

BOUGHTON PARISH COUNCIL

Minutes of the Meeting held on Monday 8th July 2013 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

Present: Councillors: J Clarke (Chairman), R Greener, Mrs G Kingston, J Parker, S Potter, Mrs J Shephard, R Wilson

In Attendance: District Councillor John Shephard
Mrs J Bunting – Parish Clerk

Other Attendees: Four Members of the Public

13/1058 Apologies for Absence

Apologies were received from Cllrs: A Dale and K Greatorex.

13/1059 Members Declaration of Interest (on Agenda Items Only)

None

13/1060 To sign the Minutes of the last Full Council Meeting held on Monday 10th June 2013

The Minutes of the last Full Council Meeting held on Monday 10th June 2013 were approved and signed by the Chairman as a true and accurate record of that meeting.

13/1061 Public Open Forum Session

- a) A resident in Butchers Lane voiced concern about the proposal for post and rail fencing around The Village Green and suggested alternative options. He felt that the Parish Council would not achieve what they were trying to achieve and believed that it would not stop large lorries being brought into the Village by their Sat Navs from driving onto The Green. General discussion took place and the Chairman thanked the resident for attending the meeting and confirmed that his concerns would be taken into account when the matter would be discussed again later on the Agenda under Environment.
- b) A resident updated Councillors on various planning matters adjacent to his property. There were a number of various issues but it was felt that they were symptomatic of a whole. The Chairman stressed that the Parish Council would write further to DDC as the matter was completely unsatisfactory

13/1062 Matters arising from the Minutes of the Last Full Council Meeting

- a) The Chairman reported that the next Boughton Local Liaison Meeting would be held on Monday 16th September 2013 at 5.00 p.m. on site at Boughton Quarry.
- b) The next Community Panel Meeting would be held on Tuesday 23rd July 2014 at 7.00 p.m. at Moulton Village Hall.

13/1063 Adoption of Annual Business Plan 2013/14

Councillors had previously received a copy of the updated Annual Business Plan 2013/14. Following a proposal by the Chairman Councillors unanimously agreed its adoption.

13/1064 Adoption of Grants Application Procedure

Following a recommendation by the Internal Auditor in his report of the 26th April 2013 a copy of the new Grants Awarding Policy had previously been circulated to Councillors. Cllr Wilson proposed adoption and this was seconded by Cllr Parker and unanimously agreed by Councillors. Cllr Wilson explained that this would now be put in place for the future and communicated to the Parish in due course. However, no specific budget had been earmarked for grants for this financial year. The Clerk had contacted the Internal Auditor to clarify the difference between a grant and a donation and the circumstances in which the Parish Council would invite applications for grants. The Internal Auditor had advised that although there was little difference between a grant and a donation a donation was where the Parish Council is active and decide to donate and a grant is responding to a formal application from someone else. Following discussion, Councillors agreed that donations to the Village Hall, Pocket Park and Boughton Coffee Morning would continue as previously. Cllr Wilson proposed that the donation to Boughton Coffee Morning in the sum of £150 be paid at the meeting and this was unanimously agreed by Councillors. Donations to the Pocket Park and the Village Hall would be paid at the September meeting as previously agreed.

13/1065 Neighbourhood Plan

Cllr Mrs Judy Shephard briefly updated Councillors on Neighbourhood Planning. She reported that an adopted Village Design Statement would not carry as much weight as a Neighbourhood Plan in terms of determining planning applications. The Chairman thought that the Village Design Statement should be updated as a first step for publication on the village website and this was agreed by Councillors. Cllr Shephard suggested forming a small Committee of which she agreed to be Chair. The Chairman agreed to speak to Charlotte Mackaness as a possible committee member. Cllr Shephard stated that there were no financial resources available from DDC at present to assist with updating the VDS.

Cllr Mrs G Kingston joined the meeting at 7.45 p.m.

13/1066 Planning

a) New Planning Applications

DA/2013/0394 The Leas, Butchers Lane, Boughton NN2 8SL
Construction of front porch

Councillors agreed to support the application.

b) Planning Application Decisions Received

i) DA/2013/0296 The Rectory, Humfrey Lane, Boughton
Work to trees within a Conservation Area

Works approved by DDC 14th June 2013 subject to conditions.

ii) DA/2013/0239 15 Howard Lane, Boughton NN2 8RS

Construction of first floor side and front extension including pitched roof over existing porch

Planning permission granted by DDC subject to conditions 26th June 2013.

- iii) DA/2013/0015 Orchard Cottage, Moulton Lane, Boughton
The Chairman updated Councillors and it was agreed to keep the matter on the Agenda.
- c) Review any matters relating to Planning Policies
There were none to report.
- d) 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 Chairman reported that there was no update on application DA/2011/0666 as nothing had been heard further on the sale of the land. Cllr Mrs Judy Shephard agreed to chase with NCC.
The Chairman reported that Further Advice from Mr Peter Goatley of Counsel had now been received and had been circulated to all Councillors. The Chairman proposed that Mr Barry Waine be requested to write further to Mr Keith Thursfield at DDC on the basis of the points raised by Mr Goatley in his Advice. This was unanimously agreed by all Councillors.
The Chairman confirmed that the Clerk, on his request, had sent a copy of the response from DDC dated the 4th June 2013 to Mr Chris Heaton-Harris MP.
 - ii) Boughton Quarry (General)
The Chairman reported that the next Boughton Local Liaison Meeting would be held on Monday 16th September 2013 at 5.00 p.m. on site at Boughton Quarry.
 - iii) Pitsford Quarry
The Clerk was requested to respond to a Consultation in relation to a Scoping Opinion for the continuation of the mineral extraction ROMP for land at Boughton, Pitsford and Moulton. Cllr Mrs Judy Shephard agreed to make enquiries at NCC to assist with the response.
- e) Overstone, Moulton, Boughton, Brampton and Harlestone (OMBBH) Development Implementation Working Group
The Chairman reported that representatives from DDC including the Leader had recently met with Moulton and Overstone Parish Councils to discuss issues arising from planned and speculative development in their parishes. It was agreed more regular liaison would be helpful, and if possible should also include representatives of Northamptonshire County Council as it was responsible for some of the key services such as highways. It was also agreed that since the four or five parishes which bordered Northampton all faced similar, and in some cases the same issues, it would be sensible to invite them all to participate. (The only parish in some real doubt was the Bramptons, since there is no planned development in that parish. However, development is planned either side of it, and thus issues such as traffic will be shared. In addition, it could not be guaranteed that no speculative development will be proposed within it.
The proposals were largely to mirror the existing arrangements for growth at Daventry, with any necessary changes. In that case the group is called the Daventry Town Development Implementation Working Group, so in this case the proposed name was the Overstone, Moulton, Boughton, (Brampton) and Harlestone (OMB(B)H) Development Implementation Working Group. The meetings would

generally be quarterly, and be during office hours to maximise the availability of key personnel to answer for their areas of responsibility. Councillors agreed that the Chairman and the Clerk would be representatives of the Parish Council on this Group. Cllr Mrs Judy Shephard would attend in her capacity as a County Councillor. The first meeting would be held on the 15th July 2013 at 2.00 p.m. at the Lodge Road offices.

f) West Northamptonshire Joint Core Strategy/Local Plan Part 1

The Chairman reported that there was no update on when the consultation will commence. The Consultants tasked with carrying out the work had been changed and it was likely that any resumed hearings will take place in November rather than October.

g) Planning Appeal DA/2013/0144 80 Harborough Road North, Boughton NN2 8LZ

A letter from DDC confirmed that an appeal had been made to the Secretary of State against DDC's decision to refuse the application for the construction of a garage to the front of the dwelling. However, the Parish Council were not able to make any further comments or representations on the appeal and the proposed development.

13/1067 Finance

a) The Financial Statement for the month ending 30th June 2013 had previously been circulated to all Councillors. Cllr Wilson proposed approval of the Financial Statement by the Council and this was seconded by the Chairman and unanimously agreed by Councillors. The Financial Statement was signed by the Chairman.

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

To Whom Paid	Chq No	Details of Payment	Amount	Power to Pay
DACT	1465/V592	Annual Affiliation Fee	£25.00	LGA 1972 s143
BDO LLP	1466/V593	Audit of Annual Return	£240.00	LGA 1972 s111
Northants CALC	1467/V594	Risk Assessment Training Course – Clerk 15 th June 2013	£29.00	LGA 1972 s175
Boughton Village Hall	1468/V595	Hall Hire BPC Meeting 8 th July 2013	£18.00	LGA 1972 s133
HMRC	1469/V596	Employers National Insurance Contributions	£88.51	LGA 1972 s112
Mrs J Bunting	1470/V597	Clerk's June 2013 Salary	£697.76	LGA 1972 s142
Boughton Coffee Morning	1471/V598	Donation 2013/14	£150.00	LGA 1972 s137 (Free Resource)
Mrs J Bunting	1472/V599	Clerk's Monthly Office Expenses June 2013 (Telephone, Broadband and Electricity)	£43.33	LGA 1972 s 142
E.ON	1473/V600	Street Lighting Maintenance Qtr. ending 30 th June 2013	£163.04	HA 1980 s301 Parish Councils Act 1957
Mrs J Bunting	1474/V601	Clerk's Mileage Expenses 1 st April 2013 to 30 th June 2013	£124.80	LGA 1972 s 142

Mrs J Bunting	1475/V602	Reimbursement to Clerk for purchase of Stamps and Stationery May & June 2013	£18.17	LGA 1972 s 111
M & K Gardening	1476/V603	Village Greenworks	£201.50	Open Spaces Act 1906
M & K Gardening	1477/V604	Village Greenworks	£136.00	Open Spaces Act 1906
TOTAL:			£1,935.11	

c) Audit for the Year ended 31st March 2013 – Report from BDO

Cllr Wilson reported that BDO had now completed the audit and their audit opinion had been given. He confirmed that there were no matters arising which required the issuing of a separate additional issues arising report. The Annual Return was presented to the Parish Council and was approved and accepted by Councillors. Further, the Clerk had displayed a Notice of Conclusion of Audit which was completed on 15th June 2013 and the accounts were available for inspection by local electors.

d) As there was no full council meeting in August the Council 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.

e) Report on the financial position with regard to the New Venes Playground Project

Cllr Wilson reported that the balance of money in the Pocket Park reserve was £1,273.95. The matter would be put on the Agenda for the September meeting for Cllr Greateorex to report.

13/1068 Highways

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

Cllr Potter reported that he had recently met with the Police, representatives from Boughton Primary School and the new Landlord at the Whyte Melville Public House. The Landlord had offered an area at the back of the Pub as a drop off point for parents to park at the beginning and end of the school day. As the exit from the pub was narrow the Police and Will Milner from Road Safety at the County Council had suggested that this could be got round by not having a formal walking bus to the Primary School but by having parking for parents who can then walk their children to School from the Pub car park. The Landlord had additionally offered to open the Pub for coffee and croissants. The car park could be accessed from 8.30 a.m. but there would be no exit until 9.00 a.m. This will be trialled from September and has the support of the local PCSO.

b) The Chairman reported that the “Give Way” sign at the approach to Moulton Lane from Boughton Green had now been replaced.

c) Progress Year 3 (2013/14) of Footway Lighting upgrade project

Cllr Parker reported that E.ON are awaiting delivery of the lanterns and work on the next phase of the footway lighting upgrade should begin in August.

d) Cllr Mrs Judy Shephard reported that the bottom of Butchers Lane has now been gated as the bridge is unsafe. However, the footpath is still accessible and she has a key.

e) Post & Chain Link Fencing – Village Green

Following the comments made earlier in the meeting by a member of the public general discussion took place. Councillors felt that the agreed proposal for post and chain link fencing was in keeping with the village and would highlight that the public should not park there. The road was visually narrow and Councillors felt that the fencing would have a good preventative effect. The Chairman proposed that the work go ahead as planned and this was agreed by Councillors.

f) Community Enhancement Gangs

The Clerk confirmed that work by the Community Enhancement Gang had now been completed. This included the removal of graffiti to the directional sign at the end of Vyse Road and some litter picking.

g) Alternation of directional sign corner of A508/Vyse Road

The Chairman read out a response from the Assistant Community Liaison Officer at NCC Highways following the Parish Council's request to remove reference to Moulton College from the directional sign into the village. A copy had been previously circulated to all Councillors. Following general discussion the consensus of Councillors was that the response was unsatisfactory.

h) Parish Mowing

The Chairman reported that NCC Highways had now cut the highway verges in the Village which now looked particularly untidy particularly on Vyse Road. Cllr Wilson suggested that M & K Gardening be asked to quote for maintaining the highway verges on an annual basis as there was some additional money in the budget this year for village Greenworks. The Clerk was then requested to write to NCC Highways to ask for compensation for any additional mowing undertaken by the Parish Council's contractor on the highway verges. The Clerk was requested to contact M & K Gardening to tidy up the mess left by NCC mowing contractors.

13/1069 Environment

a) Review/Progress any maintenance work matters

None to report.

b) Cllr Mrs Judy Shephard reported that requests were invited for grant applications for the Empowering Councillors and Communities Scheme. She reported that a budget of £7,000 had been allocated to her for 13 villages. Following a proposal from Cllr Wilson, Councillors agreed that an application would be made for the balance of the cost of the post and chain link fencing for the Village Green as £810 had already been earmarked.

c) The Clerk was requested to write to residents in Spring Close to request that a tree is trimmed in their garden which is now totally obscuring a street light.

d) The Clerk was requested to report overgrown vegetation on the footpath between Spring Close and Moulton Lane again to NCC The Street Doctor.

13/1070 Correspondence Received (not already on the Agenda)

a) The Chairman reported that Scott Renwick has recently taken the position as Sergeant for the Daventry Rural North area while Sergeant Pat Anstead is away.

b) The Clerk reported that NCC have won a bid from the Department of Health to deliver the Warm Homes Partnership in 2013. The partnership provides help and

advice to residents for energy saving improvements. The Community Law Service are the primary contact for the project on 01604 623708 or e-mail: energy.advice@communitylawservice.org.uk.

13/1071 Other Matters

- a) Review and progress any new/outstanding consultations
None to report.
- b) Progress/Receive reports on attendances since last BPC Meeting:-
 - i) The Chairman reported he had attended the Parish & Town Councils Meeting at DDC on 19th June 2013. He briefly updated Councillors but Minutes would follow.
 - ii) The Clerk reported that she had attended a West Northamptonshire Forum with NCALC on 26th June 2013 and had taken part in various discussion groups.
- c) The Chairman reported that the Police and Crime Commissioner for Northamptonshire had launched a small grants programme aimed at preventing crime and supporting victims of crime. Grants were available to community groups and the closing date for applications was the 13th September 2013.
- d) The Clerk reported that she had now archived all the old Parish Council records and these were ready for deposit with the Northamptonshire Records office. Following discussion Councillors agreed that any accounts over six years old could be securely destroyed.
- e) Receive Reports from representatives of Village Hall, Pocket Park, Primary School and Richard Humfrey Charity Committees
 - i) Cllr Wilson reported that the Clerk had now undertaken an official search at the Land Registry of the Title Register and Title Plan to the Village Hall. He stated that the Constitution of the Village Hall in 1968 had made reference to the Village Hall being registered but there were no Deeds. The Land Registry had been unable to identify the property from the address that had been provided. There was no property in the name of Boughton Village Hall at the postcode supplied. The Land Registry could therefore only search by reference to a plan and a search of the index maps. The Land Registry, therefore, needed to upgrade the search and at their request the Clerk had provided a full nearby property address including postcode to enable the Land Registry to upgrade the search and obtain a title plan for the Parish Council to highlight the area of interest upon. This would then be sent off with an application to search the index maps to find out if the Village Hall is registered or not. Cllr Wilson confirmed that he had sanctioned payment of fees to the Land Registry in the sum of approximately £50 and this was agreed by Councillors who felt that it was important that the Parish Council took responsibility for this Search as the Village Hall was an important part of the Parish.
 - ii) There was no report on the Pocket Park.
 - iii) There was no further report on the Primary School.
 - iv) Cllr Mrs Judy Shephard reported that there had been fewer applications to the Richard Humfrey Trust at their meeting in March.
- f) There were no new "Welcome to Boughton" letters.

13/1072 Urgent Matters for Report Only (notified to the Chairman before the Meeting)

None to report.

13/1073 Confirm Date of Next Meeting

The next Meeting of Boughton Parish Council will be held on Monday 9th September 2013 in Boughton Village Hall at 7.00 p.m.

There being no other business the meeting closed at 9.20 pm

Signed as a true record of the above meeting

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Cllr J Clarke (Chairman)

Dated this 9th day of September 2013