

BOUGHTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 12th June 2017 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

Present: Councillors: J Clarke (Chairman), K Greatorex (Vice-Chairman), A Dale, Mrs R McDonnell, Mrs J Shephard, S Trott, S Potter, T Wright

In Attendance: Mrs J Bunting – Parish Clerk

Other Attendees: None

17/1718 Apologies for Absence received from Councillors not in attendance

- a) Apologies for absence were received from Cllr R Wilson (personal).
It was resolved to accept the apologies received.
- b) Apologies were received from District Councillors: B Frenchman and J Shephard.

17/1719 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	Item 12 (b) planning application DA/2017/0423 The Rectory, 41 Humfrey Lane, Boughton NN2 8RQ	Resident (Personal)

17/1720 To sign the Minutes of the Meeting held on Monday 8th May 2017

It was resolved to approve the Minutes of the last full council meeting held on Monday 8th May 2017 which were signed by the chairman as a true and accurate record.

17/1721 Matters arising from the previous Minutes

- a) Update on Memorial Seat for Harry Lovell. Consultation with adjacent neighbours
The Chairman reported that following consultation with the adjacent neighbours on The Green three residents had responded. All had agreed to the siting of a new bench seat although one had expressed some concern about unsuitability of use. Cllr Shephard reported that the Lovell family had chosen a Stamford design seat from Glasdon.
It was resolved that the seat would be installed on The Green and that the parish council would pay for the installation costs. The Clerk was requested to contact M & K Gardening for a cost.
- b) RSS Feed to parish website
It was resolved to proceed with an RSS sign up to the Boughton parish website at a cost of £150 plus VAT.

- c) To consider a request from a resident for the provision of a Boughton Village Sign on Brampton Lane

The chairman reported that a response had now been received from NCC Highways. A new sign indicating "Boughton, Buckton Fields" on the Sandy Lane approach and still retaining the existing "Boughton" nameplate at Vyse Road junction had been discussed. Unfortunately, NCC Highways would not support the proposal of having two village signs as you enter Boughton, especially one with a housing development name. The only option, therefore, would be to remove the existing nameplate from Vyse Road and relocating this onto Brampton Lane prior to the new development and then having additional new nameplates on both the A508 approaches to the village as the section of "gateway" fencing on Vyse Road would also have to be removed. The new signing would then encompass the housing on the Buckton Fields development and the properties on the A508 Harborough Road that sit within Boughton Parish. The issue then remained with the funding of these works. NCC could commit to funding one of the signs but due to budgetary constraints could not commit to all three.

It was resolved that the request would be deferred and the matter would be reviewed when the development of both phases of Buckton Fields were complete unless something significant became apparent in the meantime.

- d) Cllr Greatorex reported that he had nothing further to mention on a meeting with Eurofoods but would report to the July meeting.

17/1722 Public Open Forum Session

There were no questions from members of the public.

17/1723 To receive District Councillor's Report on matters arising since last meeting

There was nothing to report.

17/1724 To receive County Councillor's Report on matters arising since last meeting

Cllr Mrs Shephard reported that NCC had previously considered whether to become a unitary authority but this had now been deferred following the election.

17/1725 To agree the adoption of a Press/Media Policy

It was resolved to consider adoption of a Press/Media policy at the July council meeting following a review and some amendments suggested by Cllr Wright.

17/1726 To agree re-adoption of Boughton Parish Council Standing Orders

It was resolved to re-adopt Standing Orders which had been reviewed by the Clerk. A copy had been circulated to councillors.

17/1727 To agree adoption of Annual Plan 2017/2018

It was resolved to adopt the Annual Plan 2017/2018 following a review by Cllr Wright. The chairman thanked Cllr Wright for her work.

17/1728 To consider application for NCC Councillor Empowerment Grant

It was resolved to make an application for the County Councillor's Empowerment Grant for the purchase of a new noticeboard in Church Street to replace the noticeboards owned by the W.I. Permission of the two residents would be sought.

Discussion took place regarding the provision of a parish council noticeboard at Buckton Fields which had informally been promised by the developers. The Clerk was requested to progress.

17/1729 Planning

To consider response to the following new planning applications: -

- a) DA/2017/0373 Guyse House, Humfrey Lane, Boughton NN2

Demolition of the existing dwelling and construction of two detached dwellings with garages

It was resolved to object to the application on the following grounds: -

- i) The proposal for two properties was over development of the site.
- ii) The proposal was contrary to the recently adopted Boughton Village Design Statement Building and Design Guidelines specifically paragraphs B, G, H, L, and M.
- iii) Parking in Humfrey Lane was at a maximum during the day and two further properties would exacerbate the existing parking problems.
- iv) The Clerk was requested to check the planning conditions imposed by the Landscape Officer at DDC for the removal of a Holm Oak at the property in 2015.
- v) The Chairman confirmed that a copy letter of objection to the case officer at DDC had been received from an adjacent neighbour.

- b) DA/2017/0423 The Rectory, 41 Humfrey Lane, Boughton NN2 8RQ

Remove two trees with a conservation area

It was resolved no objection.

- c) DA/2017/0459 The Whyte Melville, Church street, Boughton NN2 8SG

Work to a tree within a conservation area

It was resolved no objection.

- d) DA/2017/0458 30 Humfrey Lane, Boughton NN2 8RL

Single storey rear extension

It was resolved no objection to the extension. However, councillors requested that the case officer considered the following conditions: -

- i) Councillors requested that the proposals were in keeping with the rest of the property and that the extension should only ever remain as single storey.
 - ii) Councillors also referred to the recently adopted Boughton Village Design Statement Buildings and Design Guidelines and requested that these were applied as part of any planning permission.
- e) DA/2017/0477 Thornfield, Moulton Lane, Boughton NN2 8RF

Construction of detached double garage, single storey rear extension and alterations to front porch

It was resolved no objection to the extension and alterations to the front porch. However, councillors objected to the construction of the detached double garage. There was already an existing and adequate garage at the property and the construction of a detached double garage would be over development of the site. The proposal for a detached double garage was contrary to the Buildings & Design Guidelines set out in the recently adopted Boughton Village Design Statement. Paragraph G states: -

New buildings should be set out to the building lines that already exist with limited forward extension of properties or garages, in particular along Harborough Road, Vyse Road or Moulton Lane.

- f) DA/2017/0509 The Old Dairy, Bunkers Hill Farm, Moulton Lane, Pitsford (Boughton Parish) NN6 9BB
It was resolved no objection.
- g) Update on Buckton Fields (East) and Phase 2 Buckton Fields (West)
 - i) The Chairman précised the draft minutes from the meeting of the BFLF held on the 9th June 2017 a copy of which would be circulated to councillors in due course.
 - ii) General discussion took place regarding the provision of the primary school and Cllr Shephard reported that there was a notice on the NCC website inviting applications for places from September 2018.
- h) To agree Membership of Working Party to consider community facilities from the development of Phase 2 Buckton Fields (West)
It was resolved that Cllrs: Clarke, Greatorex, Mrs J Shephard, Mrs R McDonnell and T Wright would form a working party.
- i) General update on Boughton Quarry/Pitsford Quarry
There was nothing to report.
- j) To report adoption of Boughton Village Design Statement by Daventry District Council
Cllr Wright reported that Boughton VDS had been adopted by full council at DDC on the 17th May 2017 and was now available to view on the parish website.
- k) Part 2 Settlements & Countryside Local Plan. To consider nominations of Local Green Space to be included in the Parish Annex
The Clerk reported that DDC were requesting parish councils to consider nominating areas of local green space to be included in the parish annexe to the Part 2 Local Plan. Certain criteria had to be met to comply with paragraph 77 of the National Planning Policy Framework.
It was resolved to nominate Boughton Green and the land at the top of Spring Close known as Jacksons Field. Cllrs Mrs Shephard and Trott would liaise with the Clerk.
- l) To consider DDC consultation on the Housing Allocations Scheme and the Housing Supplementary Planning Document
It was resolved that the Chairman and Clerk would respond.

17/1730 Finance

- a) The Financial Statement/Bank Reconciliation for the month ending 31st May 2017 had previously been circulated and approved by Cllr Wilson.
It was resolved to approve the Financial Statement which was 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	1909/V37	Hall Hire BPC Meeting Full Council 10 th June 2017	£18.00	LGA 1972 s133

Mrs J Bunting	1910/V38	Clerk's May 2017 Salary (net of deductions)	£1,068.29	LGA 1972 s 111
MGT Design Ltd	1911/V39	Monthly website maintenance May 2017	£60.00	LGA 1972 s111
MGT Design Ltd	1912/V40	Further amendments to Boughton VDS. Adding a subpage to the website for publication of Boughton VDS on the parish website	£570.00	LGA 1972 s111
Mrs J Bunting	1913/V41	Monthly Parish Office Expenses May 2017 (Telephone, Broadband and Electricity)	£43.33	LGA 1972 s111
Cllr J Clarke	1914/V42	Chairman's Annual Allowance 2017/2018	£500.00	LGA 1972 s111
Boughton Village Hall	1915/V43	Hire of Boughton Village Hall for Buckton Fields Liaison Forum Meeting 9 th June 2017	£36.00	LGA 1972 s133
M & K Gardening	1916/V44	Village Greenworks	£354.40	Open Spaces Act 1906
TOTAL:			£2,650.02	

c) The Clerk reported income for May 2017 as follows: -

Payee	Details of Payment	Amount
Nat West Bank	Bank Interest	£0.38

d) Pension auto-enrolment – To consider appointment of Natalie Green & Co as third-party representatives to Aviva for pension automatic enrolment payments

It was resolved that Natalie Green & Co would be requested to act as third-party representatives for the payment of monthly pension contributions to Aviva. This would be done with the monthly payroll and there would be a small administration charge of £15 per month.

17/1731 Highways

a) Northampton West Relief Road & Northampton North Orbital Route changes to consultation dates

The Chairman reported that NCC had confirmed the consultation dates for the NNOR and NW Relief Road. An exhibition would be held in Boughton Village Hall on Wednesday 5th July 2017. Further exhibitions will be taking place locally between the 19th June and the 4th August 2017. Details of the routes will be published just before the consultation period begins.

b) To confirm ownership of vehicle activated sign (VAS) on Moulton Lane – email from NCC Highways

The Chairman reported that NCC had confirmed that the running costs and maintenance contract for the VAS on Moulton Lane were covered by Northamptonshire Highways and even if a parish pays for the initial installation of a

permanent sign Northamptonshire Highways will then take this on as their asset including the maintenance and running costs. General discussion took place and councillors disputed ownership as the VAS had been purchased by the parish council in 2005 and was on the parish council asset register at a cost of £7,000.

It was resolved to take further advice from NCalc and the Clerk would report at the next council meeting in July.

- c) To consider replacement of and purchase of new parish council noticeboard in Church Street and removal of parish council noticeboard at the end of Vyse Road

The purchase of a new parish council noticeboard in Church Street had been discussed earlier on the Agenda.

It was resolved that M & K Gardening would be instructed to remove the old parish council noticeboard at the end of Vyse Road at a cost of £65.00.

17/1732 Environment

- a) To consider general maintenance work to Chestnut Tree Green, Butchers Lane

It was resolved that M & K Gardening would be asked to quote for some general maintenance work to the area around the chestnut tree.

- b) To consider the installation of decorative bollards on Chestnut Tree Green, Butchers Lane

General discussion took place following a suggestion from Cllr Trott to the installation of decorative bollards on Chestnut Tree Green. The land was registered as common land and owned by the parish council.

It was resolved that the Clerk and Chairman would investigate registering the land with the Land Registry and the matter would be discussed further at the next full council meeting in July.

- c) To report on litter pick 10th May 2017 and to consider relocation of litter bin to lay-by on Brampton Lane

Cllr Potter reported that a successful litter pick had been held and that six bags of rubbish had been collected. The equipment had been loaned by DDC.

It was resolved to relocate the litter bin recently removed on the Harborough Road to the lay-by on Brampton Lane with NCC Highways permission.

- d) To consider the purchase of litter pick equipment

It was resolved to purchase litter pick equipment (tabards, litter pickers, bag hoops) up to the value of approximately £100.

- e) To consider the purchase of a dog bin at the entrance to Boughton Pocket Park

It was resolved to locate a dog bin at the entrance to Boughton Pocket Park. Cllr Mrs Shephard reported that the purchase of the bin would be funded by a resident. Cllrs Mrs Shephard and Greatorex agreed to liaise with the resident and the Clerk would provide costings.

17/1733 Other Matters

To receive reports on attendances since last council meeting

- a) Buckton Fields Liaison Forum Meeting 9th June 2017

Discussed earlier on the agenda and there was nothing further to report.

- b) 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 village hall committee had organised a vintage tea party on the 14th May and a total of £790 had been raised for Village Hall funds.
 - ii. Pocket Park
There was nothing to report.
 - iii. Boughton Primary School
Cllr Potter reported that following a recent OFSTED inspection, Boughton Primary School had been judged “good” in all areas.
 - iv. Richard Humfrey Charities
There was nothing to report. The next meeting would take place in November.

17/1734 To agree any new “Welcome to Boughton Letters”

It was resolved to send letters to new residents in Moulton Lane and Spring Close.

17/1735 Urgent Matters for Report Only (notified to the Chairman before the Meeting)

The Clerk reported that the reserved matters application for land off Welford Road (DA/2017/0512) had now been received by DDC. The Clerk had agreed with the case officer that an application (DA/2017/0512) for the variation of a revised flood risk assessment for land off Welford Road could be considered at the next full council meeting in July.

17/1736 To Confirm Date of Next Meeting

The next full council meeting will be held on Monday 10th July 2017 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)
10th July 2017