

BOUGHTON PARISH COUNCIL

Minutes of the virtual Ordinary Meeting of Boughton Parish Council held by remote video-conferencing (Zoom) on Monday 9th November 2020 at 6.30 p.m.

Present		In Attendance	
Cllr S Potter (SP)	Chairman	Mrs J Bunting	Clerk & RFO
Cllr T Wright (TW)	Vice-Chairman		
Cllr a Dale (AD)		District Cllr John Shephard	Ward Councillor
Cllr K Greatorex (KG)		Ed Durrant	Pegasus Group
Cllr D James (DJ)			
Cllr R McDonnell (RMCD)			
Cllr Mrs C Mackaness (CM)			
Cllr Mrs J Shephard (JMS)			
Cllr R Wilson (RW)			

20/2304 Apologies for Absence

There were no apologies for absence.

20/2305 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 C Mackaness	Planning Item 8c The Stables, Boughton Park	Neighbour
Cllr C Mackaness	Planning Item 8 Hill House, Butchers Lane	Adjacent Neighbour

20/2306 To sign the Minutes of the last full Council Meeting held on Monday 12th October 2020

Council unanimously APPROVED the minutes of the last full Council meeting held on Monday 12th October 2020 as a true and accurate record. The minutes were signed by the Chairman with no administrative amendments.

20/2307 Public Open Forum Session

There were no questions from members of the public.

20/2308 Presentation from the Pegasus Group

Resolved: To bring this matter forward from agenda item 8a Planning DA/2020/0840 Land at Welford Road, Boughton.

Ed Durrant from the Pegasus Group presented an overview of the recently submitted planning application for Phase 3 of Buckton Fields. He stated that Pegasus recognised the importance of consulting with the Parish Council. A short question and answer session followed.

20/2309 Northamptonshire Police PCSO Update Report

The crime figures for the Spratton Ward for October 2020 had been circulated. Reported crime was still low. The Chairman reported that there had been some problems at Harlestone and Harlestone Manor with off-road bikes.

20/2310 Agree re-adoption of Street Lighting Policy, Disciplinary & Grievance Arrangements Policy, Equal Opportunities Policy, Communication and Community Engagement Policy and Complaints Procedure

Resolved: To re-adopt as circulated.

20/2311 Agree two representatives of the Richard Humfrey Charity (Education)

Resolved: To appoint RMcD as a representative. KG confirmed that the appointment was for three years. CM agreed to advertise the other post in Boughton Village Matters as the representatives did not have to be from the Parish Council.

20/2312 Planning

Agree response to the following new planning applications: -

- a) DA/2020/0634 Roundabout at junction of Vyse Road, Harborough Road and Brampton Lane
Four non-illuminated sponsorship signs
Resolved: No objection, however, the applicant was requested to arrange urgent maintenance works to the roundabout as Councillors noted that it was extremely untidy with overgrown vegetation which was seriously impeding visibility for road users.
- b) DA/2020/0805 34 Hanging Barrows, Boughton
Single storey side and rear extension. Conversion and extension to garage to form habitable room
Resolved: No objection.
- c) DA/2020/0883 The Old Stable, Boughton Park, Boughton
Felling of tree in a conservation area
Resolved: No objection and Councillors would be guided by the advice of the Landscape Officer at DDC.
- d) DA/2020/0902 Butchers Lane/Church Street, Boughton
Works to a tree within a conservation area
As the Parish Council was the applicant there were no observations.
- e) DA/2020/0870 Hill House, Butchers Lane, Boughton
External re-cladding of dwelling
Resolved: TW and JMS would draft a response for circulation. The Clerk confirmed that a response to DDC was required by the 26th November 2020.
- f) DA/2020/0921 Mullions, Humfrey Lane, Boughton
Work to tree within a conservation area
Resolved: No objection and Councillors would be guided by the advice of the Landscape Officer at DDC.
- g) DA/2020/0926 Highfield, Vyse Road, Boughton
Remove tree within a conservation area
Resolved: No objection and Councillors would be guided by the advice of the Landscape Officer at DDC.

- h) 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 the developers were in the process of drawing up submissions to actively discharge the planning conditions. DDC will consult with the Parish Council on any relevant matters.

JS reported that Paul Watson from Preston Hedges Academy Trust will attend the next meeting of the Buckton Fields Liaison Forum on the 18th September 2020. JS specifically referred Councillors to condition 15 of the planning permission for the School and confirmed that the Trust were willing to enter into discussion with the Parish Council regarding its community use. It was agreed that DJ would act as a conduit on community facilities between the Parish Council and the Trust. RW stated that it was important to engage with the residents of Buckton Fields in respect of community use.

- i) DA/2019/0666 Land at Brampton Lane, Boughton (Buckton Fields East) Phase 1 Update Street Light request on footway link between Highwayman Close Buckton Fields and Central Avenue, Whitehills

TW stated that the appointed street lighting contractor was currently quoting to install a column and lantern to match those elsewhere on the development. The management company, Chamonix, were due to visit the site on the 10th November 2020 to undertake an inspection and will review this also.

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

There was nothing to report.

- k) Phase 3 Buckton Fields

DA/2020/0840 Land at Welford Road, Boughton

Outline application for mixed use development comprising of up to 85 dwellings, one Ha of employment land (Use Class E), public open space and associated highways and drainage infrastructure.

TW reported that an outline application for Phase 3 had now been received from DDC. It was noted that the application was for only part of the Phase 3 total site. The Care Home and the Park & Ride are gone and the employment area has been slimmed down. Part of the application now included housing for 85 dwellings.

Consider further engagement of planning consultant for advice in respect of the application

Resolved: To appoint a planning consultant at a cost of £500 to consider the application and prepare a full report. This would also include a Zoom meeting if required. TW and RW would instruct the consultant and it was agreed that matters such as relevant planning conditions and how this next phase would fit in with the rest of the development would be explored.

Resolution proposed by Cllr Wright and seconded by Cllr Wilson. On being put to the meeting, the proposition was declared carried.

- l) Consider adoption of public open spaces Phase 3 (Cllr James)

DJ proposed exploring further the possibility of the Parish Council adopting the open spaces on phase 3 and possibly a further phase in the future. He was keen to ask for more information from DDC including the cost implications for the Parish Council and funding from the developers. He felt that this would give residents at Buckton Fields a higher quality of service and the costs could be shared between all parishioners in Boughton. Buckton Fields residents were currently paying £180 per house for site maintenance. As

there was no seconder or support for the proposal from other Councillors the proposal was not carried.

m) NCC Application Number 19/00045/CCDFUL

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

RW reported that a response from SEMLEP had been received and circulated. Councillors noted that the response to points raised by the Parish Council were clear and had been given thorough consideration. SEMLEP had confirmed that the NWRR scheme had been the subject of an independent review and the scheme fell into the “very good value for money” category. General discussion took place and it was agreed that there was no point in taking the matter any further at this time until the proposals for traffic mitigation measures were put forward. SEMLEP had advised that they would be willing to engage further with a meeting or correspondence once the Parish Council had considered their responses. Councillors thanked RW for drafting an excellent letter.

n) Confirm Article 4 Directions for Boughton

TW reported that Article 4 Directions, which were confirmed by Daventry District Council in February, came into force on Monday 2nd November and relate to development within Boughton conservation area.

o) Statement of Community Involvement for the West Northamptonshire Strategic Plan Consultation

CM reported that a response had now been drafted and circulated to Councillors.

Resolved: To forward the response to the West Northants Joint Planning Unit as circulated.

Action: CM/Clerk

20/2313 Finance/Legal

a) The Financial Statement/Bank Reconciliation for the month ending 31st October 2020 had previously been circulated.

Resolved: To approve the Financial Statement/Bank Reconciliation which was signed by the Chairman 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 Chairman and Cllr Mackaness.

Resolutions proposed by Cllr Wilson and seconded by Cllr Mackaness. On being put to the meeting, the proposition was declared carried.

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

To Whom Paid	Cheque No	Details of Payment	Total Amount (including VAT)	VAT
J Bunting	C2282	Clerk’s balance of Pay October 2020	£89.44	

J Bunting	C2283	Parish Office Expenses October 2020	£65.00	
Boughton Pocket Park	C2284	Grant to Boughton Pocket Park	£500.00	
Obelisk Spinney Pocket Park	C2285	Grant to Obelisk Spinney Pocket Park	£500.00	
R & G Grounds Maintenance	C2286	Parish Mowing	£158.40	£26.40
PCC for Northants	C2287	PCSO Charges 1 st October 2020 to 31 st March 2021	£7,125.04	
Total Cheque Payments			£8,437.88	£26.00

Total Payments		£9,599.17	£41.00
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For Report: Direct Debit Payments to Aviva pensions for month ending 31st October 2020

	Date	Total
EE & ER Pension Contribution	2 nd October 2020	£104.02
Monthly Administration Fee	21 st October 2020	£45.00
EE & ER Pension Contribution	30 th October 2020	£55.09

c) CIL Payments update

RW reported that a CIL payment had been received in the sum of £104,642 and details had been circulated.

DJ asked what the plan was for spending CIL money. The Clerk confirmed that it had to be spent within five years of receipt. RW indicated that the Parish Council needed to think about spending some CIL money immediately and then needed to consider how it was going to be spent generally and there may be a need for a community centre at Buckton Fields. A CIL Working Party had been established some while ago and various projects had been considered including CCTV for the pocket park, electric car charging points and ANPR cameras. RW suggested revisiting the working party's ideas.

d) Consider budget proposals for financial year 2021/2022

RW confirmed that the draft budget for 2021/2022 would be finalised when the Council Tax Base was set by DDC at the beginning of December.

i. Consider a request from Boughton PCC for payment of on-going grounds maintenance at the Old St John's Church

JS asked Councillors to consider, as alternatives, either a request for annual grant funding or to include the mowing of the old churchyard with the Parish Council's annual parish mowing contract. JMS stated that the old church was an historic part of Boughton and it should be maintained for future generations. TW voiced concerns about taking this on permanently. There was significant ivy growth on the walls and the amount of money to look after the church structure could be considerable. CM stated that grant providers usually prefer giving money to one-off projects and not for on-going maintenance. RW reported that the Parish Council had previously minuted that grants given to the church earlier were one-off payments and the Parish Council had not agreed to take on the on-going maintenance of the churchyard.

Resolved: Not to include the mowing of the old church with the parish mowing contract but the use of CIL funds for grass cutting may not be considered. TW stressed that the use of CIL funds was to mitigate the impact of new development not for grass cutting.

The Clerk reported that CIL guidance for parishes produced by DDC had been circulated. Although Parish Councils have more freedom as to how they can spend their CIL portion Regulation 59C states that it should be used to fund: -

- The provision, improvement, replacement, operation or maintenance of infrastructure, or
- Anything else that is concerned with addressing the demands that development places on an area.

- ii. RW confirmed that the cost of the PCSO scheme will be increased to £40,972 (between the sponsoring parishes) to reflect a 2.5% pay award effective from the 1st April 2021.
- e) RW confirmed that £1,500 budgeted for the May 2020 Parish Council election has been moved into reserves.
- f) Monthly income received was reported as follows: -

Payee	Details of Payment	Amount
Nat West Bank	Gross Interest October 2020	£1.53
HMRC	VAT Refund	£1,096.04

20/2314 Environment

- a) RMcD reported that an officer from the Environment Agency had visited the site at the rear of Church Furlong Farm and had confirmed that at the time of the visit there were no enforceable issues.

20/2315 Highways

- a) Installation of speed indicator device Brampton Lane
CM confirmed that the device had now been installed but was waiting to be fully programmed by NCC Highways. **Action: CM/Clerk**

- b) Consider provision of Sat Nav signs at Vyse Road and Moulton Lane and report revision of signing at the Vyse Road roundabout

CM reported that a further response had been received from NCC Highways who would not officially wish to promote Sat Nav signs as they were not a recognised road sign. Whilst the existing regulatory 30 mph speed limit signing and weight limit signing and “Except for Loading” plates would have to remain some of the temporary signing could be removed. The Parish Council could then consider a non-standard sign manufactured with a lorry symbol and “Do Not Follow Sat Nav”.

Resolved: The Clerk was requested to obtain a quote for the manufacture of “Do Not Follow Sat Nav” signage. **Action: Clerk**

20/2316 Monthly reports from the Village Hall, Pocket Park and Boughton Primary School

There were no reports.

20/2317 District Councillor’s Report on matters arising since last meeting

- a) JS reported that he and JMS had written to the Chief Executive at NCC regarding the issues of community facilities and early years provision at Buckton Fields. JS stated that there

were no plans for community facilities other than those within the local centre. He was pleased that both Chris Wickens and David Smith from NCC had agreed to attend the BFLF on the 18th November 2020. The Clerk was requested to send a copy of the agenda for that meeting to Councillors.

Action: Clerk

- b) JMS reported that there was a provision of £650,00 for early years provision from the site and the relevant portfolio holder at NCC was looking into this with JMS. TW stated that the new use Class E covered creche and nursery facilities and perhaps this was something that the Planning Consultant could look into when advising the Parish Council on the application for Phase 3. TW suggested that perhaps a planning condition could be considered that there were no new houses on Phase 3 before there was specific provision for early years on the site.

Action: JS/JMS

20/2318 County Councillor's Report on matters arising since last meeting

- a) JMS reported that two parishioners had been awarded Rose of Northamptonshire Awards which the Council were delivering in partnership with the Lord Lieutenant and High Sheriff of Northamptonshire.
- b) JMS reported that she had recently written to Cllr Richard Auger the Leader of DDC. She was delighted to report that the OMBBH Development Working Group, which had been established to discuss issues arising from development in Overstone, Moulton, Boughton, Church and Chapel Brampton and Harlestone, would continue under the new West Northamptonshire unitary authority. JMS felt that this Group was extremely important.

20/2319 Urgent Matters for Report Only (Notified to the Chair before the Meeting)

There were no urgent matters for report.

20/2320 Date of Next Meeting

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

The meeting closed at 8.40 p.m.

Cllr S Potter
Chair

Date: 14th December 2020