

## BOUGHTON PARISH COUNCIL

### **Minutes of the Full Council Meeting of Boughton Parish Council held on Monday 9<sup>th</sup> July 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 J Shephard, R Wilson

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

**Other Attendees:** One member of the public

#### **18/1881 Apologies for Absence received from Councillors not in attendance**

Apologies for absence were received from Cllr A Dale (holiday), Mrs R McDonnell (holiday). Cllr S Trott (work commitment). These apologies were approved.  
Apologies were received from District Councillor Sarah Peck.

#### **18/1882 To record Members Declarations of Interest (on Agenda Items Only)**

There were no declarations of interest. Councillors declarations of interest are recorded in their statutory declarations which are held on the parish council website.

#### **18/1883 To sign the Minutes of the last full Council Meeting held on Monday 11th June 2018**

**Resolved:** Following approval by the Chair, District Councillor Shephard suggested some amendments to the statement read out by the Clerk under agenda item 18/1874 (f). To ensure clarity to the resolution made under agenda item 18/1874(f) an amendment was proposed by Cllr Wright. The Minutes from the meeting held on the 11<sup>th</sup> June 2018 were amended following comments by councillors and the changes approved by the council. The Minutes were signed by the Chair.

Note: The amendments are represented by track changes on the published copy on the parish website.

#### **18/1884 Public Open Forum Session**

A member of the public voiced concern about the state of the pot holes in Vyse Road. The clerk was requested to report again through NCC Highways The Street Doctor. The member of the public was concerned with dangerous parking on Humfrey Lane and Vyse Road. Cars parked on Vyse Road at the entrance to Humfrey Lane were of particular concern. The Chair reported that he had recently met with representatives from a local business in Humfrey Lane to discuss various matters including the parking problems in Humfrey Lane, Howard Lane and Vyse Road. Various suggestions had been discussed to address some of the issues, including the introduction of staff car stickers, so that any cars parked in an unsafe manner could easily be identified. Staff would be advised not to park on Vyse Road at the junction with Humfrey Lane. Cllr Greatorex reported that some residents had now also met with the company. Following a question from the member of the public the Chair reported that the Parish Council had recently commissioned a traffic survey. The last survey, undertaken in 2015, had

evidenced that 5,000 vehicles a day pass through the village. The number of vehicles was approximately the same from the latest results.

### **18/1885 To receive District Councillor's Report on matters arising since last meeting**

- a) District Councillor Shephard reported that Daventry District Council (DDC) were in the early stages of a Community Governance Review. The whole review would take about 12 months to complete and recommendations would be presented to full council at DDC in April 2019.
- b) General discussion took place regarding the sponsorship of a PCSO with the other Spratton Ward parishes. Cllr Wilson stated that he had raised some issues with District Councillor Shephard.
  - The Police should provide cover for long term sickness
  - There should be a mechanism between the parishes for a review
  - There should be a review of the split of costings between the parishes

A form of words had been submitted to the Office of the Police and Crime Commissioner (OPCC) who had now indicated they could not consider these issues. The OPCC had confirmed that all PCSO's were committed to their own areas and there were no spare PCSO's who could cover for long term sickness. In relation to the review between the parishes a form of words has been agreed between District Councillor Shephard and Cllr Wilson and the other parishes were content with these additions. District Councillor Shephard confirmed that Harlestone Parish Council had signed their documentation and Pitsford Parish Council were due to sign at their meeting later.

The question of the payment of VAT had now been put to NCALC. Cllr Wilson had raised payment of VAT several months ago and had been advised by the OPCC on the 11<sup>th</sup> June 2018 that VAT would not be payable. The OPCC had since advised that VAT would be payable. Cllr Wilson stated that if VAT is chargeable each Parish Council would need a separate invoice for their share of the costs to meet HMRC criteria for the recovery of VAT. Cllr Wilson shared his concern that the Parish Council were being asked to enter into a sponsorship agreement and were being asked to sign a service agreement.

- c) At this point in the meeting a member of the public, who had arrived after the public open session, was given permission to address Councillors by the Chair. The member of the public had received a letter from the representatives of a local developer under enabling development criteria. The Clerk was requested to raise the matter with DDC.
- d) Cllr Wilson continued that he thought it was important to have a mechanism in the Sponsors Agreement to carry out a review of the apportionment of costs between the parishes after 12 months. District Councillor Shephard stated that he was not prepared to ask the other parishes as he thought this was unnecessary and unreasonable. Cllr Wilson stated that one of the reasons he had suggested this was that Boughton Parish Council had had no communication with the other parishes. The Chair reported that he had endeavoured to arrange a meeting with the other Chairs but unfortunately only Pitsford and Spratton Parish Councils had responded to his request. Cllr Wilson stated that this was consistent with the response he had made for financial information from the other parishes. He stressed that when entering into a joint and several liability contract he would like some comfort that the other parishes knew what they are signing up to. Cllr Clarke stated that Boughton Parish Council had

persistently requested Heads of Terms from the OPCC, but these had never been forthcoming.

NCALC in an email to Boughton Parish Council dated the 26<sup>th</sup> February 2018 had advised that the contract was unusual in that it transferred employment risks to the Councils.

Cllr Wilson stated that as a group the Parish Council needed to understand why absenteeism in the contract was a significant issue and to completely understand what the Council was signing up to.

There were several circumstances in the contract and PCSO literature where direct cover would not be provided. These totalled 145 days out of 260 days and were: -

Annual Leave 30 days

Public Holidays 8 days

Ad Hoc Sickness 14 days

Continuous Absence 28 days plus a further 60 days

Redeployment at the discretion of the Police 5 days

Attendance at court no days specified

Obligatory Training Course no days specified

Of the 145 days 85 are fully funded by the parishes and the remaining 60 days are funded 50%.

District Councillor Shephard stated that this was a possibility not a probability and highly unlikely. He was quite happy to go ahead and stated that you would not get perfection on this.

Cllr Wilson stated that the Parish Council had taken independent legal advice on the contract and sponsors agreement and the solicitor had also raised the question of absenteeism and the risk in the event of prolonged sickness by the PCSO.

Cllr Wright stated that the question of absenteeism was still of concern to her. She challenged the 8 months set out in the termination clause in the sponsors agreement as this extended the initial time commitment to 20 months. District Councillor Shephard confirmed that this clause in the sponsors agreement had always been 8 months because if a parish wanted to withdraw, for example, it would give 2 months extra notice for the other parishes to give them the opportunity to find someone else. Cllr Clarke stated that he felt some responsibility as the Parish Council were committing the precept to the project and he felt that there had been a lack of goodwill from the Police on the issue of absenteeism.

Cllr Mrs Shephard stated that she was grateful that Cllr Wilson had flagged up these issues and recognised that he had to make Councillors aware of what they were entering into, but she felt that the moment had come to make a decision. The Parish Council had looked at everything in great detail and the Parish Council should go ahead and she recognised that there was some element of risk.

Cllr Clarke stated that this was a big issue for the Council and that it was right that the Parish Council should have debated matters and the other parishes have had the benefit of that.

Cllr Wilson stated that Councillors had not had the opportunity to debate the concerns with the absenteeism issues. These had been raised in the revised draft of the

contract which had been sent to District Councillor Shephard in February. District Councillor Shephard had circulated this to all the other Chairs in an email dated the 2<sup>nd</sup> March 2018. Cllr Wilson's suggested wording had been put to the OPCC who had rejected them. He stressed that this was not re-negotiation but had been put forward as an alternative. In a sponsor's agreement none of the risk should come to the sponsor.

District Councillor Shephard stated that if the Parish Council did not support this tonight it would be off for a year as the PCSO would be reallocated. It was take it or leave it.

Cllr Mrs Shephard thought the Parish Council should resolve the matter now.

District Councillor Shephard stated that if there were any specific issues concerning Boughton Parish Council that could be resolved he could arrange a meeting at short notice with the OPCC and it may be an opportunity to tweak something.

Cllr Clarke stated that he would like to take this offer up to meet with the OPCC and he would feel easier.

Cllr Wright agreed that in principle the Parish Council wanted to proceed but she was keen to speak to the OPCC for further clarity.

Cllr Wilson agreed that he would be happy to speak to the OPCC but if there were attempts to renegotiate the Parish Council needed to agree what would be acceptable. It was important to clarify matters if the Parish Council were confronted by questions from parishioners. If the sticking point was the absenteeism issue District Councillor Shephard felt that it would be helpful to have a meeting with the OPCC.

Cllr Wilson stated that in the agreement the PCSO could be absent for 145 days out of 260 days and asked if a cap could be put on that and suggested 60 days. Up to 60 days absenteeism the parishes could pay for and after that the Police could reimburse the parishes. District Councillor Shephard stated that he would be amazed if the Police would change this for just one parish.

Cllr Wilson stated that the Parish Council needed to consider that this will attract attention from the auditors and he was struggling to reconcile how this represented value for money from an audit perspective. If the Parish Council could renegotiate the exposure it would demonstrate that it had addressed concerns with the auditor. However, Cllr Wilson stressed that there was joint and several liability risk with the four other parishes and he had had no insight into their finances, even though this information had been requested. As there was no control over the other parishes Cllr Wilson emphasised that contractually the risk to Boughton Parish Council was the full £37,000.

Councillors agreed District Councillor Shephard would arrange a meeting as soon as possible with the OPCC and members of Boughton Parish Council to try and resolve some of the outstanding issues concerning councillors.

### **18/1886 To receive County Councillor's Report on matters arising since last meeting**

Cllr Mrs Shephard reported that there were plans for the introduction of two unitary authorities in Northamptonshire. Each unitary council will have 45 councillors each in shadow form from May 2019. A public consultation will take place until the 24<sup>th</sup> July 2018. Any proposals must generate cost savings. Locals Councils in Northamptonshire were working together and it was expected that the new authorities would have to keep pace with Milton

Keynes, Oxfordshire and Cambridgeshire in terms of a massive increase in housing delivery. Northamptonshire County Council will be dissolved in May 2020.

### **18/1887 Respond to the consultation on the re-structure of local government in Northamptonshire**

The Clerk was requested to submit an agreed response from the Parish Council. Councillors remarked that the consultation response questionnaire was very brief.

### **18/1888 Report on Daventry District Council Community Governance Review**

The Chair reported that DDC are to carry out a community governance review and representations were invited before the 18<sup>th</sup> July 2018. During a community governance review the District Council could, for example, make changes to the size of a parish council, to increase or decrease the number of parish councillors, create wards, or amend existing wards, alter boundaries between existing parishes, create, merge, or abolish parishes.

**Resolved:** With the additional housing and subsequent increase in population in the parish the Parish Council would request that Daventry District Council consider that the Parish Council be increased in size by one councillor.

### **18/1889 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)

The Chair reported that discussions between NCC Highways and the developers were still on-going.

- b) The Chair reported that a meeting of the Buckton Fields Liaison Forum had been arranged for Tuesday 31<sup>st</sup> July 2018 at 10.00 a.m. in Boughton Village Hall.
- c) Consider response to planning application DA/2018/0487 Birch Trees, Moulton Lane, Boughton  
Demolition of existing conservatory. Construction of single storey rear extension  
**Resolved:** No objection.

- d) DA/2016/1144 Land off Holly Lodge Drive, Boughton, Gladman Developments  
Cllr Clarke reported that DDC and the Secretary of State had now submitted observations on the latest appeal by Gladman Developments. There were two scenarios. The Court of Appeal could dismiss the appeal, or the Court of Appeal could allow the appeal and the matter would then go to a full Hearing in the Court of Appeal. There were no timescales at the moment.

### **18/1890 Finance**

- a) The Financial Statement/Bank Reconciliation for the month ending 30<sup>th</sup> June 2018 had previously been circulated and approved by Cllr Wilson.  
**Resolved:** To approve the Financial Statement/Bank Reconciliation which was 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	C2033	Hall Hire BPC Meeting Full Council 9 <sup>th</sup> July 2018	£18.00	General Power of Competence (GPC) LGA 1972 s112
Mrs J Bunting	C2034	Clerk's June 2018 Salary (net of deductions)	£1,115.58	GPC LGA 1972 s 112
HMRC	C2035	ER & EE Tax and NI contributions	£610.17	GPC LGA 1972 s 112
MGT Design Ltd	C2036	Monthly website maintenance June 2018	£90.00	GPC LGA 1972 s112
Mrs J Bunting	C2037	Monthly Parish Office Expenses June 2018 (Telephone, Broadband and Electricity)	£43.33	GPC LGA 1972 s112
E.ON	C2038	Street Lighting Maintenance Contract for quarter ending June 2018	£189.08	GPC Parish Councils Act 1957 s3
M & K Gardening	C2039	Removal of hebe planting around chestnut tree top of Butchers Lane	£210.00	GPC OSA 1906 s6
DACT	C2040	Annual Affiliation	£30.00	GPC LGA 1972 s112
Boughton Coffee Morning	C2041	Annual Donation 2018/2019	£100.00	GPC
M & K Gardening	C2042	Village Green Works	£349.62	OSA 1906 s6
E.ON	C2043	Footway Lighting Electricity Charges 1 <sup>st</sup> April 2018 to 30 <sup>th</sup> June 2018	£482.40	GPC Parish Councils Act 1957 s3
<b>Total Cheque Payments</b>			<b>£3,238.18</b>	

- c) For information the following direct debit payments to Aviva Pensions were reported for the month ending 30<sup>th</sup> June 2018.

	Date		Total	Power
ER & EE Pension Contributions Aviva	12/06/2018	Direct Debit	£55.53	LGA 1972 s112
ER & EE Pension Contributions Aviva	27/06/2018	Direct Debit	£53.78	LGA 1972 s112
ER Monthly Administration Fee	21/06/2018	Direct Debit	£45.00	LGA 1972 s112

- d) Review budget to first quarter ending June 2018  
Cllr Wilson reported that there were no significant variances from the budget to the end of the June 2018 quarter. He would report in more detail at the next meeting in September.
- e) Consider the joint funding of a dedicated PCSO post with Spratton Ward parishes
- f) To consider the final drafts of the PCSO Agreement and the Sponsors Agreement as received on the 26<sup>th</sup> June 2018.  
Both these agenda items had been reported earlier on the Agenda.
- g) **Resolved:** In the absence of a council meeting in August the invoices will be approved by Cllr Wilson and signed by the Chair and one other bank signatory.
- h) Income for June 2018 was reported as follows: -

Payee	Details of Payment	Amount
Nat West Bank	Gross Interest for June 2018	£1.87

### **18/1891 Highways**

- a) Installation of Speed Indicator Device – update  
The Chair reported that he and the Clerk had met with a representative from NCC Highways on the 25<sup>th</sup> June 2018. Highways would provide a speed indicator device on loan for a period of 3 months. Brampton Lane, Moulton Lane and Vyse Road had been identified as the most suitable locations for the device.

### **18/1892 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 were going to provide a further quote for the removal of the remaining root debris. Costings had not yet been provided and it was agreed that the matter would be brought forward to the September meeting.
- b) Consider response to DDC Public Spaces Protection Order Consultation – Enhanced Dog Control Powers  
The Chair reported that DDC were considering amending a public space protection order giving its enforcement officers broader powers to deal with dog owners who fail to properly control their pets in public open spaces across the district. DDC was considering introducing nine additional new powers.  
**Resolved:** Councillors were supportive of the amendments being proposed.
- c) Consider nominations for a Groundwork Community Award  
**Resolved:** To nominate Boughton Pocket Park and Obelisk Spinney Pocket Park.

### **18/1893 Other Matters**

- a) Report on attendances since last Council Meeting: -  
Meeting with Euro Food Brands 2<sup>nd</sup> July 2018  
Reported earlier on the Agenda under Public Open Forum session.
- b) 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 funding was satisfactory, but reserves were needed. Bookings were good and a recent event, which had been very successful, had raised £780. There were concerns with retaining committee members, particularly the role of the bookings secretary, which was vital. The Parish Council may need to look at legal responsibility going forward.

The Chair reported that is will donate his chair's allowance this year to purchasing a defibrillator to possibly locate at the village hall.

ii. Boughton Pocket Park

Cllr Greatorex reported that problems with a suspense account with the Pocket Park's Bank had now been resolved.

iii. Boughton Primary School

There was nothing to report, however, the clerk was requested to chase the yellow re-lining in Moulton Lane following the recent resurfacing works.

iv. Richard Humfrey Charities

There was nothing to report.

**18/1894 To agree any new "Welcome to Boughton Letters"**

The clerk was requested to send a "Welcome to Boughton" letter to new residents in Moulton Lane.

**18/1895 Urgent Matters for Report Only (notified to the Chair before the Meeting)**

None.

**18/1896 To Confirm Date of Next Meeting**

The next full council meeting will be held on Monday 10<sup>th</sup> September 2018 at 7.00 p.m. in Boughton Village Hall.

The meeting closed at 9.25 p.m.

Signed as a true record of the above meeting.

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Cllr S Potter (Chair)

10<sup>th</sup> September 2018