

Croughton Parish Council



Minutes of Croughton Parish Council Meeting Held on Monday 13th October 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 Penny Forbes
Councillor Pamela Gelder

Absent: Cllrs T Davies, R Robbins

In Attendance: Mrs Ann Le Druillenec (Clerk)

Pre-Meeting held at 7 p.m. with Mr Danny Moody, Chief Executive, Northants CALC: Cllr Tomlin expressed his thanks on behalf of Members to Cllr Cash for the detailed work he had done in respect of item 8: Northants CALC: Proposed subscription fee.

1 To Receive Apologies and Approve the Reasons for Absence:

Cllr Davies: Holiday
Cllr Robbins: Holiday

RESOLVED: It was proposed by Cllr Coles and seconded by Cllr Bennett to Approve the Reasons for Absence submitted by Cllrs Davies and Robbins.

2 To Receive Requests for Dispensations:

None.

3 To invite Declarations of Interest:

None.

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

None.

5 To Approve the Minutes of the Parish Council Meeting held 8th September 2014: (previously distributed)

RESOLVED: It was proposed by Cllr Cash and seconded by Cllr Gelder to Approve the Minutes of the Parish Council Meeting held 8th September 2014.

6 Matters Arising from item 5 not on the Agenda: For Information:**6.1 Clerk's Report:** (previously distributed)

Minute No. 6.1:

Public ROW AF11 section alongside tennis court at Village Hall: Still not cut back.

Minute No. 10.2: Northants CALC AGM, 18th October 2014: Places have been reserved for Cllr Cash (voting delegate) and Cllr Coles and Tomlin (non-voting delegates)

Minute No. 11.2.1v) Defibrillator: Inclusion on the Asset Register: The Asset Register has been amended to include the Cabinet (£1,500) and AED equipment (£1,100)

Minute No. 11.2.1vi) Defibrillator: Insurance: The Property Damage-All Risks and Theft section of the Policy has been altered to include both the AED and its housing cabinet (Replacement value £2,700). Total Risk Sum insured is now £12,453.18. Came & Company has waived the additional premium for the current year.

Minute No. 11.2.2: Lighting Stock: E.ON has been informed of the 5 street lights that require renumbering.

Minute No. 11.4.1: Sponsorship of the Newsletter:

Barclays Community Investment: Unable to support.

Previous co-sponsor is willing to donate £100 as before.

Minute No. 12.1: SNH Environmental Assessment: A response comprising the observations of Cllrs Bennett and Robbins was submitted to SNH on 15th September 2014 and has been acknowledged.

Minute No. 13.1: Parking Restrictions at Park End: Road markings are in place. The Enforcement Team will have been notified.

2. Other:

i) Litter Bin, Park End: SNC has installed a replacement litter bin by the seat at the mini roundabout.

ii) Allotments: The tenancy of Plot No. 7 has been allocated. There are no vacant plots or half plots.

The Waiting List comprises 2 new names, one of whom would like a plot on the north side. In addition, one tenant would like to exchange tenancies of her south side plot for one on the north side. This person takes precedence over the above prospective tenant

2 other names are on the Waiting List as they are in the process of moving to Croughton. However, until we receive confirmation these are pending.

ii) Salt Bags: NCC is offering 25kg salt bags, price £4.00.

iii) Emergency Planning: NCC recommends that households prepare emergency grab bags.

iv) NCC: Minerals and Waste Plan: Adopted 1st October 2014.v) The Pensions Act 2008: The Clerk is looking into auto enrolment via the Pensions Regulator website and has been advised that the Staging date for Croughton is 1st April 2016.

vi) West Northants Joint Core Strategy Local Plan: Publication of the Inspector's Report.

7 Finance Matters:**7.1 Receipts & payments and balance of bank accounts:**

Community Account: £9,194.29 (06.10.14)

Business Direct Access Account: £15,560.83 (06.10.14)

7.2 To Ratify and Approve the Payments:

Cheque No	Payee	Description	Total	vat
DD	BT plc	Telephony Bill Q022 NH	£122.35	£20.39
102548	A H Contracts	Inv. 7579 dog waste bin emptying	£24.00	£4.00
102549	Texprep	Inv. 20928 newsletter	£66.30	

Cheque No.	Payee	Description	Total	
102550	M Dempsey	Inv. 1064 Grasscutting	£855.00	
102551	E.ON Energy Solutions Ltd	Inv. 049884 Lighting Maintenance quarter ending 30Sep14	£246.73	£41.12
102552	E.ON	Electricity period 01Jul14 - 30Sep14	£418.02	£69.67
102553	CPF&VH	Room Rent April - September 2014	£500.00	
102554	R Freeman	Inv. 03 grass cutting Allotment Pocket Park	£10.00	
102555	A Le Druillenec	Salary Month 7	£313.19	
102556	HMRC	Tax Month 7	£78.40	
102557	A Le Druillenec	Reimbursement: Sellotape £0.69 100 x 2 nd class stamps £53.00	£53.69	

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

- 7.3 To Approve a s137 payment in the sum of £25.00 for a Poppy Wreath:

RESOLVED: It was proposed by Cllr Gelder and seconded by Cllr Bodley-Scott to Approve a s137 payment in the sum of £25.00 for a Poppy Wreath. (Cheque No. 102558)

- 7.4 To note Receipts:

Date	Payee	Description	Amount
Sept 2014	Tenants	Allotment Rent	£128.00
03.09.14	S Pomeroyd	Advert: Body Sculpture	£30.00
19.09.14	SNC	Precept 2 nd half instalment	£8,470.00
01Apr-31Aug14	Barclays	Interest	£38.44

Noted.

- 8 **Northants CALC: Proposed subscription fee from April 2015:** To consider a response to the proposal: (Background correspondence previously distributed)

The points raised at the pre-meeting with Mr Danny Moody, Chief Executive, Northants CALC were considered.

It was **Noted** that:

- i) Northants CALC will have a surplus of £17,000 in 2015
- ii) For the previous 3 years the average annual increase in membership subscription fees for Croughton Parish Council was 5.08%.

RESOLVED: It was proposed by Cllr Gelder and seconded by Cllr Bennett to:

- i) **OBJECT** to the proposal to increase the membership subscription fee for Croughton Parish Council by 71.27% from 1st April 2015.

Action: Cllr Cash (Voting Delegate to Northants CALC AGM)

- ii) Table an Amendment to the proposal to the effect that any increase in the proposed membership subscription fee is in the order of 5%.

Action: Cllrs Cash and Tomlin (Calculate on the basis of total estimated turnover for 2015 minus surplus of £17,000)

- 9 **Internal controls:**

- 9.1 To Note the Report for Q2: (previously distributed)

Cllr Bennett, Internal Controls Councillor had carried out the checks for Q2 on 10th October 2014. There were no issues arising.

Noted.

- 9.2 To Note the Budget Monitoring Report for Q2: (previously distributed)

Noted.

10 Planning:

10.1 **Applications:**

None.

10.2 **Notices of Decision:**

10.2.1 No. S/2014/1123/FUL PERMITTED

Proposal: Single storey front extension

Location: Portway Lodge, Park End, Croughton

10.2.2 No. S/2014/0942/MAF PERMITTED

Proposal: Variation of conditions 2 (approved plans) & 5 (materials) on S/2012/0889/MAF (Replacement two storey dental and medical clinic) to change brick material from Wienberger-Woodstock Buff to Ibstock-Thames Yellow stock, and change the plant room roof from a flat roof to a mono-pitch roof to match the main roof, and to change the main entrance door from circular to rectangular

Location: RAF Croughton, Brackley (422/CES/CEPM)

10.2.3 No. S/2014/1165/FUL PENDING

Proposal: Proposed new workshop for use by Horwell Autos for MOT testing for cars, vans & Class 7 vehicles

Location: Horwell Auto Services Ltd, Unit 1, Home Farm, Wheelers Rise, Croughton

Noted.

10.3 **SNC Review of Croughton Conservation Area:**

10.3.1 To appoint a representative to attend a Walkabout with the Conservation Officer:

Agreed: That Cllr Tomlin and as many Members as possible attend

Action: the Clerk (contact the Assistant Conservation Officer, SNC to arrange a date)

10.3.2 To provide input for the review:

No suggestions were forthcoming at the meeting. Members were asked to consider any architectural and historical characteristics of Croughton worthy of being protected.

11 Training:

11.1 To consider training needs:

Agreed: That Cllr Gelder attends the Recruitment Briefing (Local Elections) for Parish Councils on 24th November 2014.

Action: the Clerk (booking)

12 Action Plan 2014/2015:

12.1 Councillor reports: **None.**

12.2 Councillor Actions:

12.2.1 Provision of Defibrillator: Update: Cllr Gelder reported that:

i) An Inspection Regime was in place with weekly checks being carried out by the AED Guardians.

ii) The light was not coming on.

Action: Cllr Tomlin

12.2.1.1 To consider the purchase of a replacement Pad Pack:

The current pad pack would last, unused, for 4 years until March 2018.

Professional advice was not to purchase replacements in advance due to the shelf life.

Agreed: That the Parish Council resolves in principle to purchase replacements as and when necessary and to include this as an Agenda item of the next Ordinary Meeting of the Parish Council to be held 10th November 2014.

Action: Cllr Gelder (cost of replacement); the Clerk (Agenda item)

12.2.2 Health and Safety Risk Assessments: Update:

i) Mill Lane Ford: Cllr Tomlin reported that Northamptonshire Highways had satisfactorily reduced the level to a gentle drop from the road surface to the bed of the watercourse.

12.2.3 Traffic Data: Analysis: To Note: (Comparison data previously distributed)

It was **Noted** that:

i) Data was missing for the period September 2013 to March 2014 and that data appeared to be corrupt for the period June to August 2013. The reasons for this were not known.

ii) Since the 2012 analysis the 20mph zone had been implemented and the B4031 Park End to Blenheim carriageway resurfaced.

iii) It was generally perceived, but not supported by VAS data, that traffic conditions had improved during 2014 as a result of the improvements implemented at ii) above.

Data Analysis:

i) Speeds of vehicles entering the village at Park End and at Blenheim had increased in April and May 2014.

Agreed: To seek additional measures such as a 30 mph roundel to slow traffic entering the village at Blenheim.

Action: Cllr Bodley-Scott (report to Street Doctor)

12.2.4 Action Plan 2015/2016: To receive suggestions: **None.**

12.3 Community Engagement:

12.3.1 Parish Council Elections May 2015: To Approve the Plan:

(Countdown Plan previously distributed)

Agreed: To consider using the footers in the Croughton News to highlight the Parish Council elections.

RESOLVED: It was proposed by Cllr Coles and seconded by Cllr Bennett to Approve the Plan.

12.3.2 Affordable Housing: Outstanding issues: Cllr Tomlin reported that Mr Neil Gilliver, Rural Housing Association, was taking up the issue of the Footway Light and of some quality site issues.

12.3.3 Broadband: To consider next steps:

i) Present Situation: Via Croughton Chat it was known that 30-40 residents were encountering unacceptably low speeds. Service providers were investigating.

ii) Gigaclear: Meeting to be held 16th October 2014. Representatives of Aynho Parish Council invited.

Agreed:

i) To submit questions to Cllr Tomlin before the Meeting and that one of the questions would be what the connection charge would be.

ii) To hold a Public Meeting on 17th November 2014 for people interested in signing up for Superfast Broadband by the Summer of 2015. (30% take up would be required)

Action: Gigaclear (Company reps to doorstep residents 15th November 2014; flyer for Newsletter)

121.4 Policies, Plans and Procedures:

12.4.1 Action Plan 2014/2015: To Review and Update: (updated Plan previously distributed)

i) Croughton Youth: Was this still active?

ii) Emergency Response Open Forum: Date to be arranged.

iii) Post Office: Feedback from the Co-Op was not encouraging.

12.4.2 Standing Order 3l: To amend in accordance with The Openness of Local Government Bodies Regulations 2014 to read that 'Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted without the Council's prior consent.'

RESOLVED: It was proposed by Cllr Gelder and seconded by Cllr Cash to Amend Standing Order 3l as per 12.4.2 above.

13 Correspondence:

13.1 NCC: Household Waste Recycling Centre Public Consultation: To consider a response:

Agreed: To make no response.

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

- 14.1 Neighbourhood Watch signs: Cllr Coles reported that the signs at Wheelers Rise and along the High Street were no longer in place.
- 14.2 Limited Waiting at the Co-Op: Cllr Tomlin reported that this arrangement seemed to be working well, although a vehicle had been parked on the double yellow lines.
- 14.3 Banner on wall of Croughton All Saints CE Primary School: Cllr Forbes reported that the Banner was now superfluous.
Action: Cllr Tomlin (Draw to attention of Head Teacher)

15 To receive items for the next Parish Council Meeting: - Monday 10th November 2014:

None.

The Meeting ended at 8.50 p.m.

Signed: _____ Date: 10th November 2014
Chairman