

BOUGHTON PARISH COUNCIL

Minutes of the Full Council Meeting of Boughton Parish Council held on Monday 10th September 2018 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

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

In Attendance: District Councillor J Shephard
Mrs P Page – Town Clerk Rothwell Town Council (Locum Clerk)

Other Attendees: Three members of the public

18/1913 Apologies for Absence received from Councillors not in attendance

Apologies for absence were received from Cllrs: A Dale (holiday), S Trott (work commitment) and R Wilson (personal).

These apologies were approved.

18/1914 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.

18/1915 Consider request by District Councillor Shephard to amend the Minutes of the 9th July 2018

The Chair asked District Councillor Shephard to explain to the Council why he had made a request to amend the Parish Council minutes of the 9th July 2018. Cllr Shephard stated that he no longer wanted the minutes amending and was very happy with them.

18/1916 To sign the Minutes of the last full Council Meeting held on Monday 9th July 2018 and the Extra-Ordinary Council Meetings held on Monday 23rd July 2018 and Tuesday 14th August 2018

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

18/1917 Public Open Forum Session

Resident 1 addressed Council regarding agenda item 11 (d) parking on grass verges outside his house, he has previously written in regarding the matter.

Resident 2 addressed Council regarding agenda item 11 (b) – potholes – both on Vyse Rd. Cllr Judy Shepherd will chase this up at the County Council. In addition, parking on Vyse Rd was mentioned which has improved following the introduction of a sticker system by a local business in Humfrey Lane.

Resident 3 – At the May meeting he had mentioned a Neighbourhood Watch letter being sent out to every new resident moving into the area. The resident has not yet contacted all the people on the letter, which he will now do and let the Clerk know.

The Clerk was requested to report the sighting of rats in Jacorin Close and Briscoe Close.

Public Session closed.

18/1918 To receive District Councillor's Report on matters arising since last meeting

Councillor Shepard reported that by the end of August all eight authorities in the County had been invited to respond to the Secretary of State regarding Unitary authorities. Seven out of eight had responded and positively agreed. The new PCSO, Paul Miller, started in August and a SPOC meeting had taken place with Area Sergeant Sam Dobbs. The Chair, Cllr Potter, is the SPOC representative for Boughton. If anyone wants to contact the PCSO they must do it through the Chair. Routine calls and emergencies are still 999 & 101.

The Chair reported that Paul Miller is very positive and has identified the school as a priority. He has visited the school twice already helping with the school crossings and traffic management and is organising some events at the schools. He is an accomplished off-road motorcyclist which could be very beneficial for the parishes and he is going to attend a refresher course for off road biking. This will enable him to get into areas that have not been easily accessible previously. He has already attended two burglaries in the village in Harborough Road. He has Bonfire Night already in the diary and he will be in the Parishes every day.

Councillor Mrs Shephard has already reported an incident to him which took place in Spectacle Lane which he is looking into and he has already made an appointment to see the resident.

18/1919 To receive County Councillor's Report on matters arising since last meeting

District Councillor Mrs Shephard reported that the County Council saga continues and the Institute for Public Scrutiny is looking at the way that the Scrutiny Committee works at the County Council and the system has been condemned. The current systems needs to be stopped and reformatted with a new Scrutiny Committee set up that looks at Finance and Adult Social Care and Health.

18/1920 Agree purchase of parish defibrillator

The Chair reported that he intends to use his Chairman's allowance this year to purchase a defibrillator. There was no problem sighting the defibrillator on the village hall wall and advice had also been sought from the Conservation Officer as the Village Hall is in the Conservation Area. Cllr Mrs Shephard mentioned that in another Parish the batteries had been stolen. The Chair stated that a national charity was going to donate a defibrillator and the Chair's allowance will be used to install and maintain. The Chair is going to be trained to use it, as is a local retired vet. Councillor Greatorex mentioned that he is already trained in the use of a defibrillator.

Resolved: To delegate to the Clerk.

18/1921 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)
 - i) Cllr Clarke reported that the application will be considered by the Planning Committee at DDC on the 12th September 2018 and the recommendation was for approval. The Chair and Cllr Clarke will attend and Cllr Clarke will speak on

behalf of the Parish Council. District Councillor Shephard also confirmed his attendance and suggested that Cllr Clarke concentrate his speaking slot to the Heads of Terms. Cllr Clarke voiced concern that no account was being taken into consideration regarding the strain on existing infrastructure from the cumulative effect of development in the area and no new infrastructure was planned.

- ii) Martin Grant Homes non-material amendment application for the change of materials for six plots on the Harborough Road Frontage
RESOLVED: To approve Clerk's recommendation as previously circulated. No objection.
- iii) Community Facilities Buckton Fields – response from DDC
An email from the Planning Officer at DDC dated the 16th August 2018 had previously been circulated to Councillors and the contents were reiterated by the Chair. District Councillor Shephard suggested that the Parish Council needed to make it clear what the Parish Council wanted. There were three options a) a stand-alone facility b) joint use with the school c) something in the village. General discussion took place and it was agreed that community facilities should benefit the residents at Buckton Fields.
- b) Buckton Fields Liaison Forum Tuesday 31st July 2018
Minutes had been circulated. The meeting had been useful and clear up of the site has been undertaken, the location of the road surfacing has been an ongoing issue and assurances have been given and time scales have been extended. The next meeting will be held in December.
- c) Agree location of developer funded Parish Council noticeboard for Buckton Fields
Resolved: To delegate to the Clerk.
- d) Buckton Fields Residents Group
District Councillor Shephard stated that this is broadly about communication and erection of the noticeboard will help.
- e) Consider response to planning application DA/2018/0732 36 Humfrey Lane, Boughton NN2 8RL
New dormers to north and south elevations and rebuild existing chimney in red brick. Raised roof to existing extension including removal of existing chimney and insertion of rooflight to north elevation. New window to west elevation gable.
Resolved: Objection on the following grounds:
- The property is within the conservation area of Boughton and the raising of the roof would dominate the existing street scene dramatically and spoil the existing heritage view.
 - The proposals for dormer windows would overlook adjacent neighbouring properties.
 - The proposals are contrary to the building and design guidelines contained in Boughton Village Design Statement B and H.
- f) DA/2016/1144 Land off Holly Lodge Drive, Boughton, Gladman Developments
There was nothing further to report.
- g) Agree response to Settlements & Countryside Local Plan Part 2 Consultation
Previously circulated to councillors with a short report from the Clerk.
Resolved: Agreed to amend a minor error in the document with reference to the address of Martin Moore Wood from Vyse Road to Brampton Lane.

- h) Report adoption of Boughton Conservation Area Appraisal and Management Plan
It was noted that Boughton Conservation Area Appraisal and Management Plan, along with the revised conservation area boundary, had now been adopted by DDC. The new boundary will now be controlled by the relevant legislation, the Planning (Listed Buildings and Conservation Areas) Act 1990. The Appraisal and Management Plan is now a Supplementary Planning Document (SPD) and will be edited to reflect its final status as such, and then published online. All applications which are received will be determined with regard to the legislation and SPD. The Clerk was requested to send a list of all TPO'd trees to Cllr Mrs Shephard.
- i) Application No: DA/2018/0747 Ashley House, Humfrey Lane, Boughton, NN2 8RQ Works to trees within a conservation area
Resolved: No objection.

18/1922 Finance

- a) The Financial Statements/Bank Reconciliations for the months ending 31st July 2018 and 31st August 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) **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	C2055	Hall Hire Full Council Meeting 10 th September 2018	£18.00	General Power of Competence (GPC) (LGA 1972 s112)
Mrs J Bunting	C2056	Clerk's August 2018 Salary (net of deductions) including mileage expenses March to July 2018	£1,250.19	GPC (LGA 1972 s112)
MGT Design Ltd	C2057	Monthly Website Maintenance August 2018	£90.00	GPC (LGA 1972 s112)
Mrs J Bunting	C2058	Parish Office Expenses August 2018	£43.33	GPC (LGA 1972 s112)
Boughton Village Hall	C2059	Annual Donation 2018/2019	£1,000.00	GPC
Boughton Playing Field	C2060	Annual Donation 2018/2019	£500.00	GPC
E.ON	C2061	Replacement Photocell PL42 Vyse Road	£28.16	
Mrs P Page	C2062	Locum Clerk Fee Full Council Meeting 10 th September 2018	£100.00	GPC (LGA 1972 s112)
Information Commissioner	C2063	Annual Data Protection Fee	£40.00	GPC (LGA 1972 s112)

M & K	C2064	Village Greenworks	£369.70	GPC (OSA 1906 s6)
PKF Littlejohn LLP	C2065	Annual Audit Fee Review 2017/2018	£240.00	GPC LGA 1972 s112)
TOTAL Cheque Payments			£3,679.38	

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

	Date		Total	Power
ER & EE Pension Contributions Aviva	03/08/2018	Direct Debit		LGA 1972 s112
ER & EE Pension Contributions Aviva	31/08/2018	Direct Debit		LGA 1972 s112
ER Monthly Pension Administration Fee	23/08/2018	Direct Debit	£45.00	LGA 1972 s112

- d) Discuss consequence of NCC cutbacks on the parish
Agreed to carry forward to the October meeting.
- e) Review budget to first quarter ending June 2018
Agreed to carry forward to the October meeting.
- f) To consider proposals for Budget 2019/2020 and to agree membership of working party
Agreed to carry forward to the October meeting.
- g) Agree virement of funds from Village Projects Budget/Reserve to a budget for the sponsorship of a PCSO
Resolved: To transfer £4,800 from the Village Projects Reserve and £2,636 (£7,436) from the Village Projects Budget heading for 2018/2019 to a budget heading for the employment costs of the PCSO to the end of the financial year 2018/2019.
- h) Report on formal closure of St John's Churchyard in Church Street
The Chair read out an email (previously circulated) advising the Parish Council that the PCC will be applying 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. Consequently, the responsibility for maintenance of the churchyard (not ownership) would pass to the local authority.
- i) Consider request for maintenance funding of old St John's Church Boughton Green
Resolved: To pay £702.60 which was fifty percent of the amount requested by District Councillor Shephard. The Clerk advised that payment would need to be included on the payment schedule for the next council meeting in October as an invoice was required made out to Boughton Parish Council and not the PCC.
The Chair reported that the skip on land adjacent to the Church had been there too long now following the refurbishment works and that it was now so full that the contractors would not collect it. District Councillor Shephard would investigate.

- j) Consider request for grant funding from Boughton NHW for the purchase of new NHW signage
Nothing further to report and the matter would be carried forward to the October meeting.
- k) Income for August 2018 was reported as follows: -

Payee	Details of Payment	Amount
Nat West Bank	Gross Interest August 2018	£1.95

18/1923 Highways

- a) Installation of Speed Indicator Device – update
Highways would deliver the SID on the 19th September 2018 and it would be sited initially in Brampton Lane.
- b) Pot holes in Vyse Road update from NCC Highways
NCC Highways had reported that there was no resurfacing programme for Vyse Road at this time. The road is regularly inspected for safety issues and any potholes which meet NCC intervention levels will be repaired. Previously reported under Public Session. Cllr Mrs Shephard will progress with Highways.
- c) White Lining adjacent to priority build out in Moulton Lane – update from NCC Highways
The Chair reported that, following a request from the Parish Council, the construction team had reported that the give-way road marking had been re-instated at the same position as the original makings. These are 5 metres from the start of the buildout as per the original design drawings which is the recommended distance for such a feature.
- d) Consider request from resident in Moulton Lane for posts on the grass verges
A report from a resident had been circulated to all councillors and advice had been sought from NCC Highways following a request for wooden posts on the highway verges in Moulton Lane. NCC had advised that: -
Damage to highway verges from people parking and driving over them is a widespread issue and was particularly bad last winter due to the prolonged period of inclement weather. The Highway Authority are tasked with maintaining a safe and useable public highway network but this is primarily for the passage of vehicles and other road users rather than for any aesthetic purposes. Northamptonshire Highways cannot condone the placing of stones or posts on the verge by residents as these can be classified as an obstruction under Section 149 of the Highway Act 1980. The placing of such items may potentially result in damage or personal injury to road users should a pedestrian trip over the stone / post or if a car was damaged by one of these obstructions. NCC Regulations Section are tasked with contacting homeowners to arrange removal of these obstructions when this is brought to their attention.

Over recent years it had been Northamptonshire County Council's policy that wooden posts or bollards will only be introduced where there is good justification on safety grounds, such as to prevent verge parking in the immediate vicinity of schools, where there was likely to be a high number of pedestrian movements across the road. If we introduced them at a particular location, which was not safety related, this would put us in a difficult position to defend why we had not installed them in other areas where

we had received similar requests. With the current issuing of the Section 114 notices by the County Council no new expenditure, with the exception of statutory services and safeguarding vulnerable people, is permitted until further notice. Due to these circumstances the installation of any posts / bollards can no longer be funded from council resources. NCC cannot licence private individuals to allow them to install posts / bollards due to indemnity purposes as whoever places the posts in the verge would be liable if damage or injury resulted from the installation of the posts in the event of an accident. There would also be issues with ongoing maintenance responsibilities should the original resident move house and the posts fall into disrepair.

Parish Councils can arrange for the installation of their own posts/bollards, however, they would need to obtain a "licence" from the County Councils Regulations Department and have to fulfil various conditions. These include the works being undertaken by an approved contractor complying with traffic management requirements. The Parish Council would also need to have indemnity and public liability insurance and take on the maintenance liabilities for the posts / bollards in perpetuity. In addition, all utility companies have to be contacted to ascertain whether they have any equipment in, on or over the land in question that may be affected by the installation of the posts. Parish Councils generally only install bollards / posts to protect community areas, such as village greens, rather than to protect verges outside individual resident's properties as this again would lead to numerous requests from other residents within the Parish for similar measures. The posts / bollards should be fitted with reflectors and should be located at a distance of 450mm back from the road edge to provide a "clearance" for passing traffic so a degree of "overrunning" may still occur.

Resolved: Councillors were unhappy with this response as the resident was trying to maintain a standard. The Clerk was requested to further investigate and report back to the next meeting in October.

e) Consider funding of changes to directional signage at the end of Vyse Road

The Chair reported that due to the issuing of the Section 114 notices by the County Council immediate spending controls had been placed on Northamptonshire Highways, and no new expenditure with the exception of statutory services and safeguarding vulnerable people was permitted until further notice. Due to these circumstances no budget has been allocated for small highway works for 2018/19. However, the design team had been asked to design up the sign faces and to get a price for the works for the Parish Council's consideration to fund the work. The matter would be carried forward to the October meeting as there had been no response from Highways.

f) Roundabout sponsorship on the A508/top of Vyse Road

The Chair reported that a local company in Boughton were interested in sponsoring the roundabout and are currently in discussion with NCC. The company were contributing to the village Bonfire event in November.

The Chair stated that a date needs to be organised for a village litter pick.

18/1924 Environment

- a) Remedial works to the area around the Chestnut Tree in Church Street update
Following the removal of the hebe planting, Cllr Wright reported that M & K Gardening had now provided a further quote for the removal of the remaining root debris which she felt was too much.
Resolved: Cllr Wright will liaise with the Clerk.
- b) Provision of Superfast Broadband in the Parish
Resolved: Councillor Mrs Shephard would pass details onto the Clerk for the contact at NCC. The Chair will also investigate further.
- c) Agree response to Scoping Opinion for proposed North-West Relief Road
NCC were consulting on a Scoping Opinion for the proposed North-West Relief Road. The request for a Scoping Opinion was purely a technical opinion and not for an opinion on the merits of the road. The process was different to a consultation of a planning application and only the views on the proposed scope of the Environmental Statement could be taken into account. Further consultation would take place if a planning application for the proposal was to come forward in the future.
Resolved: Councillors agreed to the Clerk's recommendations to request a 24-hour noise assessment, landscape and visual impact assessment to look at limiting the impact of the road on the landscape character, drainage assessment as the road crosses flood plan, air quality as the proposed road is near to the AQMA in Kingsthorpe, assessment of the road levels so they do not impact on the landscape.

18/1925 Correspondence

The Chair reported that letters had been received from Boughton Coffee Morning and the Obelisk Spinney Pocket Park thanking the Parish Council for their recent donations.

18/1926 Other Matters

- a) Report on attendances since last Council Meeting: -
OMBBH Meeting 2nd August 2018
Noted that the Minutes had been previously circulated.
- b) Northamptonshire ACRE Good Neighbour Scheme Event 1st October 2018
Resolved: Cllr Mrs McDonnell will attend.
- c) Monthly reports from the representatives of the Village Hall, Pocket Park, Boughton Primary School and Richard Humfrey Charities
 - i. Village Hall
Cllr Clarke reported that the Committee is struggling to recruit members. Fund raising events continue and a Jumble Sale will be held on the 29th September 2018. There is a reasonable sum of money in the Bank. A bookings secretary is working on a temporary basis.
 - ii. Boughton Pocket Park
The annual bonfire event will be held on 3rd November 2018. Parking arrangements will be the same as last year.
 - iii. Boughton Primary School
There was nothing to report except that the new PCSO had made a visit to the school and has the ability to issue car parking tickets.
 - iv. Richard Humfrey Charities
There was nothing to report.

18/1927 Urgent Matters for Report Only (notified to the Chair before the Meeting)

Cllr Mrs Shephard reported that a resident will be making a request to use the telephone kiosk in Church Street as a book exchange.

Resolved: The matter would be carried forward to the October meeting.

18/1928 To Confirm Date of Next Meeting

The next full council meeting will be held on Monday 8th October 2018 at 7.00 p.m. in Boughton Village Hall.

The meeting closed at 9.02 p.m.

Signed as a true record of the above meeting.

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Cllr S Potter (Chair)

8th October 2018