

BOUGHTON PARISH COUNCIL

Minutes of the Full Council Meeting held on Monday 14th January 2019 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

Present		In Attendance	
CLlr S Potter (SP)	Chair	Mrs J Bunting	Clerk & RFO
CLlr T Wright (TW)	Vice-Chair	PCSO Paul Miller	Northamptonshire Police
CLlr A Dale (AD)		Six Members of the Public	
CLlr R McDonnell (RMcD)			
CLlr J Shephard (JMS)			
CLlr R Wilson (RW)			

19/1968 Apologies for absence

Apologies for absence were received from District Councillor Shephard.

19/1969 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 parish website. Declarations of Interest were as follows:

Councillor	Agenda item	Nature of Interest
CLlr S Potter	Planning agenda item 14e Merewater, Church Street, Boughton	Personal
CLlr R Wilson	Planning agenda item 14f The Old Bakehouse, Church Street	Neighbour
CLlr T Wright	Planning item 14f Redwood, Butchers Lane	Neighbour

19/1970 To sign the Minutes of the last full Council meeting held on Monday 12th November 2018 and the Planning meeting held on Monday 3rd December 2018

Council unanimously APPROVED the Minutes of the last Council meeting held on Monday 12th November 2018 and the Planning Meeting held on Monday 3rd December 2018 as a true and accurate record. The Minutes were signed by the Chair with no administrative amendments.

19/1971 Public Open Forum Session

Members of the public addressed the Parish Council summarised as follows:-

- a) Applicants discussed plans for their property at Hill House, Butchers Lane.
- b) Applicants discussed their plans for the renovation of Merewater, Church Street. They were working closely with the Conservation Officer at DDC.

- c) Councillors agreed that a resident could discuss his proposals for verge markers in Moulton Lane to Council under Highways later on the Agenda.

19/1972 Northamptonshire Police/Police Community Support Officer Report

PCSO Miller reported that recent crimes in the parish revolved around insecurities from cars and garages being left unlocked. The Police were asking parishioners to ensure that their property was secure. Unfortunately, break-ins to garages were recorded as burglaries. The mobile police station had been sited at Buckton Fields over the weekend offering crime prevention advice and fifty-six residents had attended. PCSO Miller had foot patrolled Buckton Fields with a PCSO colleague who was currently working alongside him and had posted crime prevention advice and information in relation to the Neighbourhood Alert System to three hundred houses. There had been a total of eight recent burglaries, which had included people trying to get into properties which were not yet occupied and empty, which were summarised as follows:-

5 forced entry (2 empty properties and 1 from a container used by archaeologists which had been left unlocked)

2 insecure properties (one where the keys had been left in the front door)

Theft of a motor vehicle from Kingsthorpe Bowls Club

The town and neighbourhood policing teams were working together as the crimes all had a similar modus operandi. The Chair confirmed that he has regular weekly contact with PCSO Miller and they will both be attending a joint SPOC's meeting at Police Headquarters at Wootton Hall on Thursday 17th January 2019. The Chair would raise these recent issues with the Area Sergeant.

PCSO Miller reported that he has been joined by another PCSO for the time being who has recently joined the Rural Team based at Brixworth. The Chair thanked PCSO Miller for his report and attendance.

19/1973 Agree Representatives of Planning, Village Hall Richard Humfrey Charity, OMBBH Forum

Resolved: Planning – Cllr T Wright

OMBBH Forum – Cllr Mrs J Shephard

Councillors agreed that representatives for the Village Hall and Richard Humfrey Charity could be offered to any new co-opted Councillors.

19/1974 District Councillor's Report on matters arising since last meeting

There was no report.

19/1975 County Councillor's Report on matters arising since last meeting

Cllr Mrs Shephard reported that NCC's budget consultation would run until the 23rd January 2019. The Cabinet had put a stabilisation plan in place and some progress and savings had been made. The recent Inspector's report had made a recommendation for two unitary Councils in Northamptonshire and this had been ratified by the Secretary of State.

19/1976 Agree Adoption of Councillor Co-option Policy and Councillor Application Form

Resolved: To agree adoption of Councillor Co-option Policy and Application form previously circulated.

19/1977 Agree adoption of Noticeboard Policy

Resolved: To agree adoption of Noticeboard Policy previously circulated.

19/1978 Approve Defibrillator Risk Assessment

Resolved: To agree Defibrillator Risk Assessment previously circulated.

19/1979 Parish Council Co-option and agree advertising of two vacancies

The Chair reported that DDC had confirmed that the two councillor vacancies could be filled by co-option.

Resolved: To advertise the vacancies on the website, parish noticeboards and in the February edition of BVM.

Action: Clerk

19/1980 Good Neighbour Scheme

Cllr Mrs McDonnell reported that she had attended a Good Neighbour Scheme event at Moulton Community Centre in October and some notes had been circulated. Cllr McDonnell stated that it has been a positive and enlightening event.

Resolved: Cllr McDonnell was appointed the Community Liaison Representative and it was agreed that she would look into a scheme for Boughton. The Clerk was requested to include a list of useful telephone numbers on the parish website.

Action: RMc/Clerk

19/1981 Planning

a) **DA/2011/0666 Land at Brampton Lane, Boughton (Buckton Fields) Update**

Cllr Wright reported that an update from DDC had been circulated.

b) **Parish Consultation – suggestion of street names for Buckton Fields (West) Phase 2**

The Clerk had circulated a list of names using an old field map from 1932. Cllr Mrs Shephard suggested including the names on the war memorial and this was agreed.

Resolved: Cllr Mrs Shephard would liaise with the Clerk to agree a final list for submission to DDC.

Action: JMS/Clerk

c) **Buckton Fields Residents Group update**

Cllr Wright reported that a meeting had been held at the end of November and six residents had attended. The next meeting of the Buckton Fields Liaison Forum will be held on the 23rd January 2019 and issues from the Residents meeting will be raised at the Forum. A noticeboard for Buckton Fields had been ordered. The new PCSO had attended the Carol Service held at Buckton Fields in December and had been well received.

d) **DA/2018/0995 Hill House, Butchers Lane, Boughton**

Resolved: No objections as previously stated.

e) **DA/2018/0814 Merewater, Church Street, Boughton NN2 8SG**

Listed Building Consent for removal 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: To make no further comment on the application.

f) **Consider response to new planning applications**

DA/2018/994 Ulverscroft, Vyse Road, Boughton NN2 8RP0816

Two storey extension over existing garage and new gates to existing piers

Resolved: No objections.

DA/2018/1068 The Old Bakehouse, Church Street, Boughton NN2 8SG

Construction of two storey side extension

Resolved: The Clerk was requested to submit observations to DDC.

DA/2018/0941 (Amended) Boughton Grange, Harborough Road North, Boughton
Construction of two storey side extension

Resolved: Objection as previously stated.

DA/2018/1101 Redwood, Butchers Lane, Boughton

Felling of trees within a conservation area

Resolved: No objections.

DA/2018/1042 Land to the south of Boughton Road, Moulton

Reserved matters application (access, appearance, landscaping, layout and scale) for 125 dwellings, access and associated works, open space and car and coach parking area

Resolved: To support the observations of Moulton Parish Council.

DA/2016/1144 Land off Holly Lodge Drive Boughton Gladman Developments

There was no further update on the statutory challenge to the Secretary of State.

DA/2018/0816 Owl Barn, Boughton Grange, Harborough Road North, Boughton

Cllr Wright reported that DDC had granted planning permission for change of use of an existing annexe to a dwelling. General discussion took place and the Clerk was requested to write to the Planning Officer at DDC for further clarification following the Parish Council's objections.

Action: Clerk

19/1982 Highways

Resolved: Due to the attendance of a parishioner it was agreed to take Highways before Finance on the Agenda.

a) Consider deterioration of verges on Moulton Lane – email from resident

Councillors received an update from a resident following concerns with the deterioration of the grass verges in Moulton Lane. Some proposals for verge markers and costings were circulated. The Chair reported that NCC Highways had advised the Parish Council that they could not support the placing of posts on the highway by parishioners, however, Councillors, agreed to speak to NCC Highways further for guidance.

Action: Chair

b) Consider and agree cutting of urban highway mowing 2019 – Letter from NCC

Resolved: That the Parish Council agreed to continue to carry out the grass cutting within the highway for the mowing season 2019. The contribution from NCC Highways would remain at £353.

Action: Clerk

19/1983 Finance

a) The Financial Statements/Bank Reconciliations for the months ending 30th November and 31st December 2018 had previously been circulated and approved by Cllr Wilson.

Resolved: To approve the Financial Statements/Bank Reconciliations which were signed by the Chair as a true and accurate record.

b) Cllr Wilson reported that although it appeared that the balance on the precept was £17,748 and a considerable amount of money there was still two months expenditure and payment of the noticeboard for Buckton Fields. Money budgeted for a Neighbourhood Plan (£5,000) and Footway Lighting (£1,000) was earmarked in the budget for reserves. Consequently, he envisaged that there may be a small surplus at the financial year-end.

c) **Resolved:** The following cheques be approved for payment. A list had previously been circulated and approved by Cllr Wilson and the Chair.

To Whom Paid	Chq No	Details of Payment	Amount	Power to Pay
Boughton Village Hall	C2093	Hall Hire Full Council Meeting 14 th January 2019	£18.00	General Power of Competence (GPC) (LGA 1972 s112)
J Bunting	C2094	December 2018 Salary (net of deductions) and including mileage expenses	£1,231.03	GPC (LGA 1972 s112)
HMRC	C2095	EE & ER Tax & NI Contributions	£635.28	GPC (LGA 1972 s1112)
MGT Design Ltd	C2096	Monthly Website Maintenance November 2018	£90.00	GPC (LGA 1972 s112)
J Bunting	C2097	Parish Office Expenses December 2018	£43.33	GPC (LGA 1972 s112)
E.ON	C2098	Street Lighting Maintenance Contract to Quarter ending December 2018	£189.08	GPC (Parish Councils Act 1957 s3)
J Bunting	C2099	Reimbursement to Clerk for stamps and refreshments	£21.01	GPC (LGA 1972 s112)
E.ON	C2100	Electricity Account for Street Lighting	£492.91	GPC (Parish Councils Act 1957 s3)
Society of Local Council Clerks	C2101	Membership Renewal from 1 st January 2019	£175.00	GPC (LGA 1972 s112)
TOTAL Cheque Payments			£2,895.64	

- d) For information the following direct debit payment to Aviva Pensions was reported for the month ending 31st December 2018.

	Date		Total	Power
ER Monthly Pension Administration Fee	21/12/2018	Direct Debit	£45.00	LGA 1972 s112

- e) Cllr Wilson reported that he had carried out an internal review of the parish council's accounting records and he was satisfied with his findings and had nothing extra-ordinary to report.
- f) Resolved: Not to support a request from NCC towards a joint bus subsidy for an existing route along Welford Road. It was considered that Boughton parishioners would, in the main, use the bus services along the A508.
- g) Consider request from Parochial Church Council for the Parish Council to take on the maintenance of old St John's Churchyard, Boughton Green

Cllr Wilson reported that a request had been received from the PCC to take on the green works maintenance for the old St John's Churchyard. Details of quotes for the work had previously been circulated.

Resolved: The balance in the grant budget of £735 for 2018/2019 would be used to contribute to the green works at the Church on receipt and agreement by the Parish Council of a grant application. Councillors agreed that this was a one off only payment to the PCC from this year's budget and that the Parish Council would not take on the maintenance contract for the churchyard as requested.

- h) To approve the Budget for the financial year 2019/2020

A copy of the Budget and Precept proposals for 2019/2020 had previously been circulated to Councillors. The proposal was for expenditure of £51,666 and income of £373.

Resolved: To approve the budget for 2019/2020 as circulated.

- i) To approve Precept for the financial year 2019/2020

Resolved: To approve a Parish Precept of £51,293 for 2019/2020. Cllr Wilson confirmed that this would have a 0% effect increase on council tax for parishioners with the increase in houses in the parish.

- j) The Chair reported that the mobile speed indicator device (SID) on Brampton Lane, loaned from NCC Highways, had not been very reliable but when it was working appeared to slow down traffic. The Chair proposed that the Parish Council purchase their own device, similar to the one recently installed in Brixworth. He confirmed that three quotations had been received. Cllr Wilson stated that there was £2,200 in the current financial year's budget for traffic calming and £4,810 in the traffic calming reserve.

Resolved: The Clerk was delegated to purchase the best value for money solar powered mobile speed SID from the quotations received.

Action: Clerk/Chair

- k) To consider grant applications from local community groups

Cllr Wilson reported that there had been no grant applications.

- l) Income was reported as follows: -

Payee	Details of Payment	Amount
HMRC	VAT Refund	£149.98
Nat West Bank	Gross Interest November 2018	£7.96

		Cllr Wilson reported that there had been an increase in interest rates with effect from the 1 st October 2018.
Martin Grant Homes	Joint Contribution towards parish council noticeboard at Buckton Fields	£882.50
NCC	Mowing contribution 2018 season	£353.00

- m) Cllr Wilson reported that E.ON were increasing their energy prices for street lighting from the 21st January 2019. The Clerk had spoken with E.ON who had provided proposals for a fixed term contract which would involve the payment of a monthly standing charge.
Resolved: It was agreed to remain with the current arrangement but Councillors would consider a change of supplier.

Action: RW/Clerk

19/1984 Environment

Report from Wilby Trees – Chestnut Tree top of Butchers Lane

Cllr McDonnell reported that Wilby Trees had inspected the Chestnut Tree and their report had confirmed that no work was necessary at this time.

19/1985 Other Matters

Report on attendances since last council meeting: -

- a) The Chair confirmed that he had attended a meeting at DDC on the 27th November 2018. The meeting had gone well and had been an opportunity to meet with officers.
- b) **Consider Change of Date of Annual Parish Meeting**
Consideration was given to changing the date of the Annual Parish Meeting which had historically been held after the April Parish Council meeting. A change of venue from the Village Hall to Boughton Primary School was considered. The Clerk confirmed that the Annual Meeting of the Parish could be held between the 1st March and 1st June inclusive.
Resolved: Councillors agreed to a change of date and venue at Boughton Primary School and the Chair would liaise with the Head Teacher. The local M.P. Chris Heaton-Harris will be invited to attend.

Action: Chair/Clerk

- c) **Monthly Reports from the representatives of the Village Hall, Pocket Park, Boughton Primary School and Richard Humfrey Charities**

Village Hall

There was no report.

Primary School

The Chair reported that the School were looking at improving an outside play area and Councillors were asked to consider making a grant towards the work.

Resolved: Following a suggestion by Cllr Wilson it was considered that if there was a budget surplus at the financial year-end the Parish Council could contribute on the completion of a grant application form.

Richard Humfrey Charities

Cllr Mrs Shephard reported that a meeting of both charities had been held on the 13th November 2018. Money had been allocated to recipients, however, applications were now rare.

19/1986 Urgent Matters for Report Only (Notified to the Chair before the Meeting)

Resolved: A letter of thanks would be sent to the Neighbourhood Watch co-ordinator who was stepping down at the AGM. NHW would be put on the Agenda for the next full council meeting.

Action: Clerk

19/1987 Date of Next Meeting

The Chair confirmed that the next Council meeting will be held on Monday 11th March 2019.

The meeting closed at 9.15 p.m.

Clr S Potter
Chair

Date: 11th March 2019

Annex 1 - Summary of Actions

Action	Who	Min No.
Proceed with Parish Council Co-option	Clerk	19/1979
Progress Good Neighbour Scheme	RMcD/ Clerk	19/1980
Finalise list of suggested street names for Buckton Fields Phase 2	JMS/Clerk	19/1981
To complete planning application responses to DDC	Clerk	19/1981
Clarify DDC planning application decision DA/2018/0861 Owl Barn, Boughton Grange	Clerk	19/1981
Contact NCC Highways regarding proposals for verge markers in Moulton Lane	Chair	19/1982a
Completion of NCC Highways Parish Mowing Agreement for mowing season 2019	Clerk	19/1982b
Forward grant application forms to Parochial Church Council	Clerk	19/1983g
To complete parish precept forms and submit to DDC	Clerk	19/1983i
Proceed with purchase of mobile speed indicator device and liaise with NCC Highways	Chair/Clerk	19/1983j
Consider change of electricity supplier for street lighting	RW/Clerk	19/1983m
Organise Annual Parish Meeting 2019	Chair/Clerk	19/1985c
To send thank you letter to Boughton Neighbourhood Watch Co-ordinator	Clerk	19/1986