

BOUGHTON PARISH COUNCIL

Minutes of the Full Council Meeting of Boughton Parish Council held on Monday 13th July 2015 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

Present: Councillors: J Clarke (Chairman), K Greatorex (Vice-Chairman)
A Dale, R Greener, J Parker, R Wilson

In Attendance: Mrs J Bunting – Parish Clerk

Other Attendees: Three Members of the Public
County Councillor Michael Brown (Kingsthorpe North)

15/1402 Apologies for Absence

Apologies were received from Cllrs: Mrs G Kingston, Mrs J Shephard, S Potter. These apologies were approved.

Apologies were received from District Councillors: B Frenchman and J Shephard.

15/1403 Members Declaration of Interest (on Agenda Items Only)

There were no declarations of interest. Councillors Declarations of Interest are recorded in their statutory declarations which are held on the Daventry District Council website.

15/1404 To sign the Minutes of the last Full Council Meeting held on Monday 8th June 2015 and the Minutes of the Extra-Ordinary Meeting (Planning) held on Monday 29th June 2015

The Minutes of the last Full Council Meeting held on Monday 8th June 2015 and the Extra-Ordinary Meeting (Planning) held on Monday 29th June 2015 were approved and signed by the Chairman as a true and accurate record.

15/1405 Public Open Forum Session

Councillors agreed to take the public open forum session under Planning on the Agenda.

15/1406 Matters arising from the Minutes of the Last Full Council Meeting (not covered by items on the Agenda)

- i. Village Design Statement Update
The Chairman confirmed that the VDS group were to attend a meeting on Wednesday 5th August 2015 at DDC offices with the Planning Policy Officer.
- ii. Cricket Club Update
The Chairman is to meet with a representative of the Cricket Club.
- iii. Highway Verges Moulton Lane
The Clerk reported that all the verges had now been reinstated to the satisfaction of Northamptonshire Highways. The Clerk was requested to report overgrown verges on the road from the village up to Grose's Garage. Some work had recently been undertaken by Highways contractors but there was still some overgrown vegetation remaining which was obstructing visibility for drivers.

- iv. The Clerk was requested to report overgrown hedgerows encroaching onto the pavement on the A508 from the Whitehills Public House towards Boughton island.

15/1407 To Receive District Councillor's Report

There was nothing to report.

15/1408 To Receive County Councillor's Report

There was nothing to report.

15/1409 To Adopt Disciplinary & Grievance Policy

Councillors resolved to adopt a Disciplinary & Grievance Policy a copy of which had previously been circulated to Councillors.

15/1410 To re-adopt Equal Opportunities Policy

Councillors resolved to re-adopt the Equal Opportunities Policy a copy of which had previously been circulated to Councillors.

15/1411 To re-adopt Complaints Procedure

Councillors resolved to re-adopt the Complaints Procedure Policy a copy of which had previously been circulated to Councillors.

15/1412 Planning

a) **New Planning Applications**

- i. **DA/2015/0452 The Bothy, Boughton Park, Boughton NN2 8SQ**
Installation of Roof Lights (Retrospective)

Following a presentation and serious concerns raised by adjacent neighbours Councillors resolved to object to the application on the grounds of lack of amenity and the gross invasion of privacy. The Parish Council would request that the application is considered by the Planning Committee at DDC.

b) **Planning Application Decisions Received**

- i. **DA/2015/0377 56 Dixon Road, Boughton NN2 8XE**
Construction of first floor side extension

Application Approved by DDC 17th June 2015

c) **Notice of Planning Appeal on Land off Welford Road**

Outline Application for up to 41 dwellings, estate road, open space and associated works

The Chairman reported that an Appeal against DDC's decision to refuse planning permission for the above development would take place on 23rd September 2015 at The Abbey, Market Square, Daventry at 10.00 a.m. The Appeal would be by way of an Informal Hearing and the Chairman would attend to make representations on behalf of the Parish Council. Councillors resolved to write further to the Planning Inspector with additional comments of objection.

d) **Review any matters relating to Planning Policies**

None

- e) Review any matters related to planning applications in preparation or awaiting decisions:
- i) DA/2008/0500 Buckton Fields (East) and DA/2011/0666 Buckton Fields (Overall)
 The Planning Officer at DDC had confirmed that Bloor Homes had agreed to take part in a Local Liaison Forum and the Clerk confirmed that formal confirmation by post was awaited.
 The Chairman reported that he and the Clerk had recently met informally with Chris Heaton-Harris M.P to discuss funding from the S106 contribution from Buckton Fields. Mr Heaton-Harris had suggested pursuing obtaining additional funding from DDC through Ward District Councillors. Additionally, Mr Heaton-Harris would write to the Chief Executive at DDC on the Parish Council's behalf.
 - ii) Boughton Quarry (General)
 There was nothing to report.
 - iii) Pitsford Quarry/Pond
 There was nothing to report.
- f) DDC Planning Aggregator
 The Clerk reported that she had recently attended the Parish & Town Council's Conference earlier in the month. DDC have now joined a partnership which enabled them to access the Planning Aggregator which is a mapping tool that shows all undetermined applications in a particular area or parish. DDC had agreed that a link on the parish website could be added to the mapping page on the DDC website and this was agreed by Councillors.
- g) Salisbury Landscapes Appeal – Attendance by Cllr J Clarke
 The Chairman reported that he had attended the Appeal Hearing on 6th May 2015. The Appeal had been allowed and planning permission for a residential development of up to 70 houses had been granted. The Planning Inspector had acknowledged in his decision that DDC could now demonstrate that it had a five year supply of deliverable housing land.
- h) Use of Land at Chestnut Tree Green
 Cllr Wilson reported that a Local Search had shown that the property immediately adjacent to Chestnut Tree Green does not include the piece of land that is being used for additional parking. General discussion took place and, although Councillors had no real objection to the land being used for parking, it was resolved to take some initial professional legal advice from Hewitsons Solicitors.

15/1413 Finance

- a) The Financial Statement for the month ending 30th June 2015 had previously been circulated to all Councillors and had been agreed by Cllr Wilson. Cllr Wilson proposed approval of the Financial Statement by the Council and this was unanimously agreed by Councillors. The Financial Statement was signed by the Chairman as a true and accurate record.

- b) It was resolved by Councillors that the following Cheques be approved for payment. A list had previously been circulated to all Councillors and agreed by Cllr Wilson.

To Whom Paid	Chq No	Details of Payment	Amount	Power to Pay
Boughton Village Hall	1677/V804	Hall Hire BPC Meeting 29 th June & 13 th July 2015	£36.00	LGA 1972 s133
Mrs J Bunting	1678/V805	Clerk's June 2015 Salary (net of deductions)	£980.96	LGA 1972 s111
M & K Gardening	1679/V806	Village Greenworks	£372.00	OSA 1906
Mrs J Bunting	1680/V807	Parish Office Expenses June 2015 (Telephone, Broadband and Electricity)	£43.33	LGA 1972 s 111
MGT Design Ltd	1681/V808	Monthly village website maintenance June 2015	£60.00	LGA 1972 s111
HMRC	1682/V809	Employer & Employee Tax & NI Contributions (3 months)	£434.88	LGA 1972 s111
Natalie Green & Co	1683/V810	Payroll Services 2014/2015	£216.00	LGA 1972 s111
Boughton Coffee Morning	1684/V811	Donation 2015/2016	£150.00	LGA 1972 s137
Daventry Area Community Transport (DACT)	1685/V812	Annual Affiliation Fee	£25.00	LGA 1972 s143
Northamptonshire County Council	1686/V813	Traffic Survey	£480.00	Local Government Rating Act 1997
M & K Gardening	1687/V814	Village Greenworks	£127.00	OSA 1906
BDO LLP	1688/V815	Review of Annual Return	£240.00	LGA 1972 s111
TOTAL:			£3,165.17	

- c) Following a proposal from Cllr Wilson it was resolved by Councillors that the following late Cheques be approved for payment. These two cheques did not appear on the Financial Statement for the month ending 30th June 2015.

To Whom Paid	Chq. No	Details of Payment	Amount	Power to Pay
E.ON Energy	1689/V816	Street Lighting Maintenance quarter ending 30 th June 2015	£189.09	Parish Councils Act 1957 s.3
E.ON Energy	1690/V817	Three replacement Victoria design lights in Church Street (Payment from Street Lighting Reserve)	£4,935.60	Parish Councils Act 1957 s.3
TOTAL:			£5,124.69	

d) Income was reported as follows:-

Payee	Details of Payment	Amount
Northamptonshire County Council	Empowerment Grant	£665.00
Nat West Bank	Bank Interest	£1.66
TOTAL:		£666.66

e) Conclusion of Audit year ended 31st March 2015

The Clerk reported that BDO had now completed the Audit for the year ended 31st March 2015 and there were no issues which required the issuing of a separate additional issues arising report. Now that the audit opinion had been given by BDO Councillors resolved to approve and accept the Annual Return for 2014/2015. The Notice of Conclusion of Audit would now be displayed on the village noticeboards. The accounts were now available for inspection by local electors. The Chairman thanked Cllr Wilson and the Clerk for all their hard work in the preparation of the year end accounts.

f) As there was no full council meeting in August Councillors resolved that any invoices for payment in August would be approved by Cllr Wilson and cheques would be signed by the Chairman and one other bank signatory.

g) Grant Applications 2015/2016

Cllr Wilson reported that no applications had been received for parish council grant funding. Grant applications would be considered again in January 2016.

h) Insurance Street Lighting

Following the completion of the footway lighting upgrade Cllr Wilson reported that advice had been taken from Came & Company on the additional insurance of the street furniture. In addition to the capital value of a street light a sum had to be included for a disconnection and reconnection charge to E.ON and Western Power. This had increased the total street furniture sum insured from the current total of £42,150 to £93,260 at an additional premium of £233 pro rata. Councillors resolved to pay the additional increase in premium but consideration of self-insurance would

be considered during the budgetary process later in the year to replace lights as and when necessary.

i) Website – Publication of Financial Documents

Councillors resolved to publish the Annual Return 2014/2015 and monthly Financial Statements on the parish website.

j) Payment of Empowerment Grant 2015/2016

Cllr Wilson reported that an Empowerment Grant through County Councillor Mrs Judy Shephard had been received in the sum of £665.00. The money would be used to replace the metal directional sign on The Green with a more traditional one which would be more in keeping with the conservation area of the village.

15/1414 Highways

a) Review/Progress any maintenance works, traffic calming matters

None to report.

b) Footway Lighting Upgrade Church Street

Cllr Parker reported that he had received several letters of thanks from residents following the recent replacement of three lights in Church Street. The new “Victoria” design lights had been very well received and there were no reports of excessive illumination from the LED bulbs. However, the Parish Council will continue to monitor.

c) Boughton Traffic Calming Proposals

County Councillor Michael Brown (Kingsthorpe North) joined the meeting at 8.10 p.m. The Chairman reported that revised plans had now been received from Northamptonshire Highways following a meeting with the Parish Council on the 8th June 2015. Councillors had received a copy by e-mail. Cllr Brown voiced some concern with the current proposal for a chicane outside Lyndhurst in Moulton Lane. He stated that it would be impossible, if you were in a car, to see approaching vehicles which would be hidden in the dip of the road. It was agreed that this was a valid observation. The Chairman stated that the Parish Council were reliant on the expertise of the Highways specialists. Nothing had yet been finalised and would be subject to further consultation. All options were being explored and considered.

Cllr Brown reported that he had spoken to the Corporate Director of Environment, Growth and Commissioning at Northamptonshire County Council about the introduction of a 20 mph speed limit. He would continue to lobby the County Council on behalf of the village. The Chairman stated that the suggestion of a 20mph speed zone had already been explored but would not be possible as Highways had confirmed that there had to be lots of physical traffic calming features in the road making it impossible to drive over 20mph. The Clerk was requested to arrange a meeting of the Highways Committee to consider the most recent proposals.

d) Highway Warden Scheme

In the absence of Cllr Potter it was agreed to put this matter on the Agenda for the September meeting.

e) Maintenance Inspection Bus Stops

The Clerk reported that the County Council had agreed to undertake a maintenance inspection of all the bus stops in the village. Highways were going to inspect the maintenance sites to confirm the works needed and should have the list for pricing by the end of July.

f) Community Speed Watch Update

Community Speed Watch was now up and running and there were eight volunteers who had completed training and were now "approved" to use the laser speed equipment for 3 weeks of the year. Additionally, the Police will install a couple of devices in key locations in the village to record data by way of a traffic survey. The idea being that they will use this data to demonstrate the success of the initiative. This survey could be used as a comparison with the recent traffic survey commissioned by the Parish Council.

15/1415 Environment

a) Telephone Kiosk – Book Exchange

Cllr Wilson reported that the Book Club would be keen to run a Book Exchange from the Telephone Kiosk. Councillors agreed that the Parish Council will fund shelving. The Clerk had taken advice regarding insurance from Came & Company. On their advice Councillors agreed to recognise the Book Club as a working group/party of the Parish Council. As a result, their activities in respect of the Book Exchange in the telephone kiosk would be automatically covered by the Parish Council's insurance policy under the Employers' & Public Liability insurance sections. Councillors agreed not to lock the Kiosk and the Clerk was requested to progress.

b) Community Tree Packs

The Clerk reported that NCC are continuing its work with the Woodland Trust to provide free tree packs to communities and schools in Northamptonshire. Details had been sent to Boughton Primary School and the Pocket Parks.

15/1416 Correspondence Received (not already on the Agenda)

None

15/1417 Other Matters

a) Review and progress any new/outstanding consultations

None

b) Progress/Receive reports on attendances since last BPC Meeting:-

i. The Chairman reported that Cllr Mrs Judy Shephard had attended the OMBBH Meeting held on 11th June 2015 and the Clerk was requested to circulate a copy of those Minutes to Councillors.

ii. The Chairman reported that he had attended a recent Parish Council Chairs Meeting and the Chair of Harlestone Parish Council had suggested sharing a PCSO between local parishes funded by S106 contributions from new collective housing developments. Parishes also faced the challenge of responding to major planning applications and it had been suggested appointing a shared legal advisor.

c) Receive Reports from representatives of Village Hall, Pocket Park, Primary School and Richard Humfrey Charity Committees

i) Village Hall – There was nothing to report.

ii) Pocket Park – Cllr Greatorex reported that the Committee were looking at raising funds to replace some of the play equipment in the Pocket Park.

iii) Boughton Primary School – Cllr Greatorex reported that he and Cllr Mrs Shephard had been invited by the Head Teacher to look at the new

development at the School. During the Summer holidays the inner lining of the Hall would be taken down which would increase the capacity of the Hall by 75%. The new buildings were on schedule to open in September. There were plans to vary the times of the end of the school day. Younger pupils would finish at 3.20 p.m. and older pupils at 3.40 p.m.

- iv) Richard Humfrey Charities – Cllr Greatorex reported that the Trustees are changing the structure of the Richard Humfrey (Educational) Charity but will continue to make grants to the School on an annual basis so that all young people will benefit. However, there will now be some restrictions and applications will only be considered from young people who are not so financially well off.
- d) The Clerk was requested to send a Welcome to Boughton letter to new residents in Moulton Lane.
- e) The Chairman reported that the Police & Crime Commissioner would visit Boughton for a “Parish Walkabout” on Tuesday 28th July 2015 at 10.15 a.m. The Clerk was requested to confirm the date again with Councillors.
- f) The Clerk was requested to carry out a Local Search on a parcel of land at the entrance to Boughton Pocket Park on the junction between Howard Lane and Humfrey Lane as it was being used for parking cars.
- g) The Clerk was requested to acquire a copy of the Agenda for the Planning Committee Meeting at DDC on Wednesday 22nd July 2015 together with any relevant Case Officer Reports.

15/1418 Urgent Matters for Report Only (notified to the Chairman before the Meeting)

- i) An invitation had been sent to the Parish Council from The Mayor of Rugby, to attend a service to celebrate the 70th Anniversary of the end of the Second World War and to honour the armed forces on Saturday 15th August 2015 at 1.00 p.m. at Rainsbrook Crematorium, Rugby. The Clerk would email details of the invitation to Councillors.
- ii) The Clerk reported that a letter had been received from Northamptonshire Highways who were proposing to implement a 50 mph speed limit along the A508 on a stretch of road between Brixworth and Boughton.

15/1419 Confirm Date of Next Meeting

The next Full Council Meeting of Boughton Parish Council will be held on Monday 14th September 2015 in Boughton Village Hall at 7.00 p.m.

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

Signed as a true record of the above meeting.

.....

Cllr J Clarke (Chairman)

Dated this 14th day of September 2015