

BOUGHTON PARISH COUNCIL

Minutes of the Full Council Meeting held on Monday 13th January 2020 at 6.30 p.m. in Boughton Village Hall, Butchers Lane, Boughton

Present		In Attendance	
Cllr S Potter (SP)	Chair	Mrs J Bunting	Clerk & RFO
Cllr T Wright (TW)	Vice-Chair		
Cllr A Dale (AD)		Cllr J Shephard	Ward Councillor
Cllr D James (DJ)			
Cllr C Mackaness (CM)		Three members of the Public	
Cllr R McDonnell (RMcD)			
Cllr J Shephard (JMS)			
Cllr R Wilson (RW)			

20/2152 Apologies for Absence

Apologies for absence were received from Cllr K Greatorex. These apologies were accepted.

20/2153 To record Members Declarations of Interest (on Agenda items only)

There were no declarations of interest. Councillors declarations of interest are recorded in their statutory declarations which are published on the parish website.

20/2154 To sign the Minutes of the last full Council Meeting held on Monday 9th December 2019

Council unanimously APPROVED the minutes of the last full Council meeting held on Monday 9th December 2019 as a true and accurate record. The minutes were signed by the Chair with no administrative amendments.

20/2155 Public Open Forum Session

Members of the public addressed the Parish Council summarised as follows: -

- a) Concerns were expressed regarding access into Boughton Park which can be blocked in the daytime by users of the Village Hall making access for residents and more importantly emergency vehicles impossible.
- b) A complaint was made regarding a noise nuisance from the Village Hall from a class which was playing loud music which started as early as 6.30 a.m. The Clerk was requested to write to the Chairman of the Village Hall Committee. **Action: Clerk**
- c) The Treasurer of the PCC expressed his disappointment with the decision of Council at the December 2019 meeting for the Parish Council to assist in the funding of the annual ground's maintenance for the old St John's churchyard.

20/2156 District Councillor's Report on matters arising since last meeting

It was agreed to take the District Councillor's report at item 11c on the agenda.

20/2157 County Councillor's Report on matters arising since last meeting

JMS reported that elections for the new unitary authorities are due to take place in May 2020. Finance meetings are on-going.

20/2158 Northamptonshire Police PCSO Update Report

- a) The Chair reported that a couple of recent incidents had taken place. A car in the village had a mirror knocked off and Pitsford Cycles had been broken into. Since the arrival of the sponsored PCSO petty crime had reduced significantly.

20/2159 May 2020 Parish Council Election update

The Chair reported that a Parish Council election will take place on the 7th May 2020. An election timetable had been circulated by the Clerk. The Clerk reported that the Notice of Election will go up on 31st March and the deadline for nominations will be on Wednesday 8th April at 4pm. A briefing session will be held at DDC in due course. Nomination papers will be available from the Clerk or can be collected at the briefing session at DDC.

Action: All

20/2160 Agree Adoption of Annual Plan 2019-2020

Resolved: To adopt as circulated.

Action: Clerk

20/2161 Agree adoption of the Town and Parish Councils Armed Forces Covenant

Resolved: To adopt the Armed Forces Covenant. Information had previously been circulated.

Action: Clerk

20/2162 Planning

- a) Land at Brampton Lane, Boughton (Buckton Fields East) Phase 1 Update
There was nothing to report.
- b) Land at Brampton Lane, Boughton (Buckton Fields West) Phase 2 Update
There was nothing to report.
- c) PCSO Miller arrived at 7.05 p.m. and was asked by the Chair to update the meeting on parish police matters. He reiterated the report by the Chair earlier but added that the Science Block at Pitsford Hall had recently been broken into. The Police had spoken to the school about security. Following the complaint about parking by users of the village hall PCSO Miller agreed to monitor inconsiderate parking. He reported that a new officer was joining his team. The Clerk was requested to chase NCC Highways regarding changes to the speed indicator signs on Brampton Lane.
- Action: Clerk**
- d) Phase 3 Sale of land by NCC Meeting
There was nothing to report.
- e) Tuning Fork Concept – Request by District Councillor J Shephard for 7.5k from CIL funds for the study described in the letter from Juice Architects (previously circulated)
JS reported that he had recently met with officers at DDC to discuss CIL payments from Buckton Fields Phases 2 and 3 and a “Tuning Fork” scheme. He provided Councillors with an update.
- f) Buckton Fields Primary School Update
TW reported that there was nothing further to report.
- g) NCC Application Number 19/00045/CCDFUL
Land off A5199 Northampton Road (North West Relief Road) (previously circulated)
The construction of new roads (Northampton North West Relief Road) on land South of the A5199 Northampton Road between the Brampton Health Golf Centre and the River Nene, including two new roundabouts and links bridging over the River Nene to Brampton Land and over the Northampton loop of the West Coast mainline to connect with the Dallington Grange development.
TW reported that NCC were considering the issues raised through the consultation process with the applicants which had delayed bringing the application forward for determination. NCC will notify the Parish Council further when the application is to be reported to the Development Control Committee.

- h) JMS agreed to take up the condition of the school site at Buckton Fields with NCC Estates. The Clerk would forward details to JMS and DJ.

Action: JMS

20/2163 Finance/Legal

- a) The Financial Statements/Bank Reconciliations for the months ending 30th November 2019 and 31st December 2019 had previously been circulated.

Resolved: To approve the Financial Statements/Bank Reconciliations which were signed by the Chair as a true and accurate record.

- b) **Resolved:** The following cheques be approved for payment.

To Whom Paid	Chq No	Details of Payment	Total Amount (including VAT)	VAT
Boughton Village Hall	C2206	Village Hall Hire 13 th January 2020	£18.00	
J Bunting	C2207	December 2019 Salary (net of deductions) including mileage expenses	£1,120.50	
MGT Design Ltd	C2208	Monthly Website Maintenance December 2019	£90.00	£15.00
J Bunting	C2209	Parish Office Expenses December 2019	£65.00	
HMRC	C2210	ER & EE Tax & NI Contributions	£428.81	
NCLAC	C2211	Common Lane and Village Green Course (Clerk)	£75.00	
Balfour Beatty	C2212	Emergency Attendance lighting column 4 Vyse Road knocked down in RTC	£436.40 (Insurance Claim)	£72.73
SLCC	C2213	SLCC Annual Membership	£161.00	
E.ON	C2214	Electricity Charges 1 st October 2019 to 31 st December 2019	£608.56	£28.98
The PCC for Northamptonshire	C2215	Underpayment on Invoice No:113420001352 PCSO services 1/10/19 to 31/3/2020	£50.00	
J Bunting	C2216	Reimbursement to clerk for purchase of laminator and pouches	£18.82	£3.14
J Bunting	C2217	Reimbursement to clerk for purchase of	£558.99	£93.17

		replacement parish laptop		
TOTAL Cheque Payments			£3,631.08	£213.02

- c) For information the following direct debit payment to Aviva Pensions was reported for the month ending 31st December 2019.

	Date	Total
Monthly Administration Fee	23 rd December 2019	£45.00
ER & ER Pension Contribution	6 th December 2019	£45.85

- d) Agree signing of forms by Chair and Vice-Chair to add and remove bank signatories to the Parish Council bank accounts

Resolved: The authorised signatories in the current bank mandate, for the accounts detailed in section 1.3 of the Nat West bank mandate, be changed in accordance with the section for Authorised Signatories.

The Chair, Vice-Chair, CM and DJ signed the forms. DJ and CM would be added as bank signatories and a previous councillor removed.

Action: DJ/CM/Clerk

- e) CIL Payments update – agree draft letter to DDC

Resolved: To send a letter to the Chief Executive at DDC requesting clarification on the payment of CIL funds to the Parish Council from Buckton Fields phases 2 and 3. The options of a Neighbourhood Plan would be looked at.

- f) RW confirmed that the work of the CIL working party which had been looking at various projects for the village had been put on hold for the time being.

- g) Approve Budget for financial year 2020/2021

A copy of the budget and precept proposals for 2020/2021 had been circulated to Councillors. The proposal was for expenditure of £59,907 and income of £453. RW reported that additional expenditure had been included for election costs and the sponsorship of the PCSO.

Resolved: To approve the budget for 2019/2020 as circulated.

- h) Approve Precept for financial year 2020/2021

Resolved: To approve a parish precept of £59,454 for 2020/2021. Cllr Wilson stated that this was a 4.8% increase.

Action: Clerk

- i) Consider grant application from Boughton Pocket Park for £1,000

A grant application had previously been circulated and was considered by Councillors.

Resolved: The application was declined on the amount of reserves held by the Pocket Park at the financial year end 2019. RW would seek further information and clarification from the Pocket Park Committee.

Action: RW

- j) Monthly income received was reported as follows: -

Payee	Details of Payment	Amount
HMRC	VAT Refund	£1,876.08
Nat West Bank	Gross Interest December 2019	£9.44

- k) RW reported that there had been an overpayment of VAT on a recent VAT reclaim in December. The Clerk had notified HMRC and was awaiting instructions on how it was to be repaid.

Action: Clerk

20/2164 Highways

- a) Greenworks to roundabout A508 – response from NCC Highways
CM reported that any sponsorship of the roundabout was being dealt with by a company called CPD Media. However, if the roundabout was not being sponsored CPD Media had to maintain the roundabout to a minimum level of five cuts per year. **Action: Clerk**
- b) Development on A5199 Welford road – Response from NCC Highways
CM reported that NCC Highways had contacted the developer regarding the issues raised by the Parish Council in December. The traffic management should be fully compliant with highway standards and the contractors were responsible for that. It was suggested that any further problems with mud on the road could be reported on-line through “Fix My Street”.
- c) Agree urban highway grass cutting mowing 2020 – Letter from NCC
Resolved: The Parish Council agreed to enter into an agreement with NCC Highways whereby NCC would offer £353 towards the cost of the Parish Council taking on the grass cutting within the highway for the grass mowing season 2020. **Action: Clerk**

20/2165 Other Matters

- a) There were no meeting attendances to report since the last full council meeting.
- b) **Resolved:** As the full council meeting in April fell on Easter Monday it was agreed to change the date of the April meeting to Monday 6th April 2020.
- c) It was agreed to consider changing the date of the May Council meeting as JS reported that this may fall on the day of the Parish Councils election count following the elections on the 7th May 2020. The matter will be put on the agenda for the February Council meeting.
- d) It was agreed to arrange a litter pick.

20/2166 Monthly Reports from the representatives of the Village Hall, Pocket Park and

- a) Village Hall
There was nothing to report further than reported earlier on the agenda.
- b) Boughton Pocket Park
There was nothing to report.
- c) Boughton Primary School
There was nothing to report.

20/2167 Urgent Matters for Report Only (Notified to the Chair before the Meeting)

None.

20/2168 Date of Next Meeting

The next meeting of the Parish Council will be held on Monday 10th February 2020 at 6.30 p.m.

The meeting closed at 8.15 p.m.

Cllr S Potter
Chair

Date: 10th February 2020