

## BOUGHTON PARISH COUNCIL

Minutes of the virtual Ordinary Meeting of Boughton Parish Council held by remote video-conferencing (Zoom) on Monday 14<sup>th</sup> September 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)			
Cllr D James (DJ)			
Cllr Mrs C Mackaness (CM)			
Cllr Mrs J Shephard (JMS)			
Cllr R Wilson (RW)			

### **20/2265 Apologies for Absence**

Apologies for absence were received from Cllr R McDonnell (holiday). These apologies were accepted.

### **20/2266 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 published on the parish website.

### **20/2267 To sign the Minutes of the last full Council Meeting held on Monday 13<sup>th</sup> July 2020 and the Extra-Ordinary Meetings held on Monday 28<sup>th</sup> July 2020 and Tuesday 11<sup>th</sup> August 2020**

Council unanimously APPROVED the minutes of the last full Council meeting held on Monday 13<sup>th</sup> July 2020 and the Extra-Ordinary Meetings held on Monday 28<sup>th</sup> July 2020 and Tuesday 11<sup>th</sup> August 2020 as a true and accurate record. The minutes were signed by the Chair with no administrative amendments.

### **20/2268 Public Open Forum Session**

There were no members of the public in attendance.

### **20/2269 Northamptonshire Police PCSO Update Report**

There was nothing of consequence to note save that the PCSO had recently assisted in the removal of a broken down vehicle in Butchers Lane. The Chair reported that the Clerk had sought information from NCC Highways regarding some "Sat Nav" signs for both entrances to the village. The advice was that whilst these signs are now officially recognised road signs and some counties have introduced them they must only be used in exceptional circumstances where there is a physical restriction that limits access by HGV's. General discussion took place and the Clerk was requested to contact Highways again as it was felt that Boughton was an exceptional case with the number of issues with HGV's and subsequent damage caused to walls and vehicles. The corner of Vyse Road and Church Street in the centre of the village was particularly dangerous.

**Action: Clerk**

### **20/2270 Review of Annual Plan**

**Resolved:** To adopt the Annual Plan as circulated.

## **20/2271 Planning**

Agree response to the following new planning application: -

- a) DA/2020/0695 Mullions, Humfrey Lane, Boughton  
Works to tree within a conservation area

**Resolved:** No objection.

**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

TW reported that planning permission had now been granted with a number of conditions. The decision notice had been circulated and the details of condition 15 in relation to the proposed community use was noted. TW reported that details of the proposed MUGA will have to be submitted to and approved by DDC prior to the MUGA first being used.

**Resolved:** The Parish Council agreed to formally write to DDC to request that the applicants engage with the Parish Council at an early stage before details of the proposed community use are submitted to DDC under this condition. General discussion took place and following a proposal by RW which was agreed by DJ the Parish Council agreed to engage with the Buckton Fields community for ideas on use. TW voiced some concern that although this was an admirable idea community engagement could delay the process which may result in a missed opportunity.

**Action: Clerk**

- c) DA/2019/0666 Land at Brampton Lane, Boughton (Buckton Fields East) Phase 1 Update

TW reported that 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. As the land is not public highways it will be managed by Chamonix the management company. As a result, they would have to consult with the residents who pay management fees for the maintenance of the public open spaces at Buckton Fields as the installation of an additional street light would impact on the service charge they have to pay. It was noted that there are street lights at either end of the footpath in Highwayman Close and Central Avenue although JMS stated that this was a dark walk way.

**Resolved:** The Clerk was requested to engage with Chamonix further and it was suggested that the Parish Council could consider precepting for an additional street light in the budget for the 2021/2022 financial year.

**Action: Clerk**

- d) Land at Brampton Lane, Boughton (Buckton Fields West) Phase 2 Update

Development was well underway and there were now a number of occupations. There was nothing further to report.

- e) Phase 3 Sale of land by NCC

TW reported that the sale of the site is progressing and NCC have requested that detailed expressions of interest are submitted by the 18<sup>th</sup> September 2020.

Submission of a fresh planning application for phase 3 is expected within the next week.

- f) DJ reported that surfacing and other remedial works on Phase 1 have now been completed. DJ had asked the developers to clean away all the signage and cones.

- g) The Chair requested, if possible, could the Clerk make enquires who was responsible for works to a hedge on Brampton Lane bordering the quarry. It was a very untidy job and debris had been left in the road.

**Action: Clerk**

h) NCC Application Number 19/00045/CCDFUL

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

CM reported that the planning application will be reported to the Development Control Committee at NCC on 22<sup>nd</sup> September 2020. Both Leigh Day and Stirling Maynard had confirmed their availability to attend. The fees of Stirling Maynard would be £250 plus VAT and Leigh Day £1,200 plus VAT. Councillors noted that further traffic modelling has not been required. It was also noted that an invitation from the Parish Council to meet with NCC Highways had been declined.

The Clerk would register speakers with NCC Democratic Services. **Action: CM/Clerk**

**Resolved:** To instruct Leigh Day and Stirling Maynard to attend the Development Control meeting at NCC on the 22<sup>nd</sup> September 2020 to represent the Parish Council.

**Resolved:** To agree the professional fees of Leigh Day and Stirling Maynard.

**Resolved:** Going forward to set up a working party to manage the consultation with the applicant and the Parish Council pursuant to proposed planning condition 25.

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

i) Greenworks on land adjacent to The Green Church Street

TW reported that a complaint had been received from a parishioner regarding the prominence of a shed, satellite dish and refuse bins following the removal of ivy from a wall. TW stated that she and the Clerk had looked into the issues that had been raised. It appeared that the shed and the satellite dish have been in situ for at least ten years but are more prominent now that the wall has been rebuilt and the ivy and other vegetation cleared.

**Resolved:** It was agreed that this was not a matter for the Parish Council, however, the Clerk was requested to write an advisory letter to the resident to request if the satellite dish could be moved to somewhere more suitable as the removal of the ivy had made the satellite dish more obtrusive in the conservation area. **Action: Clerk**

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

## **20/2272 Finance/Legal**

- a) The Financial Statements/Bank Reconciliations for the months ending 31<sup>st</sup> July 2020 and 31<sup>st</sup> August 2020 had previously been circulated.

**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. Councillors noted that the invoice payments had been approved by RW. The cheques to be signed by the Chair and Vice-Chair.

*Resolutions proposed by Cllr Shephard and seconded by Cllr Dale. The Council unanimously Resolved these items.*

To Whom Paid	Standing Order	Details of Payment	Total Amount (including VAT)	VAT
J Bunting	Standing Order	Clerk's August 2020 Salary	£1,071.29	
MGT Design Ltd	Standing Order	Monthly Website Maintenance August 2020	£90.00	£15.00
<b>Total Standing Order Payments</b>			<b>£1,161.29</b>	<b>£15.00</b>

To Whom Paid	Chq No	Details of Payment	Total Amount (including VAT)	VAT
Northamptonshire ACRE	C2268	Annual Membership	£35.00	
Information Commissioner	C2269	Data Protection Fee Renewal	£40.00	
J Bunting	C2270	Parish Office Expenses (June, July & August 2020) not paid by Standing Order	£195.00	
R & G Grounds Maintenance	C2271	Parish Mowing	£252.00	£42.00
J Bunting	C2272	Reimbursement to Clerk for three local searches on behalf of the Pocket Park at £6.00 each)	£18.00	
<b>Total Cheque Payments</b>			<b>£540.00</b>	<b>£42.00</b>

<b>Total Payments</b>		<b>£1,701.29</b>	
-----------------------	--	------------------	--

c) CIL Payments update

RW stated that the Parish Council was in receipt of £110,034 in CIL payments from Buckton Fields. A further payment was due in October. A working party had met until December 2019 and had put forward some ideas on how the CIL money could be spent. However, RW felt that these ideas should now be revisited. Charities will have problems raising funds for the foreseeable future and he felt that the CIL funds would be required to maintain the village charities, assets and organisations such as Boughton Pocket Park, Village Hall, Boughton Primary School and the Churchyard. The Chair stated that it was important to look at the community as a whole. The Clerk was requested to recirculate to Councillors the "Guidance for neighbourhoods and parishes in Daventry District" which was on the DDC website and is appended to these Minutes.

**Action: Clerk**

d) To note increase in Parish Clerk's Salary Scales and agree Clerk's increment rise from 1<sup>st</sup> April 2020

RW reported that the pay negotiations for 2020/21 have concluded and Clerk's pay scales will rise by 2.75%. It is backdated to 1 April 2020. This was noted by Councillors.

**Resolved:** As agreed in the budget for 2020/2021 the Clerk's salary will be increased to a new scale point pro rata backdated to the 1<sup>st</sup> April 2020.

e) Agree amendment to monthly Standing Order for payment of Clerk's Salary

**Resolved:** To amend the monthly Standing Order for payment of the Clerk's salary increase. **Action: Clerk**

f) Report Asset Inspection 2<sup>nd</sup> September 2020

The Clerk reported that she had undertaken the annual inspection of the Parish Council's assets and a report had been circulated. Various items were noted for maintenance and/or repair for the 2021/2022 budget. The Clerk was requested to obtain a quote for repairs to the chain link fencing on the green at the top of Butchers Lane. Wilby Trees were carrying out an inspection of the chestnut tree at the top of Butchers Lane on the 24<sup>th</sup> September 2020. **Action: Clerk**

g) Consider budget proposals for financial year 2021/2022

RW asked councillors to start considering any projects for the budget for the 2021/2022 financial year. **Action: RW/TW/DJ/Clerk**

h) 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

**Resolved:** To pay the grant to Boughton PCC in the sum of £1,000 using £500 from the grants budget and £500 from the repairs and maintenance budget. It was noted that there was no social events budget for this financial year as had been reported and agreed at the last Council meeting.

i) RW reported that a grant application for £1,000 had been received from Boughton Pocket Park and this would be considered at the October meeting.

j) Internet Banking Update

A banking report had been circulated.

**Resolved:** To remain with cheque payments. Internet banking could be considered again by the new Parish Council from May 2021.

k) Monthly income received was reported as follows: -

Payee	Details of Payment	Amount
Nat West Bank	Gross Interest August 2020	£1.20

### 20/2273 Environment

The Clerk reported that footpath CC6 has temporarily been closed due to the construction works on Welford Road. The Order came into effect on the 9<sup>th</sup> September 2020 and will continue for a period of six months.

### 20/2274 Highways

a) Installation of speed indicator device Brampton Lane

The Clerk confirmed that the speed indicator device has now been delivered and she had contacted NCC Highways to arrange installation. **Action: CM/Clerk**

### 20/2275 Receive Clerk's Report (for information only)

- Damaged fencing had now been replaced in Glebe Road following a road traffic accident in January 2019.
- The Environment Agency had appointed a local officer to investigate a complaint about on-going bonfires and rubbish being burnt on land at the rear of Church Furlong Farm. The Environment Agency are working towards resolving the matter. Unfortunately, they are still working to Covid-19 restrictions and this will delay any response but have assured the Parish Council that they are putting things in place to deal with the matter.

### **20/2276 Correspondence**

The Chair reported that a thank you letter had been received from Northgate School and The Bee Hive for a donation from Boughton Ladies Fellowship in the sum of £51.00. The letter had been passed onto the Chair of Boughton Ladies Fellowship.

### **20/2277 Monthly Reports from the representatives of the Village Hall, Pocket Park and**

a) **Village Hall**

RW reported that the Village Hall was still closed and will not re-open before the 31<sup>st</sup> January 2021.

b) **Boughton Pocket Park**

The Chair reported that incidents of anti-social behaviour would continue to be monitored and reported to the PCSO. However, following recent intervention by the Police the problems had abated.

c) **Boughton Primary School**

SP reported that the school had re-opened and there was nothing further to report.

### **20/2278 District Councillor's Report on matters arising since last meeting**

There was no report.

### **20/2279 County Councillor's Report on matters arising since last meeting**

JMS reported that the next Council meeting will be held on the 17<sup>th</sup> September 2020. JMS had registered to speak at the Development Control meeting on the 22<sup>nd</sup> September 2020 when the planning application for the NWRR will be reported.

### **20/2280 EXCLUSION OF PUBLIC AND PRESS**

**Resolved:** That pursuant to the Public Bodies (Admission to Meeting) Act 1960 the public and press be excluded from the meeting for the following item of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

**Resolved:** The parish mowing and green works contract was discussed for 2021/2022 and would be reviewed again in January 2021. The Clerk was requested to write to the current contractor.

**Resolved:** To re-open the meeting to the public and press pursuant to the Public Bodies (Admission) to Meeting) Act 1960

### **20/2281 Urgent Matters for Report Only (Notified to the Chair before the Meeting)**

The Chair reported that he had now served as a Parish Councillor for 14 years and would be stepping down as the Chair and a Councillor in May 2021.

JMS requested that the Chair be thanked for all his hard work both as a Councillor and Chair. This was unanimously agreed by Councillors.

### **20/2282 Date of Next Meeting**

The next virtual meeting of the Parish Council will be held on Monday 12<sup>th</sup> October 2020 at 6.30 p.m. by video-conferencing.

The meeting closed at 8.00 p.m.

Cllr S Potter  
Chair

---

Date: 12<sup>th</sup> October 2020