

BOUGHTON PARISH COUNCIL

Minutes of the virtual Ordinary Meeting of Boughton Parish Council held by remote video-conferencing (Zoom) on Monday 14th December 2020 at 6.30 p.m.

Present		In Attendance	
Cllr S Potter (SP)	Chairman	Mrs J Bunting	Clerk & RFO
Cllr A Dale (AD)		District Cllr John Shephard (JS)	Ward Councillor
Cllr D James (DJ)			
Cllr Mrs R McDonnell (RMcD)			
Cllr Mrs C Mackaness (CM)			
Cllr Mrs J Shephard (JMS)			
Cllr R Wilson (RW)			

20/2325 Apologies for Absence

Apologies for absence were received from Cllrs K Greatorex (personal) and T Wright (personal). These apologies were accepted.

20/2326 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.

20/2327 Public Open Forum Session

- a) On the request of JS, it was agreed to move the Public Open Forum Session agenda item before the signing of the Minutes.
- b) JS, as a member of the public and representing the PCC as Treasurer, invited Councillors to consider how Minute 20/2313(d)i had been recorded.

20/2328 To sign the Minutes of the last full Council Meeting held on Monday 9th November and the extra-ordinary meeting on Monday 30th November 2020

Council unanimously APPROVED the minutes of the last full Council meeting held on Monday 9th November 2020 and the extra-ordinary meeting held on the 30th November 2020 as a true and accurate record. The minutes were signed by the Chairman with no administrative amendments.

20/2329 Northamptonshire Police PCSO Update Report

The crime figures for the Spratton Ward for November 2020 had been circulated. Reported crime was still low and Covid 19 breaches were low on all wards. The Chairman reported that there had been three incidents of anti-social behaviour in Boughton where bricks had been left on the road.

20/2330 Planning

Agree response to the following new planning applications: -

- a) DA/2020/0984 Glen Cottage, Butchers Lane, Boughton
Work to trees in a conservation area

Resolved: No objection and Councillors would be guided by the advice of the Landscape Officer at DDC.

- b) DA/2020/1046 17 Howard Lane, Boughton
Demolition of existing garage. Construction of single storey side extension and two storey front extension
 TW had reported that she had been unable to access the application on the DDC website. There were no comments from Councillors and it was **Resolved** that TW could draft a response on behalf of the Parish Council. The date for comments to DDC was the 28th December 2020. **Action: TW/Clerk**
- c) 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
- The Chairman reported that developers have moved onto the site and archaeological investigations are currently being undertaken. The Planning Officer has had a submission of planning conditions discharged in relation to the Construction Management Plan and Archaeology. The Construction Management Plan is currently being considered by DDC.
 - The Chairman reported that at the meeting held on the 9th November 2020 it had been agreed that DJ would act as the Parish Council representative to liaise with the School.
 Subsequently, DJ had raised a concern that he had a conflict of interest, with which the Chairman agreed, as DJ was an immediate adjacent neighbour to the school site.
Resolved: CM would take on the role.
- d) DA/2019/0666 Land at Brampton Lane, Boughton (Buckton Fields East) Phase 1 Update
- Landscaping
 Bloor/MGH are to complete remedial works and in early 2021 the Landscape Officer at DDC will meet on site with the developers to resolve any outstanding issues. There will still be six to eight weeks of the planting season left if further works are advised.
 - Street Light request on footway link between Highwayman Close Buckton Fields and Central Avenue, Whitehills
 The Clerk reported that GTC have confirmed connection costs, £337.00 for the street light column and lantern costs at £986.97. Costs for providing private cabling, feeder pillar and meter remain, and are expected shortly. Comprehensive costs will be provided for the next council meeting in January 2021. **Action: Clerk**
- e) Land at Brampton Lane, Boughton (Buckton Fields West) Phase 2 Update
 There was nothing to report.
- f) 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.
- a) The Chairman reported that the application was still “live” and there is a provisional DDC planning committee date of January 2021.
 - b) Some preliminary site investigations have been taking place.
 - c) The Parish Council had received a response from the Major Planning Projects Officer at DDC in response to matters raised by the Parish Council. He had provided comments on some of the key points raised by the Parish Council and these had been circulated to Councillors.

- d) A note had been circulated from DJ who confirmed that he had written, in a personal capacity, to James Aldridge at NCC. He believed that the Parish Council should consider taking legal advice on two specific points:-
- Has due planning process been followed?
 - What legal obligation is there to consult outside the statutory planning process?
- DJ was concerned that the Parish Council will have no influence over the application and that it was important to push for more public consultation and engagement.
- Resolved:** JMS and DJ would draft a letter to NCC to include a “wish list” of what the Council would like to see on the development.
- e) NCC Application Number 19/00045/CCDFUL
The construction of new roads on land off A5199 Northampton Road (North West Relief Road)
Discuss traffic mitigation measures for the parish and agree next steps
 General discussion took place and JS confirmed that condition 25 of the recent planning permission confirmed that the applicant will consult with the Parish Council to agree traffic mitigation measures. The emphasis was on the applicant to consult with the Parish Council. RMcD suggested forming a Working Party and it was agreed that RMcD would work with CM.
- Action: CM/RMcD**
- f) In response to a question raised by JMS the Clerk confirmed that a response had been sent to the resident at Hill House in Butchers Lane following matters he had raised to the response from the Parish Council to his recent planning application.

20/2331 Finance/Legal

- a) The Financial Statement/Bank Reconciliation for the month ending 30th November 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 Shephard 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 November 2020 Salary	£1,071.29	
MGT Design Ltd	Standing Order	Monthly Website Maintenance November 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	C2288	Clerk's balance of Pay November 2020	£89.24	

J Bunting	C2289	Parish Office Expenses November 2020	£65.00	
PKF Littlejohn LLP	C2290	Limited Assurance Review of AGAR for year ended 31 March 2020	£360.00	£60.00
Parish Noticeboard Company	C2291	Magnets for Noticeboard Buckton Fields	£11.95	£1.99
R & G Grounds Maintenance	C2292	Parish Mowing	£111.60	£18.60
Total Cheque Payments			£637.79	£80.59

Total Payments		£1,799.08	£95.59
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For Report: Direct Debit Payments to Aviva Pensions for month ending 30th November 2020

	Date	Total
Monthly Administration Fee	23 rd November 2020	£45.00

- c) RW reported that the external auditors, PKF Littlejohn, had completed their review of Sections 1 and 2 of the Annual Governance and Accountability Return for the year ended 31st March 2020. There were no matters to draw to the attention of the Parish Council and the relevant legislation and regulatory requirements had been met.
- d) CIL Payments update
RW reported that the Clerk had submitted a CIL Report to DDC in respect of the financial year 2019/2020. A copy of the report was available on the parish website.
- e) Discuss revival of CIL Working Party
CM suggested a general consultation with parishioners. RW stated that to revive the working party as it was may not be the most appropriate way forward and was something that should be embedded within the Parish Council itself. Boughton was a small Parish Council and there was a lot of money and there could be a lot of matters coming forward. Consequently, RW suggested making this a standing agenda item for the Parish Council to discuss each month. A list of organisations, which were involved in the community was on the parish website and the Parish Council could invite them to submit proposals or ideas. In February, the Parish Council had documented its main CIL proposals in a letter to Ian Vincent at DDC and RW felt that the Council had not moved away from those ideas. The Council needed clarification on Buckton Fields community facilities to be able to assess its contribution to the costs.

The Chairman remarked that he and RW had discussed this with Ian Vincent. The Parish Council were not cash rich by any means and the traffic calming outside Boughton Primary School had cost about £30,000. With the amount of CIL money the Parish Council had he felt that it should be used to the best effect, and that may be community facilities and enhancement of Buckton Fields, bearing in mind that the Village Hall was at full capacity. The money could also be used for traffic mitigation. As far as the working party was concerned the Chairman thought that it was a good idea to have this as an agenda item for every meeting for the Parish Council to discuss as matters evolved. It may be that suddenly the Parish Council were given the brief to create a community facility at Buckton Fields and that may cost several hundred thousand pounds.

Action: All

f) Consider budget proposals for financial year 2021/2022

RW confirmed that the final draft budget for 2021/2022 had now been circulated. There were no questions from Councillors. RW reported that the budget and precept would have to be finally approved at the next Council meeting in January 2021 and will only be amended if the Parish Council received further instructions from DDC before then.

Action: RW/TW/Clerk

g) Monthly income received was reported as follows: -

Payee	Details of Payment	Amount
Nat West Bank	Gross Interest October 2020	£2.32

20/2314 Environment

a) RMcD reported that a comprehensive report had been received from the Environment Agency and had been circulated.

b) JMS left the meeting at 7.30 p.m.

c) Consider the purchase/rent of flowering planters/hanging baskets/barrier baskets

Resolved: The Clerk was requested to obtain some costings for the January meeting.

Action: Clerk

d) The Clerk reported that work to the chestnut tree will be undertaken by Wilby Trees on the 17th December 2020. The immediate adjacent neighbour had been informed.

e) The Chairman reported that he had received a complaint from a resident in Spring Close following on-going works by Gigaclear. There was considerable damage to the verges. Gigaclear were to reinstate the verges to highway standards once the work had been completed. The Parish Council would monitor the finished works.

20/2332 Highways

a) Installation of speed indicator device Brampton Lane

CM confirmed that the device was still awaiting to be fully programmed by NCC Highways.

Action: CM/Clerk

b) Consider quotation of Sat Nav signs at Vyse Road and Moulton Lane

CM reported that a quotation and artwork had been received from Nordis Signs which had been circulated.

Resolved: Following a suggestion from RMcD to include additional wording to the sign it was agreed that CM and RMcD would progress.

Action: CM/RMcD/Clerk

20/2333 Correspondence

a) The Chairman reported that a thank you letter had been received from the Treasurer of Obelisk Spinney Pocket Park in respect of the Parish Council's recent £500 grant. The money will go towards the cost of tree works and signage.

b) A letter had been received from Daventry Area Community Transport regarding their home to town bus service. The cost of each session was £25 plus mileage and volunteer driver costs.

20/2334 Monthly reports from the Village Hall, Pocket Park and Boughton Primary School

There were no reports.

20/2335 District Councillor's Report on matters arising since last meeting

- a) JS reported that a meeting of Buckton Fields Liaison Forum had taken place on the 18th November 2020. The Minutes of that meeting had been circulated.
- b) JS reported that in his letter to DDC responding to the Phase 3 planning application for Buckton Fields he had proposed some planning conditions which clearly were going to be recommended against by Officers at DDC and were not really appropriate conditions to this particular application. However, he would be asking if necessary, the Planning Committee in January to defer consideration of the application pending further clarification from NCC on the issues of early years provision and community facilities. JS was fairly certain that he would have good support among some Members to that proposition. It was important to highlight to NCC that clarity was required on these issues.
- c) JS had a further meeting with James Aldridge from NCC on the 17th December 2020.
- d) JS and JMS were to meet with the Leader of NCC in January 2021 to discuss issues which would include early years provision and community facilities at Buckton Fields.

20/2336 County Councillor's Report on matters arising since last meeting

The Clerk reported that JMS had been in touch with NCC/Bennies and a virtual quarry liaison meeting would be arranged in January 2021.

20/2337 Urgent Matters for Report Only (Notified to the Chair before the Meeting)

There were no urgent matters for report.

20/2338 Date of Next Meeting

The next virtual meeting of the Parish Council will be held on Monday 11th January 2021 at 6.30 p.m. by video-conferencing.

The meeting closed at 7.40 p.m.

Cllr S Potter
Chair

Date: 11th January 2021