

## BOUGHTON PARISH COUNCIL

### Minutes of the Full Council Meeting held on Monday 8<sup>th</sup> July 2019 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

Present			
Cllr S Potter (SP)	Chair	In Attendance	
Cllr T Wright (TW)	Vice-Chair	Mrs J Bunting	Clerk & RFO
Cllr D James (DJ)			
Cllr R McDonnell (RMcD)			
Cllr J Shephard (JMS)			
Cllr R Wilson (RW)		One Member of the Public	

#### **19/2060 Apologies for Absence**

Apologies for absence were received from Cllrs C Mackaness and K Greatorex. These apologies were accepted. Apologies were received from District Councillor J Shephard.

#### **19/2061 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.

#### **19/2062 To sign the Minutes of the last full Council Meeting held on Monday 10<sup>th</sup> June 2019**

Council unanimously APPROVED the Minutes of the last Council meeting held on Monday 10<sup>th</sup> June 2019 as a true and accurate record. The Minutes were signed by the Chair with no administrative amendments.

#### **19/2063 To Sign the Minutes of the Annual Parish Meeting held on Tuesday 21<sup>st</sup> May 2019**

Council unanimously APPROVED the Minutes of the Annual Parish Meeting held on Tuesday 21<sup>st</sup> May 2019 as a true and accurate record. The Minutes were signed by the Chair with no administrative amendments.

#### **19/2064 Public Open Forum Session**

A member of the public addressed the Parish Council with his concerns with the volume and speeding of traffic in the village, particularly in Howard Lane.

#### **19/2065 District Councillor's Report on matters arising since last meeting**

There was nothing to report.

#### **19/2066 County Councillor's Report on matters arising since last meeting**

JMS reported that there was nothing to report save that NCC were now £4.5m in credit.

#### **19/2067 PCSO Update Report**

The Chair reported that there had been no crime to note since the last council meeting. Some fly tipping in the lay-by adjacent to the Old St John's Church had been removed. The PCSO had recently been out with a speed gun and had spoken to offending drivers.

### **19/2068 Consider adoption of Community Engagement and Communication Strategy**

A draft prepared by DJ had been circulated and he reported that this was built on the Council's existing communications policy.

**Resolved:** TW would provide some comments/amendments to DJ and the document would be recommended for adoption at the September meeting.

**Action: DJ/TW**

### **19/2069 Parish Survey**

**Resolved:** To revisit a Parish Survey in the future but to put on hold for the time being.

### **19/2070 Review Annual Plan 2019-2020**

**Resolved:** The Chair would draft five objectives for the September meeting.

### **19/2071 Agree re-adoption of Standing Orders 2019-2020**

**Resolved:** To approve the re-adoption of Standing Orders previously circulated.

### **19/2072 Agree re-adoption of General Data Protection Regulations Policies**

**Resolved:** To approve the re-adoption of General Data Protection Regulations Policies previously circulated.

### **19/2073 Planning**

- a) DA/2019/0049 Land at Brampton Lane, Boughton (Buckton Fields West)  
TW reported that there were no issues to report.
- b) Buckton Fields Primary School Update  
TW reported that Buckton Fields Primary School is now going ahead but the location site is being looked at again so that may change. A date for the opening of the School will follow.
- c) DA/2011/0666 Land at Brampton Lane, Boughton (Buckton Fields) Update  
TW reported that there were no issues to report.
- d) DA/2019/0084 (amended) Hilltop House, 9 Howard Lane, Boughton NN2 8RS  
Construction of an outbuilding ancillary to main residential dwelling  
TW reported that the application would be considered by the Planning Committee at DDC on 10<sup>th</sup> July 2019 and the Planning Officer's recommendation was for approval. The Parish Council had objected to the application but it was noted following an amended application that the height of the building had been reduced and moved back from the boundary.
- e) Consider response to new planning application: -  
DA/2019/0649 Merewater, Church Street, Boughton NN2 8SG  
Listed Building Consent for removal and replacement of majority of first floor floorboards, ceilings, internal partition walls, removal and replacement of various windows, removal of all timber lintels and replacement with concrete lintels, replacement of stone surround on front door and removal and replacement of all internal plasterwork.  
**Resolved:** The Parish Council had no further comments or observations but would support the recommendations of the Conservation Officer to ensure that future works were carried out in accordance with the preferences of the Conservation/Planning Officers at DDC.
- f) TW reported that the Enforcement Officer at DDC had been advised that the sales and marketing team at Mulberry Homes were looking into the advertising sign on Boughton Green to consider removal or a possible planning application.

**Action: Clerk**

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.

**Resolved:** The Clerk was requested to arrange a meeting with Bryan Barber Associates for initial advice on the application as soon as possible. The Chair would attend on behalf of the Parish Council. The Clerk was asked to request an extension of time with the Planning Officer at NCC for the Parish Council to prepare a response.

**Action: Chair/Clerk**

**19/2074 Finance/Legal**

- a) The Financial Statement/Bank Reconciliation for the month ending 30<sup>th</sup> June 2019 had previously been circulated and approved by Cllr Wilson.

**Resolved:** To approve the Financial Statement/Bank Reconciliation which was 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	C2148	Village Hall Hire 8 <sup>th</sup> July 2019	£18.00	
J Bunting	C2149	June 2019 Salary including overtime (net of deductions)	£1,205.90	
MGT Design Ltd	C2150	Monthly Website Maintenance June 2019	£90.00	£15.00
J Bunting	C2151	Parish Office Expenses June 2019	£65.00	
HMRC	C2152	EE & ER Tax & NI Contributions	£524.00	
CPRE	C2153	Annual Membership 2019/2020	£36.00	
DACT	C2154	Annual Affiliation 2019/2020	£30.00	
M & K Gardening	C2155	Village Greenworks	£372.08	
Northants CALC	C2156	Off To A Flying Start Training Course Cllrs James & Mackaness	£84.00	
E.ON	C2157	Street Lighting Electricity Maintenance for quarter ending 30 <sup>th</sup> June 2019	£184.68	£30.78
Rob Flight	C2158	Shelving Telephone Kiosk Book Exchange	£395.00 (Paid from General Reserve)	

E.ON	C2159	Street Lighting Electricity Account for quarter ending 30 <sup>th</sup> June 2019	601.94	£28.66
<b>TOTAL Cheque Payments</b>			<b>£3,606.60</b>	

- c) For information the following direct debit payment to Aviva Pensions was reported for the month ending 30<sup>th</sup> June 2019.

	Date	Total
Pension Contribution	3 <sup>rd</sup> June 2019	£45.85
Monthly Administration Fee	21 <sup>st</sup> June 2019	£45.00

- d) Report arrangements for the payment of PCSO invoice

RW reported that the Parish Council had received a letter threatening court action for non-payment of the PCSO invoice that had not been received and there was on-going confusion.

**Resolved:** When an invoice for the correct amount was received and approved by the Chair or Vice-Chair and RW the Clerk would arrange payment. As the invoice may require settlement before the next full council meeting in September it was agreed that the invoice could be paid with the August payments. Payment would concur with the Council's Internal Financial Control Regulations as an exceptional circumstance.

- e) Review PCSO Sponsors Agreement

RW reported that the Sponsors Agreement makes provision for a review of the PCSO Sponsorship Contract by the sponsoring parishes before the end of the first year.

**Resolved:** The Chair, in his role as SPOC, would speak to the other sponsoring parishes. It was noted that the PSCO was undertaking an invaluable role for Boughton.

**Action: Chair**

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

Payee	Details of Payment	Amount
Nat West Bank	Gross Interest June 2019	£8.67
The Property Buying Company	Completion of Deed of Release Ash Rise, Boughton	£250.00

- g) **Resolved:** In the absence of a full council meeting in August it was agreed that the invoices would be approved for payment by the Chair or Vice-Chair and RW.

### 19/2075 Highways

- a) The Clerk reported that following a meeting with NCC Highways on the 17<sup>th</sup> June 2019 to investigate a permanent speed indicator device in Brampton Lane a quotation for a solar powered device had been obtained from Morelock in the sum of £3,592.80 (previously circulated). There would be an additional charge of £300 payable to NCC Highways for a S50 Street Licence. NCC Highways had advised a solar powered device as an alternative to mains power, previously agreed by the Parish Council, which would be extremely expensive.

**Resolved:** To proceed with the quotation in the sum of £3,592.80 for a solar powered device. The cost of the NCC Highways S50 Street Licence was noted and agreed. If the device was successful a further device could be located in Brampton Lane.

**Action: CM/Clerk**

- b) Agree a response to NCC Highways Draft Rights of Way Improvement Plan (2018-2028)

**Resolved:** Councillors to email any comments to the Clerk to collate before the end of the consultation period on the 9<sup>th</sup> September 2019.

**Action: All/Clerk**

### **19/2076 Other Matters**

- a) Good Neighbour Scheme Update

RMcD reported that questionnaires had now been sent out and collected. A meeting had been arranged for the 19<sup>th</sup> September 2019 in the Village Hall and the Community Projects Officer from DDC would attend. Funding was available from DDC to assist with the purchase of a lap-top and DBS checks.

**Action: RMcD/TW**

- b) **Resolved:** DJ and RMcD would check their availability to attend the Northants CALC AGM on Saturday 5<sup>th</sup> October 2019 and would notify the Clerk.

### **19/2077 Monthly Reports from the representatives of the Village Hall, Pocket Park and Boughton Primary School**

#### Village Hall

There was nothing to report.

#### Boughton Pocket Park

There was nothing to report.

#### Primary School

There was nothing to report.

### **19/2078 Urgent Matters for Report Only (Notified to the Chair before the Meeting)**

The Chair updated Councillors on the works currently being undertaken by Gigaclear.

### **19/2079 Date of Next Meeting**

The Chair confirmed that the next meeting of the Parish Council will be held on Monday 8<sup>th</sup> September 2019 at 7.00 p.m.

The meeting closed at 8.35 p.m.

Cllr S Potter

Chair

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Date: 9<sup>th</sup> September 2019

## Annex 1 - Summary of Actions

Action	Who	Min No.
Review draft Community Engagement and Communication Strategy	DJ/TW	19/2068
To complete planning application responses to DDC	Clerk	19/2073
Progress removal of advertising signage Boughton Green	Clerk	19/2073f
Request extension of time for parish council response to NWRR with NCC	Clerk	19/2073g
Arrange a meeting with Brian Barber & Associates NWRR planning application	Clerk	19/2073g
Payment of Monthly Invoices	Clerk	19/2074b
Review PCSO sponsorship contact with sponsoring parishes	Chair	19/2074e
Progress purchase of solar powered SID Brampton Lane	CM/Clerk	19/2075a
Respond to NCC Draft Rights of Way Improvement Plan (2018-2028)	All/Clerk	19/2075b
Progress "Good Neighbour Scheme"	RMc/TW	19/2076a
Inform Clerk of availability for attendance at NCALC AGM 5 <sup>th</sup> October 2019	DJ/RMcD	19/276b