

BOUGHTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 9th April 2018 at 6.30 p.m. in Boughton Village Hall, Butchers Lane, Boughton

Present: Councillors: J Clarke (Chair), K Greatorex (Vice-Chair),
A Dale, R Wilson, T Wright

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

Other Attendees: None

18/1845 Apologies for Absence received from Councillors not in attendance

- a) Apologies for absence were received from Cllrs: Mrs J Shephard (NCC cabinet meeting) S Potter (holiday), S Trott (work commitment)

Resolved: To accept the apologies received.

18/1846 To record Members Declarations of Interest (on Agenda Items Only)

None.

18/1847 To sign the Minutes of the last full Council Meeting held on Monday 5th March 2018

Resolved: To approve the Minutes of the last full council meeting held on Monday 5th March 2018 which were signed by the Chair as a true and accurate record.

18/1848 Public Open Forum Session

There were no questions from members of the public.

18/1849 Review correspondence from Spratton Ward District Councillor

Email correspondence from a Spratton Ward councillor had been circulated as some exception had been taken to comments that the residents of Boughton Rise and Buckton Fields received no tangible benefits from their payment of the parish precept. It was felt that this statement was entirely wrong, and every resident was entitled to enjoy the facilities within the parish such as the pocket park and the village hall. The Chair would report on Boughton Rise and Buckton Fields in his report to the Annual Parish Meeting.

18/1850 Joint Funding of a PCSO with Spratton Ward parishes – advice from LGSS Law

The Chair reported that advice had now been received from LGSS Law on the PCSO agreement/contract from Northamptonshire Police.

Resolved: A working group comprising Cllrs: Wilson, Greatorex and Wright would review the amendments and report to the next full council meeting in May.

18/1851 Agree annual adoption of Freedom of Information Publication Scheme

Resolved: To re-adopt the FOI Publication Scheme, which had been reviewed by the Clerk. Copies had previously been circulated.

18/1852 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 agree further response from Pegasus to Boughton Parish Council's consultation response of the 14th November 2017 to DDC.
Resolved: To agree the further response drafted by the planning consultant to DDC.
- b) DA/2018/0199 The Malting House, Vyse Road, Boughton NN2 8RW
Remove tree with a conservation area
Resolved: No observations and the parish council agreed to be guided by the advice of the Landscape Officer at DDC.
- c) DA/2018/0214 Winston House, Vyse Road, Boughton NN2 8RR
Remove trees subject to a Tree Preservation Order DA/419
Resolved: No observations and the parish council agreed to be guided by the advice of the Landscape Officer at DDC.
- d) Buckton Fields Residents Meeting 22nd March 2018 update
Cllr Wright reported that an informal meeting had taken place with four residents from Buckton Fields and a broad range of issues had been discussed – provision of dog bins, litter bins and signage. Cllr Shephard had contacted the maintenance contractors for the site but had, as yet, received no response. The residents were keen to build a sense of community and there was a general perception that things were not being done. A further meeting will be arranged but no date has been fixed. Cllr Wright voiced some concern that by setting up a further group there may be some duplication of the work already being undertaken by the parish council and the Buckton Fields Liaison Forum. Cllr Wright was currently reviewing the Annual Plan for 2018-2019 and it was suggested that some of the issues raised at the meeting could be incorporated within that document such as a Welcome Pack for new residents, a Buckton Fields parish council representative and a review of the current parish website.
- e) Cllr Dale joined the meeting at 6.50 p.m.

18/1853 Finance

- a) The financial statement/bank reconciliation for the month ending 28th February 2018 had previously been circulated and approved by Cllr Wilson. A bank reconciliation for the year ending 31st March 2018 had been prepared by the clerk but the Financial Statement was awaiting final approval by Cllr Wilson.
Resolved: To approve the financial statement/bank reconciliation for the month ending 28th February 2018 and the bank reconciliation for the year ending 31st March 2018 which were signed by the Chair as a true and accurate record. Cllr Wilson reported that the Annual Governance and Accountability Return 2017/2018, which was

historically approved and signed at the April meeting, would be approved and signed at the next full council meeting in May due to the proximity of the April council meeting to the year-end. The internal audit inspection would take place on the 17th April 2018.

- b) **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	C2005	Hall Hire BPC Meeting Full Council 9 th April 2018	£18.00	LGA 1972 s112
Mrs J Bunting	C2006	Clerk's March 2018 Salary (net of deductions) including mileage claim to February 2018	£1,126.91	LGA 1972 s 112
MGT Design Ltd	C2007	Monthly website maintenance March 2018	£60.00	LGA 1972 s112
Mrs J Bunting	C2008	Monthly Parish Office Expenses March 2018 (Telephone, Broadband and Electricity)	£43.33	LGA 1972 s112
HMRC	C2009	EE & ER Tax & NI contributions to March 2018	£592.34	LGA 1972 s112
E. ON	C2010	Street Lighting Maintenance Contract for quarter ending 31 st March 2018	£189.08	Parish Councils Act 1957 s3 Highways Act 1980 ss 97,98
Northamptonshire ACRE	C2011	Annual Subscription 2018/2019	£35.00	
Tracsis	C2012	Traffic Survey 18 th to 25 th April 2018	£1,092.00 (Paid from Traffic Calming Reserve)	Road Traffic Regulations 1984
M & K Gardening	C2013	Village Green Works	£408.54	OSA 1906 s6
Barry Waine Planning	C2014	Further advice on planning application for Buckton Fields (phase 2)	£150.00 (Paid from Legal & Consulting Reserve)	LGA 1972 s112
Total Cheque Payments			£3,715.20	

- c) Income for March 2018 was as follows: -

Payee	Details of Payment	Amount
Nat West Bank	Gross Bank Interest 31 st March 2018	£1.31

- d) For information the following direct debit payments to Aviva Pensions were reported for the month ending 31st March 2018.

	Date		Total	Power
ER & EE Pension Contributions Aviva	06/03/2018	Direct Debit	£50.28	LGA 1972 s112
ER Monthly Administration Fee	21/03/2018	Direct Debit	£45.00	LGA 1972 s112

- e) **Resolved:** To approve the Asset Register as at the 31st March 2018. Cllr Wilson reported there had been some adjustments to the Asset Register this year with the transfer of ownership of the vehicle activated sign on Moulton Lane to NCC Highways with a value of £7,500. Additional items were the noticeboard in Church Street, a bench seat in Butchers Lane and some litter picking equipment.
- f) Cllr Wilson was thanked for all his hard work and support with the accounts.

18/1854 Environment

- a) Consider quotation for the removal of hebe planting around the chestnut tree Church Street/Butchers Lane

Resolved: To approve a quotation from M & K Gardening in the sum of £240 for the removal of the hebe planting. Cllr Wright reported that she had met on site with a contractor and once the planting had been removed a further meeting will be arranged and an additional quote would be submitted for repairs to the stone work around the chestnut tree.

- b) The clerk reported that a community litter pick had been organised for Monday 30th April 2018 at 3.00 p.m. to meet at the Village Hall.

18/1855 Other Matters

- a) **Resolved:** To agree a quote of £75 from MGT Design to provide a website link to BVM Facebook page and “tick box on the parish website to subscribe to emails to comply with GDPR requirements. An additional link to the Buckton Fields Residents Community Face Book page would be investigated.
- b) The Chair reported that the Clerk had recently achieved her CiLCA qualification.

18/1856 Urgent Matters for Report Only (notified to the Chair before the Meeting)

- a) Cllr Shephard reported that the restoration of the old churchyard structure will be completed in May and an event had been planned for the 24th June 2018 which he suggested was a village event. Cllr Shephard stated that he was seeking a contribution from the parish council of up to £2,000 to pay for the sponsorship of a leading brass band at a cost of £1,000 and site clearance at a cost of £1,000. Following advice from the Clerk the Chair stated that the parish council could not make a decision on the request as it was not an item on the agenda. Cllr Wilson stated that there was currently £753 in a Village Day Reserve and £600 had been budgeted for a Village Day for the current financial year. Cllr Wright raised some concerns about paying for the restoration of the monument paths. Cllr Greatorex proposed supporting a payment of £1,353 towards the event and this was seconded by Cllr Dale.

Resolved: Agreed that the request by Cllr Shephard for a contribution will be discussed further at the May council meeting.

- b) Cllr Clarke reported that he would not be seeking re-election as Chair at the May Annual meeting of the parish council. Cllr Shephard stated that Cllr Clarke had given a huge amount of service to the village and he urged Cllrs Greatorex and Mrs Shephard, as the two longest standing members of the parish council, to acknowledge this at the following Annual Meeting of the parish.

18/1844 To Confirm Date of Next Meeting

The Annual Meeting of Boughton Parish Council will be held on Monday 14th May 2018 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

The meeting closed at 7.25 p.m.

Signed as a true record of the above meeting.

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Chair

14th May 2018