

BOUGHTON PARISH COUNCIL
MINUTES OF MEETING

Date: Monday 13th June 2011
Venue: Boughton Village Hall

Time: 7.30pm
Clerk: Gordon Poole

Minute Agenda Item/Outcome

597 Record Attendance, Apologies, Absence

Council: **Attendance:**
Cllr Mr J Clarke (Chairman) Cllr Mrs G Kingston Cllr Mr J Parker
Cllr Mr K Greatorex Cllr Mrs A Davison
Apologies for absence:
Cllr Mr R Wilson Cllr Mr R Greener Cllr Mr S Potter
Cllr Mrs J Shephard
Absence:
None

Invitees: **Attendance:**
DCllr Mr J Shephard
Absence:
None

Public: None

598 Hold a Public Session for 15 minutes:

There were no public in attendance.

599 Record any Declarations of Interest on subjects included on this agenda:

There were no interests to declare.

600 Agree minutes of Annual General Meeting held on 09/05/2011:

It was resolved to agree the minutes and for the Chairman to sign them.

601 Report on any matters arising on minutes of last meeting, not covered by items on this agenda:

There was nothing to report

602 Receive a report from District Councillor (Mr John Shephard)

There was nothing specifically to report but would respond to questions on any items on the agenda.

603 Receive a report from County Councillor (Mrs Judy Shephard)

In the absence of Cllr Shephard there was nothing to report.

604 Review list of correspondence/items received/sent since last meeting (Plus any late receipts/sents):

There were no matters highlighted other than those being addressed below. After the Chairman commented that the list only included significant correspondence and items (excluding many emails), it was resolved to accept the list and for the Chairman to sign it.

PLANNING:

605 Determine responses to the following new planning applications (Plus any late receipts):

Responses to the following planning applications were resolved:

1. DA/2007/1400 Further amendment of Design & Access/Green Infrastructure statements re Buckton Fields

NO OBSERVATIONS: due to it not significantly changing Council's previous responses to the overall application.

2. DA/2011/0309 Work to and removal of trees in a conservation area at 'Ladybird Cottage', 14 Church Street
SUPPORT

It was resolved to accept the following late submission:

3. DA/2011/0435 Single storey side extension at 'Home Close', Moulton Lane

Respond out of meeting after a critical review, including a visit to the site.

606 Note/comment on recent planning application decisions received (plus any late receipts):

1. DA/2011/0226 Removal of an internal wall at 'The Patch' Humfrey lane - GRANTED

It was resolved to accept the following late submission:

2. DA/2011/0309 Work to trees in a conservation area at 'Ladybird Cottage', 14 Church Street - GRANTED

607 Review any matters on any applications previously decided upon (if any):

1. 10/00078/WAS Variation of condition 2 of 08/00014/WAS re K-Lime processing at Boughton Quarry:

The Chairman commented, and all agreed, that it seemed Council had done all it could to-date in trying to ensure that K-Lime processing was in accordance with the conditions set by the Waste Planning Authority (WPA); from whom, a copy of their 'discharge' notice has now been received. However, K-Lime raw material seems to be being stored outside in excess of 3 meters in height (contrary to the condition notice), plumes of dust have been seen emanating from the stored material and the Brampton Lane (at the quarry entrance/exit) is in a bad state with potholes and white staining. In conjunction with Cllr Shephard it was resolved that Council should write a complaining letter on the whole affair to the WPA, mention that the process had started without meeting the conditions and that an 'enforcement' notice on Peter Bennie Limited should be considered, also to call for an early Local Liaison Group Meeting (assuming that the WPA is responsible under their monitoring obligation for calling, chairing and minuting such meetings).

608 Review any matters related to Planning Policies:

1. WNJPU – West Northants Joint Core Strategy (Pre-submission) – Report on current status

The Chairman reported that the process of formulating a new document taking into consideration the responses that had been submitted by 31/03/2011 has been delayed due to the JPU Committee membership being affected by the elections that took place in May. The document (without any further public consultation) is currently expected to be submitted to the Inspector in October; the major concern to ourselves is the representation in it of the Land North of Whitehills SUE (Sustainable Urban Extension) and the routing of a North-West By-pass.

609 Review any matters related to planning applications in preparation or awaiting decisions:

1. DA/2007/1400 Outline for 1050 Dwellings, etc. at Buckton Fields - Report on current status

The Chairman reported the following significant dates in the process of deciding on this application:

17/06/2011 NCC Highways to publish their response to the application

21/06/2011 NBC Planning meeting to resolve on a response to the application

13/07/2011 DDC Case Officer to publish a report on the application for submission to Planning Committee

20/07/2011 DDC Planning Committee meeting to decide on the outline planning application

With support, the Chairman has diarised to attend and speak at the meetings on 21/06 and 20/07/2011, particularly to re-affirm what BPC has requested that a decision must take into consideration a Section 106 agreement and a Community Infrastructure Levy (CIL) referred to in the impending Localism Bill; without these, a delay in the decision is to be requested. Noting this, Cllr Shephard mentioned that DDC may approve the outline application 'in principal' with a condition that it be subject to 106 and CIL agreements. With regard to BPC's proposed comments at the decision meeting, Cllrs Shephard and Clarke agreed to discuss the matter after scrutinising the Case Officers report to Committee; particularly for them to include Cllr Davison's question on whether a 'detailed' application would be submitted after the 'outline one and Cllr Kingston's question on whether surrounding road infrastructure had been adequately included.

Cllr Shephard commented that DDC may not consider a detailed application necessary due to the detail included in the outline application; also that the NCC Highways report will enlighten us on infrastructure.

It was resolved to support the Chairman and Cllr Shephard in the preparations for DDC's decision meeting.

FINANCE:

610 Agree an Asset Register including all replacement values and insured item/values:

It was resolved to agree a revised Asset Register as at 31/03/2011 with a replacement value of £55,100.00 for all items and £39,350.00 for those items to be insured; this will reduce the AON requested renewal premium from £1,064.79 to £955.80 to commence on 01/06/2011.

611 Approve Financial Statement/Bank Reconciliation as at 31/05/2011:

It was resolved to approve the Financial Statement and for the Chairman to sign it.

612 Approve payments shown on Financial Statement and sign cheques (including late invoices):

It was resolved to approve proposed payments of £1,188.91 from the precept account and £39,673.80 from the Playground Phase 2 grant funded reserve account. Cllrs Greatorex and Parker signed the cheques and initialled invoices/cheque stubs accordingly. It was also resolved to sign two replacement cheques due to one being lost by the payee and one being made out to an incorrect payee.

613 Receive Internal Report for 2010/11 from the NCALC Internal Auditor:

Due to some adverse comments in the report, poor reflection on BPC's Clerk/Responsible Officer and omission of a reference to minute 583 on the Employer/Employee issue, it was resolved not to accept the report and to write to the Internal Auditor requesting its withdrawal; to consider it as a draft, for subsequent revision after discussion at a meeting with BPC's Internal Controller (Cllr Wilson) and Clerk/RFO.

In the process of discussion, the following audit levels were stated for clarification:

Internal Control – Cllr Russell Wilson (Appointed by Boughton Parish Council)

Internal Audit – NCALC Audit Service (Appointed by Boughton Parish Council)

External Audit – BDO Southampton (Appointed by the Audit Commission)

614 Report on progress and financial position with regard to the new Venes playground project:

The Clerk reported that phase 2 of the project was almost complete; 2 grant payments had been requested and received to be able to pay the invoices authorised in minute 612 above. A Cash Flow Statement to reflect the financial situation, circulated to all Councillors, was referred to. The Clerk particularly pointed out a difference of £5,636.47 between the amount of grant received (Net of VAT) and the invoice amounts (Including VAT); it was resolved to agree this short-term loan from BPC's General Reserve account until the VAT amount had been received from HMRC (As reflected in minute 339 of BPC meeting held on 14/06/2010). It was particularly disappointing that the 'launch' event on 12/06/2011 was subjected to heavy and persistent rain; however, those that did attend cosily gathered in the small marquee and enjoyed the Pig Roast, Pimms and Jazz Band.

HIGHWAYS (Including Lighting, Public Footpaths and Transport):

615 Review/Progress any traffic calming / parking matters:

There were no matters arising.

616 Progress village lighting upgrade plan and budgeting:

1. The Clerk reported that he had renewed the Un-metered Electricity Supply Certificate to take effect on 25/06/2011 using the new register of footway lights recently produced by Parish Lighting Services (PLS). Included in the register were 3 lower wattage lights that were installed earlier in the year; hopefully, this will start the lower calculation of electricity consumption as lights get replaced during the upgrade process.

2. Cllr Parker outlined the latest and requested report from PLS which proposed a replacement and budgeted plan over a 4 year period. The report was very well received and provided a base for more detailed plans and budgeting to be reflected in the Precept over the next 4 years. Overall, the current estimate of upgrading was £21,000 approx with an estimate of £4,198 to replace 7 lights in the current year; less than that budgeted/precepted for. Cllr Parker proposed that the Clerk, with PLS, obtain quotes and pursue replacement of the 7 lights mentioned. Cllr Clarke seconded and the motion was carried. It was also resolved for the Clerk, with PLS, to produce more detailed upgrade plans and budgeting for each of the next 4 years, in preparation for BPC's annual budgeting/precepting process in November/December of each year. Cllr Parker complimented the PLS technician on his work, reporting and proposals to-date.

3. A comment was made that some lights were not lit on the Harborough Road between the roundabout and Whitehills. All were asked to observe on this to see if they were as a result of NCC cut-backs (ie: showing an appropriate sticker) or not; if not, the Clerk was requested to report the matter to the Street Doctor.

ENVIRONMENT (Including NCC and M&K Green-works):

617 Review/Progress any maintenance / works matters:

The Clerk reported that in response to a request from MGWSP, a comprehensive list of works had been submitted for the Parish Enhancement Gangs to do. If all the work cannot be done, a request was made for any out-standings to be submitted to the Street Doctor.

OTHER MATTERS:

618 Review and progress any consultation requests and agree the latest status report:

The list of consultations was noted and accepted. It was resolved not to respond to those outstanding.

619 Progress/Receive reports on attendances since last BPC meeting:

25/05/2011 DDC Members session to particularly address the Localism Bill – Cllr Clarke
An outline of the Bill was provided but many aspects of it still need to be decided. It seems the only thing to do at present is to wait and see what actually gets into the published Bill.

- 620 **Receive a report on the Village Hall:**
Cllr Clarke reported that David Whalley was re-appointed as Chairman at the last Village Hall meeting.
- 621 **Progress content of the Annual Plan (particularly including Responsibilities & Objectives):**
It was resolved for Chairman and Clerk to produce a revised document for acceptance at the next meeting.
- 622 **Agree any proposed new 'Welcome to Boughton' letters:**
There were none proposed.
- 623 **Receive any other matters for report only (if any):**
The Clerk was informed that the missing Church Road sign may be with Mr Ray Fogdon at 20 Church Street. A check will be made and, if found, DDC will be requested to fix it into its rightful position.
- 624 **Confirm a next meeting date of 11/07/2011:**
The next meeting was confirmed to be on the above date and held in Boughton Village Hall at 7.30pm. Cllrs Kingston and Davison gave their apologies for not being able to attend.
- 625 **Close meeting:**
The meeting was closed at 8.45pm

THESE MINUTES WERE ACCEPTED BY COUNCIL AT MEETING ON 11/07/2011 (MINUTE _____)

Chairman/Date:.....