Linda Pope and Mrs Teresa Garlick were excluded from the six month rule

PC17/3/044 Declarations of interest

There were no declarations of interest

PC17/3/045 To sign and approve the minutes of the meeting held on 13th February 2017

The minutes of the meeting held on 13th February were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.

PC17/3/046 Reports of issues previously raised

Johns Road/Pilgrims Lane Development and Footpath between Pilgrims Lane and Johns Road.

The Clerk reported that she had been alerted that a contractor acting for Persimmon Homes was erecting kissing gates along KD 25. Councillors were reminded that at a meeting with NCC Highways and local residents (Persimmon had been due to attend but failed to do so) in October 2015 it had been agreed that Persimmon should be requested to install a barrier to prevent children from running down the path and into the road. The Clerk visited the location and found the contractor in the process of installing a gate in the length of footpath owned by the Parish Council. The contractor was informed that this was without the Parish Council consent and must be removed immediately and the tarmac made good. The gates that had been installed did not comply with current legislation requirement in respect of access for disabled users and the Clerk advised the contractor that the gates must be widened in order to allow for a wheelchair to access the route. She spoke with the Persimmon Adoptions Manager and he agreed to request that the necessary works be carried out. The Clerk latest ascertained that this had been done.

PC16/3/0470 Public question time 7:35-8.25 p.m.

County Councillor Kirkbride advised that it would be her last Parish Council meeting after 20 years as the County Councillor for Bugbrooke as she would not be seeking re-election at the May County Council elections. The Chairman, on behalf of a unanimous Parish Council, expressed his sincere thanks to CC Kirkbride for all her help over the years and wished her a very long and happy retirement. CC Kirkbride added that the CC budget had now been set but that it had been very difficult. The new County Hall building was progressing but would not be completed on time and in consequence the old County Hall was now very full. Mr Gill raised concerns about the new gates on KD 25, referred to above, but also about wheelchair access

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generally around the village. It was agreed that this would be included as an agenda item at the April meeting and that meanwhile Councillor Morris would have a walk round the village with Mr Gill to ascertain the problem areas. Mrs Eddison had submitted comments regarding the planning application for 14 The Paddocks and these had been circulated to Councillors prior to the meeting. Mr Robertshaw, also speaking on behalf of his wife, made representations for Councillors to object to the same application. At one point, the Chairman reminded Mr Robertshaw that comments made at a Parish Council meeting were done so in an open forum and therefore subject to the usual provision relating to slander and libel. In consequence Mr Robertshaw withdrew his previous comment and apologised to all those present. Mrs Sgoluppi expressed the view that she did not feel there was a lot of hope that the Parish Council would support the planning application but requested that it be looked at objectively.

Mrs Claire Whitmore had come to the meeting to discuss the issues surrounding children using public transport and traffic issues generally around Campion school at the start and end of each school day. She advised that an independent safety audit had been carried out recently and that this advocated the removal of the bus stop closest to the school. She agreed to share the analysis with the Parish Council and once it was received it would be dealt with as an agenda item. The view was expressed that there were also issues with students using the Johns Road bus stop but Mrs Whitmore advised that this was the safer of the two options. She expressed the hope that the Parish Council would be able to support the removal of the bus stop once it had had sight of the analysis, which also indicated that very few local residents used the stop. She also explained that the new fencing which had been erected around the whole of the school grounds had been government funded and was required to address safeguarding issues. Councillor Kent congratulated Mrs Whitmore on behalf of Campion School for their attainment and progress levels which were well above the national average and the best A level results since 2010. Mrs Whitmore thanked the Parish Council for inviting her and said that she was keen for the school and the council to work more closely. It was agreed that the Clerk would notify Mrs Whitmore of any item on future agendas which related to Campion School. Finally she informed all those present that on 9th September the school would be celebrating 50 years of Campion school and she hoped to welcome many of the residents and Councillors to the events to held at the school on that day.

Ms Bell requested that a new tree be planted in Chipsey Avenue, to replace the one which had been blown down in the recent storm. It was agreed that this would be discussed at the next meeting.

PC17/03/048 District Councillors Update.

Councillor Bignell advised that the proposal relating to the two rail freight terminals – one at Blisworth and the other at J15 were still being discussed. Councillors were urged to visit the

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model of the J15 proposal if they had the opportunity. It was felt that both of the proposals would have an adverse effect on the village in relation to increased traffic movements, but of the two proposals the J15 site was the better one. SNC were to request that the Ministry should consider both applications at the same time.

PC/17/03/049 Planning

A. Planning Applications and Decision

STAT US	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2017/0314 /FULBird	Oakleigh, 49 Camp Hill	Demolition of existing garage and construction of new garage and recreation room	No objection – matching materials
New	S/2017/0401 /FUL Sgoluppi	14 The Paddocks	Two storey front extension to replace garage, first floor front and side extension balcony on west elevation	Objections – over- development; out of keeping with surrounding properties, location close to grad 2* listed building, potential flooding, inappropriate materials and view from High Street – local plan.
New	S/2017/0400 /FUL Harris	The Old Crown, Heyford Road	Conversion of workshop and storage barn to single dwelling with separate rear garden amenity areas	No objections – matching materials, no obstruction of footpath

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New	S/2017/0506/FUL Escudier	1a Camp Hill	Three roof lights in front elevation and one dormer and one roof light in rear elevation	No objections
New	S/2017/0548/FUL Dunkley	18 Moores Close	Single storey front and rear extension	No objections – matching materials.
F.I.O.	S/2017/0436/TCA	Shenstone, 7 High Street	The felling and removal of one Leylandii conifer	
F.I.O.	s/2017/0444/TCA	5 West End	The felling and removal of one Sycamore tree	
F.I.O.	APP/Z2830/C/16/3151382	8 West End	Appeal against enforcement notice requiring removal of fence	Appeal allowed and enforcement notice quashed.

PC17/3/050 Police and Neighbourhood watch matters

Where appropriate, notice received from the Police had been forwarded to the Bugbrooke Link website. Concerns were expressed about the number of recent incidents of theft in the village and the lack of PCSO presence. Councillor Phil Bignell advised that the next meeting with the Police and Crime Commissioner was to take place on 18th April at Wootton Hall.

PC17/03/051 Playing fields and Community Centre

The Clerk had nothing to report.

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PC17/03/052 Parish matters

Monthly Inspection Sheets

Monthly inspections sheets were received for all areas.

Hedges/Trees.

No hedges were reported

Footpaths.

The Clerk had confirmed that the Sue Pace memorial was now in place.

The Northamptonshire Local Access forum were looking for new members and the Clerk advised that this was a role previous undertaken by the Chairman of the Footpaths Committee – Councillor Henson, in his role as the new Chairman, agreed that he would be willing to join the forum.

Emergency Planning/Pathfinder 11 Project

Councillor Collett advised that the Pathfinder 11 Project bus would hold a community event on the same day as the church fete in July. The vehicle would be parked on the car park to make easy access for visitors. Councillor Collet agreed to notify the fete organisers.

Street Lighting

The Clerk reported that the street light conversion programme was now almost complete. Councillor Phil Bignell agreed to check all the lights in the village to ascertain which ones still had not been converted.

Adoption of Street Lighting on Persimmon Development. The Clerk had received a plan and Councillor Bignell had confirmed that there was a light at each of the indicated locations. The Clerk had requested that Persimmon should notify the Parish Council when all the lights had been connected, certified as working correctly and been painted and then the Parish Council would formally adopt the lighting however this would exclude the 3 along KD 25

Highways and Transport

A Refurbishment of Butts Hill Bus Shelter

The Clerk confirmed that she had now received confirmation of acceptance of the quotation from PW and DC Building and as soon as funding was made available would contact them to commence the works.

B Removal of Grass Verge at 47 Pilgrims Lane

The Clerk had circulated a letter received from the owners of 47 Pilgrims Lane, together with a copy of a letter from NCC Highways. These two documents made it clear that the Owners had received consent to extend the width of their drive way almost one year previously. Councillors were concerned that despite the grass verges being the subject of much debate when the planning permission for the development at the end of Pilgrims

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Lane was being sought, they were not notified when the permission was granted and that this was further compounded by being given incorrect information when asked if consent had been sought. The Clerk was requested to write to NCC Highways to express their concerns and to re-state the views expressed with regard to the retention of the grass verges. The Clerk was also requested to write to the owners to explain the misinformation that had been received from NCC Highways.

C Waggon and Horses Green.

The Clerk had circulated the response from NCC highways stating that the installation of bollards would only be permitted on the grounds of highway safety. Councillors requested that the Clerk contact NCC Highways again to explain that it was on the grounds of highway safety.

Lighting on Footpath between Pilgrims Lane and John Road.

It had been identified that there was a large tree branch, emanating from the garden of 63 Pilgrims Lane which was obscuring the light. The Clerk had written to the owners and was now arranging for the branch to be removed.

Millennium Green

Councillor Harries advised that a working party was to take place on 25th March

Patient Participation Group

In the absence of Councillor Mrs Garlick the matter was deferred until the April meeting. nearer the time to confirm when the work would be done.

PC17/03/053 Appointment of Deputy Clerk.

The Clerk reported that interviews had taken place on Monday 27th February and it had been agreed to appoint Mrs Josephine Scott, who had now accepted the appointment. Her duties would commence on 1st April and all the Councillors would have an opportunity to meet her at the April meeting.

PC17/03/054 Building of Community Value - The Bakers Arms.

The Clerk had nothing further to report.

PC17/03/055 Grant Funding Applications.

The Clerk had received one application from Family Morning (Bugbrooke) This was a not for profit group that met in the Sunday School rooms giving pre-school children and their

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parents/carers a chance to socialise and interact. They were seeking £500 to replace a broken storage unit and some new toys. The grant was unanimously approved.

PC17/03/055 Financial matters

A financial statement for month ending 31 st October had been circulated with the Agenda, and the figures were as follows:-		
Current Account as at 31.12.16		£44,376.09
CCLA Deposit Fund as at 31.17		£30,000.00
Interest from CCLA		£6.03
Total available		£74,382.12
Less February Payments	£4,372.37	
Less uncleared payments		
Total funds at 28.2.17		£40,012.75

PC17/03/056 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 February	£322.06	51.52	Parish Councils Act 1957 s3; Highways Act 1980 s301
377	BT Payment Services	Parish Office telephone and broadband	£100.32	16.91	LGA 1972 s112
378	Slcc Northants	Training Day for Deputy Clerk	£10.00		LGA 1972 S112
379	SLCC	Annual membership for deputy clerk	£60.00		LGA 1972 S112

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(I.B.)	HM Revenue & Customs	Tax - SBB January +NIC (38.48)	252.88		HMRC requirement
(I.B.)	Mrs S Bramley-Brown	Clerk's salary-- February17 less tax + expenses mileage and overtime	£746.73		Local Gov't Act 1972 S112
(I.B.)	Parish Online	Annual renewal of mapping licence	£50.40	£8.40	LGA 1972 S112
(I.B.)	Aylesbury Mains	Street light replacement programme	£2801.52	466.92	Highways Act 1980 S96
(I.B.)	NCALC	New Councillor Training Des Morris	£39.00		LGA 1972 S112
(I.B.)	Browne Jacobson	Final bill – registration with official custodian	£440.00	70.00	GPoC
(I.B.)	Brown Jacobson	Final Bill - PC	£500.00	80.00	GPoC
(I.B.)	Peterborough Diocesan Board of Finance	Annual rent of allotment area	£300.00		Smallholdings and Allotments Act 1908 S23
(I.B.)	A H Contracts	February dog and litter bins	£439.01	73.17	Litter Act 1983
(I.B.)	R and G Grounds Maintenance	Weed spraying of hard areas	£41.79	£8.36	Open Spaces Act 1906 S6
(I.B.)	BSACCA	Balance of Mowing contribution	£342.01		Open Spaces Act 1906 S6

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PC17/03/057 Date of next meeting

Monday 10th April 7.30 p.m. to be preceded by the Annual Parish Meeting at 7.00 p.m.

There being no further business the Chairman closed the meeting at 9.36 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....