

# Croughton Parish Council

Minutes of Croughton Parish Council Meeting  
Held on Monday 8<sup>th</sup> March 2010 at 7.30 p.m.  
in Croughton Village Hall

## Present

Councillor Brian Tomlin (in the Chair)  
Councillor Jean Coles  
Councillor Caroline Murdoch  
Councillor Ann Perkins  
Councillor Lesley Ramsay  
Councillor Rob Robbins

In attendance - Mrs Ann Le Druillenec (Clerk)

## 1 To Receive Apologies and Approve the Reasons for Absence:

Cllr Davies: Work Commitment  
Cllr Gelder: Holiday  
Cllr Relf: Work Commitment

**RESOLVED:** It was proposed by Cllr Murdoch and seconded by Cllr Ramsay to approve the Reasons for Absence submitted by Cllrs Davies, Gelder and Relf.

## 2 To invite Declarations of Interest:

Cllr Tomlin: Prejudicial interest in item 11.1a) Planning Application Ref: S/2010/0113/F

## 3 Public Participation:

i) Cllr Tomlin spoke to item 11.1a) Planning Application Ref: S/2010/0113/F: Alterations were on the original footprint.

## 4 To approve the Minutes of the Meeting held 8<sup>th</sup> February 2010:

**RESOLVED:** It was proposed by Cllr Ramsay and seconded by Cllr Coles to approve the Minutes of the Meeting held on 8<sup>th</sup> February 2010.

## 5 Matters Arising from item 4 not on the Agenda: For Information

### 5.1 Clerk's Report: (previously circulated)

#### Minute No.6.1:

Emergency Kit: Mr M Tyler, Managing Director, Steeplestone Products Ltd had advised that there were no longer were any radios available.

Smartwater Scheme: One expression of interest had been received. An article promoting the scheme will appear in the next newsletter.

Brackley Road/Rowler Estate: Mr Bill Rhodes, NCC s278 Highway Adoptions, had advised that a few issues remained to be resolved with the developer's engineers prior to Technical Approval being issued.

Water leak outside Blackbird PH: Repaired by Anglian Water on 15<sup>th</sup> February 2010

Minute No. 15: Annual Parish Assembly: Cllrs Townsend and Sawbridge will attend. Cllr Sawbridge had questioned the adequacy of the 2 minute reporting slot. Cllr Coles is unable to organise refreshments

Minute No. 19.3: Development at Croughton Mill: The grass verge is a publicly maintained highway verge. Issues in respect of the condition of the section of Mill Lane and verge adjacent to Croughton Mill are being dealt with by the Highways Regulations Team at NCC in co-operation with the owner of Croughton Mill who will ensure it is tidied up when the work is finished.

Minute No. 12.1: Wheelers Rise: Ms Debbie Strong, Deputy Head of Transport and Highways, NCC had contacted the Clerk by telephone in response to the Parish Council's letter of 24<sup>th</sup> February 2010 to Mr David Farquhar, Head of Transport and Highways, NCC. Ms Strong would advise of the timescale for carriageway improvements to the B4031 (30 mph to 30 mph section), Charlton Road and Wheelers Rise although it was not likely that these would be carried out before 2011-2012; and in view of the list of defects reported on 9<sup>th</sup> February 2010 to Street Doctor Ms Strong offered to direct a Workgang to Croughton.

**Agreed:**

i) That the timescale for resurfacing was unacceptable and that Cllr Seery and Cllr Sawbridge should both be pressed for a response.

ii) That further letters and Speedwatch data be sent to Ms Strong, Cllrs Seery and Sawbridge

ii) That the Gang should contact Cllr Tomlin to discuss the work to be carried out

**Action:** the Clerk (notify Ms Strong of Cllr Tomlin's role; letters to Ms Strong, Cllrs Seery and Sawbridge); Cllr Ramsay (Speedwatch data for Croughton and Aynho)

Minute No 17 Little Brook Ward Meeting: Mr Alexander Maddan has accepted the invitation to speak. A draft Agenda was circulated.

**Agreed:** To include the item Any Other Business

**Action:** the Clerk (issue amended Agenda)

Minute No. 19.5: Lid of dog waste bin: A H Contracts will shortly carry out an audit of all bins in the parish and advise of any charge for repairs.

Other: The Blenheim name plate has been replaced. A sign to Charlton has been installed in the 'layby' on the B4031 opposite Charlton Lane. Members did not feel the sign was in a very prominent location.

5.2 Matters Arising:

5.2.1 Gates at Gateridge Farm: No further information.

**Agreed:** To request an update from the Enforcement Officer, SNC

**Action:** the Clerk

5.2.2 Dog Fouling along the High Street:

**Agreed:** to log the complaint with SNC

**Action:** the Clerk

6 Finance Matters

6.1 Receipts & payments and cash balance of bank accounts:

Barclays Bank: £2,708.59 (01.03.10) Standard Life: £15, 239.20 (01.03.10)

6.2 To Approve Payments:

Cheque No.	Payee	Description	Total	vat	Note
102083	A H Contracts	Inv 4539	£23.50	£3.50	To verify
102090	A H Contracts	Inv 4594	£23.50	£3.50	
102091	Texprep	Inv 17831	£58.80		
102092	M Scrimshaw	Inv 365664 rodent control allotments	£140.00		
102093	CPF&VH	Inv 0794 room hire	£500.00		
102094	CPF&VH	Inv 0751 telephone costs	£136.97		
102095	Anglian Water	Period 26.08.09 - 22.02.10 Allotments £66.10 Cemetery £25.90	£92.00		
102096	A Le Druillenec	Salary Month 12	£310.15		
102097	HMRC	Tax Month 12	£77.60		

**RESOLVED:** It was proposed by Cllr Perkins and seconded by Cllr Coles to approve the Payments.

6.4 To Note Receipts:

Date	Payee	Description	Amount
09.02.10	Resident	Photocopying	£0.20

**Noted.**

6.3 Data Protection Registration: To approve payment in the sum of £35.00:

**RESOLVED:** It was proposed by Cllr Perkins and seconded by Cllr Ramsay to approve payment of the registration fee in the sum of £35.00.

(cheque no. 102098 was raised)

It was **noted** that this was an annual fee.

6.4 To consider Training needs: (2010 Calendar of Training courses offered by Northants CALC previously circulated) **None.**

6.5 To approve the purchase of a desk chair to a max. of £250.00: Members acknowledged the need for an ergonomically shaped chair with back and seat height flexibility.

**RESOLVED:** It was proposed by Cllr Robbins and seconded by Cllr Murdoch to approve the purchase of a desk chair in the region of £150.00.

**Action:** the Clerk (re-arrange viewing with local supplier)

6.6 Insurance:

6.6.1 To review the level of Fidelity Guarantee insurance: (calculation based on first instalment of precept plus estimated bank balance at 1<sup>st</sup> April)

**RESOLVED:** It was proposed by Cllr Robbins and seconded by Cllr Perkins to retain the level of Fidelity Guarantee insurance at £25,000.

6.6.2 To consider insurance cover for Footway Lighting:

**RESOLVED:** It was proposed by Cllr Murdoch and seconded by Cllr Perkins not to insure the parish Footway Lighting assets.

6.7 To review the Assets Register: (previously circulated)

Revisions to the Register included the addition of:

i) 4 Dog Waste Bins (uninsured) at a total replacement value of £400.00

ii) Brother Multi Function Copier machine (uninsured) at a replacement value of £255.00

**RESOLVED:** It was proposed by Cllr Coles and seconded by Cllr Robbins to approve the inclusion in the Assets Register of the

i) 4 Dog Waste Bins at a total replacement value of £400.00

ii) Multi Function Copier machine M5840CN at a replacement value of £255.00

ii) shed at the Portway Pocket Park at a replacement value of £1,080.00.

**Action:** the Clerk (amend Assets Register accordingly for approval at the next Ordinary Meeting of the Parish Council; Agenda item; enquire about insurance cover for the shed)

**Agreed:** To review the status of the Parish Pound at the next Ordinary Meeting of the Parish Council.

**Action:** the Clerk (Agenda item)

7 **Grasscutting 2010:**

7.1 To enter into a 136 Agreement with NCC in respect of highway verges:

It was **noted** that NCC shall contribute £547.62 under the terms of this Agreement in respect of grasscutting in 2010.

**RESOLVED:** It was proposed by Cllr Coles and seconded by Cllr Perkins to enter into a 136 Agreement with NCC in respect of highway verges in 2010.

**Action:** the Clerk

7.2 To appoint Mr M Dempsey to cut parish areas and highway verges in 2010:

Mr Dempsey had supplied a copy of his Certificate of Public and Product Liability Insurance (limit £5K) dated 2<sup>nd</sup> March 2010 together with the price per cut and the number of cuts per year in respect of highway verges, the Cemetery, Sports Field, Portway Pocket Park, Old Allotments Pocket Park and the Cemetery Hedge. (letter dated 11<sup>th</sup> February 2010 refers)

It was **noted** that the price per cut in respect of the hedge at the Cemetery would be subject to a £5 increase in 2010 over the previous year.

**RESOLVED:** It was proposed by Cllr Coles and seconded by Cllr Perkins to appoint Mr M Dempsey to cut parish areas and highway verges in 2010 as per Mr Dempsey's letter of 11<sup>th</sup> February 2010.

**Action:** the Clerk

**8 Cemetery:** (Action Plan Objective)

8.1 To receive a report: **None.**

8.2 To review the tariff of fees for 2010/2011:

**RESOLVED:** It was proposed by Cllr Robbins and seconded by Cllr Ramsay to apply no increase to the tariff of fees effective as from 1<sup>st</sup> April 2009.

8.3 Mole infestation:

**Agreed:** To contact the owner of the adjacent field to discuss a solution

**Action:** the Clerk

**9 Affordable Housing, Brackley Road site:**

9.1 To receive a report from Miss Alice Izzett, Strategic Housing Officer, SNC on the Village Consultation held on 9<sup>th</sup> February 2010: (report dated 23<sup>rd</sup> February 2010 previously circulated, copy held on file)

The Report documented the main issues raised at the Village Consultation including:

- i) Fears in respect of potential for further development: extension beyond the cul-de-sac, new access track to Townend Farm and subsequent opening up of land behind the site
- ii) Highway issues: pavement, extension of 30 mph speed limit, condition of the carriageway  
Members were concerned at comments made in respect of the creation of a footpath along the Brackley Road from Park End.  
**Agreed:** To convey these concerns to Miss Izzett  
**Action:** the Clerk
- iii) Drainage: proposed soakaways and underground storage tanks with trickle release mechanism to control water levels
- iv) Future Tenants: local connection criteria, number of dwellings based on Housing Need Survey 2007 and availability of exemption site
- v) Timescales: up to 2 years from application to completion
- vi) Materials: no details
- vii) Trees/Planting: landscaping scheme

**10 To consider a Policy on Charitable Giving and Donations:**

The following policy aspects were briefly discussed and **noted**:

- i) The purpose and intent of the financial support
- ii) Parish Council powers, including s137 contributions
- iii) Agreed Budget for donations and Limit of financial support
- iv) Eligibility criteria
- v) How to apply, supporting information, Deadline for applications
- vii) Procedure for considering applications

**11 Planning:**

**11.1 Applications:**

*Cllr Tomlin had expressed a prejudicial interest in Application No. S/2010/0113/FUL. Cllr Tomlin withdrew from the Meeting.*

**RESOLVED:** It was proposed by Cllr Coles and seconded by Cllr Murdoch to elect Cllr Robbins to take the Chair for this item.

a) Ref: S/2010/0113/FUL

Proposal: Increase the width and tiling of the roof on garage. Alterations to S/2009/0506/P (Retrospective)

Location: 12 Mill Lane, Croughton

<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=61500>

**RESOLVED:** It was proposed by Cllr Perkins and seconded by Cllr Ramsay to submit no objections.

**Action:** the Clerk

*Cllr Tomlin re-entered the Meeting. Cllr Robbins vacated the Chair. Cllr Tomlin took the Chair.*

b) Ref: S/2010/0130/FUL

Proposal: Replace flat roof with pitched roof, new entrance porch, replacement windows and doors

Location: Building 67 RAF Croughton

<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=61349>

**RESOLVED:** It was proposed by Cllr Coles and seconded by Cllr Murdoch to submit no objections.

**Action:** the Clerk

c) Ref: S/2010/0184/FUL

Proposal: Five stables, tackroom, separate field/bedding store and parking facilities

Location: Land to the North of the B4031 Croughton

<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=61631>

**RESOLVED:** It was proposed by Cllr Coles and seconded by Cllr Murdoch to OBJECT to the proposal for the following reasons:

i) The proposal represents an intrusion into the open countryside

ii) The access is located along the busy B4031 within a 40mph zone. The proposal will create significant highway safety issues for turning traffic and horseboxes along this fast highway

iii) There is no footpath along the B4031 eastwards from Park End

iv) Access to Bridleways is gained from the B4031 highway further along to the east of the site and this will raise additional highway safety concerns.

**Action:** The Clerk was authorised to submit a response based on the above reasons.

**11.2 Notice of Decision:**

d) Ref: S/2010/0012/FUL

**PERMITTED**

Proposal: Alter & extend 16 dwellings (single storey front extensions to eight, and two storey front extensions and first floor rear extensions to the other eight)

Location: 26 - 32, 18 - 24, 10 - 16 & 2 - 8 Sixth Street RAF Croughton

**11.3 Appeal: APP/U3100/A/09/2119454/NWF: Energy from Waste facility at Ardley Fields Farm, Oxfordshire:**

11.3.1 To note correspondence of 27.02.10 from Bucknell Parish Council: **Noted.**

11.3.2 To note press release dated 08.02.10 from the Environment Agency: **Noted.**

11.3.3 To consider a grant to the Communities Opposing Ardley Incinerator fund:

**RESOLVED:** It was proposed by Cllr Robbins and seconded by Cllr Murdoch to make no grant to the Communities Opposing Ardley Incinerator fund.

- 11.4 NCC Consultation: Creating Sustainable Communities: A Planning Obligations Framework and Guidance draft:  
**Agreed:** To make no comments.
- 11.5 To receive a report on the SNC Interim Rural Housing Policy presentation held 4<sup>th</sup> March 2010:  
**No Report.**
- 12 To approve B235 Notice of Proposed Alteration of the Land Register:**  
Title Number: NN264297  
Property: Land on the north side of Blenheim, Croughton, Brackley  
Registered proprietor: Croughton Parish Council
- The proposed alteration as per the pending plan held by Land Registry was the removal of the rectangular area at the end of Wheelers Rise between Nos. 60 and 41, the gated access to the Playing Fields and Village Hall.  
**Agreed:** That further investigation was required.  
**Action:** Cllr Robbins
- 13 Highway Matters** (Action Plan Objective)
- 13.1 Review of Parking Restrictions: South Northants 2010/2011: (letter dated 12<sup>th</sup> February 2010 from Mr Nilesh Patel, Parking Manager, NCC refers, previously circulated)
- Agreed:**
- i) That records held by NCC in respect of waiting restrictions in force along the High Street required updating
  - ii) To request the removal of all waiting restrictions along the High Street with the exception of those designated for the application both of zig zag lines in the vicinity of Nos. 20 and 16 High Street and the Keep Clear marking at the entrance to the School.
- Action:** the Clerk (advise Mr Patel)
- 13.2 Rightracks: To receive a report: **No report.**
- 13.3 VAS device: To consider information from suppliers:  
Information from 3 suppliers of VAS signs had been received.  
**Agreed:**
- i) To await further details prior to making an informed choice on type of device.
  - ii) To acquire information on the effectiveness of VAS devices.
- Action:** Cllr Ramsay (contact PC John McQuaid in respect of ii))
- 14 Portway Pocket Park:** (Action Plan Objective)
- 14.1 To receive a report: Cllr Perkins reported that planting had been completed, the shed had been erected and the Friends were acquiring prices for circular paving, stone framed barbecue and purpose built brazier.  
A grant of £1,924.00 had been awarded by the Capital Grants Department, SNC. **Noted.**
- 15 Croughton Website:** (Action Plan Objective)
- 15.1 To note date of training session: Saturday 13<sup>th</sup> March 2010 for user groups. **Noted.**
- 16 Parish Partnerships - the Northamptonshire Councils Charter:**
- 16.1 To respond to the consultation: [www.northantscalc.gov.uk](http://www.northantscalc.gov.uk)
- Agreed:** To make no comments.

**17 Correspondence**

**17.1 Items to Consider:**

17.1.1 Membership of Green Communities (Energy Savings Trust):

**RESOLVED:** It was proposed by Cllr Ramsay and seconded by Cllr Robbins that the Parish Council becomes a member of Green Communities network and that information is posted up on the Croughton website.

**Action:** the Clerk

17.1.2 Tree Warden Conference April/May 2010, Northampton: To appoint a representative to attend:

**Agreed:** To ask for a volunteer via the newsletter

**Action:** the Clerk

17.1.3 7.5t Amenity Weight Restriction Boards:

**Agreed:** To authorise Cllr Murdoch to site the boards along the highway.

**17.2 Circulation List:**

i) SNC List of planning applications registered 04.02.10 -17.02.10

ii) SNC Housing 4U magazine Spring 2010

iii) South Northamptonshire Economic Development Strategy: Notes of Parish Council workshop held 26<sup>th</sup> January 2010

**18 Any Other Business: For Information and at the discretion of the Chairman**

18.1 SNC Compost Bin Offer and Smartwater: Expressions of interest received.

**Action:** Cllr Tomlin (Compost Bin); the Clerk (Smartwater)

**19 To receive items for the next Meeting - Monday 12<sup>th</sup> April 2010**

**None.**

The Meeting ended at 9.20 p.m.

Signed: \_\_\_\_\_ Date: 12<sup>th</sup> April 2010  
Chairman