

## Croughton Parish Council



### Minutes of Croughton Parish Council Meeting Held on Monday 13<sup>th</sup> February 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 Jean Coles  
Councillor Trevor Davies  
Councillor Lesley Ramsay  
Councillor Rob Robbins  
Councillor Brian Tomlin

**Absent: No-one**

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

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

None.

**2 To invite Declarations of Interest:**

Cllr Ramsay declared a personal interest in Item 7.1.1 Application No: S/2012/0109/FUL.  
Reason: Applicant is an acquaintance.

**3 Public Participation: Members of the Public may speak to Agenda items:**

Mr Andrew Harper and Mr Will Harper: Item 7.1. Application No: S/2012/0109/FUL: Messrs Harper were willing to answer questions on their application.  
The location of the mast was clarified. There were no plans for other masts. Surplus energy would be fed into the national grid but the energy generated was mainly for domestic need. The proposed mast was of a similar height to the existing one at Gateridge Farm.

**4 To approve the Minutes of the Meeting held 9<sup>th</sup> January 2012:** (previously distributed)

**RESOLVED:** It was proposed by Cllr Davies and seconded by Cllr Bennett to approve the Minutes of the Meeting held 9<sup>th</sup> January 2012.

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

5.1 Clerk's Report: (previously circulated)

Minute 6.4: Dog Waste Services Agreement: A H Contracts will send the paperwork.

Minute 13.1: Damage to Allotment Wall: The driver of the vehicle concerned has not responded to the request to make good the repairs.

Minute 15.1: NCC draft Revenue Budget 2012/2013 and Medium Term Financial Plan 2012/13 - 2015/16: The Parish Council's response has been acknowledged. NCC's decision will be made on 23<sup>rd</sup> February 2012.

Minute 15.2: Funding for PCSOs: Adrian Lee, Chief Constable of Northamptonshire has explained the situation arising from the end of the three year funding commitment by NCC for additional PCSOs, advised caution in respect of drawing upon the Force's reserves to fund additional PCSOs, and referred to the ongoing debate over reduction in Police numbers and efforts to mitigate reduction in frontline policing.

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Summary report on the consultation on Annual Policing Priorities and the Policing Budget: Point 2.5 on page 2 cites Community Policing and PCSOs as examples of good service.

Minute 19.2: SNC Job Clubs: Mr Greg Ward, Economic Development Officer met the Clerk at the Village Hall on 31<sup>st</sup> January 2012. Mr Ward is keen to hold either a Workshop or Fair style event in Croughton. An article in February's Newsletter may help reveal potential interest.

Minute 19.3: Carriageway Resurfacing in 2012: No information.

Other:

i) Mr Nick King, snvb, has expressed an interest in speaking to the Parish Council about the Village Networks Project - a mobile unit available to visit villages to offer Benefit and Debt Advice, as well as Support for Job Seekers. (information previously circulated)

**Agreed:** To invite Mr King to the Guest Speaker slot at 7 p.m. on Monday 12<sup>th</sup> March 2012.

**Action:** the Clerk

- 5.2 Minute 9.2: Precept: Tax Base for a Band D Property was estimated by SNC to be 302.94.

**Agreed:** To make enquiries about the percentage increase or decrease that will be shown on the Council Tax bill.

**Action:** the Clerk

## 6 Finance Matters:

- 6.1 Receipts & payments and balance of bank accounts:

Barclays Bank: £590.66 (06.02.12) Standard Life: £16,469.24 (06.02.12)

- 6.2 To Ratify and Approve the Payments:

Cheque No.	Payee	Description	Total	vat
102291	A H Contracts	Inv5944 dog waste bin emptying	£24.00	£4.00
102292	Texprep	Inv 19269 Newsletter	£66.80	
102293	F Bodley-Scott	Mileage Towcester 09.01.12	£13.80	
102294	A Le Druillenec	Salary Month 11	£310.15	
102295	HMRC	Tax Month 11	£77.60	
102296	A Le Druillenec	Reimbursement stamps, postage	£41.25	

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

- 6.3 To note Receipts:

Date	Payer	Description	Amount
04.01.12	Tenant	Allotment Plot 28	£6.60
30.01.12	Elite Dance & Theatre Tuition Ltd	Newsletter Advert Feb-Apr2012	£24.00

**Noted.**

- 6.4 To Note the Budget Monitoring Report to 31<sup>st</sup> January 2012: (previously circulated)

**Agreed:**

i) To transfer £500 from budget category s137 to Royal Celebrations (s137) budget category.

**Action:** the Clerk

- 6.5 Internal Control Checks: Q3: To note the report dated 24<sup>th</sup> January 2012: (previously circulated)

**Noted.**

- 6.6 To re-appoint the current provider of Grasscutting services for 2012:

**RESOLVED:** It was proposed by Cllr Tomlin and seconded by Cllr Coles to re-appoint Mr M Dempsey to provide grasscutting services for 2012.

**Action:** the Clerk

**Agreed:** In the interests of transparency to invite others to quote for grasscutting services in 2013.

**Action:** the Clerk

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**7 Planning:****7.1 Applications:**

7.1.1 Ref: S/2021/0109/FUL

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>

*Cllr Ramsay had declared a personal interest. Cllr Ramsay participated neither in the discussion nor vote.*

**RESOLVED:** It was proposed by Cllr Coles and seconded by Cllr Davies to make No Objections.

**Action:** the Clerk

7.1.2 Ref: S/2012/0078/DEM FOR INFORMATION ONLY

Proposal: Demolition of a single storey building (Building 41)

Location: Building 41, RAF Croughton, Brackley

<http://snctest.planning-register.co.uk/plandisp.aspx?recNo=66239>

**Noted.**

**7.2 Decisions: None.****7.3 Street Trading Consent Renewal:** To ratify the response of No Objections submitted by Croughton Parish Council in respect of JBS Catering at A43 Layby, northbound:

**RESOLVED:** it was proposed by Cllr Bodley-Scott and seconded by Cllr Cash to ratify the response of No Objections previously submitted.

**7.4 Neighbourhood Planning:**7.4.1 Session held 9<sup>th</sup> January 2012 at SNC Council Offices:

The Chairman thanked Cllrs Bodley-Scott and Ramsay for attending the event on behalf of the Parish Council and for their feedback.

7.4.2 To consider information: (previously circulated)

i) Process: Time consuming and costly.

National and regional sources of funding exist. SNC supported the ongoing Yardley Gobion Neighbourhood Planning Pilot Scheme. Whether funding and resources will be available for later schemes is uncertain.

ii) Content: Lack of detailed information. Housing is the central aspect. The impact of other developments around Croughton might be worth exploring.

Roade Master Plan, March 2011 is cited as a good model as regards suggested content. (Copy held in the Parish Office)

iii) CPRE/NALC Publications:

Planning Explained;

How to Shape where you live: a Guide to Neighbourhood Planning

Copies distributed to Members for information.

**Agreed:** To review the topic in March or April 2012.**8 Training:****8.1 To consider training needs: None.****8.2 Insurance Workshop 25<sup>th</sup> January 2012:** For information: Attended by the Clerk.Came & Company, insurance provider to the Parish Council since 1<sup>st</sup> June 2011, delivered the Workshop, advising on the Core Covers.**9 Footway Lighting:** (Action Plan Objective)**9.1 E.ON:** To consider energy savings: (paper previously distributed)

Three options were offered leading to anticipated savings on existing energy costs of between 30% and 55%.

**Agreed:**

i) To reject the option to change from an All Night (dusk - dawn) Lighting Schedule to a Part Night (dusk - midnight; 5.30 a.m. - dawn) Schedule.

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ii) That although the cost benefit of fitting control gears to the 35 watt sodium lanterns would not be realised for several years, the Council should keep these options in mind when setting the budget.

- 9.2 NCC: To consider service options: (letter dated January 2102 previously circulated)  
**Agreed:** To express an interest in, but no commitment to, the four service options that ranged from a maintenance regime to total upgrade and handover.  
**Action:** the Clerk

**10 Statutory Matters:** (Action Plan Objective)

- 10.1 To approve the revised Financial Regulations: (previously circulated)

Revisions: (in accordance with Minute No. 9.4 CPC Meeting held 9<sup>th</sup> January 2012)

- i) Financial Regulation 1.5: delete  
 ii) Financial Regulation 14.3: replace 'health and safety inspection of assets' with 'full asset management inspection'.

**RESOLVED:** It was proposed by Cllr Tomlin and seconded by Cllr Bodley-Scott to approve the revised Financial Regulations.

10.2 Internal Audit:

10.2.1 To consider the Report of the Internal Auditor: (previously circulated)

Date of Audit: 31<sup>st</sup> January 2012. **No issues arising.**

10.2.2 To consider actions arising from the Reports' recommendations: **None.**

- 10.3 Localism Act 2011: Standards and Interests: To Note overview of main provisions: (Briefing Note dated 3<sup>rd</sup> February 2012 from Mr Kevin Lane, Head of Law and Governance, SNC previously circulated)

All Parish Councils will be required under the provision of The Localism Act 2011 to adopt a new Code of Conduct.

The information on standards and interests was **Noted.**

**11 Action Plan 2011/2012:**

- 11.1 To approve the inclusion of The Localism Act 2011 Objective: (previously circulated)

**Agreed:**

- i) To Note the Additions section and inclusion within it of The Localism Act 2011.  
 ii) In the light of information on the adoption of a new Code of Conduct (Minute No. 10.3 above refers), to bring forward the review date for the Code of Conduct (currently December 2012) to a date from April 2012.

- 11.2 To approve the Statement on Charitable Giving: (previously circulated)

**RESOLVED:** It was proposed by Cllr Tomlin and seconded by Cllr Ramsay to approve the Charitable Giving Policy Statement as set out below:

Croughton Parish Council does not in general make donations to charities.

However, if a cause or project is identified which would enhance the quality of Croughton village life and the wellbeing of our residents, Croughton Parish Council is open to the possibility of giving support or receiving a proposal for funding from any community group. Support is not guaranteed under any circumstances.

- 11.3 To approve the Community Engagement Strategy 2012-2017: (previously circulated)

**Agreed:**

i) Page 5, Action Plan to achieve improvements: Short Term 2012-2013: Communications: To consider rebranding the newsletter and take comments at the Annual Parish Assembly.

ii) Page 6: Give a Voice:

Paragraph 1: Insert at the end of the sentence: 'and to consider whether to proceed.'

Paragraphs 2 and 3: Delete

iii) To consult on the draft via the Website and Newsletter with comments to be presented to the Annual Parish Assembly.

**Action:** Cllr Gelder (revisions to draft); the Clerk (consultation in newsletter and website)

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- 11.4 **Emergency Response Plan:** To distribute copies to Members for consideration at the next Ordinary Meeting of the Parish Council to be held on 12<sup>th</sup> March 2012:  
Cllr Gelder explained the background to the development of the Emergency Plan. Councillors each received a copy encased in a plastic folder.  
**Agreed:**  
i) To update information contained in the Plan as appropriate and to continue to respect the confidentiality of personal contact details of Team members.  
ii) To consider a Trial Run or Scenario Pilot  
iii) To set a date for an Enactment.
- 12 **Affordable Housing: Update** (Action Plan Objective)  
The Strategic Housing Officer, SNC had advised that submission of the application was imminent. **Noted.**
- 13 **Diamond Jubilee Celebrations: Update**  
Cllr Ramsay reported that good progress was being made.  
Fundraising: Application to Co-Op for £2,000. Target: £10,000 - legacy to the village: suggested distribution of £3,000 each to Reading Room rear roof, church organ and Village Hall seating area; £500 to School Outdoors Storyteller Chair; £500 seed money for future event)  
Woodland Trust application - Hedging Pack comprising 105 saplings.  
Date of Next Meeting: 6<sup>th</sup> March 2012
- 14 **Highway Matters:**  
14.1 To consider a written request for footpath along Brackley Road:  
Written requests for a footpath along Brackley Road had been received from two residents. The Parish Council was in favour of a footpath as far as the Cemetery. The previous Parish Council had discussed this on site with the Community Liaison Officer (NCC Highways) but there had been no progress.  
**RESOLVED:** It was proposed by Cllr Tomlin and seconded by Cllr Robbins to support the correspondents by writing to the Highway Authority with copies to Mrs Helen Howard, Community Liaison Officer and to Cllr Ron Sawbridge, NCC.  
**Action:** the Clerk
- 15 **Correspondence:**  
15.1 To Consider:  
15.1.1 Local Government Boundary Commission for England: Electoral Review of Northamptonshire. [www.lgbce.org.uk](http://www.lgbce.org.uk)  
Cllr Sawbridge's explanation of the objective of the review (uniform size of electoral divisions of approx. 10,000 electors) and re grouping of wards (single ward for Brackley) was **Noted.**
- 15.2 Documents to View:  
i) CPRE/NALC: Neighbourhood Planning (copy issued to each Member)
- 16 **Any Other Business: For Information and at the discretion of the Chairman:**  
16.1 Croughton All Saints CE Primary School: Resignation of Head Teacher and appointment as Head Teacher of Finmere Primary School. **Noted.**  
16.2 County Connect Bus Service: Croughton not thought to be included.  
**Action:** Cllr Tomlin (make enquiries)
- 17 **To receive items for the next Parish Council Meeting - Monday 12<sup>th</sup> March 2012**  
i) VAS data collection  
ii) Allotments

Signed: \_\_\_\_\_ Date: 12<sup>th</sup> March 2012

Chairman

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