

# Croughton Parish Council



## Minutes of Croughton Parish Council Meeting Held on Monday 10<sup>th</sup> February 2014 at 7.30 p.m. in Croughton Village Hall

### Present

Councillor Brian Tomlin - Chairman  
Councillor Margaret Bennett  
Councillor Fran Bodley-Scott  
Councillor Rodney Cash  
Councillor Jean Coles  
Councillor Trevor Davies  
Councillor Penny Forbes  
Councillor Pamela Gelder

**Absent** Councillor Rob Robbins

**In Attendance:** Mrs Ann Le Druillenec (Clerk)

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

Cllr Robbins: Recuperating from operation

**RESOLVED:** It was proposed by Cllr Gelder and seconded by Cllr Bennett to Approve the Reason for Absence submitted by Cllr Robbins.

### 2 To Receive Requests for Dispensations:

None.

### 3 To invite Declarations of Interest:

Cllr Bennett: Item 8.1: Application No. S/2014/0112/FUL  
Reason: Neighbour.

### 4 Public Participation: Members of the Public may speak to Agenda items:

None.

### 5 To approve the Minutes of the Parish Council Meeting held 13<sup>th</sup> January 2014: (previously distributed)

**RESOLVED:** It was proposed by Cllr Cash and seconded by Cllr Coles to Approve the Minutes of the Meeting held 13<sup>th</sup> January 2014.

### 6 Matters Arising from the Minutes of the Meeting held 13<sup>th</sup> January 2014 not on the Agenda: For Information:

6.1 Clerk's Report: (previously distributed)  
Minute No 6.1:

Minute No 8.2: i) Footway Lighting Maintenance: Evenley PC has a comparative agreement with E.ON, and has recently also experienced delays in successfully resolving routine issues. This was regarded as 'the exception to the rule'.

Minute No. 10: Precept Northants CALC had advised that Parish Councils would not be capped in 2014/2015.

Minute No 11.3: SNC has acknowledged the Parish Council's response and advised that, 'All representations will be available on the Council's website following the end of the consultation period in January 2014. They will all be considered by the Council and where appropriate will inform the preparation of the next stage of the Local Plan (the options stage) that will be the subject of further consultation in spring/ summer 2014.'

Minute 12: Training: The Clerk has withdrawn from the course on Risk Management. Reason: Location of venue.

Minute 13.3.2.2: Street Naming: SNC has confirmed that the street name Townend Close has been re-considered and accepted and that the procedure to officially name the street will now continue.

**Note:** The two dwellings facing Brackley Road will have a Brackley Road address.

Water Surcharge: Intermittently problematical. A resident had emailed to report this problem and his actions were **Noted**.

Minute 13.4.2: Community Engagement Policy: The Working Party meets on 24<sup>th</sup> February 2014 and will bring recommendations to the next meeting of the Parish Council.

Minute 15: Little Brook Ward Meeting: The date of the July meeting has been altered to 21<sup>st</sup> July 2014.

## 7 Finance Matters:

### 7.1 Receipts & Payments and balance of bank accounts:

Community Account: £1,136.03 (03.02.14)

Direct Access Account: £18,932.31 (03.02.14)

### 7.2 To Ratify and Approve the Payments:

Cheque No	Payee	Description	Total	vat
102482	A H Contracts	Inv. 7175 dog waste bin emptying	£24.00	£4.00
102483	Texprep	Inv. 20513 newsletter	£66.30	
102484	CPF&VH	Inv. 1078 Room Hire	£500.00	
102485	R Freeman	Inv. 01 Allotment margin	£55.00	
102486	A Le Druillenec	Salary Month 11	£320.19	
102487	HMRC	Tax Month 11	£71.40	

**RESOLVED:** It was proposed by Cllr Gelder and seconded by Cllr Bennett to Approve the Payments.

### 7.3 To note Receipts:

Date	Payee	Description	Amount
22.01.14	J & M Humphris	Inscription Plot 678	£25.00
27.01.14	NCC	S136 Mowing Agreement	£497.79
30.01.14	Y Tapping	2 No. Adverts Newsletter	£16.00

**Noted.**

### 7.4 To Note the Report of the Internal Auditor (dated 2<sup>nd</sup> February 2014): (previously distributed)

The Interim Audit had been carried out on 29<sup>th</sup> January 2014. There were no issues arising. It was **Noted** that under Risk Management the Parish Council was due to renew its Data Protection Registration from 18<sup>th</sup> March 2014. (Agenda item 10.4.2 refers)

**8 Planning:****8.1 Applications:**

8.1.1 No. S/2014/0112/FUL

Proposal: Proposed two storey rear extension

Location: 5 Mill Lane, Croughton

*Cllr Bennett had declared an interest and declined to participate in the discussion.*

The Parish Council was made aware of concerns expressed by adjacent property owners and considered the material relevance of these to the proposal. It was **Noted** that no Design and Access Statement was required to be submitted by the applicant.

**RESOLVED:** It was proposed by Cllr Tomlin and seconded by Cllr Davies to OBJECT to the proposal based on the information submitted.

Insufficient details of the proposed materials, design and access had been provided and the Parish Council would seek further consultation on these aspects of the proposal.

The proposal was considered to be disproportionate in size and would have an overbearing impact on No. 3 Mill Lane, in particular, and also block its natural light.

Other Concerns: Disturbance that will be caused during the construction phase in view of the current access to the rear of No. 5 Mill Lane.

**Agreed:** To request that a construction management plan is approved prior to commencement of the proposed two storey rear extension and for the Parish Council to be consulted on the construction management plan.

**8.2 Notices of Decision: None.****8.3 West Northamptonshire Joint Core Strategy - Proposed Modifications Consultation:** To consider a response: (documents previously circulated)**Agreed:**i) To **Note** the proposed modifications.

ii) To offer no comments.

**9 Training:****9.1 To consider Training needs:**CPRE Roadshow: 10<sup>th</sup> April 2014: Topics: The Diversity of Planning and Fracking. **Noted.**Northants CALC: Section 106/Community Infrastructure Levy: 7<sup>th</sup> July 2014: Cllr Tomlin (tbc)**10 Action Plan 2013/2014:****10.1 Councillor Reports: None.****10.2 Councillor Actions:**10.2.1 Provision of Defibrillator: Report on Meeting held 20<sup>th</sup> January 2014:

Cllr Gelder gave positive feedback. Caroline Holmes, Senior Associate for Patient Services at the Arrhythmia Alliance had explained what would be involved up to and including the installation stage, and how to obtain ongoing community support for the maintenance of the equipment. Mrs Holmes gave a demonstration on how to use the defibrillator.

**Agreed:**

i) That the Parish Council proceeds with the project

ii) To Approve the pre-application document prepared by Cllr Gelder

iii) To submit a written request for pre-application planning advice in respect of the installation of the casing at 33 High Street.

**Action:** the Clerk**10.3 Community Engagement:**

10.3.1 To discuss whether to proceed from a Parish Plan to a Neighbourhood Plan:

Members considered that a final decision would be informed by SNC's evaluation of Croughton's submission to the Issues Consultation and whether any extracts from it were included in SNC's Local Plan.

**Agreed:** To carry over the action 'Review whether any benefits of proceeding from a Parish Plan to a Neighbourhood Plan and determine next actions' in the 2014/2015 Action Plan.

#### 10.3.2 Affordable Housing:

##### 10.3.2.1 Progress Report: Cllr Tomlin reported that:

- i) All services were to be connected up this week
- ii) Painting of first coat of the first two houses had been completed
- iii) Brick work and roofs had been almost completed. Porches to be checked.
- iv) Road surfacing not yet carried out
- v) Occupancy by end of March 2014.

10.3.2.2 Electricity Substation: The proposed area (next to the Gas Convenor at the bottom of Brackley Road) was now adjudged too small as the Gas Company had recently installed additional valves and chambers in the ground. An alternative location would be required such as in the field further along Brackley Road where a 20 foot opening in the hedge had been made just before the ROW.

10.3.2.3 Provision of Footpath along Brackley Road: Update: Cllr Tomlin reported that no progress had been made and investigations into drainage (survey £100,000) and funding such as New Homes Bonus and or contribution from the Parish Council, were continuing.

##### 10.3.2.4 Feedback from Open Meeting hosted by SNC 3<sup>rd</sup> February 2014:

It appeared that, within the previous 10 months, SNC had changed the emphasis in respect of allocations and was now defining 'Need' as the first priority, and 'Local Connections' as the second. NHRA had not changed its objective of building affordable housing for local people.

#### 10.4 Policies, Plans and Procedures:

10.4.1 Action Plan 2013/2014: To review progress: (Updated Action Plan previously distributed)

It was **Noted**:

- i) That no action had been taken with regard to provision of speed bumps along Brackley Road and Portway
- ii) The carriageway at Portway was deteriorating.

10.4.2 Data Protection Notification: To Approve annual registration from 18<sup>th</sup> March 2014:

**RESOLVED:** It was proposed by Cllr Davies and seconded by Cllr Gelder to Approve annual registration in the sum of £35.00.  
(Cheque No. 102488 was raised.)

#### 11 Park End Parking and Waiting Restrictions Consultation:

11.1 To consider feedback from the consultation on the proposal: (information previously distributed)

The Parish Council considered the Objections and Comments at paragraph 4 of the draft Traffic Regulations Order Delegated Decision report date 27<sup>th</sup> January 2014. Members were referred to the Parish Council consultation carried out with residents in October 2012.

11.2 To make recommendations in respect of the proposal to Northamptonshire Highways:

**RESOLVED:** It was proposed by Cllr Gelder and seconded by Cllr Tomlin to support the proposal with one modification: That there should be no Saturday Waiting restrictions.

**Action:** the Clerk

#### 12 Annual Parish Assembly: 7<sup>th</sup> April 2014:

12.1 To consider a Speaker and items for the Agenda:

Members were in favour of inviting a Green champion to talk about energy management issues generally and options appropriate in a village like Croughton.

**Action:** the Clerk

**13 Little Brook Ward Meeting: 21<sup>st</sup> July 2014:**

13.1 To consider a Speaker and items for the Agenda:

**Agreed:**

- i) To invite Andrea Leadsom MP to talk about Localism and Local Plans
- ii) To invite Sue Smith, Chief Executive SNC and CDC if Mrs Leadsom is unable to accept.

**14 Correspondence:**

None.

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

15.1 SNC Local Plan Issues Consultation:

**Agreed:** To post Croughton Parish Council's 3 part submission on the website.

**Action:** the Clerk (send to Webmaster)

15.2 Flooding at the Reclamation Yard:

Emergency Report to Street Doctor. Culvert jetted on 10<sup>th</sup> February 2014

**16 To receive items for the next Parish Council Meeting - Monday 10<sup>th</sup> March 2014:**

None.

The Meeting ended at 9 p.m.

Signed: \_\_\_\_\_ Date: 10<sup>th</sup> March 2014  
Chairman