

## BOUGHTON PARISH COUNCIL

**Minutes of the virtual Ordinary Meeting of Boughton Parish Council held by remote video-conferencing (Zoom) on Monday 13<sup>th</sup> July 2020 at 6.30 p.m.**

Present		In Attendance	
Cllr S Potter (SP)	Chair	Mrs J Bunting	Clerk & RFO
Cllr T Wright (TW)	Vice-Chair		
Cllr A Dale (AD)		District Councillor John Shephard (JS)	Ward Councillor
Cllr K Greatorex (KG)		Barry Waine	Barry Waine Planning
Cllr D James (DJ)			
Cllr R Mrs McDonnell (RMCD)			
Cllr Mrs C Mackaness (CM)			
Cllr Mrs J Shephard (JMS)			
Cllr R Wilson		One Member of the Public	

### **20/2235 Apologies for Absence**

There were no apologies for absence.

Apologies were received from PCSO Paul Miller.

### **20/2236 To record Members Declarations of Interest (on Agenda items only)**

Councillors declarations of interest are recorded in their statutory declarations which are published on the parish website.

Councillor	Agenda Item	Nature of Interest
Cllr D James	Planning item 7b Buckton Fields Primary School	Adjacent Neighbour

### **20/2237 To sign the Minutes of the last full Council Meeting held on Monday 15<sup>th</sup> June 2020 and the Extra-Ordinary Meeting held on Monday 6<sup>th</sup> July 2020**

Council unanimously APPROVED the minutes of the last full Council meeting held on Monday 15<sup>th</sup> June 2020 and the Extra-Ordinary Meeting held on Monday 6<sup>th</sup> July 2020 as a true and accurate record. The minutes were signed by the Chair with no administrative amendments.

### **20/2238 Public Open Forum Session**

A member of the public addressed the Parish Council summarised as follows:-

- Concern was expressed regarding recent incidents of disturbance and vandalism in the Pocket Park. CCTV was suggested as a deterrent.
- The Chair stated that it was the responsibility of the landowner to evict a caravan on land adjacent to the Old St John's Church.
- The Clerk confirmed that the Environment Agency were investigating the burning of rubbish on land at the rear of Church Furlong Farm.

### **20/2239 Northamptonshire Police PCSO Update Report**

A police report for June 2020 had been circulated and five incidents were noted by Council. The PCSO had recently carried out some speed enforcement and warning letters had been sent to offenders. The Chair stated that he had recently attended a SPOC meeting. ANPR cameras are now on all major routes in the County. The ANPR initiative with parishes was currently on hold. A new Area Sergeant has taken over from Sam Dobbs. The new parish of Harlestone Manor has now joined the PCSO sponsorship scheme and District Councillor Shephard agreed to arrange a meeting with the sponsoring parishes to discuss the apportionment of costs going forward.

### **20/2240 Review of Annual Plan**

TW reported that she had met with DJ and the Clerk and it was agreed to bring the matter forward to the September meeting.

**Action: TW/DJ/Clerk**

### **20/2241 Planning**

Agree response to the following new planning applications: -

a) DA/2020/0378 The Old House, Church Street, Boughton NN2 8SG

Conversion of existing house to two dwellings. Works to parking area to provide additional spaces and construction of four bay garage.

**Resolved:** Objection to the application on the following grounds:-

- The addition of a further property would constitute over development of the site.
- Nine parking spaces were proposed and this would result in excessive vehicle movements into and out of the site on a dangerous junction.
- The windows from the neighbouring property overlooked the driveway to the property which may cause a nuisance to the neighbours from excessive vehicle movements.
- The Planning Officer was requested to consider the views of the adjacent neighbours and those of the Conservation Officer.

**Action: Clerk**

b) DA/2020/0465 Land off Home Farm Drive, Boughton (Buckton Fields Primary School)

Construction of non-residential institution (Use Class D1) including play space, access, car/cycle parking areas and landscaping.

DJ left the meeting at 7.12 p.m. and took no part in the discussions.

Discussion took place with the Planning Consultant regarding traffic issues and access and parking arrangements. It was noted that there was a need to reduce car journeys to school and walking and cycling should be encouraged.

The Chair stated that at the recent meeting he had attended with RW at DDC the Chief Executive had committed to get the Planning Officer to talk to the Parish Council about the joint use of the School. It was unanimously agreed by Councillors that it was an opportunity at this stage to discuss joint use arrangements with DDC.

**Action: Chair/RW**

**Resolved:** The Parish Council agreed to submit observations not objections to Daventry District Council on the planning application and to make particular reference to the traffic implications and the design of the building. Mr Waine was requested to prepare a report to submit to TW in the first instance.

**Action: TW**

c) Mr Waine confirmed that his recent quotation of £700 would include his professional fees for a report on the school planning application.

DJ re-joined the meeting at 7.20 p.m.

- d) DA/2019/0666 Land at Brampton Lane, Boughton (Buckton Fields East) Phase 1 Update  
TW reported that the joint project manager had confirmed that a plan was in place for the completion of the roads all except the route from the temporary access to the MGH compound. A comprehensive finishing programme is targeted to commence on the 17<sup>th</sup> July and subject to receiving the contractors detailed programme and an allowance of 8 weeks for the works to be completed anticipated by the end of September. Some interim items have been highlighted, especially in respect of softening the raised iron works until the works are completed.

An on-site meeting had been held to discuss the installation of an additional street light on the footpath link from Buckton Fields to Central Avenue in Whitehills.

- e) Land at Brampton Lane, Boughton (Buckton Fields West) Phase 2 Update  
Development was well underway and there were now a number of occupations.

- f) Phase 3 Sale of land by NCC

TW confirmed that NCC have the land on the market and the date for expressions of interest was the end of June. There will be a fresh planning application which was currently anticipated to be some time in August. The Chair reported that he and RW had met, using video-conferencing, with the Chief Executive and Officers at DDC on the 10<sup>th</sup> July 2020. The meeting had originally been postponed from March when the objective had been to discuss CIL funding which had now been paid in April. The purpose of this meeting had been to seek some guidance on CIL funding and to explore the opportunities for a shared community facility at Buckton Fields School. The Primary School planning application and the sale of Phase 3 land had also been discussed. DDC had suggested that the Parish Council could conduct a survey of parishioners at Buckton Fields to establish what their priorities were for a community centre. RW confirmed that a stand-alone Community Centre was not on the table.

- g) NCC Application Number 19/00045/CCDFUL

Land off A5199 Northampton Road (North West Relief Road) (previously circulated)

CM reported that a first draft of a report from the transportation consultants, Stirling Maynard, had now been received and circulated to Councillors. General discussion took place. An extension of time to respond to the application had been requested but had been refused by NCC. However, JMS stated that NCC may accept late representations. RW reported that he had circulated a paper to Councillors regarding the NWRR and the NNOR 2017 Consultation report. Some information contained in the consultation were of some concern and Councillors agreed that RW would contact Leigh Day as a separate issue to ask if there was any weight in his argument.

**Resolved:** To instruct Leigh Day to draft a response on behalf of the Parish Council to the consultation on the addendum to the environmental statement. Further, that a conference with Leigh Day, Counsel and Stirling Maynard be arranged as a matter of urgency.

**Action: Clerk**

*Resolution proposed by Cllr Wright and seconded by Cllr Shephard. The Council unanimously Resolved these items.*

## 20/2242 Finance/Legal

- a) The Financial Statement/Bank Reconciliation for the month ending 30<sup>th</sup> June 2020 had previously been circulated.

**Resolved:** To approve the Financial Statement/Bank Reconciliation which was signed by the Chair as a true and accurate record.

- b) The Clerk reported that standing order instructions had been set up with Nat West Bank for monthly payments to MGT Design and the Clerk for monthly parish office expenses.

- c) **Resolved:** The following cheques be approved for payment. Councillors noted that the June invoice payments had been approved by RW.

To Whom Paid	Standing Order	Details of Payment	Total Amount (including VAT)	VAT
J Bunting	Standing Order	Clerk's June 2020 Salary	£1,071.29	
J Bunting	Standing Order	Parish Office Expenses June 2020	£65.00	
MGT Design Ltd	Standing Order	Monthly Website Maintenance June 2020	£90.00	£15.00
<b>Total Standing Order Payments</b>			<b>£1,226.29</b>	<b>£15.00</b>

To Whom Paid	Chq No	Details of Payment	Total Amount (including VAT)	VAT
Natalie Green & Co	C2246	Payroll Services	£468.00	78.00
R & G Grounds Maintenance	C2255	Parish Mowing	£252.00	£42.00
E.ON	C2256	Street Lighting Maintenance for Qtr. ending 30 <sup>th</sup> June 2020	£184.68	£30.78
CPRE	C2557	Annual Membership	£36.00	
HMRC	C2258	EE & ER Tax & NI Contributions	£389.63	
E.ON	C2259	Street Lighting Electricity Charges to 30 <sup>th</sup> June 2020	£601.94	£28.66
<b>Total Cheque Payments</b>			<b>£1,932.25</b>	<b>£179.44</b>

For Report: Direct Debit Payments to Aviva Pensions for month ending 30<sup>th</sup> June 2020

	Date	Total
ER & ER Pension Contribution	3 <sup>rd</sup> June 2020	£45.29
Monthly Administration Fee	23 <sup>rd</sup> June 2020	£45.00
ER & ER Pension Contribution	30 <sup>th</sup> June 2020	£45.29

- d) CIL Payments update

RW stated the allocation of CIL funds should be revisited in light of his and the Chair's recent meeting at DDC. The matter would be carried forward to the September meeting.

- e) Consider grant application from Boughton Parochial Church Council in the sum of £1,000 towards the cost of grounds maintenance at old St John's Churchyard, Boughton Green

A grant application from Boughton PCC had been circulated and RMcD spoke in favour of the application. TW stated that it had been made very clear to the PCC in December 2019 that the Parish Council may consider a grant up to £500 in the financial year 2020/2021. A previous payment to the PCC for grounds maintenance in April 2019 had been made with the stipulation that this was a one off payment only and the Parish Council would not accept responsibility for any future on-going maintenance of the church yard. When the budget was being discussed for 2020/2021 £2,000 had been allocated for grants and at that time no Councillor had asked for extra funds to be considered. TW stated that £500 of the grants budget had already been allocated to Boughton Primary School for the purchase of PPE equipment and this request for £1,000 would substantially reduce the grants budget very early at the beginning of the financial year which she believed was wrong. TW voiced her concern that other village organisations such as the Village Hall, the Pocket Park and the Obelisk Spinney Pocket Park may need some financial assistance this year. TW felt that to give £1,000 to the PCC was excessive, particularly if other village organisations, which she suggested may benefit the wider community more, needed financial support from the Parish Council during the year. RW stated that the Parish Council could give £1,000 to the PCC and agreed that the Council would not want to use up the grants budget and he had looked at other areas of the budget to identify a further £500. RW stated that there was £1,000 in a social activities budget and in the current environment it was highly unlikely that any social events would be organised in the foreseeable future. He suggested taking £500 from the grants budget and £500 out of the social events budget to make up the £1,000 grant which had been requested.

**Resolved:** To pay a grant to Boughton PCC in the sum of £1,000 using £500 from the grants budget and £500 from the social events budget. It was agreed that payment would be included with this month's cheque payments.

*Resolution proposed by Cllr McDonnell and seconded by Cllr Shephard. The Council unanimously Resolved these items.*

- f) Internet Banking Update

This would be brought forward to the September meeting.

- g) Monthly income received was reported as follows: -

Payee	Details of Payment	Amount
Nat West Bank	Gross Interest June 2020	£18.98

- h) **Resolved:** To move budgeted funds to earmarked reserves £7,500 to Legal Reserve and £1,000 to Street Lighting Reserve.

#### **20/2243 Receive Clerk's Report (for information only)**

- A representative from NCC Highways had met with parishioners to resolve an issue with a fence that had been erected at the pedestrian exit from Jaccorin Close to Boughton Green Road.
- NCC had arranged for the removal of some tyres that had been abandoned on phase 3 land at Buckton Fields.
- The Environment Agency had appointed a local officer to investigate a complaint about bonfires and rubbish being burnt on land at the rear of Church Furlong Farm.

## **20/2244 Highways**

### a) Installation of speed indicator device Brampton Lane

The Clerk confirmed that that she had taken advice from the Parish Council's insurance company to some current wording in the S50 Street licence. If the Parish Council accepted the current wording, they were agreeing to indemnify NCC for any claims, not only ones where the Parish Council was legally liable. NCC were not allowed to change the wording as the document was legally binding. Councillors considered that the risk of such a claim was low.

**Resolved:** To accept the current wording in the document and to accept the low risk of not being insured if NCC direct a claim against the Parish Council even though the Parish Council was not legally liable for an incident which led to a claim being made.

*Resolution proposed by Cllr Wilson and seconded by Cllr Mackaness. The Council unanimously Resolved these items.*

**Action: CM/Clerk**

## **20/2245 Correspondence**

The Chair reported that a thank you letter had been received from Boughton Primary School for the recent grant towards PPE equipment.

## **20/2246 District Councillor's Report on matters arising since last meeting**

There was no report.

## **20/2247 County Councillor's Report on matters arising since last meeting**

JMS reported that a Cabinet Meeting will be held on the 14<sup>th</sup> July 2020. Funding was being provided by the Government and County Council to ensure that bus services continue to operate due to Covid-19 and £277k had been allocated to the County Council.

## **20/2248 Monthly Reports from the representatives of the Village Hall, Pocket Park and**

### a) Village Hall

There was no report but it was noted that the Village Hall was still closed.

### b) Boughton Pocket Park

Reported earlier on the agenda. The incidents of anti-social behaviour had been noted by the Parish Council and would continue to be monitored and reported to the PCSO.

### c) Boughton Primary School

There was no report.

## **20/2249 Urgent Matters for Report Only (Notified to the Chair before the Meeting)**

a) The Clerk reported that Boughton Ladies Fellowship had closed. The Chair had stepped down in June. The Clerk was requested to send a letter of thanks to the Chair.

**Action: Clerk**

b) Councillors agreed that the draft Minutes would go onto the website as the Council did not meet again until September.

c) The Clerk was requested to speak to the parish mowing contractors as it was felt that some areas of mowing were not up to standard.

**Action: Clerk**

## **20/2250 Date of Next Meeting**

The next virtual meeting of the Parish Council will be held on Monday 14<sup>th</sup> September 2020 at 6.30 p.m. by video-conferencing.

The meeting closed at 8.45 p.m.

Cllr S Potter  
Chair

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Date: 14<sup>th</sup> September 2020

DRAFT