

BOUGHTON PARISH COUNCIL

ANNUAL PLAN

2020-21

Boughton Parish Council - aims and objectives

Boughton Parish Council is the first and most local tier of local government, promoting the Parish, representing the interests of residents and supporting the work of different groups in the community.

The Parish Council's high-level strategic aims and objectives are: -

To provide effective, efficient and accountable local government for the Parish:

- creating a socially inclusive, caring and economically viable community which embraces all its residents irrespective of age, culture, income, race or religion.
- enabling and encouraging residents to be fully involved in the life of the community and its development.
- operating in an open and transparent manner.

To be a strong voice and advocate for Parishioners:

- understanding, communicating and being responsive to their views, needs and aspirations.
- producing good, clear communications and encouraging dialogue between the Parish Council and its Parishioners.
- encouraging all parish residents to become involved in Boughton Parish life.

To work to improve the Parish environment, both built and natural:

- preserving and protecting the distinctiveness of the Parish and its heritage assets as it grows and develops.
- building a safer community for everyone, working with the Police and Neighbourhood Watch to keep crime low in the Parish.
- consulting on planning applications to ensure recommendations adhere to the Village Design Statement, statutory regulations and are in the interests of the community.
- liaising with and working closely with district and county councils and other statutory bodies or groups to ensure best possible planning outcomes for the community
- liaising with and supporting the work of voluntary organisations within the Parish through grants and practical support as appropriate.

To manage the Parish Council's assets and finances:

- effectively and efficiently to achieve best value.

Boughton Parish Council – key priorities

The Parish Council has identified the following areas as its key priorities. At each Parish Council meeting, matters to be discussed will fall broadly into one of these areas.

1 Planning and development

1.1 General – priorities and approach

The Parish Council will

- carefully monitor all new planning applications and developments within the Parish or within neighbouring parishes that could impact on Boughton.
- discuss and provide an appropriate response to all new planning applications, seeking relevant professional advice when necessary.
- consult with parishioners and listening to their concerns on major or significant planning applications and reflect these in any response the Parish Council makes.
- establish working parties or liaison groups as appropriate to work with the community, developers and statutory bodies to secure the best possible results for the community.

1.2 Specific items for 2020/21

- Completion of Buckton Fields Phase 1 including:
 - adoption of all roads and “making good” of the site
 - ensure the handover of all public open spaces and grassed areas to the appointed management company
 - the progress of Buckton Fields Phase 2
- Buckton Fields Primary School
 - Continue to play an active role in the planning application to ensure the school is well designed, meeting the needs of community and is progressed to meet its scheduled opening date of September 2021.
 - Establish working relationship with Buckton Fields Primary School
- Buckton Fields Phase 3
 - To liaise with Daventry District Council and developers to secure the best possible outcome for the Parish with particular emphasis on maximising opportunities for community facilities within the development and appropriate local amenities.

2 Highways and traffic

2.1 General – priorities and approach

The Parish Council will

- carefully monitor all new planning applications for major highways and traffic schemes within the Parish or within neighbouring parishes that could impact on Boughton.

- play an active role in communicating the proposed options for new highways planning applications to the Parish including
 - publicising consultation dates widely
 - engaging and consulting with Parishioners
 - communicating the views of Parishioners clearly in any response the Parish Council makes to appropriate Highways authority
- seek relevant legal or other appropriate professional advice when discussing or responding to major highways planning applications that will adversely impact the Parish
- continue to work with Parishioners, the Police and Highways Authority to monitor speed and volume of traffic through the village and through Buckton Fields

2.2 Specific items for 2020/21

- North West Relief Road
 - continue to work with traffic consultant and legal team to object to the proposals for the new road
 - continue to engage with planning authority to seek the best possible mitigation measures for the village and for Buckton Fields should the application be approved
 - communicate opportunities to respond to the scheme to Parishioners.
- Traffic calming/speeding
 - install new mobile speed indicator device on Brampton Lane

3 Communication

3.1 General – priorities and approach

The Parish Council seeks to ensure transparent and effective communications with all Parishioners through the Parish website www.boughtonnorthants.co.uk, the first point of reference for all Parish communication and information and the Parish noticeboards. The Parish Clerk also acts as a first point of contact for any Parishioner wishing to discuss or raise any issues.

The Parish Council will

- regularly review and update the website to ensure all content is well signposted and clear.
- regularly update Parish noticeboards with the latest Parish Council, agendas and other public information. New noticeboards will be installed as new housing developments are completed or other need is identified.
- review and improve all Parish communications and communication channels as necessary to ensure clarity, effectiveness and maximum reach.
- continue to take an active role in local committees and forums, including
 - the Buckton Fields Liaison Forum and Buckton Fields Residents Group - to listen to and represent the concerns of Buckton Fields residents with the developers and local authorities

- continue to liaise with and support village organisations to ensure good quality services are provided to the Parish
- produce and distribute a Welcome to Boughton letter to all new residents with information about the Parish.

4 Governance – finance, security, environment

4.1 Finances - general priorities and approach

The Parish Council will

- manage the Parish Council’s budget and set the Parish Precept to ensure best value in the delivery of its services
- work within the existing Standing Orders, Financial Regulations and Code of Conduct and review all policies and procedures regularly to make sure they are appropriate
- conduct an annual audit to ensure the finances of the Parish are being correctly managed

Priority for 2020/21

- Ensure the collection of all CIL monies due to the Parish from all new developments
- Ensure CIL monies are spent appropriately and all necessary consultation with Parishioners is undertaken

4.2 Security - general priorities and approach

- The Parish Council regularly monitors the levels of crime within the Parish and receives regular updates from the PCSO on activities to ensure Boughton is a safe neighbourhood
- Representatives from the Parish Council attend quarterly Police Liaison Meetings to discuss provision of policing and other issues within in the Parish, the District and wider area

4.3 Environment - general priorities and approach

The Parish Council will continue to undertake and/or regularly review the provision of the following services with the appropriate contractors or authorities

- mowing and maintenance of highway verges and other open green spaces within the village
- provision of street lighting for public places
- fly tipping and litter collection

Priority for 2020/21

- Review the provision of open space maintenance at Buckton Fields is handed over to Chamonix and high standards of maintenance are achieved.

What is a Parish Council?

There are three tiers of local government relevant to the Parish of Boughton, each with different responsibilities.

- Boughton Parish Council is the first and most local tier, playing an important role promoting the Parish, representing the interests of residents and supporting the work of different groups in the community.
- Daventry District Council is the second tier, responsible for services including planning, waste and recycling, and street cleaning.
- Northamptonshire County Council is the third tier, responsible for highways, education, health and social services, public rights of way and libraries.

The role of the Parish Council

The Parish Council's mission is to promote and enhance the way of life in the Parish of Boughton.

The Parish Council maintains high standards of conduct when carrying out its business in full compliance with the seven principles of public life, which are the basis of the ethical standards expected of public office holders

The Parish Council's role can be divided into three key areas: -

- **Governance**
To demonstrate good governance in managing the business and finances of Boughton Parish Council.
- **Community**
To play a key role within the community engaging with parishioners, organisations and local businesses across the Parish and provide facilities for the community to enhance the environment and Parish life.
- **Development**
To strive for continuous improvement in the running of the Parish Council.

Fulfilling the role of the Parish Council

The Parish Council meets on the second Monday of each month (excluding August) and discusses, debates and decides on matters affecting the Parish. Parishioners and other members of the public are welcome to attend the meetings and Public Open Forum sessions at every meeting provide the opportunity to address the Council or ask questions.

Boughton Parish Council is made up of nine Councillors who are elected every four years. Elections were last held in May 2016 and are next scheduled to be held in May 2021. The elections scheduled for May 2020 were delayed due to the Coronavirus pandemic.

Councillors are unpaid and commit their time to maintaining and improving the Parish of Boughton as an attractive and sustainable place in which to live, work and visit. A full list of Councillors, their contact details and areas of responsibility are set out below.

The Parish Council's main areas of responsibility

The following are the specific functions that are the sole responsibility of the Parish Council:

- Call and chair the Annual Parish Meeting.
- Hold regular Parish Council Meetings.
- Set precept and manage Parish Council budget.
- Provide notification of local planning applications within, or which affect, the Parish.
- Act as statutory consultee on planning applications.
- Provide and maintain
 - street lighting for public places
 - signs and noticeboards
 - litter and dog bins.
- Repair and maintain
 - bus shelter and street furniture in the ownership of the Parish Council
 - public open spaces.
- Plant and preserve trees and ensure the maintenance of highway verges.
- Provide grant funding for community groups that provide services to benefit the community of Boughton.
- Ensure transparent and effective communications with all Parishioners through the Parish website and Parish noticeboards.

Parish Councillors – roles and responsibilities

Councillor and Role	Contact Details	Key Responsibilities
Cllr S Potter Chairman	Hillgarth, Butchers Lane, Boughton 01604 846710	Highways and Traffic Governing Policies and Procedures Annual Plan
Cllr Terri Wright Vice Chairman	The Barn Butchers Lane Boughton 01604 820759	Village Design Statement Annual Plan
Cllr Alan Dale	1 Greville Close Boughton 01604 843040	Footway Lighting Obelisk Spinney Pocket Park
Cllr Kevin Greateorex	35 Howard Lane Boughton 01604 842332	Richard Humfrey Charity Trustee
Cllr David James	30 Home Farm Drive Boughton 07808 094605	Buckton Fields Representative
Cllr Charlotte Mackaness	The Wickets Cottage Boughton Park Boughton 07808 725124	Highways Representative
Cllr Rosie McDonnell	Spring Field Moulton Lane Boughton 01604 820017	Trees/Footpaths and Environment
Cllr Judy Shephard	Windbreck Butchers Lane Boughton 01604 843275	Richard Humfrey Charity Trustee OMBBH Working Group
Cllr Russell Wilson	Hillside Church Street Boughton 01604 820003	Internal Financial Control Finance, Insurance, Auditing Risk Assessment Budget and Precept Asset Register Governing Policies and Procedures
Mrs Jayne Bunting Parish Clerk and Responsible Financial Officer	6 Horseshoe Close Brixworth 01604 882527 boughtonpc@btconnect.com	