

Croughton Parish Council

Minutes of Croughton Parish Council Meeting
Held on Monday 8th February 2010 at 7.00 p.m.
in Croughton Village Hall

Present

Councillor Pamela Gelder (Chairman)
Councillor Jean Coles
Councillor Trevor Davies
Councillor Caroline Murdoch
Councillor Lesley Ramsay
Councillor Rob Robbins
Councillor Brian Tomlin

In attendance - Mrs Ann Le Druillenec (Clerk)

- 1 Guest Speaker: Mr Steve Barber, Collision, Analysis and Investigation, Transport and Highways, NCC**
Topic: Vehicle Activated Signs (VAS)

The Chairman welcomed Mr Barber to the Meeting and invited him to talk about the VAS Scheme for Parishes and to demonstrate the equipment.

Mr Barber advised that his main role in crash and collision investigation also had two subsidiary roles: the VAS scheme and the Parish Self Purchase VAS scheme.

i) VAS Scheme: 12 VAS devices are available to Parishes with a perceived speeding problem (calculated using SR4 measuring device to give 85th percentile of 35mph) (or on the advice of the Community Liaison Officer for parishes with no history of speeding problems) for periods of 4-5 weeks at a time. Installed by Police Units. Long waiting list.

ii) Parish Self Purchase Scheme:

VAS type	Merits	Demerits
Temporary	More effective portable used at various locations not difficult to erect simple to operate Battery charger included	Labour intensive Training for installer PL insurance Costs: VAS device: £2-2,500 Post £300 Battery: £50 (need recharging) Bracket: £15 Padlock S50 Highways Licence £350 (one off payment) Maintenance Contract
Permanent	MGWSP - installation NCC - Maintenance costs, annual power supply No battery	Fixed location Less effective for regular road users Costs: VAS device: £2-3,000 Connection costs, supply and erection of post: £2,000

The equipment:

- i) Counter records the number of times device is activated (45 degree angle, 150m splay)
- ii) Test/run switch
- iii) Can be set to switch off above a certain speed
- iv) Various LED displays available

For consideration:

- i) Locating the VAS device: Must not infringe free travel on highway. Community Speedwatch stages will have already satisfied H&S audit.

- ii) Grants: Empowering Councillors and Communities Fund, Lottery, Local businesses, landowner donations, Rightracks
- iii) Notify E.ON if Parish Council is considering affixing equipment to lamp columns
- iv) Explore leasing contract inclusive of maintenance
- v) Bulk purchase order possibilities - Mr Barber will provide the Clerk with a list of parishes considering the Parish Self Purchase Scheme.
- v) Add equipment to Parish Assets Register

The Chairman thanked Mr Barber for his presentation. Mr Barber withdrew from the Meeting.

2 To Receive Apologies and Approve the Reasons for Absence:

Cllr Perkins: Work Commitment
Cllr Relf: Work Commitment

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

**3 To invite Declarations of Interest:
None**

**4 Public Participation:
None**

**5 To approve the Minutes:
5.1 Meeting held 11th January 2010:
5.2 Extra Ordinary Meeting held 25th January 2010:**

RESOLVED: It was proposed by Cllr Davies and seconded by Cllr Ramsay to approve the Minutes of the Meeting held on 11th January 2010.

RESOLVED: It was proposed by Cllr Murdoch and seconded by Cllr Ramsay to approve the Minutes of the Extra Ordinary Meeting held on 25th January 2010.

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

6.1 Clerk's Report: (previously circulated)

1. Clerk's Update following meeting held 11th January 2010:

Minute No. 5.1: Road Signs: Both requests have been added to the MGWSP maintenance list. List to be completed by end of March 2010.

Minute No: 5.1: CPRE Northants Litter Warden: One person applied for the honorarium but has since withdrawn the application. The honorarium has been increased to £100.

Minute No. 9.1.ii) Grants for energy efficiency: enquiries not achieved any results

Minute No.11.1: Emergency Kit: Request for radio: letter sent off after having contacted the company by telephone- not sure if any stock remained.

Minute No. 14: No expressions of interest in the Smartwater Scheme received.

Minute No.15.1: MGWSP: b) A list of jobs for PEG is being compiled. Mr Gray, Community Steward had advised that the footpath and slab retaining wall have been placed on the list of April 2010. MGWSP is attending to defects at present.

Minute No. 16.4: Gates at Gateridge Farm: Enforcement Officer notified. Ref: E21010028

2. Clerk's Update following Meeting held 25th January 2010:

Minute No. 5.5: Reported to Street Doctor. URN: 413011 and 414376.

Info from Cllr Sawbridge from Mr Terry Matthews, Highway Maintenance Engineer, NCC: Noted

3. Other:

i) Brackley Road/Rowler Estate: Mr Bill Rhodes, NCC Highway has advised that the scheme is being checked through by the engineers prior to Technical Approval and preparation of s278 Agreement. This should take 4-6 weeks, if no problems are encountered.

ii) Dog Fouling: SNC no longer has an Animal Welfare Officer. Complaints are logged and dealt with by the Environment Welfare Team. The Team will also deal with stray dogs. Newsletter article and notice received from EWO.

iii) Water leak outside Blackbird PH: Trickle leak to be reinspected by Anglian Water on 9th February 2010. Ref: 34830046

iv) NALC: New model Standing Orders issued - March agenda

4. Minute No. 5.4 Minutes of Extra Ordinary Meeting held 25th January 2010: The Chairman advised that the coal has been removed.

7 Finance Matters

7.1 Receipts & payments and cash balance of bank accounts:

Barclays Bank: £2,679.59 (08.02.10) Standard Life: £15,239.20 (08.02.10)

The Clerk reported that arrangements for telephone banking with Barclays Bank were in place.

7.2 To Approve Payments:

Cheque No.	Payee	Description	Total	vat
102083	A H Contracts	Inv 4539	£23.50	£3.50
102084	Texprep	Inv 17768	£58.80	
102085	E.ON	Electricity bill 13 January 2010	£393.15	£51.28
102086	Swallows Nursery Ltd	Inv 5169A	£575.00	£75.00
102087	A Le Druillenec	Salary Month 11	£310.35	
102088	HMRC	Tax Month 11	£77.40	
102089	A Le Druillenec	Reimbursement	£30.90	

The Clerk advised that a revised invoice was awaited from A H Contracts calculated on the new rate of £2.50 per bin as from 1st January 2010.

Agreed: To defer settlement of the account until the invoice had been verified.

RESOLVED: It was proposed by Cllr Coles and seconded by Cllr Tomlin to approve the Payments with the exception of the immediate payment to A H Contracts (cheque no. 102083)

7.3 To approve payment in the sum of £140.00 for Rodent Control services. (Minute No. 7.1 Meeting held 12th October 2009 refers)

No invoice had been received.

No action.

7.4 To Note Receipts:

None.

7.4.1 To void cheque no. 101983 in the sum of £29.00 payable to Northants CALC in respect of postponed training session of 14th May 2009 on The Power of Wellbeing.

RESOLVED: It was proposed by Cllr Murdoch and seconded by Cllr Davies to void cheque no 101983 in the sum of £29.00.

7.4.2 Grasscutting:

7.4.2.1 S136 Agreement. NCC has raised a cheque in the sum of £547.62 representing its 2009 contribution.

7.4.2.2 Grasscutting Contract 2010:

Agreed: To ask the current contractor for written confirmation of prices per cut for 2010.

Action: the Clerk (Agenda item)

- 8 Financial Controls:**
- 8.1 Internal Control Processes: To receive the Internal Control Councillor's report for Q3: (previously circulated)
- RESOLVED:** It was proposed by Cllr Ramsay and seconded by Cllr Tomlin to approve the Report.
- 8.2 Internal Audit Service: To receive the report of the Internal Auditor's visit of 1st February 2010: (previously circulated)
- Report Noted.**
The Report contained two recommendations that the Clerk had responded to and taken action in respect of the second.
Agreed: To investigate costs for local Minutes binding service.
Action: the Clerk
- 9 To adopt a Training Statement of Intent:**
- RESOLVED:** It was proposed by Cllr Davies and seconded by Cllr Murdoch to adopt the Training Statement of Intent as resolved at the Meeting of the Croughton Parish Council held 11th January 2010. (Minute No. 7 refers)
The Chairman signed the document.
- 10 Planning:**
- 10.1 **Applications:**
None
- 10.2 **Notice of Decision:**
a) Ref: S/2009/1076/OUT
Proposal: Residential development for 38 dwellings (outline)
Location: Land off B4031 and Portway Croughton **REFUSED**
- 10.3 To consider the Consultation on draft National Policy Statement for energy infrastructure: www.energyngpsconsultation.decc.gov.uk
Agreed: To make no comments.
- 10.4 Appeal: APP/C13105/A/09/2116152: Erection of 4 no. windturbines and ancillary development including a new site entrance, access tracks, a control building with substation and underground cabling. Erection of 1 no. anemometer monitoring mast and temporary construction compound at land north of Willowbank Farm, Fritwell Road, Fewcott, Oxfordshire:
10.4.1 To note the Appeal date of 9th March 2010: **Noted.**
10.4.2 To consider correspondence: A resident had expressed concerns.
- RESOLVED:** It was proposed by Cllr Davies and seconded by Cllr Robbins to OBJECT to the proposal on the grounds that the effectiveness of the wind turbines would be negligible and not sufficient to justify the significant adverse aesthetic impact on Croughton and the rural landscape. The proposal would also generate increased noise and the wind turbines would be a potential distraction to motorists on the M40.
Action: the Clerk (submit response)
- 10.5 Appeal: APP/U3100/A/09/2119454/NWF: The construction and operation of an Energy from Waste facility together with Associated Office, Visitor Centre and Bottom Ash Recycling Facilities, New Access Road and Weighbridge Facilities and the Continuation of Non Hazardous Landfill Operations and Landfill Gas Utilisation with Consequent Amendments to the Phasing and Final Restoration Landform of the Landfill, Surface Water Attenuation Features and Improvements to the Existing Household Recycling Facility at Ardley Fields Farm, Oxfordshire:
10.5.1 To consider submission of additional comments by the deadline of 19th February 2010:
Agreed: To submit no further comments.

11 Footway Lighting:

11.1 Lamp No. 30 Portway: To consider upgrading at a cost of £688.00 + vat:
(background information and advice from E.ON previously circulated)

Agreed:

i) That the lamp column No 30 was in safe working order and that no immediate action was required

ii) To review the condition of the lamp and column through the Action Plan and take appropriate action as and when.

11.2 To consider the Electrical Testing of parish footway lighting:
Information was **noted**.

12 Highway Matters (Action Plan Objective)

12.1 Wheelers Rise: To consider correspondence dated 7th January 2010 from Ms Debbie Strong, Deputy Head of Transport and Highways, NCC: (previously circulated)
Members did not disagree with Ms Strong's prioritisation of the works but with the timescale for achieving the improvements.

Having considered the correspondence, the affect of the severe weather on the B4031 carriageway and Wheelers Rise, the Community Speedwatch data, Rightracks project for Aynho on the B4100, a route that served traffic from the B4031 Croughton, the year on year increase in traffic volumes and safety implications it was

Agreed that:

i) a letter be sent to the Head of Transport and Highways, NCC putting forward the case for the expedition of resurfacing works

ii) to copy in Ms Strong, Deputy Head of Transport and Highways, Cllr Bob Seery, Cabinet Member for Highways and Transport and Cllr Ron Sawbridge

ii) that a copy of the works reported to Street Doctor in respect of the B4031, Blenheim to Portway, and Wheelers Rise be attached to the correspondence

Action: the Clerk

12.2 Parking issues at the Co-Op and Park End: To receive an update:

The situation seemed to have eased since the police had been notified. The van and trailer were now parked up at the layby.

Action: Cllr Gelder (discuss parking issues with the Manager of the Co-op)

12.2.1 14-16 High Street: Cllr Gelder reported on correspondence with a resident.

12.3 Rightracks: To receive a report: **None**

12.4 To consider the acquisition of a Vehicle Activated Sign:

Members favoured the portable VAS device. A combination of one static and one portable VAS device was thought desirable but dependent on public consultation.

There would be practical issues in respect of maintenance and re siting of a portable device to address, with consideration of an honorarium payment for a responsible person.

Agreed:

i) To complete the Expression of Interest form

ii) To acquire information from suppliers

iii) To seek funding of £2,500 from the Empowering Community and Councillors Fund

Action: the Clerk (i) return form to Mr Barber; ii) liaise with Mr Barber; iii) formal request to Cllr Sawbridge)

13 Croughton Website:

13.1 To receive a report on the launch of Version 2:

Cllr Davies reported on the anticipated seamless switchover within 2 weeks.

Mr Jon Schofield, Web Designer will arrange a training course for user groups in respect of editing the website.

13.2 Newsletter: Members had been impressed with the enhanced professional layout and clarity of the February 2010 issue.

Agreed: To thank Mrs Georgina Lucas, Editor

Action: the Clerk

14 Statutory Matters

- 14.1 To approve the Financial Risk Assessment for 2009/2010:
(previously circulated)

RESOLVED: It was proposed by Cllr Davies and seconded by Cllr Coles to approve the Financial Risk Assessment for 2009/2010.

- 14.2 To review the Action Plan for 2009/2010:
(previously circulated)

Agreed:

i) To record the Financial Regulations review date of 12th September 2009 in the Outcome column of the Statutory objectives section.

ii) To complete the review to 31st March 2010

Action: the Clerk

- 14.3 To consider the Action Plan for 2010/2011:
(draft 1 previously circulated)

Agreed:

i) To note the contents of draft 1, notably the inclusion of general objectives in respect of Lighting, Training, Affordable Housing and Charitable Giving

ii) To investigate the Parish Council's responsibilities under the Data Protection Act 1998

iii) To invite the Quality Champion, Northants CALC to give a presentation on Quality Status at the Ordinary Meeting of the Parish Council to be held on 12th April 2010.

Action: the Clerk (ii) Registration; iii) invitation to Quality Champion)

15 Annual Parish Assembly:

- 15.1 To confirm Monday 26th April 2010 as the date of the Meeting:

Agreed: To hold the Annual Parish Assembly on Monday 26th April 2010.

- 15.2 To approve the format for the Meeting:

Agreed:

i) To open with an hour long formal session comprising brief (of 2 minutes duration) key point reports from invited Officers and Q&A session

ii) To offer representatives of local organisations and groups a similar reporting opportunity

iii) To close with refreshments (tea, coffee, biscuits) and informal opportunity for discussion

Action: the Clerk (invitations)

16 Parish Partnerships - the Northamptonshire Councils Charter:

- 16.1 To respond to the consultation: www.northantscalc.gov.uk

It was noted that the Parish Highways Representative Scheme and Parish Planning Champion Scheme were two of the desired outcomes of the Charter's nine proposed Workstreams for Northamptonshire Councils to develop.

Agreed: To defer consideration of the Northamptonshire Councils Charter to the next Ordinary Meeting of the Parish Council (8th March 2010)

17 Littlebrook Ward Meeting 22nd March 2010:

- 17.1 To receive items for the Agenda:

Agreed:

i) Travellers (Aynho Parish Council)

ii) Timetable and frequency of Ward meetings (Croughton Parish Council)

iii) To invite Mr Alistair Maddan, Chief Executive, Agrivert Ltd to speak to the Ward Meeting on national energy policy (Mr Adrian Colwell, Head of Strategic Policy, SNC- reserve speaker)

Action: the Clerk (invitation(s))

18 Correspondence

18.1 Items to Consider:

18.1.1 General Election: To consider the need for postal votes for individuals who have difficulty reaching the polling station: **Noted**

18.1.2 Northants CALC: Incorporation of the Association and Notice of Special General Meeting to be held on 20th March 2010: **Noted**

18.1.2.1 To appoint 2 voting delegates to the SGM: **None**

18.1.3 7.5T Awareness Campaign: (Minute No. 20.1.1 CPC Meeting held 14th April 2009 refers) NCC will supply 4-6 Amenity Weight Restriction Boards for display in the parish for a period of 3-4 weeks on 8th March 2010. **Noted**

18.2 Items to Note:

18.2.1 CPRE Planning Road show: Thursday 8th April 2010: **Noted**

18.1.4 South Northants 50+ Forum: Date of next open Meeting: 16th February 2010. **Noted**

18.3 Circulation List:

i) SNC List of planning applications registered 21.01.10 - 27.01.10

ii) nsvb: Linkup: February/March 2010

iii) Alzheimer's Society: Befriending Scheme

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

19.1 SNC draft Economic Development Strategy workshop held 26th January 2010: Feedback: Cllr Murdoch reported that SNC welcomed specific comments on the details of the document and for suggestions on how to improve the district e.g. extending the commuter shuttlebus service from Bicester Station to Northamptonshire. Generally concerns had been expressed about the number of strategies, how they linked up and whether the views of parishes were taken into account.

19.2 Suggestions to minimise the economic impact of the Snow: Cllr Davies

i) CPC negotiate a semi formal arrangement with farmers to clear roads at both ends of village. Issues: Contingency Fund, Public Liability

ii) NCC Snow Warden

iii) Emergency Plan

19.3 Development at Croughton Mill: Cllr Robbins

i) Ownership of Grass Verge alongside Croughton Mill, Mill Lane: (Minute No. 16.2 CPC Meeting held 14th December 2009 refers) Clerk yet to make enquiries.

ii) Mud on carriageway at Mill Lane and at Blenheim:

Action: the Clerk (contact utility companies and NCC respectively to ask them to clear mud)

19.4 Park End Noise: Cllr Tomlin

Complaint received from resident concerning the extractor fan. Evidence was required to support any prosecution that SNC Enforcement Officers might bring. Monitoring equipment was available to residents.

19.5 Dog Waste Bin: Cllr Murdoch

The lid on the bin near the School was broken.

Action: the Clerk (report to contractor for repair)

19.6 Joint Litter Pick at the end of March 2010 with Aynho: Not in favour for safety reasons.

20 To receive items for the next Meeting - Monday 8th March 2010

The Meeting ended at 10.30 p.m.

Signed: _____ Date: 8th March 2010
Chairman