

BOUGHTON PARISH COUNCIL

Minutes of the Full Council Meeting of Boughton Parish Council held on Monday 14th November 2016 at 7.00 p.m. in Boughton Village Hall, Butchers Lane, Boughton

Present: Councillors: J Clarke (Chairman),
A Dale, Mrs R McDonnell, S Potter, T Wright, R Wilson

In Attendance: Mrs J Bunting – Parish Clerk

Other Attendees: Four members of the Public

16/1628 To Receive and Accept Apologies for Absence

Apologies for absence were received from Cllrs: Mrs J Shephard (personal), K Greatorex (personal) and S Trott (work commitment) These apologies were approved.
Apologies were received from District Councillor J Shephard.

16/1629 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 Daventry District Council website.

Councillor	Agenda Item	Nature of Interest
Cllr John Clarke	Agenda Item 12a. Stone Bus Shelter, Humfrey Lane, Boughton	Adjacent Neighbour. Personal

16/1630 To sign the Minutes of the last Full Council Meeting held on Monday 10th October 2016

The Minutes of the last Full Council Meeting held on Monday 10th October 2016 were approved and signed by the Chairman as a true and accurate record.

16/1631 Matters arising from the Minutes of the Last Full Council Meeting (not covered by items on the Agenda)

- a) Noticeboard in Church Street
Cllr Potter agreed that he would arrange for the noticeboard to now be removed.
- b) Inspection of Chestnut Tree Church Street/Butchers Lane
The Clerk reported that maintenance work to the Chestnut Tree would be undertaken by Wilby Trees on Thursday 15th December 2016. The Tree Surgeons would be on site from 8.00 a.m. Notification to parishioners had gone in the October edition of Boughton Village Matters.
- c) Morrisse Fields of Boughton Road, Moulton – Temporary Directional Signage
The Clerk reported that NCC and DDC were looking at whether there was a need for the two routes to be signed or whether it would be acceptable to push all traffic to the development through Holly Lodge Drive.

16/1632 Public Open Forum Session

Members of the public raised concerns about the Northampton Northern Orbital Route Consultation particularly the fifth option that had been put forward by Daventry District Council. Information on this route option was on the NCC website and they felt particularly alarmed that there had been no public consultation on this proposal. Following general discussion, it was suggested that parishioners contact County Councillor Judy Shephard and District Councillor John Shephard for an update. The Chairman reported that the Parish Council had responded to the initial consultation on the four routes put forward and, as yet, had made no response to option 5. The Clerk clarified that Daventry District Council were consultees in the first public consultation and option 5 was a proposal put forward by them as an alternative route to this first consultation. This proposal may or may not go forward as an alternative option in the next part of the consultation process early in 2017. Councillors agreed to publish a News Post on the parish website to clarify the situation for parishioners. The Chairman proposed that there would be a public meeting in the village at the appropriate time. The Chairman thanked the members of the public for attending.

16/1633 To Receive District Councillor's Report

There was nothing to report.

16/1634 To Receive County Councillor's Report

There was nothing to report.

16/1635 Village Design Statement Update

Cllr Wright reported that the VDS was nearing completion and was now in design form. The document had to be submitted to the Planning Officer at DDC by the 21st November 2016 in readiness for the DDC Strategy Group meeting on the 12th January 2017. The final draft document would be circulated to councillors in due course for final comment.

16/1636 Bus Shelter Humfrey Lane

Cllr Wilson led the discussion as the Chairman had declared an interest in this Agenda item and took no part in the debate. Following a proposal from Cllr Wilson councillors resolved to bring the matter of the removal of the stone bus shelter in Humfrey Lane forward on the Agenda from item no 16/1639(a). Cllr Wilson reported that advice had now been obtained from NCC Highways and the Conservation Officer at DDC. There had been one response from a parishioner against the shelter's removal from the public consultation on the village website and Boughton Village Matters. Advice had also been sought from the bus company who operate the Moulton School bus service. An approved NCC contractor had quoted a "ball park figure" for its removal of approximately £1,500 and a Section 171 Licence would have to be applied for at a cost of £225. The area would have to be made good but no cost had been obtained for that work. Cllr Wilson stated that no funds had been set aside in the current financial year to undertake the work. General discussion took place and there were no strong views for the shelter's retention or removal for councillors to agree a conclusion. It was, therefore, resolved that a builder would be requested to have a look at the structure to see what improvements could be made, including new guttering, which would assist the resident in maintaining his garden wall in a better condition. The Parish Council agreed to monitor the situation.

16/1637 Planning

- a) Agree response to the following Planning Application:-
- i. DA/2016/0973 Corner of Butchers Lane/Church Street, Boughton Work to tree within a Conservation Area (For Report Only)
As the Parish Council was the applicant there were no observations.
 - ii. DA/2016/0904 Woody Parch, 7 Howard Lane, Boughton NN2 8RS Demolition of existing bungalow and construction of two storey dwelling
There were no objections to the application but councillors requested that any observations by adjacent neighbours were considered as the extension would extend into the applicant's rear garden. Councillors requested that building regulations were met in relation to the extension.
 - iii. DA/2016/1001 The Old Rectory, Church Street, Boughton NN2 8SG Work to and removal of trees within a Conservation Area
There were no objections and councillors resolved to be guided by the advice of the Landscape officer at DDC.
 - iv. DA/2016/1002 The Old Rectory, Church Street, Boughton NN2 8SG Work to a tree subject to a Tree Preservation Order DA 83
There were no objections and councillors resolved to be guided by the advice of the Landscape officer at DDC.
 - v. DA/2016/0396 Boughton Mill Farm, Welford Road, Chapel Brampton (Boughton Parish) Demolition of existing single storey rear extension and construction of rear two storey extension, replacement tiles, windows and porch
No objection by the Parish Council.
- b) Planning Application Decisions Received
- i. DA/2016/0848 Ashley House, Humfrey Lane, Boughton Work to Trees within a Conservation Area
Proposed works approved by DDC 25th October 2016.
- c) DA/2008/0500 Buckton Fields (East) and DA/2011/0666 Buckton Fields (Overall)
- i. The Chairman confirmed that the draft Minutes from the Buckton Fields Liaison Forum Meeting held on Friday 14th October 2016 had been circulated to all councillors and were available on the parish website. The Clerk was requested to chase the removal of the Buckton Fields development sign at the end of Vyse Road. Information regarding the reporting of heavy construction vehicles in the village could be done through the Clerk and had been highlighted in Boughton Village Matters.
- d) Boughton Quarry (General)/Pitsford Quarry/Pond
The Chairman reported that a Quarry Liaison Forum meeting had been held on the 12th October 2016 at the Parish Council's request. The Minutes from that meeting would be circulated in due course. NCC had raised the issue with mud on Brampton Lane and confirmed that the site at Boughton Quarry was dry and the roads are being swept although it was thought that the Buckton Fields development was contributing to the staining on the road. A wheel wash, which was formally at Harlestone Quarry, was being refurbished and this will be installed at Boughton. NCC Highways will continue to monitor the condition of the road.

16/1638 Finance

- a) The Financial Statement for the month ending 31st October 2016 had previously been circulated to all Councillors and had been agreed by Cllr Wilson. The Chairman proposed approval of the Financial Statement and this was seconded by and unanimously agreed by Councillors. The Financial Statement was signed by the Chairman as a true and accurate record.
- b) It was resolved by Councillors that the following cheques be approved for payment. A list had previously been circulated to all Councillors and agreed by Cllr Wilson.

To Whom Paid	Chq No	Details of Payment	Amount	Power to Pay
Boughton Village Hall	1841/V968	Hall Hire BPC Meeting 14 th November 2016	£18.00	LGA 1972 s111
Boughton Village Hall	1842/V969	Hall Hire Buckton Fields Liaison Forum Meeting 14 th October 2016	£36.00	LGA 1972 s133
Mrs J Bunting	1343/V970	Clerk's October 2016 Salary (net of deductions)	£1,051.31	LGA 1972 s111
Mrs J Bunting	1844/V971	Parish Office Expenses October 2016 (Telephone, Broadband and Electricity)	£43.33	LGA 1972 s 111
MGT Design Ltd	1845/V972	October 2016 Monthly website maintenance	£60.00	LGA 1972 s111
Mrs J Bunting	1846/V973	Reimbursement to Clerk for purchase of stamps and stationery	£12.03	LGA 1972 s111
MGT Design Ltd	1847/V974	Meetings to progress the design of the Village Design Statement September 2016 and 27 th October 2016	£156.00	LGA 1972 s111
MGT Design Ltd	1848/V975	Fifty Per Cent Deposit for the cost of the design of the Village Design Statement	£1,350 (Payment from VDS Reserve)	LGA 1972 s111
Boughton Playing Field	1849/V976	Donation towards the cost of repairs to the communal footpath in Boughton Pocket Park	£1,000 (Payment from Buckton Fields Reserve)	LGA 1972 s137
M & K Gardening	1850/V977	Village Green-works	£291.50	OSA 1906
TOTAL:			£4,018.17	

c) Income was reported as follows:-

Payee	Details of Payment	Amount
Nat West Bank	Bank Interest	£1.87
Bloor Homes & Martin Grant Homes	Joint Donation	£5,000

d) Pension Automatic Enrolment – To Agree signature of The Pension House Client Agreement

Cllr Wilson reported that Northants County Association of Local Councils (CALC) had teamed up with The Pension House to offer guidance and support on pensions and auto enrolment to parish and town councils in Northamptonshire. There were two options available and Cllr Wilson proposed that Option 1 was a fully managed solution where the Parish Council would engage The Pension House to assist it through the entire process of pension auto enrolment. This would be at a cost of £750 and could be met from money in the Legal Reserve. Cllr Wilson recommended this approach as it was important for the Parish Council to ensure compliance. Following discussion councillors resolved to engage The Pension House for Option 1 at a cost of £750. Councillors agreed that the Chairman would sign The Pension House Client Agreement on behalf of the Parish Council.

e) To consider allocation of money from Bloor & Martin Grant Homes

The Chairman reported that following the October meeting of the Parish Council £1,000 had already been allocated to Boughton Pocket Park towards the cost of urgent repairs to the communal footpath. From a “Wish List” put forward to the developers of Buckton Fields the Parish Council had earlier identified the Village Hall, the Church Rooms and the Pocket Park as being potential beneficiaries to any donation. General discussion took place and Cllr Wilson proposed retaining some of the money to make available for any grant applications although the response to grant funding from the parish council for village organisations in the past had been poor. It was suggested that the money could be used for additional traffic calming. Cllr Potter suggested that the School could benefit as the playground was short of hard standing for the children to play on. Cllr Wright suggested spending some of the money on CCTV for the village following a recent spate of burglaries. General discussion took place and following a proposal from the Chairman Councillors resolved to share the money equally between the Village Hall, the Church Rooms and the Pocket Park. Cllr Wilson stated that the Obelisk Spinney Pocket Park and the School could apply for a grant under the Parish Council’s normal grants procedure in January or July.

f) To consider Budget Proposals and Precept for the Financial Year 2017-2018

A copy of the draft expenditure and income budget for 2017-2018 had been circulated to all councillors together with explanatory notes. Cllr Wilson reported that the new occupations at Buckton Fields would have an impact for the first time on next year’s budget and precept. It would be difficult to project a figure for that increase from the additional houses until the beginning of December when Daventry District Council would set the Council Tax base. However, Cllr Wilson reported a

“ball park” figure of £2,600 in additional monies from the occupations at Buckton Fields.

The Chairman stated his preference that the increase incurred by existing parish residents in next year’s precept should be limited to an inflationary increase only.

Following a recent presentation by Area Sergeant Sam Dobbs from Northamptonshire Police to the Parish Council discussion took place regarding the possibility of part funding the employment of a PCSO in conjunction with neighbouring Parish Councils. No discussions have taken place to date with other Parish Councils and it was agreed that funding of a PCSO through the precept would not take place until 2018/2019 at the earliest. Cllr Wright felt that crime was an important issue and other parishioners may want to support this initiative. Cllr Wilson suggested that the provision of a PCSO could be discussed at the Annual Parish Meeting in April 2017. If there was a more immediate need the contribution towards the employment of a PCSO could be made initially from General Reserves.

Cllr Wilson reported that much of the budget was as in previous years but £750 had been added to the Training Budget for the Clerk to undertake the Certificate in Council Administration (CILCA) next year.

Councillors agreed to allocate £600 towards a Village Day in 2017. Other additional items were considered which included a replacement parish noticeboard on Vyse Road, a new bench seat and additional monies for traffic calming. It was agreed that the annual donation to the Village Hall would increase from £500 to £1,000. A small provision for pension automatic enrolment had also been made for the first time. Cllr Wilson reported that the final budget and precept will be finalised and approved at the next full council meeting in January 2017.

The proposed expenditure in next year’s budget is £38,873 and the proposed precept is £34,450 (of which approximately £2,600 will be contributed by the new housing at Buckton Fields). This represents an increase in expenditure of 3.2% and an increase in precept of 4.00% compared with 2016/2017 as calculated on a like for like basis.

- g) As there was no full council meeting in December Councillors resolved that the cheques for payment in December would be approved by Cllr Wilson and signed by the Chairman and one other bank signatory.
- h) Following a proposal by Cllr Wilson councillors resolved that Cllr Wright would be added to the Bank Mandate as an additional cheque signatory.

16/1639 Highways

a) Traffic Calming

Cllr Potter reported that he had received some very positive praise from parishioners regarding the newly constructed priority build out on Moulton Lane which seemed to be working in slowing traffic down. General discussion took place and councillors agreed that the white lining should be extended to discourage drivers from parking near the new feature.

16/1640 Environment

a) Land adjacent to Boughton Primary School Moulton Lane

The Clerk reported that this matter had now been reported to the Enforcement Team at DDC.

- b) Noise Nuisance Spring Close
The Clerk to seek advice from the Dog Warden at DDC.

16/1641 Other Matters

- a) Progress/Receive reports on attendances since last BPC Meeting:-
 - i) Buckton Fields Liaison Forum reported earlier on the Agenda.
 - ii) Boughton Quarry Liaison Forum reported earlier on the Agenda.
 - iii) The Chairman reported that he had recently attended a Council for the Protection of Rural England (CPRE) Autumn Planning Roadshow on the 27th October. The theme was "Strategic Planning in Northamptonshire" and the keynote speaker was the Head of the North Northants Joint Planning Unit.
- b) Receive Reports from representatives of Village Hall, Pocket Park, Primary School and Richard Humfrey Charity Committees
 - i) Village Hall
The Chairman reported that a Quiz Evening had been held on Saturday 12th November 2016. The Parish Council had been invited to join the Village Hall Management Committee for a Christmas mince pie following their meeting on Monday 12th December 2016. The wooden plaque underneath the framed print of H.M. The Queen was now in place.
 - ii) Pocket Park
There was nothing to report.
 - iii) Boughton Primary School
Cllr Potter reported that there was nothing to report save that the new Head Teacher will take up her post in January 2017.
 - iv) Richard Humfrey Charities
There was nothing to report.
 - v) There were no new Welcome to Boughton letters.

16/1642 Urgent Matters for Report Only (notified to the Chairman before the Meeting)

The Clerk reported that the next Parish and Town Councils Meeting would take place on Thursday 15th December 2016 in the Council Chamber at DDC. Representatives of the Police and Highways will attend. Councillors were requested to contact the Clerk if they wished to attend.

16/1643 Confirm Date of Next Meeting

The next Full Council Meeting of Boughton Parish Council will be held on Monday 9th January 2017 in Boughton Village Hall at 7.00 p.m.

The meeting closed at 9.40 p.m.

Signed as a true record of the above meeting.

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Cllr J Clarke (Chairman)
9th January 2017