

BOUGHTON PARISH COUNCIL

Minutes of the Full Council Meeting of Boughton Parish Council held on Monday 8th October 2018 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

Present: Councillors: S Potter (Chair), T Wright (Vice-Chair),
J Clarke, A Dale, S Trott, R Wilson

In Attendance: District Councillor J Shephard
Mrs J Bunting – Clerk & RFO

Other Attendees: Eight members of the public

18/1929 Apologies for Absence received from Councillors not in attendance

Apologies for absence were received from Cllr: Mrs R McDonnell (holiday), K Greatorex (personal) and Mrs J Shephard (holiday).

These apologies were approved.

18/1930 To record Members Declarations of Interest (on Agenda Items Only)

None. Councillors declarations of interest are recorded in their statutory declarations which are held on the parish council website.

18/1931 To sign the Minutes of the last full Council Meeting held on Monday 10th September 2018

Resolved: To approve the Minutes which were signed by the Chair as a true and accurate record.

18/1932 Public Open Forum Session

Resident 1 reported that she had attended the Planning Committee Meeting at DDC on the 12th September 2018 and voiced concern that it had been reported that there had been no objections to the recent Buckton Fields planning application from statutory consultees. As the Parish Council had raised clear objections in their submissions to the consultation she asked if the Parish Council would raise this point with DDC.

Resolved: The Clerk was requested to raise the matter with the Monitoring Officer.

Resident 2 circulated a report to councillors as he was keen to promote a Buckton Fields Residents Group and to foster good communications. Cllr Shephard reported that there had been two meetings of the Residents Group and that he would meet again with the resident before the next Buckton Fields Liaison Forum in December. A new noticeboard funded by the developers was progressing.

Resident 3 raised concerns with the increased parking in the village in Howard Lane and Humfrey Lane. The Chair explained that the Parish Council had recently joint sponsored a PCSO and he would be requested to investigate. The resident was requested to pass on any registration numbers of offending vehicles to the Clerk. The Parish Council recognised that parking generally in the village was a problem and following intervention by the Parish Council a local business in Humfrey Lane had recently introduced a sticker system to identify staff vehicles.

Resident 4 reported that there was a problem with data and traffic modelling for the NWRR and the NNOR consultation and acknowledged concerns that traffic would increase as much as 87%. Proposals are for both roads to be single carriageway and once the NWRR is built to The Windhover it will double traffic on Welford Road, Vyse Road and Moulton Lane.

Cllr Shephard reported that had had recently met with Planning & Transportation at NCC and NCC were on track to submit a planning application to DDC next year for the NWRR.

Public Session closed.

18/1933 To receive District Councillor's Report on matters arising since last meeting

- a) Cllr Shepard reported that he had been in discussions with Preston Hedges Academy Trust about the joint use of the primary school at Buckton Fields. A planning application for the new school would be submitted to DDC shortly. Councillor Shephard suggested that the Parish Council may want to consider inviting the Head to a future Parish Council meeting to talk through the application.
- b) There had been 280 house completions on the site and Cllr Shephard reported that he was closely monitoring the S106 triggers. The developers had to date paid £6.1 million to various authorities.

18/1934 To receive County Councillor's Report on matters arising since last meeting

In the absence of Councillor Mrs Shephard there was no report.

18/1935 Agree re-adoption of Complaints procedure, Equal Opportunities Policy, Communications Policy, Disciplinary and Grievance Policy

Resolved: To re-adopt the policies which had been previously circulated.

18/1936 Report on Asset Inspection

The Chair reported that the Clerk had undertaken a recent inspection of all the Parish Council assets in the parish. A report had been circulated. Various minor maintenance works to bench seats had been identified.

Resolved: Request that M & K Gardening provide a quotation for re-varnishing seats and removing overgrown vegetation in Butchers Lane/Spring Close, Howard Lane, corner of Vyse Road/Harborough Road North and adjacent to the Bus Stop Harborough Road.

18/1937 Purchase of Parish Defibrillator update

The Chair reported that a cardiac charity (SADS) had approved the donation of a defibrillator to the parish and the Village Hall Committee had agreed that this could be located on the outside of the Village Hall. The Chair would use his allowance for this year to fund the cost of an electrician to install. The Clerk confirmed that the model of defibrillator had very minimal on-going cost.

Resolved: The Chair signed the memorandum of understanding and cabinet order form to proceed with the installation.

18/1938 Update from Boughton Neighbourhood Watch

- a) Mrs Boyce reported that the structure of Boughton NHW now covers Harborough Road North, Buckton Fields and Boughton Rise. There are area co-ordinators in all of those areas but Michael Stead remains as the senior co-ordinator. The new Neighbourhood Alert Community Messaging System has been slow to gain support from local people. Disappointingly, a crime prevention evening that had been organised had had to be postponed. A crime prevention tool box was being developed

which would list tried and tested tools such as CCTV cameras, alarms and locks. A report had been circulated which identified that NHW required new signage at a total cost of £265.14. This included new signage for Buckton Fields.

Resolved: The Parish Council would fund the total cost of the signage on completion of a grant application form.

- b) Mr Stead voiced concern about the continuing traffic problems and had been surprised that the lack of a primary school at Buckton Fields had not been addressed.

18/1939 Planning

- a) DA/2011/0666 Land at Brampton Lane (Buckton Fields) Update
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)

Cllr Clarke reported that the Parish Council had submitted a community list to DDC and Cllr Shephard stated that the objective was to complete the S106 agreement in November so that the land could be sold by NCC in December. The S106 agreement could go back to the planning committee at DDC before it was signed off. Cllr Shephard would report back to the November Parish Council meeting. Cllr Clarke reported that he and the Chair had attended the Planning Committee at DDC on the 12th September 2018 and he stressed the point that it was very difficult to develop an argument within the 3-minute time slot available for speaking and felt strongly that this was not acceptable when dealing with major planning applications such as Buckton Fields.

- b) Developer funded Parish Council noticeboard for Buckton Fields update
The Clerk reported that she had invoiced the developers for the cost of the noticeboard at Buckton Fields which would be sited on the open space at the entrance to Glebe Road/corner of Home Farm Close. Permission on the location had been sought from the developers who had not yet responded. The noticeboard would not be ordered until the funding had been received.

- c) Buckton Fields Residents Group Update
Reported earlier on the Agenda under Public Open Forum session.

- d) Consider response to pre-planning application enquiry
Land off Central Avenue, Northampton NN2 8EA for 41 new dwellings
Cllr Clarke reported that a pre-application enquiry had been submitted to DDC on behalf of a Housing Association for the development of 41 properties on land off Central Avenue which was the site of the old squash club. General discussion took place.

Resolved: To respond to DDC with concerns that the development of 41 affordable homes was contrary to housing policy. The proposed site entrance was shown from Buckton Fields East and the current footpath link from Buckton Fields East to Whitehills was a public open space and a green link.

- e) DA/2016/1144 Land off Holly Lodge Drive, Boughton, Gladman Developments
Cllr Clarke reported that the papers are now in a list waiting for a judge to be allocated to the appeal. This could take anything up to six months.

- f) Planning Application Decisions for Report
DA/2018/0649 Birch Trees, Moulton Lane, Boughton
 Approved by DDC subject to conditions 14th September 2018.
DA/2017/0511 & 0512 Land at Welford Road, Boughton
Reserved matters application (appearance, landscaping, layout and scale) for 32 dwellings, estate road, open space and associated works
 Application approved by DDC with conditions 28th September 2018.
Variation of Condition 7 of planning permission DA/2014/0521 (Construction of up to 41 dwellings) in relation to a revised Floor Risk Assessment
 Application approved by DDC with conditions 28th September 2018.

18/1940 Finance

- a) Cllr Wilson reported that the precept for 2018/2019 was £45,785. It was agreed that as the cost of the PCSO had not been budgeted for in 2018/2019 the cost would be funded from reserves. The cost of the PCSO was approximately £1,000 per month and there was £7,436 now in a PCSO Reserve. A virement had been agreed at the September meeting from the Village Projects Reserve £4,800 and Village Projects Budget £2,636.
- b) The Financial Statement/Bank Reconciliation for the month ending 30th September 2018 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.
- c) **Resolved:** To pay an invoice, in the sum of £702.60 to R & G to clear the burial ground of surface growth at the old St John's Church, from the Village Day Reserve.
- d) **Resolved:** 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	C2066	Hall Hire Full Council Meeting 8 th October 2018	£18.00	General Power of Competence (GPC) (LGA 1972 s112)
Mrs J Bunting	C2067	Clerk's September 2018 Salary (net of deductions)	£1,115.58	GPC (LGA 1972 s112)
HMRC	C2068	Employer's & Employee Tax & NI Contributions	£627.22	GPC (LGA 1972 s112)
Natalie Green & Co	C2069	Payroll Services for year ended 5 th April 2018 (£228) and Auto-enrolment submissions July – March 2018 (£162)	£390.00	GPC (LGA 1972 s112)
MGT Design Ltd	C2070	Monthly Website Maintenance September 2018	£90.00	GPC (LGA 1972 s112)
Mrs J Bunting	C2071	Parish Office Expenses September 2018	£43.33	GPC (LGA 1972 s112)

M & K Gardening	C2072	Village Greenworks	£369.70	OSA 1906 s6
R & G Grounds Maintenance	C2073	Clear burial ground at St John's Church of surface growth (Agreed at Full Council 10 th September 2018)	£702.60 (Paid from Village Day Reserve)	GPC
E.ON	C2074	Street Lighting Maintenance Contract for quarter ending 30 th September 2018	£189.08	Parish Councils Act 1957 s3
CPRE	C2075	Renewal of annual membership	£36.00	GPC LGA 1972 s143
E.ON	C2076	Street Lighting Electricity Account to 30 th September 2018	£492.91	GPC PCA 1957 s3
Total Cheque Payments			£4,074.42	

- e) For information the following direct debit payment to Aviva Pensions was reported for the month ending 30th September 2018.

	Date		Total	Power
ER Monthly Pension Administration Fee	21/09/2018	Direct Debit	£45.00	LGA 1972 s112

- f) Report completion of review of Annual Governance & Accountability Return for year ended 31st March 2018

Cllr Wilson reported that the external auditors, PKF Littlejohn, had now completed their review of the Annual Governance & Accountability Return (AGAR) for the year ended 31st March 2018. There was one small amendment requested, relating to staff training being included incorrectly in Box 4 not Box 6 on the AGAR, that would need to be restated in the year end AGAR for 2018/2019. There were no other matters which required attention.

Resolved: The Auditors opinion was noted.

- g) Discuss consequence of NCC cutbacks on the parish

Cllr Wilson stated that because it appears that certain things promised by NCC in the past will not now be funded councillors need to give some thought of incorporating these items into the budget for 2019/2020. For example, changes to the signage at the end of Vyse Road, transfer of the ownership of the grit bin.

- h) Review budget for quarter ending September 2018

Cllr Wilson reported that following the first six months of the year spending was on track with expenditure to the end of September of £19,069. There were no significant over or under spends. The bank balance brought forward at the 1st April 2018 was £32,000 and he would like to finish this financial year in the same position.

- i) To consider proposals for Budget 2019/2020 and to agree membership of working party

Resolved: Cllrs Wilson & Wright and the Clerk would meet as a Working Party and report back to Council with proposals for the budget for the next financial year.

- j) Report on the formal closure of St John’s Churchyard in Church Street
Cllr Trott reported that an application to the Ministry of Justice for an Order to formally close the churchyard in Church Street for future burials, as there is no space for any more internments, was almost completed.
- k) Cllr Shephard reported that he would be looking to the Parish Council for funding for the maintenance of the churchyard at the old St John’s Church. The Chair stated that the churchyard is looking extremely untidy and overgrown despite the recent removal of growth for the village day.
- l) Consider request for grant funding from Boughton NHW for the purchase of new NHW signage
Discussed earlier on the Agenda.
- m) Income for September 2018 was reported as follows: -

Payee	Details of Payment	Amount
DDC	Half Year Precept	£22,892.50
Nat West Bank	Gross Interest September 2018	£1.78

18/1941 Highways

- a) North West Relief Road (NWRR) update from NCC Highways
NCC Highways had reported that an update report on the scheme would hopefully go to Cabinet on the 9th October 2018 although it was getting a bit touch and go timewise. NBC had agreed at their Cabinet meeting on the 12th September 2018 to contribute some money to the scheme. The Chair stated that he would attend the Cabinet Meeting at NCC on the 9th October 2018. The Clerk was requested to ascertain why the Parish Council had not been informed of the meeting as the NNOR and the NWRR were on the agenda.
- b) Installation of Speed Indicator Device – update
The Clerk reported that Highways had now installed the SID which has been located in Brampton Lane. The equipment was on loan from NCC for three months.
- c) Consider request from resident in Moulton Lane for posts on the grass verges
Following a report submitted to the Council at the September meeting the Chair confirmed that the Parish Council had taken advice from NCC Highways regarding the installation of bollards in Moulton Lane on the highway verges. The advice had been comprehensive and had been circulated to councillors and the resident and had stated that private individuals could not be licensed to install posts/bollards. The Chair agreed to raise the matter with Cllr Mrs Shephard.
Resolved: The Clerk was requested to write to NCC Highways further to clarify what the Parish Council would be permitted to do. It was suggested that intermittent wooden bollards with reflectors may suit the ambience of this area of the village.
- d) Consider funding of changes to directional signage at the end of Vyse Road
The Clerk confirmed that there was nothing further to report as there had been no response from the Design Team at Highways.

- e) Roundabout sponsorship on the A508/top of Vyse Road
The Chair reported that a local business had indicated that they would be keen to sponsor the roundabout but NCC had responded that the Highways Department were not entering into any roundabout sponsorship agreements as the corporate team were currently investigating the whole subject of sponsorship.
- f) Pot holes in Vyse Road update from NCC Highways
Cllr Mrs Shephard had progressed the matter with Highways immediately following the September Council meeting and the Chair confirmed that the work had now been completed.
- g) Consider removal of Grit Bin in Vyse Road by NCC Highways
Resolved: The Parish Council agreed transfer of ownership from NCC Highways to the Parish Council of the grit bin located at the end of Howard Lane/Vyse Road. Councillors agreed to find a contractor to purchase the grit and sand to put in it.
- h) Parking on the corner of Humfrey Lane and Moulton Lane – email from resident
A resident had raised concerns with the parking on the corner of Humfrey Lane and Moulton Lane. Cllr Trott stated that cars often park on the pavement and this was dangerous for pedestrians. The new PCSO would be asked to attend and advise.

18/1942 Environment

- a) Remedial works to the area around the Chestnut Tree in Church Street update
Cllr Wright agreed to co-ordinate some volunteers to help with a general tidy of the area.
- b) Provision of Superfast Broadband in the Parish
The Clerk reported that she had had no success in contacting the Superfast Broadband Team at NCC and Cllr Mrs Shephard had been asked to assist.
- c) Consider request by resident for a Book Exchange/Library in the phone kiosk in Church Street
Councillors agreed that this initiative had previously failed to gain much support and although councillors would be happy for volunteers to take this on there was no money in the budget for shelving.
- d) The Chair reported that a litter pick would be held on Wednesday 10th October 2018.

18/1943 Correspondence

The Chair reported that Northampton Steam Railway were applying for a Transport and Works Order to allow passenger trains to use the new section of line from bridge 11, just north of the riding school to Boughton Crossing.

Resolved: To send a letter of support from the Parish Council.

18/1944 Other Matters

- a) Report on attendances since last Council Meeting: -
None further to report. The Chair's and Cllr Clarke's attendance at the Planning Meeting at DDC had been reported earlier on the Agenda.
- b) The Chair reported that he will visit DDC on the 30th October 2018 to meet various officers. This was generally a "meet and greet" visit.
- c) PCSO Update
The Chair reported that an official launch will be held on Friday 12th October 2018 at 2.30 p.m. in Boughton Village Hall and the Police & Crime Commissioner will attend

with the Spratton Ward Chairs and the SPOC's from each parish. Councillors were invited to attend.

d) Monthly reports from the representatives of the Village Hall, Pocket Park, Boughton Primary School and Richard Humfrey Charities

Village Hall

Cllr Clarke reported that a recent Jumble Sale had raised £700 and jumble left over had been donated to two charities. A Quiz Evening will be held on the 10th November 2018.

Boughton Pocket Park

The annual bonfire event will be held on 3rd November 2018 and the new PCSO will attend. The committee were looking at new play equipment for the Park and were gathering feedback from parishioners with a survey via Survey Monkey.

Boughton Primary School

The Chair reported that the new PCSO will be organising some road safety workshops with the school.

Richard Humfrey Charities

There was nothing to report.

18/1945 Urgent Matters for Report Only (notified to the Chair before the Meeting)

None.

18/1946 To Confirm Date of Next Meeting

The next full council meeting will be held on Monday 12th November 2018 at 7.00 p.m. in Boughton Village Hall.

The meeting closed at 9.10 p.m.

Signed as a true record of the above meeting.

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Cllr S Potter (Chair)

12th November 2018