

## BOUGHTON PARISH COUNCIL

### Minutes of the Meeting held on Monday 12th January 2015 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

**In Attendance:** Mrs J Bunting – Parish Clerk

**Other Attendees:** Mr J Bell- Member of the Public

#### **15/1308 Apologies for Absence**

Apologies were received from Councillors: K Greatorex (Vice-Chairman), A Dale, R Wilson and District Councillors B Frenchman and J Shephard.

#### **15/1309 Members Declaration of Interest (on Agenda Items Only)**

There were no Declarations of Interest.

#### **15/1310 To sign the Minutes of the last Full Council Meeting held on Monday 10<sup>th</sup> November 2014 and Planning Meeting held on Wednesday 17<sup>th</sup> December 2014**

The Minutes of the last Full Council Meeting held on Monday 10<sup>th</sup> November 2014 and the Planning Meeting Minutes held on Wednesday 17<sup>th</sup> December 2014 were approved and signed by the Chairman as a true and accurate record.

#### **15/1311 Public Open Forum Session**

The Chairman welcomed Mr Bell to the meeting. There were no questions from Members of the Public.

#### **15/1312 Matters arising from the Minutes of the Last Full Council Meeting (not covered by items on the Agenda)**

a. **Footpath Butchers Lane**

Cllr Shephard reported that no formal written response had been received from Moulton College following her meeting with the College Principal. The Clerk would continue to chase.

- i. Following concerns voiced by Cllr Greener about the poor condition of the footbridge at the bottom of Butchers Lane the Clerk was requested to ascertain ownership and responsibility and to undertake a Land Registry Search. The Clerk would liaise with Northamptonshire County Council and Anglian Water.

b. **Community Farm Welford Road**

The Enforcement Officer at Daventry District Council (DDC) had reported that the land adjacent to Boughton Crossing had now been partially cleared following an on-site meeting with the land owner. The Leader of DDC, Cllr Millar, and the Enforcement Officer would continue to monitor the situation for compliance.

c. **Land Adjacent to The Lawns**

The Chairman reported that following a request from the Parish Council the Planning Officer had visited the site and had confirmed that the development was in accordance with the plans. The Chairman cited Policy EN42 (3.113) of the Daventry District Local Plan "The District Council has noted with concern that there have been several cases of the insensitive location of garages in front of dwellings they serve. The District Council will therefore seek to prevent such problems arising in the future and thereby halt the gradual reduction in street character that would otherwise result".

**15/1313 To Receive District Councillor's Report**

There was nothing to report.

**15/1314 To Receive County Councillor's Report**

Cllr Shephard reported that Northamptonshire County Council's (NCC) draft Budget proposals show the detail of financial decisions which will need to be made to achieve a further £66m of budget cuts for 2015/2016. Savings of £147m will have to be made over the next five years. Council Tax can be raised but will be capped at 2%. Cllr Shephard stated that the Council Plan marked the biggest change in the way the Council operate, and the way public services are delivered in the county, in its 125 year history. NCC will move entirely away from directly delivering services into a Next Generation Model of service delivery. The six week consultation will close on 20th January 2015.

**15/1315 Clerk's Contract of Employment**

Following a proposal from the Chairman, Councillors agreed to take this matter at the end of the Agenda under Finance.

**15/1316 Village Design Statement**

Cllr Mrs Shephard reported that the Clerk had updated the Word document of the VDS with comments put forward by Mr James and previous VDS meetings. The Clerk was requested to organise a further meeting of the VDS group working party.

**15/1317 Amendment to Local Code of Conduct for Members 2012**

The Chairman reported that an amendment to the Local Code of Conduct for Members 2012 had been made by the Monitoring Officer at DDC and to complete formalities the Parish Council had been invited to change their Code of Conduct to match. The amendment was at paragraph 2.1 of the Code and a copy had previously circulated to all Councillors. Councillors resolved that the Parish Council's Local Code of Conduct for Members 2012 is amended in respect of its scope and with immediate effect as per the report of the Monitoring Officer.

## **15/1318 Planning**

### **a) New Planning Applications**

- i. DA/2014/1026 Land off Welford Road, Boughton  
Installation of a Solar Park  
Strong Objection by the Parish Council. A draft letter of objection to the Planning Officer had previously been circulated to all Councillors and this was unanimously agreed.
- ii. DA/2014/1036 The Whyte Melville, Church Street, Boughton  
External works to rear garden area to include new terrace, balustrade, glazed canopy and external lighting  
No objection.
- iii. NMA/2014/0074 Land at Brampton Lane, Boughton (Buckton Fields East)  
Non-material amendment to application DA/2013/0094 minor revision to siting of dwellings on 31 plots to achieve required set back from public highway  
The Chairman explained that the need for the NMA application had come about as a consequence of some minor changes requested by the Highway Authority whereby there had to be a minimum off-set of 1 metre between the back of the adopted highway and all dwellings. This meant that some plots had to be moved slightly further away from the road and others had to be rotated by a small amount.  
No objection.

### **b) Planning Application Decisions Received**

None

### **c) Review any matters relating to Planning Policies**

None

### **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)  
There was nothing to report.
- ii) DA/2013/0994 (Amended) Land at Brampton Lane, Boughton (Buckton Fields East)  
Reserved Matters submission for 376 dwellings, open space, structural landscaping, highways and drainage infrastructure works (all matters except access) pursuant to outline application DA/2008/0500.  
The Chairman reported that members of the Parish Council had met with Ian Boyes and Matt Barratt from NCC Highways on the 17<sup>th</sup> December 2014 on site to discuss the traffic calming proposals for the village. Notes from that meeting had been circulated to all Councillors. Following discussions at that meeting the drawings would now be amended to show the revisions agreed and forwarded to the Parish Council in due course. Following a proposal from Cllr Potter the Clerk was requested to ascertain the cost of a Traffic Survey in the village.  
The Chairman reported that there had still been no satisfactory response from the developers about a Local Liaison Forum. He stated that a representative had been asked to attend the Parish Council meeting but had

declined. The Planning Officer had agreed to take matters up on the Parish Council's behalf.

A list of street names for Buckton Fields chosen by the developers had been received. The final list was approved by Councillors with the exception of Strawberry Hill. A formal public consultation by DDC would now follow.

- iii) Boughton Quarry (General)  
There was nothing to report. The Clerk was requested to establish the date of the next Quarry Liaison Forum Meeting.
- iv) Pitsford Quarry/Pond (General)  
There was nothing to report.
- e) The Chairman reported that the West Northamptonshire Joint Core Strategy Local Plan (Part 1) had been adopted on the 15<sup>th</sup> December 2015. The adopted Joint Core Strategy covered the administrative areas of Daventry District, Northampton Borough and South Northamptonshire.
- f) In the absence of Cllr Wilson it was resolved to take Finance last on the Agenda.

### **15/1319 Highways**

- a) Review/Progress any maintenance works, traffic calming matters  
Traffic Calming had been covered earlier on the Agenda.
- b) Footway Lighting Upgrade – Church Street  
Cllr Parker reported that the three residents in Church Street had been written to on the 17<sup>th</sup> November 2014. The Conservation Officer at DDC had requested more information on the dimensions of the lanterns and the bracket fittings. This information had been provided and she had now confirmed that she was happy for the work to proceed. Councillors agreed that a formal order for the lights could be placed with E.ON. Cllr Parker confirmed that delivery was eight weeks and it had been stressed that the work be completed before the year end in March.
- c) The Chairman reported that the Neighbourhood Watch signage had been lost when some of the street light columns had been replaced. Clerk to contact E.ON.
- d) Bus Service  
General discussion took place regarding bus service provision and it was agreed to keep the matter on the Agenda.
- e) Signage on The Green  
The Chairman reported that NCC Highways had agreed to remove some of the highway signage from The Green which made the area look very urbanised. Additionally, it had been suggested removing the "Church Street" sign to the verge adjacent to the telephone box and a small "No Through Road" sign added. This was agreed by Councillors.

### **15/1320 Environment**

- a) Review/Progress any maintenance work matters
  - i) Refurbishment of Telephone Kiosk  
The Clerk reported that the cost of the parts for refurbishment from Unicorn Restorations was £265.67. A local contractor had agreed to undertake the work at a cost of £550.00. The company had requested

payment before the parts could be despatched. The cost of the refurbishment would be met from the Empowerment Grant and a small balance of £66 from precept reserves. Some discussion took place regarding risk and as the company had come recommended from Avoncroft Museum, Councillors agreed that on this one occasion, a cheque could be sent in advance of receipt of the parts.

ii) Changes to opening times at Household Waste Recycling Centres

The Chairman reported that following a recent public consultation the opening times of all HWRC sites would change from 10 am. to 6 pm. all year round. Further information was available at [www.northamptonshire.gov.uk/hwrc](http://www.northamptonshire.gov.uk/hwrc)

**15/1321 Correspondence Received (not already on the Agenda)**

- a) A thank you letter had been received from The Rev Stephen Trott for the grant donation of £500 towards the cost of a replacement window in the Church Rooms. Work should be completed by the end of February.
- b) A thank you letter had been received from Mr & Mrs Harrop.
- c) A request to advertise a local business on the village website was discussed following a request from Mr Iddeson. Councillors agreed that this needed some further research and the matter would be deferred to enable the Clerk to look at advertising policy.

**15/1322 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 that he and the Clerk had attended an OMBBH meeting on the 11<sup>th</sup> December 2014. Cllr Mrs Judy Shephard had also attended. It was agreed that the meetings were useful looking at local highway and planning issues.
- c) Reports from representatives of Village Hall, Pocket Park, Primary School and Richard Humfrey Charity Committees
  - i) The Chairman reported that a Quiz Evening would be held in February. There were two new members on the Village Hall Committee.
  - ii) There was no report on the Pocket Park
  - iii) There was no report on the Richard Humfrey Charities.
  - iv) Cllr Potter reported that a meeting was to be held on the 13<sup>th</sup> January 2015 to discuss the tenders for the new work at Boughton Primary School.
- d) The Clerk was requested to send a Welcome to Boughton letter to new residents in Moulton Lane.
- e) The Chairman confirmed that the Jackson Trust own Spring Close.
- f) Cllr Potter stated that if there was to be a Village Day in 2015 consideration needed to be given sooner rather than later as events needed to be booked as soon as possible.

- g) The Chairman reported that a letter had been received from Daventry District Housing regarding land for affordable housing. The Clerk had spoken to the Housing Officer to confirm that Boughton's affordable housing need would be met by Buckton Fields.

### **15/1323 Finance**

- a) The Financial Statements for the months ending 30<sup>th</sup> November and 31<sup>st</sup> December 2014 had been circulated to all Councillors and had previously been agreed by Cllr Wilson. The Chairman proposed approval of the Financial Statements by the Council and this was unanimously agreed by Councillors. The Financial Statements were signed by the Chairman as a true and accurate record.
- b) It was agreed by Councillors that the following Cheques be approved for payment. A list had been circulated to all Councillors and previously approved by Cllr Wilson.

<b>To Whom Paid</b>	<b>Chq No</b>	<b>Details of Payment</b>	<b>Amount</b>	<b>Power to Pay</b>
Boughton Village Hall	1632/V759	Hall Hire BPC Planning Meeting 17 <sup>th</sup> December 2014 and Full Council Meeting 12 <sup>th</sup> January 2015	£36.00	LGA 1972 s133
Mrs J Bunting	1633/V760	Clerk's November 2014 Salary (net of deductions).	£768.98	LGA 1972 s111
Mrs J Bunting	1634/V761	Clerk's Monthly Parish Office Expenses November 2014 (Telephone, Broadband and Electricity)	£43.33	LGA 1972 s 111
HMRC	1635/V762	Employer/Employee Tax & NI Contributions	£175.91	LGA 1972 s111
Northants ACRE	1636/V763	Annual Subscription 2014/2015	£35.00	LGA 1972 s111
Northants CALC	1637/V764	Training Course Cllr J Shephard	£45.00	LGA 1972 s111
Cordee	1638/V765	"Rights of Way" publication	£35.45	LGA 1972 s111
Mrs J Bunting	1639/V766	Reimbursement for purchase of stationery items	£6.28	LGA 1972 s111
<b>TOTAL:</b>			<b>£1,145.95</b>	

c) Late cheques for payment were agreed by Councillors as follows:

To Whom Paid	Chq No	Details of Payment	Amount	Power to Pay
E.ON	1640/V767	Electricity Charges 1 <sup>st</sup> October to 31 <sup>st</sup> December 2014	£234.39	Parish Councils Act 1957 HA 1980 s301
Unicorn Restorations Limited	1641/V768	Parts for the restoration of Telephone Kiosk in Church Street	£265.67 (Payment from Empowerment Reserve)	LGA 1972 s111
Mrs J Bunting	1642/V768	Reimbursement to Clerk for purchase of printer cartridge	£23.27	
<b>TOTAL:</b>			<b>£523.33</b>	

d) The Clerk reported income as follows:-

Received From	Reason	Amount
E.ON	Credit on Electricity Charges	£1,060.82
Nat West Bank	Bank Interest	£1.53
Northants County Council	Parish Mowing Contribution (2014/2015 season)	£353.00
HMRC	VAT Refund	£238.46
<b>TOTAL:</b>		<b>£1,653.81</b>

e) Precept Referendums

Confirmation from Northants CALC confirmed that District, Borough and County Councils remain “capped” and would need to go to referendum if they sought to increase their Council Tax rate by more than 2%. This did not apply to Parish Councils, however, this provision settlement was now open for consultation until the 15<sup>th</sup> January 2015 so there was still some uncertainty until then what referendum principles may or may not apply to Parish Councils.

f) Clerk’s Contract of Employment

The Chairman reported that the Clerk was now working in excess of her contracted fifteen hours per week and had been invited to increase her hours to twenty hours per week with effect from the 1<sup>st</sup> January 2015. The proposal was put to the meeting by the Chairman and Councillors unanimously agreed that the Clerk’s hours be increased to twenty hours per week from the 1<sup>st</sup> January 2015.

g) To approve Budget 2015/2016 and Parish Precept 2015/2016

A copy of the final draft proposals for the budget 2015/2016 had been circulated to all Councillors. The budget had been discussed in detail at previous meetings and in the absence of Cllr Wilson the Chairman proposed approval of the budget for 2015/2016 resulting in a Precept of £29,174.00. This was an increase of £2,074.00 on the budget/precept from last year. The Chairman’s proposal was seconded by

Cllr Greener and unanimously agreed by Councillors. The effect of this increase for a Band D property would be approximately £60.70 per annum (£57.11 for 2014/2015) which represented an increase of £3.59 per annum.

- h) As there was no meeting in February 2015 Councillors resolved that the February invoices for payment be approved by Cllr Wilson and signed by the Chairman and one other bank signatory.

**15/1324 Urgent Matters for Report Only (notified to the Chairman before the Meeting)**

Cllr Greener stated that the street parking in Humfrey Lane was becoming worse. The Chairman agreed to meet with Euro Foods to discuss the situation. The local PSCO would be requested to keep an eye on the situation.

**15/1325 Confirm Date of Next Meeting**

The next Full Council Meeting of Boughton Parish Council will be held on Monday 9<sup>th</sup> March 2015 in Boughton Village Hall at 7.00 p.m.

There being no other business the meeting closed at 8.35 p.m.

Signed as a true record of the above meeting.

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Cllr J Clarke (Chairman)  
Dated this 9<sup>th</sup> March 2015