

## BOUGHTON PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Monday 15<sup>th</sup> January 2018 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

**Present:** Councillors: J Clarke (Chairman), A Dale, Mrs R McDonnell, Mrs J Shephard, S Potter, S Trott, R Wilson, T Wright

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

**Other Attendees:** None

#### **18/1811 Apologies for Absence received from Councillors not in attendance**

a) Apologies for absence were received from Cllr K Greatorex (personal).

**It was resolved** to accept the apologies received.

Apologies for absence were received from District Councillor B Frenchman.

#### **18/1812 To record Members Declarations of Interest (on Agenda Items Only)**

Councillors declarations of interest are recorded in their statutory declarations which are held on the Daventry District Council website.

Councillor	Agenda Item	Nature of Interest
Cllr S Trott	Planning Item 9b 27 Moulton Lane, Boughton	Personal
Cllr S Trott	Matters Arising Item 4b Funding of a PCSO	Personal

#### **18/1813 To sign the Minutes of the last full Council Meeting held on Monday 13<sup>th</sup> November 2017**

**It was resolved** to approve the Minutes of the last full council meeting held on Monday 13<sup>th</sup> November 2017 which were signed by the chairman as a true and accurate record.

#### **18/1814 Matters arising from the previous Minutes**

a) To report on the provision of car park

The chairman reported that following a pre-application consultation with DDC planning permission would be required for a car park at the rear of the allotments and the planning officer would not be able to support this, due to the detrimental impact that the upgrading of the access to a width to allow vehicles to pass would have, which would result in an impact on the character of the locality.

b) General update on joint funding of a PCSO

Cllr John Shephard reported that he had now confirmed an interest with the PCC from the Spratton Ward parishes. Sergeant Sam Dobbs is to attend a meeting of Spratton Parish Council on the 16<sup>th</sup> January at 7.30 p.m. at Spratton School and councillors were invited to attend. If Spratton parish did not proceed the shared costs to the other

parishes would increase significantly. Cllr Shephard reported that he had approached the Ravensthorpe ward, which was half the size of the Spratton Ward, and if they joined the costs would be approximately the same. At the current time he did not have a view from the police on the optimum size of the Ward for a PCSO placement. Cllr Shephard confirmed that a service level agreement would be determined by police operational requirements and Cllr Wilson suggested that the cost contribution should be based on risk analysis. Cllr Shephard confirmed that a PCSO would be dedicated to the sponsored parishes. The chairman stressed again that the Parish Council would have to see a robust Head of Terms before a final decision was made. He felt that the Parish Council, Neighbourhood Watch and the community had lost complete touch with the Police over the last few years. Cllr Wilson reported that there was no specific provision in the budget for 2018/2019 for a PCSO and the cost contribution being asked for from Boughton would be 25% of the precept. Cllr Potter raised significant concerns following recent reported burglaries in the village and, although a PCSO would establish some feeling of security, they may not be on duty at night. He felt that response times from the Police was generally poor, in part due to budgetary cuts, and that the employment of a security company with a dedicated "night watchman" may be more beneficial and he would investigate this option further. It was agreed to include the part funding of a PCSO on the agenda for the Annual Parish meeting in April.

#### **18/1815 Public Open Forum Session**

There were no questions from members of the public.

#### **18/1816 To receive District Councillor's Report on matters arising since last meeting**

There was nothing further to report.

#### **18/1817 To receive County Councillor's Report on matters arising since last meeting**

Cllr Mrs Shephard reported that the NCC budget for 2018/2019 was currently out for consultation. The Leader of the Council had been in touch with Sajid Javid, Secretary of State for Communities and Local Government and had requested a review of the Government's funding to NCC. A Best Value Review of the Council by a Government Inspector would start on the 16<sup>th</sup> January 2018.

#### **18/1818 To consider change of date of the next full council meeting in March 2018**

**It was resolved** to change the date of the next full council meeting to Monday 5<sup>th</sup> March 2018 from Monday 12<sup>th</sup> March 2018.

#### **18/1819 Planning**

**To consider responses to the following new planning applications: -**

- a) DA/2011/0666 Land at Brampton Lane  
Mixed use development comprising of up to 1050 dwellings (C3), B1 employment, residential care home (C2) park and ride facility of up to 500 spaces, local centre (A1/A2/A3/A5), primary school, public open space and associated highways and drainage infrastructure. All matters reserved except access, internal spine road and development (layout, scale, appearance and landscaping) within the site area as defined on plan ref: P16-0295 17 (Revised scheme)

- i) To consider additional information and revised drawings submitted by the applicant to respond to various statutory consultee responses  
**It was resolved:** That the Parish Council noted the applicants' responses to comments raised by statutory consultees but agreed that these would not change the stance of the Parish Council and the objections to the next phase of the development which were raised in a response to DDC in November 2017.
- b) DA/2017/1141 27 Moulton Lane, Boughton (For Report Only)  
Proposed part removal of existing single storey rear lean-to and construction of two storey rear extension  
 As Cllr Trott had declared an interest in this Agenda item he left the meeting. The Clerk reported that the response to the application had been agreed out of meeting in December in compliance with Standing Orders. The Parish Council had agreed no objection to the proposals, however, councillors were concerned that this was a very modern design and the building materials proposed were unsuitable and out of character with the original features of this traditional stone built property which was in the conservation area of the village. Further, the proposals were contrary to the Buildings and Design Guidelines in the adopted Boughton Village Design Statement. Cllr Trott re-joined the meeting.
- c) DA/2017/1157 Kimbell Mews, Humfrey Lane, Boughton  
Single storey extension to form staff room and office space  
**It was resolved:** No objection to the proposals but councillors expressed concern that the proposals may lead to an increase in staff parking in Humfrey Lane which continued to be a nuisance for local parishioners.
- d) N/2017/1587 126 Obelisk Rise, Northampton NN2 8QU  
Erection of car port on existing hard standing adjacent to existing garage  
**It was resolved:** No objection.
- e) DA/2017/1218 Boughton Mill Cottage, Welford Road, Chapel Brampton (Boughton Parish) NN6 8AF  
**It was resolved:** No objection.
- f) Overstone Grange (part of Northampton North SUE)  
To consider BPC comments following an Environmental Impact Assessment Scoping Request by the applicants to DDC  
**It was resolved:** Councillors agreed to support the view of Moulton Parish Council regarding street lighting which needed further investigation as the site was in open countryside and could affect wildlife. In addition, whilst the Northampton North SUE was not immediately adjacent to Boughton Parish traffic from the development could have an impact on additional traffic movements through Boughton village which was a conservation area village. The impact of additional traffic on the local area needed to be properly examined.
- g) Boughton Conservation Area Review  
 Cllr Mrs Shephard reported that she and Cllr Greatorex had attended two recent meetings with the Heritage Policy Officer at DDC who was reviewing the Conservation Area, although there were few changes proposed. A public exhibition would be held in the Village Hall on the 17<sup>th</sup> January 2018 between 2.30 p.m. and 7.00 p.m.

- h) DA/2016/1144 Land off Holly Lodge Drive, Boughton  
To report on Appeal by Gladman Developments for refusal of outline planning permission for up to 75 dwellings  
 The chairman reported that the appeal had been dismissed and the Inspector's report had been circulated. The chairman had attended the appeal hearing in November to make representations on behalf of the Parish Council and the result had been significant as the applicants had put great emphasis, to assist their case, on the appeal decision on the development at Welford Road. The clerk stated that the feedback from officers at DDC on the chairman's report at the Hearing had been very positive and he had been thanked for his attendance.
- i) General Update on Phase 1 Buckton Fields (East) and Phase 2 Buckton Fields (West)  
 There was nothing further to report.
- j) To consider DDC Local Plan Part 2 Consultation Response  
 Recent work had been undertaken to nominate local green spaces for inclusion in the Parish Annex to the Part 2 Settlements and Countryside Plan for Daventry District. Once it has been adopted the Plan would replace all the existing saved policies of the 1997 Daventry District Local Plan. The nominations had been included for Boughton apart from Martin Moore Wood, adjacent to Brampton Care Home, which was an extensive tract of land of 5 hectares. Councillors felt that there was an argument for its inclusion as it was adjacent to a SUE which would deliver significant housing development. However, the clerk was requested to ascertain if the land was part of a Trust as it was considered that this may make some difference to the status of the land.

### **18/1820 Finance**

- a) The Financial Statements/Bank Reconciliations for the months ending 30<sup>th</sup> November and 31<sup>st</sup> December 2017 had previously been circulated and approved by Cllr Wilson. **It was resolved** to approve the Financial Statements/Bank Reconciliations which were signed by the Chairman as a true and accurate record.
- b) **It was resolved** that the following cheques be approved for payment. A list had previously been circulated and approved by Cllr Wilson.

To Whom Paid	Chq No	Details of Payment	Amount	Power to Pay
Boughton Village Hall	C1985	Hall Hire BPC Meeting Full Council 15 <sup>th</sup> January 2018	£18.00	LGA 1972 s112
Mrs J Bunting	C1986	Clerk's December 2017 Salary (net of deductions)	£1,066.29	LGA 1972 s 112
HMRC	C1987	ER & EE Tax and NI contributions quarter ending 5 <sup>th</sup> January 2018	£743.31	HMRC Requirement
MGT Design Ltd	C1988	Monthly website maintenance December 2017	£60.00	LGA 1972 s112
Mrs J Bunting	C1989	Monthly Parish Office Expenses December	£43.33	LGA 1972 s112

		2017 (Telephone, Broadband and Electricity)		
M & K Gardening	C1990	Village Green Works	£64.64	OSA 1906 s6
E.ON	C1991	Street Lighting Maintenance Contract for quarter ending December 2017	£189.08	Parish Councils Act 1957 s3 Highways Act 1980 ss 97,98
E.ON	C1992	Street Lighting Electricity Charges 1 <sup>st</sup> October to 31 <sup>st</sup> December 2017	£433.70	Parish Councils Act 1957 s3 Highways Act 1980 ss 97,98
Society of Local Council Clerks	C1993	Clerk's CiLCA Registration	£250.00	LGA 1972 s112
<b>Total Cheque Payments</b>			<b>£2,868.35</b>	

c) Income for November and December 2017 as follows: -

Payee	Details of Payment	Amount
Nat West Bank	Gross Bank Interest November 2017	£1.45
Nat West Bank	Gross Interest for December 2017	£1.55
HMRC	VAT Reclaim	£647.22

d) For information the following direct debit payments to Aviva Pensions were reported for the month ending 31<sup>st</sup> December 2017.

	Date		Total	Power
ER & EE Pension Contributions Aviva	6 <sup>th</sup> December 2017	Direct Debit	£78.58	Pension Auto-Enrolment Requirement
ER Monthly Administration Fee	21 <sup>st</sup> December 2017	Direct Debit	£45.00	Pension Auto-Enrolment Requirement

e) To approve the Budget for the financial year 2018/2019

A copy of the Budget and Precept proposals for 2018/2019 had previously been circulated to councillors. The proposal was for expenditure of £46,158 and income of £373.

**It was resolved:** To approve the Budget for 2018/2019 as circulated.

f) To approve the Parish Precept for the financial year 2018/2019

**It was resolved:** To approve a Parish Precept of £45,785 for 2018/2019. Cllr Wilson reported that this would have a 0% effective increase for parishioners.

g) To consider grant applications from local community groups

Cllr Wilson reported that there had been no grant applications.

h) To consider Budget Review to 31<sup>st</sup> December 2017

A copy of the summary of receipts and payments to the end of December 2017 had previously been circulated which also monitored spend against budget. Cllr Wilson reported that there was a balance of £10,784 in the precept to the end of March 2018. The clerk had predicted a general spend of approximately £3,000 to the year-end and with money still left to ear mark in reserves there may be a surplus of approximately £700 at the end of the financial year.

i) Introduction of General Data Protection Regulations 2018

The clerk reported that new general data protection regulations (GDPR) will come into force in May 2018 and will apply to all organisations from the 25<sup>th</sup> May 2018. The clerk would attend a training course at NCALC at the end of January.

j) Notification of external auditor appointments for the 2017/2018 financial year

The clerk reported that PFK Littlejohn had been appointed as the Council's auditors for 2017-2022.

### **18/1821 Highways**

a) Update on Northampton West Relief Road and NNOR Consultation

There was nothing further to report but Cllr Mrs Shephard agreed to speak to NCC Highways for an update.

b) To report on meeting with Northamptonshire Police Safer Roads Team

The Chairman reported that there had been a very productive meeting with Matt O'Connell in November and the clerk was requested to circulate the notes from that meeting. The traffic problems around the school had been a particular area of concern raised but from the on-site visit these appeared to be transitory and the majority of problems witnessed had been caused by bad driving.

c) To consider the purchase of a mobile activated speed camera

Cllr Potter agreed to review the literature and costings with the clerk and report back to the March meeting.

d) To consider a Traffic Survey location and Costings

**It was resolved:** To instruct Tracis to conduct a traffic survey at a cost of £760 on the access to Vyse Road, the exit on Moulton Lane and Howard Lane.

e) To consider one-way traffic system

Cllr Potter reported that following the meeting with Matt O'Connell he had advised that with adequate traffic calming a one-way system could work well although it was agreed that parishioners would have to be consulted on any future proposals. Cllr John Shephard would provide the clerk with details of an independent traffic consultant who he had identified to give expert advice. The clerk was requested to ask NCC Highways for an initial opinion.

f) To report on proposed speed limit changes Brampton Lane/Harborough Road

**It was resolved:** To agree the proposed speed limit changes on Brampton Lane and Harborough Road. The changes were required to improve the safety of residents entering and existing the Buckton Fields development and the main A508 out of Northampton.

g) To agree urban highway grass mowing 2018 – Letter from NCC Highways

**It was resolved:** To agree that the Parish Council would continue to carry out the grass cutting within the highway for 2018. The contribution from NCC Highways would be £353 for the financial year 2018/2019.

**18/1822 Environment**

a) Update on works at Old St John's Church

Cllr Trott reported that a grant of £95,000 from Historic England and £5,000 from the Richard Humfrey Charity had been received towards the cost of the first stage of the works. Historic England had granted a further £35,000 and the Richard Humfrey Charity a further £5,000 for the second stage. The whole main body of the Church would be cleaned and the ivy removed which had profoundly permeated the walls. Following a suggestion from Cllr Mrs Shephard, Cllr Trott reported that a mid-summer day celebration had been proposed.

b) To consider remedial works to the area around the Chestnut Tree in Church Street

Cllr Wright reported that the paving around the Chestnut Tree needed remedial work and the clerk was requested to arrange an on-site meeting with the Conservation Officer at DDC for some initial advice.

c) To fix a date for litter pick

The clerk was requested to email councillors with some dates for a further litter pick with a start time of 2.00 p.m. Cllr Potter reported that following representations from the Parish Council the lay-by in Brampton Lane had now been filled in with soil and hundreds of discarded lager cans the other side of the fence removed.

d) Registration of land with HM Land Registry at Chestnut Tree Green

The clerk reported that the land was not registered with HM Land Registry and was requested to take further legal advice to ascertain if registration would confer greater protection for the Parish Council. The Council were currently registered owners under the Commons Registration Act.

**18/1823 Other Matters**

a) To receive monthly reports from the representatives of the Village Hall, Pocket Park, Boughton Primary School and Richard Humfrey Charities

i. Village Hall

The chairman reported that the floor in the village hall had been stripped and re-varnished. A recent Jumble Sale had raised £790 and a Quiz Evening £560.

ii. Pocket Park

There was nothing to report.

iii. Boughton Primary School

Cllr Potter reported that parishioners had been notified of the school Christmas concerts.

iv. Richard Humfrey Charities

Cllr Mrs Shephard reported that the next meeting would be held in March 2018.

**18/1824 To agree any new “Welcome to Boughton Letters”**

There were no new “Welcome to Boughton” letters.

**18/1825 Urgent Matters for Report Only (notified to the Chairman before the Meeting)**

**It was resolved:** To cost an additional street light to be located at the bottom of Butchers Lane, on the verge opposite the last property. Following a spate of burglaries in the village councillors agreed that this would be advantageous for the entire village and not just for specific households in Butchers Lane due to the access leading into the village from the public footpath at the bottom of Butchers Lane which was off open countryside. Councillor Mrs Shephard had canvassed the neighbours who would be content with the proposal.

**It was resolved:** That the street light would be paid from the street lighting reserve and if the cost of the light, including installation, did not exceed £2,000 the matter could proceed before the next meeting in March.

**18/1826 To Confirm Date of Next Meeting**

The next full council meeting would be held on Monday 5<sup>th</sup> March 2018 in Boughton Village Hall, Butchers Lane, Boughton at 7.00 p.m.

There being no further business the meeting closed at 9.20 p.m.

Signed as a true record of the above meeting.

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Cllr J Clarke (Chairman)

5<sup>th</sup> March 2018