

Croughton Parish Council



Minutes of Croughton Parish Council Meeting Held on Monday 16th April 2012 at 7.30 p.m. in Croughton Village Hall

Present:

Councillor Pamela Gelder - Chairman
Councillor Margaret Bennett
Councillor Fran Bodley-Scott
Councillor Rodney Cash
Councillor Trevor Davies
Councillor Lesley Ramsay
Councillor Rob Robbins
Councillor Brian Tomlin

Absent: Councillor Jean Coles

In Attendance: Mrs Ann Le Druillenec (Clerk)

1 To Receive Apologies and Approve the Reasons for Absence:

Cllr Coles - Travelling back from daytrip.

RESOLVED: It was proposed by Cllr Ramsay and seconded by Cllr Bodley-Scott to approve the reason for absence submitted by Cllr Coles.

2 To invite Declarations of Interest:

None.

3 Public Participation:

None.

4 To approve the Minutes of the Meeting held 12th March 2012: (previously distributed)

RESOLVED: It was proposed by Cllr Cash and seconded by Cllr Bodley-Scott to approve the Minutes of the Meeting held 12th March 2012.

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

5.1 Clerk's Report: (verbal)

Minute 8: Village Networks: Delivery of the mobile exhibition vehicle is behind schedule.

Other:

i) Little Brook Ward Meeting: 16th July 2012 at Aynho. Theme: Roads and Development in the Area.

Agreed: No objections to either the date or theme.

Note: Croughton Parish Council will host the Ward Meeting in January 2013.

ii) Freedom of Information request: Received from a business in respect of Newsletter publication.

Action: the Clerk

Chairman's Initials _____

iii) Public Finance Initiative - Lighting: notification from NCC that responses have been collated and the contractor will make contact with interested Parish Councils.

6 Finance Matters:

6.1 Receipts & Payments and balance of bank accounts:

Barclays Bank: £2,707.32 (10.04.12) Standard Life: £13,048.83 (10.04.12)

6.2 To Ratify and Approve the Payments:

Cheque No.	Payee	Description	Total	vat
DD	BT plc	Telephony Q01201	£201.27	£33.54
102305	A H Contracts	Inv 6004 dog waste bin emptying	£24.00	£4.00
102306	Texprep	Inv 193266 Newsletter	£66.80	
Cheque No.	Payee	Description	Total	vat
102307	SNC	Inv 11/0 Cemetery Rates	£130.50	
102308	NCALC	Inv 3272 NCALC subscription YE 31Mar13 £169.01 Internal Audit Service £145.00	£314.01	
102309	A Le Druillenec	Salary Month 1	£315.95	
102310	HMRC	Tax Month 1	£71.80	

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

6.3 Receipts:

Date	Payer	Description	Amount
16.03.12	NCC	Grasscutting 2011 Contribution	£497.79
Mar/Apr	Tenants	Allotment Rent	£85.80
10.04.12	J&M Humphris	Newsletter Advert Apr-Jun2012	£24.00

Noted.

6.3 To authorise the Clerk to sign Contract for Emptying Dog Waste Bins effective from 1st April 2012 - 31st December 2015:

RESOLVED: It was proposed by Cllr Cash and seconded by Cllr Ramsay to authorise the Clerk to sign the Contract.

Action: the Clerk

7 Planning:

7.1 Applications:

7.1.1 Ref: 12/00013/WAS

Proposal: Creation of 3 no. course fishing lakes for recreational purposes including access track, car and coach parking, facilities building and ancillary importation and infill of inert material

Location: former Astwick Quarry, Croughton NN13 5LL
(Response from Evenley Parish Council previously circulated)

RESOLVED: It was proposed by Cllr Cash and seconded by Cllr Tomlin:

i) to make No Objections

ii) to request that the building is screened off by trees

iii) to emphasise the need for vehicles to adhere to the 7.5T limit applicable on roads through the village.

7.1.2 Ref: S/2012/0340/DEM FOR INFORMATION ONLY

Proposal: Demolition of eight dwellings

Location: 3 to 17 (odd numbers) Sixth Street, RAF Croughton

<http://snctest.planning-register.co.uk/plandisp.aspx?recNo=66640>

Noted.

Chairman's Initials _____

7.2 Decisions:

7.2.1 Ref: S/2012/0163/FUL

PERMITTED

Proposal: Erection of a meteorological mast with a maximum height of 61 metres for a temporary period of up to three years

Location: Gateridge Farm, Croughton

<http://snctest.planning-register.co.uk/plandisp.aspx?recNo=66354>

7.2.2 Ref: S/2021/0109/FUL

WITHDRAWN

Proposal: Single micro wind generator mounted on freestanding 22 metre mast

Location: Manor Farm New Buildings, 10 Church Lane, Croughton

<http://snctest.planning-register.co.uk/plandisp.aspx?recNo=66299>

Noted.

8 Statutory Matters:

8.1 Accounts for YE 31st March 2012:8.1.1 To approve the Accounts for YE 31st March 2012: (previously circulated)

RESOLVED: It was proposed by Cllr Cash and seconded by Cllr Davies to Approve the Accounts for YE 31st March 2012.

8.1.2 To Note date of External Audit: 9th July 2012: **Noted.**8.1.3 To Note date of Internal Audit: 24th May 201: **Noted.**

8.2 To review the Publication Scheme: (previously circulated)

Agreed: To make the following Amendments to the document prior to approval at the Annual Parish Council Meeting:

- i) To include a cost for obtaining information by inspection through the Clerk and that the cost shall be in line with national policy
- ii) In the interests of openness and transparency, to replace 'not available' with 'not applicable' as appropriate and with the exception of Class 7.
- iii) Class 1: delete 'main' in front of 'Council office'
- iv) Class 5: Policies and procedures for handling requests for information: Obtainable from the website; hardcopy from Clerk.
- v) Class 5: remove 'complaints procedures (including those covering requests for information and operating the publication scheme)'
- vi) Class 5: Records management policies (records, retention, destruction and archive): State that drafting was in progress and that the information was currently obtainable via reference to Risk Assessment Policy and Procedures.
- vii) Class 7: Community Centres and Village Halls: Advise 'managed by Croughton Playing Field & Village Hall Committee and please contact CPF&VH Committee'
- viii) Class 7: Playing Fields and Recreational Facilities: Advise 'managed by Croughton Playing Field & Village Hall Committee and please contact CPF&VH Committee'
- ix) Class 7: Clock; Public Conveniences; Markets: Replace 'not available' with 'None'.
Action: the Clerk (amend Publication Scheme as agreed prior to Approval at the Annual Parish Council Meeting)

8.3 To approve the Asset Register to YE 31st March 2012: (previously circulated)

RESOLVED: It was proposed by Cllr Davies and seconded by Cllr Tomlin to dispose of the Laptop Gateway 3050 and to remove it from the Asset Register.

RESOLVED: It was proposed by Cllr Ramsay and seconded by Cllr Tomlin to dispose of the Acer Monitor AL1711 15" and to remove it from the Asset Register.

Action: the Clerk (amend Asset Register as resolved prior to Approval at the Annual Parish Council Meeting)

8.4 Action Plan:

8.4.1 Action Plan 2011/2012: To Note review: (previously circulated)

RESOLVED: It was proposed by Cllr Cash and seconded by Cllr Davies to Approve the revised document.

8.4.2 Action Plan 2012/2113: To consider objectives:

Members put forward the following objectives for action in the year 2012-2013:

Objective	Key Action	Responsible person(s)
Allotment Wall	Repairs	Cllr Tomlin
Garden of Remembrance	Completion	Cllr Robbins
Footpath along Brackley Road	Consultation with residents; Liaison with NCC; funding; Creation	All Councillors
The Localism Act 2011	Neighbourhood Plan; Training	All Councillors
Street Lighting improvements	Replacements	All Councillors
Defibrillator	Instigate acquisition	Emergency Response Team
Parking	Long term	All Councillors
Community Engagement	Strategy aims	All Councillors
Portway Pocket Park	Land ownership clarified	All Councillors

Agreed: To finalise the Action Plan 2012-2013 at the Annual Parish Council Meeting.

Action: All Councillors (submit additional suggested Objectives in advance of the Meeting)

Agreed: To send a letter of appreciation to Mr Michael Dempsey in respect of his high standards of grasscutting throughout the village.

Action: the Clerk

9 Emergency Plan: To consider next steps:

The Working Group had met.

Agreed: To stage a trial run at 7 p.m. on Monday 18th June 2012 at Croughton Village Hall. Estimated duration 1½ - 2 hours.

Attendees: All Councillors and the Clerk.

10 Community Engagement Strategy: Youth Council: To consider how to take this forward with Northamptonshire Association of Youth Clubs. www.nayc.org

Agreed: To acquire feedback through the newsletter from youth age groups on the sort of provision they would like in Croughton.

Action: the Clerk (liaise with Mr Anderson)

11 Diamond Jubilee Celebrations: Update:

Cllr Bodley-Scott reported as follows:

i) Funds: £5,000 donation for the replacement of the roof of the Reading Room; The Jubilee Fund had £1,000 which was sufficient to cover all estimated costs.

ii) Bunting Day: sponsored by the Co-Op

iii) Revenue Generating Events: Barn Dance-tickets- on sale; Silent Auction

iv) Publicity: flyer in May issue of the Newsletter; series of posters; programme of events available on the website

v) Date of next Meeting: 3rd May 2012

12 Highway Matters:

12.1 Creation of Footpath along Brackley Road: To approve letter and questionnaire to residents: (previously distributed)

Chairman's Initials _____

Agreed: To make no amendments to the text of the letter or questionnaire and to send both, together with a plan of the publicly maintained highway, to the occupiers of Nos. 1-25 (including Nos. 2-6) Brackley Road; Town End Farm; and Yew Tree House.

Action: the Clerk

13 Annual Parish Assembly 2012:

13.1 To approve the Annual Report 2011/2012: (previously distributed)

Amendments: To replace commas with semi colons in the list of initiatives recorded on page 2 in the paragraph entitled 'Community Engagement'.

RESOLVED: It was proposed by Cllr Bennett and seconded by Cllr Cash to Approve the Annual Report 2011/2012 (as amended).

13.2 To note final arrangements:

The list of acceptances was read out. Apologies submitted from Cllr Davies. Seating arrangements to be set out as for Joint Open Forum held 6th March 2012 (crescent formation).

14 Portway Pocket Park:

14.1 Report on Clearing up and Planting sessions: 60 hedging saplings planted on 18th March 2012. Litter picked and area tidied up. Complaint from one resident.

14.2 To discuss ownership of parcel of land adjacent to parking area:

Agreed: To consult property deeds and Minutes 1987-1988.

Action: the Clerk

15 Correspondence:

15.1 MGWSP Community Enhancement Gangs: To draw up a list of minor works: (information previously distributed)

Agreed: To ask for the Gang to attend to the follow works:

i) Cut back overhanging trees outside Yew Tree Rise and up the hill at Blenheim

ii) Enhance the public benches situated in the parish

iii) Clean signs

iv) Refurbish the entrance gate by the village name sign

v) Replace dislodged kerbs at entrance to Yew Tree Rise

Action: the Clerk

15.1.1 Street Doctor Update:

Cllr Tomlin reported that the gully at Blenheim had been repaired, holes in Mill Lane had been filled with tarmac and works to the dip by Warren Farm had been completed.

Agreed: To report potholes in Portway and Wheelers Rise; and silted up drains at Blenheim to Street Doctor.

Action: Cllr Tomlin

15.2 Northamptonshire Police Authority: Local Policing Plan 2012-2017: **No comments.**

15.3 Northamptonshire Police: Keep Safe Awareness Event: 23rd April 2012:

Agreed: To request information from the event.

Action: the Clerk

15.4 Ardley Landfill & EfW Liaison Group: Minutes of Meeting 6th March 2012: **Noted.**

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

16.1 Allotment Wall: Cllr Tomlin reported on his efforts to resolve the matter.

16.2 Suspected Airgun injury to cat: Police matter.

Agreed: To give mention to incidents (3 to date) in Newsletter.

Action: Cllr Gelder

Chairman's Initials _____

17 To receive items for the Annual Parish Council Meeting - Monday 14th May 2012

None.

The Meeting ended at 9.50 p.m.

Signed: _____ Date: 14th May 2012
Chairman

Chairman's Initials _____