

Croughton Parish Council



Minutes of Croughton Parish Council Meeting Held on Monday 9th February 2015 at 7.30 p.m. in Croughton Village Hall

Present:

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

Absent: Councillor Rodney Cash

In Attendance: Mrs Ann Le Druillenec (Clerk)

- 1 **Chairman's Announcement:** The Openness of Local Government Bodies Regulations 2014: The Chairman announced that, 'Under the Openness of Local Government Bodies Regulations 2014 members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the meeting not being disrupted'.

SNC Public Notice was on display.
Information entitled 'Filming, recording and use of social media at Council meetings' was available to members of the public attending the meeting.

- 2 **To Receive Apologies and Approve the Reasons for Absence:**

Cllr Cash: Family Commitment

RESOLVED: It was proposed by Cllr Coles and seconded by Cllr Davies to Approve the reason for Absence submitted by Cllr Cash.

- 3 **To Receive Requests for Dispensations:**

None.

- 4 **To invite Declarations of Interest:**

None.

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

None.

6 To Approve the Minutes of the Parish Council Meeting held 12th January 2015:
(previously distributed)

RESOLVED: It was proposed by Cllr Bodley-Scott and seconded by Cllr Bennett to Approve the Minutes of the Meeting held 12th January 2015.

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

7.1 Clerk's Report: (previously distributed)

Minute No. 7.1: NCC Mowing Agreement: Agreement signed: 2nd February 2015.

Levels of Dog Waste Bin usage: The contractor has advised as follows:

DWB No.1: (Jittyway Park End leading to Portway Crescent) 50-60%

DWB No.2: (Junction of Brackley Road and High Street) 90-100%

DWB No. 3: (Junction of Wheelers Rise and High Street) 80%

DWB No. 4: (near Allotments, High Street) 80%

Noted.

Local Council Award Scheme: CPC has been awarded the free Foundation level for one year to 31st December 2015. A new logo replaces the Q logo. A certificate will be issued as soon as possible.

Minute No. 11.2: Precept Notification was submitted to SNC on 19th January 2015.

Minute 14.2: Bridge repairs: Mr Price, Bridges Team Leader, NCC is chasing up a quotation for the work and will then assess whether any funding is available to carry out the work.

Minute 14.2.2: A cheque in the sum of £30 and letter of thanks was sent to the South Central Ambulance Service on 26th January 2015.

Minute No. 14.4: A letter confirming that the Parish Council wished to continue with Mr Dempsey's Grasscutting services for 2015 was sent on 2nd February 2015.

Minute No. 15.1: Ashes Plots: The resident has been advised that his request has been approved.

1. Other:

i) Street Cleansing, SNC:

According to the Street Cleansing Supervisor, Croughton was swept during the first week of December 2014 and was due to be swept during the first week in February. This would suggest a cleanse every 2 months rather than once per month. All sweeps are now full cleanses, rather than a full cleanse one month followed by an interim cleanse the next. A large mechanical sweeper is used to sweep the roads and the kerblines. Operatives use either hand brushes or leaf blowers to deposit the detritus from the footpaths on to the road for the large mechanical sweeper to pick up. Small mechanical sweepers are not used for pavements.

Agreed: That street cleansing had not been carried out, neither during the first week of February, nor in the preceding 2 months. The footpath leading to Blenheim was still full of leaves.

Action: the Clerk (write back to the Street Cleansing Supervisor)

ii) Road Traffic Regulation (20 mph Speed Limit) Order 2015 Notice: **Noted.**

iii) Local Government (Electronic Communications)(England) Order 2015: Effective from 30th January 2015: It is now lawful to deliver the Summons electronically, subject to the consent of the member. (Standing Order 15bi) refers)

Agreed: To issue a consent form to members of the new Parish Council.

8 Finance Matters:

8.1 Receipts & payments and balance of bank accounts: To Note:

Community Account: £670.45 (02.02.15)

Business Direct Access Account: £22,060.83 (02.02.15)

Noted.

- 8.2 To Approve a one off Payment in the sum of £250.00 to the Clerk:

RESOLVED: It was proposed by Cllr Davies and seconded by Cllr Gelder to Approve a one off Payment in the sum of £250.00 to the Clerk.
(Cheque No. 102585)

- 8.3 To Ratify and Approve the Payments:

Cheque No.	Payee	Description	Total	vat	Note
102583	A H Contracts	Inv. 7790 dog waste bin service	£24.00	£4.00	
102584	Texprep	Inv. 21158 newsletter	£66.30		
102585	A Le Druillenec	Salary Month 11	£520.22		Incl.one off pay [†]
102586	HMRC	Tax Month 11	£130.00		
102587	A Le Druillenec	Marbled Paper; Mileage,LCAS	£31.69	£1.83	

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

- 8.4 To note Receipts: **None.**

9 Audit YE 31st March 2015:

- 9.1 To consider the Interim Internal Audit Report dated 6th February 2015: (previously distributed)
There were no issues arising.

The Report was **Noted.**

10 Planning:

10.1 Applications:

10.1.1 No. S/2015/0067/FUL

Proposal: Proposed single storey rear extension

Location: The Homestead, 10 Park End, Croughton

RESOLVED: It was proposed by Cllr Gelder and seconded by Cllr Bodley-Scott to offer NO OBJECTIONS.

10.1.2 No. S/2015/0098/FUL & S/2015/0999/LBC

Proposal: Demolition of part of stone boundary wall, timber fencing, creation of parking space. Reduce opening in front stone wall. Replace double gates with single oak door.

Location: Croughton House West, Church Lane, Croughton

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

i) Offer NO OBJECTIONS

ii) Make the following observation that the Parish Council hoped that there would be adequate on site provision for 2 parking spaces.

10.2 Notices of Decision:

No. S/2014/2403/FUL

REFUSED

Proposal: New access and gate

Location: Adjacent to No. 8 Park End

- 10.3 Croughton Conservation Area: To comment on the Review of the Conservation Boundary: Florence Pye, Assistant Conservation Officer, SNC had provided a preliminary draft of the Appraisal and was awaiting feedback prior to issuing the draft for public consultation.

Agreed:

i) To circulate the preliminary draft to Members of the Parish Council

ii) To invite Florence Pye to discuss the final draft at 6.30 p.m. 9th March 2015.

Action: the Clerk

- 10.4 To consider the benefits of proceeding from a Parish Plan to a Neighbourhood Plan and determine next actions:

Agreed: To defer a decision until the SNC Local Plan had been seen. (Due back from government examination in 2016)

RESOLVED: It was proposed by Cllr Bennett and seconded by Cllr Forbes to make no decision until the Parish Council had received feedback on its Village Plan from SNC.

- 10.5 Community Infrastructure Levy: Statement of Proposed Modifications:
Regulation 123 of the CIL Regulations 2010 (as amended) restricts the use of planning obligations for infrastructure that will be funded in whole or in part by the Community Infrastructure Levy.
SNC proposes to remove Primary Education from the R123 List and to provide for it through s106 developer contributions.

Noted.

11 Training:

- 11.1 To consider training needs:

Agreed: That the Clerk attends the training: 'Openness and Accountability - Should Parish Councils bother?' on 28th April 2015.

Action: the Clerk (booking)

- 11.2 To Receive Reports:

11.2.1 snvb meeting 15th January 2015: Northants PCC Office- Special Constables & Parish Constable Scheme; South Northants Local Plan: Cllr Tomlin reported on:

i) Presentation by Mr Michael Tunks, Policy and Public Affairs Advisor for the Northants Police and Crime Commissioner's Office: Recruitment Drive for Specials; Consolidation of services; Role of Fire Service as First Responders; Closure of Police HQ Wootton Hall. Role of the Parish Constable-unpaid, invested with powers of arrest, eyes and ears of the police at local level.

ii) Update by Mr Andy D'Arcy, Strategic Policy, SNC on the SNC Local Plan: Adoption of Local Plan in 2016; Expansion of Northampton; 6 year land supply; No support for Neighbourhood Plans.

11.2.2 Local Council Award Scheme Briefing: 2nd February 2015: The Clerk reported that:

i) The LCAS is based on the principle of continuous improvement and recognition of achievement through a 3 tier accreditation Award framework:

Level 1: Foundation; Level 2: Quality; Level 3: Quality Gold.

ii) Its themes were Good Governance, Community Leadership and Council Development.

iii) An electoral mandate is not required for Foundation Level but was necessary for Quality and Quality Gold accreditation.

iv) Councils were encouraged to use the improvement plan guide (previously distributed) to evaluate its progress and how to achieve its goals. Would additional resources be required?

iv) **Agreed:** That it would be a matter for the new Parish Council to decide on whether to seek further accreditation under the LCAS.

12 Action Plan 2014/2015:

- 12.1 Councillor/Warden reports:

12.1.1 RAF Croughton: Briefing held 16th January 2015 on the final results of the European Infrastructure Consolidation Review: Attended by 8 Members and the Clerk.

3 phases of construction over 7 years commencing 2016. New Intelligence Centre.

Relocation of 1,250 personnel to RAF Croughton.

The Base was willing to work with the Parish Council and provide continuous updates.

Contact Group - connections not yet known. Visits to the Base were being arranged for March and April 2015.

Agreed: To post the briefing note on the website.

Action: the Clerk (sent to Cllr Bodley-Scott FAO Webmaster)

- 12.2 Councillor Actions: **None.**

- 12.3 Community Engagement:
- 12.3.1 Affordable Housing: Update on outstanding issues: Cllr Tomlin reported:
- i) Footway Light: (No. 57 Brackley Road)
Order placed on 4th February 2015 by SMDL New Homes for Philips LED lantern on 6m galvanised steel column. Delivery: 6 weeks.
 - ii) Tree planting: more or less completed; additional screening of Town End Farm from the field was under discussion.
 - iii) Drains: Thames Water is thought to have confirmed acceptance of responsibility for the drains outside the wall of Town End Farm and this is being pursued.
 - iv) One property is unoccupied.
- 12.3.2 Parish Council Elections & Emergency Plan: To consider arrangements for the Open Session to be held 23rd February 2015: Cllr Gelder reported:
Publicity: Newsletter and Website
Cllr Bennett was thanked for producing 2 designs for posters for the Noticeboards.
Action: the Clerk (Village Hall and Co-Op Noticeboards); Cllr Robbins (Reading Room Noticeboard)
Drop In Session: Emergency Plan; Elections Timetable; Refreshments; Free Forum
Action: Cllrs Coles and Forbes (refreshments)
Invitees: Persons with a connection to the Emergency Plan (Head Teacher, Croughton All Saints CE Primary School; Caretaker, Croughton Reading Room; Defibrillator Guardians; Police; Croughton Pre-School)
Recruitment: ongoing.
Action: All
Cllr Gelder thanked everyone for their efforts.
- 12.3.3 Broadband: Progress Report: Cllr Tomlin gave an update:
Little progress. Snag encountered with the tie up to Vodafone had led to a month's delay.
Aynho: Digging due to start in March 2015.
Croughton: to follow - possibly in April 2015.
- 12.4 Policies, Plans and Procedures:
- 12.4.1 To Approve Payment in the sum of £35.00 for annual online Data Protection entry renewal:
- RESOLVED:** It was proposed by Cllr Bodley-Scott and seconded by Cllr Bennett to renew the online Data Protection entry in the sum of £35.00.
Cheque No. 102588 was raised.
- 12.4.2 To consider whether to seek to exercise the General Power of Competence:
The power to exercise the General Power of Competence is dependent upon the electoral mandate of the Council, a qualified Clerk and a resolution from the Council seeking to exercise the Power.
Agreed: That the new Council takes this decision.
- 13 Annual Parish Meeting: 20th April 2015:
- 13.1 To Agree a Speaker for the event:
Agreed:
- i) To invite RAF Croughton to give a briefing on the European Infrastructure Consolidation Review
 - ii) To invite Mr Michael Tunks, Policy and Public Affairs Advisor for the Northants Police and Crime Commissioner's Office to give a presentation on the Special Constables & Parish Constable Scheme.
- Action:** the Clerk
- 13.2 To Agree items for the Agenda:
Agreed: To invite Mr David Allen, SNC to speak on HS2.
Action: the Clerk

14 Correspondence:

- 14.1 Brackley Cottage Hospital Trust: Letter dated 16th January 2015 from Mr George Britchfield, Chairman advising of the closure of the Cottage Hospital by 31st March 2015: (previously distributed and raised at Little Brook Ward Meeting held 19th January 2015)

Noted.

- 14.2 KierWSP: Parish Satisfaction Survey: (previously distributed)

The Council completed the survey.

Action: the Clerk

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

None.

- 16 To receive items for the next Parish Council Meeting: - Monday 9th March 2015:**

None.

The Meeting ended at 8.50 p.m.

Signed: _____ Date: 9th March 2015
Chairman