

Croughton Parish Council



Minutes of Croughton Parish Council Meeting Held on Monday 12th November 2012 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
Councillor Rob Robbins

Absent: No absentees.

In Attendance: Mrs Ann Le Druillenec (Clerk)

1 To Receive Apologies and Approve the Reasons for Absence:

None.

2 To invite Declarations of Interest:

None.

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

None.

4 To approve the Minutes of Parish Council Meeting held 8th October 2012: (previously circulated)

RESOLVED: It was proposed by Cllr Cash and seconded by Cllr Gelder to Approve the Minutes of the Meeting held 8th October 2012.

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

5.1 Clerk's Report: (previously circulated)

Minute No. 5.1:

Pigsties: The request to RAF Croughton re. assisting a working party has been followed up.

Minute No. 11.1: Allotment Gardens:

a) Individual Allotment Plots:

Subject to Tenancy Agreements being signed, Plot 19 + pigsty, and Plot 6 are no longer vacant. In effect the same is true for Plots 4A and 4B.

There are no names left on the Waiting List.

An existing tenant who has two plots has advised that she intends to relinquish the tenancy of one of them in the Spring.

Minute No. 6.4: Bank Interest: This is paid annually in March. For the year 2011/2012 interest in the sum of £79.59 was received.

Minute No. 10.1: Wheelers Rise: The Area Maintenance Team confirmed that half the road is conventional tarmac and half is concrete. No identified defects currently meet intervention levels. It would be a contender for extra patching if budget were available.

2. Other:

- i) Registers of Disclosable Pecuniary Interests: Cllr Forbes completed her Register of Interests within the 28 day period. It has been submitted to SNC to be countersigned by the Monitoring Officer and posted on SNC's website. Once this has been done it will be posted on the Parish Documents page of Croughton website and so complete the set.
- ii) SNC Consulting via email: The current arrangements will continue.

6 Finance Matters:

6.1 Receipts & payments and balance of bank accounts 05.11.12:

Barclays: Community Account: £2,830.59 ; Business Direct Access:£19,058.46

6.2 To Ratify and Approve the Payments:

Cheque No	Payee	Description	Total	vat
102359	A H Contracts	Inv. 6421 dog waste bin emptying	£24.00	£4.00
102360	Texprep	Inv. 19745 newsletter	£66.80	
102361	M Dempsey	Inv. 961 Grasscutting	£345.00	
102362	E.ON	Inv. 031149 Lighting Maintenance	£246.73	£41.12
102363	Reading Room	Inv. 065 Room rent 24Oct12Youth	£16.00	
102364	WJ Harper	Removal of Ivy Allotment Wall	£75.00	
102365	Northants CALC	Training Inv. 3638 Planning your Community £35.00 Inv. 3658 General Power of Competence £15.00	£50.00	
102366	CPRE Northants	Inv. 03/12 Planning Roadshow 20Nov12	£29.00	
102367	A Le Druillenec	Salary Month 8	£315.95	
102368	HMRC	Tax Month 8	£71.80	
102369	A Le Druillenec	Reimbursement/expenses 100x2nd class stamps £50.00 Mileage Litchborough 09.10.12 £15.84	£65.84	

Note: Hire of Reading Room for Croughton Active: The intention was for the Youth Group to become self funding in the future.

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

6.3 To Approve s137 expenditure in the sum of £25.00 for a Poppy Wreath:

RESOLVED: It was proposed by Cllr Cash and seconded by Cllr Davies to Approve s137 expenditure in the sum of £25.00 for a Poppy Wreath.

6.4 To note Receipts:

Date	Payee	Description	Amount
October 2012	Tenants	Allotment Rent	£251.35
01.10.12	Y Tapping	Advert Oct 12 Newsletter	£8.00
15.10.12	Sponsor	Newsletter Oct12 - Sep13	£801.60
29.10.12	Y Tapping	Advert Nov 12 Newsletter	£8.00

7 Planning:

7.1 Applications:

7.1.1 No. S/2012/1215/DEM For Information

Proposal: Demolition of buildings 68 & 69, a redundant telecommunications building and store

Location: Building 68 & 69 RAF Croughton Brackley

<http://snc.planning-register.co.uk/plandisp.aspx?recno=67901>

Noted.

7.2 Notices of Decision:

7.2.1 No. S/2012/0889/MAF PERMITTED

Proposal: Replacement two storey dental and medical clinic

Location: Royal Air Force 422CES/CEPM RAF Croughton Brackley

<http://snc.planning-register.co.uk/plandisp.aspx?recno=67231>

7.2.2 No. S/2012/1215/DEM PRIOR APPROVAL NOT REQUIRED

Proposal: Demolition of buildings 68 & 69, a redundant telecommunications building and store

Location: Building 68 & 69 RAF Croughton Brackley

<http://snc.planning-register.co.uk/plandisp.aspx?recno=67901>

7.3 South Northamptonshire Settlements and Development Management DPD: - 'Local Plan':
Workshop 24th October 2012: To receive a Report: (Presentation paper previously circulated)
Cllrs Bodley-Scott and Tomlin attended the Workshop.

i) SNC Local Plan is the development strategy for the district, building on the planning vision and strategy of the West Northamptonshire Joint Core Strategy. The process of putting together Neighbourhood Plans and the Local Plan is the same, being both rigorous and of legal standing. A Neighbourhood Plan would equate to one chapter of the Local Plan.

ii) Parish Plans and Visual Design Statements do not have the equivalent legal standing of a Supplementary Planning Document. In the event of the absence of a Neighbourhood Plan, relevant issues will be addressed in the Local Plan. Parishes would not incur the costs of producing a Neighbourhood Plan but were urged to ensure that local issues were included in the Local Plan.

iii) Issues: Sustainability of the economy, community and environment. Protection and enhancement of the local environment- green spaces and village characteristics.

iv) Housing: The district housing quota is currently being met. No extra housing required.

v) Timescale: Local Plan would address development for the next 10-15 year period.

vi) Timetable: SNC will consult initially on issues in January /February 2013.

7.3.1 Initial Point of Contact for Local Plan work: Mike Warren is the Officer at SNC dealing with the parishes comprising Little Brook Ward. **Noted.**

8 SNC draft Interim Affordable Housing Policy Consultation: (previously circulated)

8.1 To consider a response:

Main element: Guidance on the potential opportunity for market housing to be provided on rural exception sites to provide cross-subsidy.

Agreed:

i) To refer to the evidence based housing needs for Croughton.

ii) To state the importance of the status of the proposed development site at Brackley Road being retained as an Exception Site, solely for affordable housing with no market housing component.

iii) To respond by the deadline of 30th November 2012.**Action:** the Clerk**9 SNC draft Tenancy Strategy Consultation:** (previously circulated)

9.1 To consider a response:

Main elements: Affordable Rent tenure; Fixed Term Tenancies; Size related Tenancies; Revised prioritisation List of Applicants.

Agreed:

i) To complete the questionnaire.

ii) To respond by the deadline of 16th November 2012.**Action:** the Clerk**10 Training:**10.1 To consider Training needs: **None.**10.2 Power of Competence: Report of session held 9th October 2012: **Noted.****Agreed:** That the Council considers its position in respect of its eligibility to use the power.

11 Statutory Matters:

11.1 Revised Councillors' Code of Conduct: To Note correspondence dated 31st October 2012 from the Monitoring Officer, SNC: (previously circulated) **Noted.**

11.2 To consider the option of adopting the revised Code to replace the Code of Conduct 2012 adopted by Croughton Parish Council on 9th July 2012:

RESOLVED: It was proposed by Cllr Tomlin and seconded by Cllr Coles not to adopt the revised Code of Conduct recommended by SNC.

Note: Croughton Parish Council adopted the NALC Code of Conduct on 11th June 2012, pending insertion of Disclosable Pecuniary Interests. The Parish Council adopted the final version on 9th July 2012.

11.3 Dispensations: To Note advice in respect of precept setting: Guidance (precautionary) from NALC: Members are advised to seek Dispensation when setting the Council's Precept. Members who pay council tax in the area are deemed to have a Disclosable Pecuniary Interest in the matter. **Noted.**

12 Action Plan 2012/2013:

12.1 Councillor Representative and Warden Updates:

12.1.1 Poor's Allotment Trust: To Note Appointment Process: Cllr Tomlin reported on the Meeting held 2nd November 2012 and the discussion concerning appointment date (the date the trustee signs the Minute book) and term of office (period of 4 years from the appointment date).

Agreed:

i) To defer the matter to April 2013.

ii) That the current Trustees remain in post until further clarification is sought.

Action: Cllr Tomlin (advice from Charity Commission)

12.2 Councillor Actions:

12.2.1 Allotment Gardens:

a) To consider a professional opinion in respect of the holly tree:

A quote in the sum of £220-£280 for examining the holly tree had been acquired.

RESOLVED: It was proposed by Cllr Tomlin and seconded by Cllr Cash to reduce the height of the holly tree by 50% for a maximum cost of £200.

Action: Cllr Tomlin

Agreed: To apply to Viridor for funds for work to the allotment wall and to encompass an examination of the condition of the wall and the effect of the holly tree on the wall within the scope of the work for which a grant is being sought.

Action: Cllrs Davies and Tomlin

b) To consider the creation of a path on the south side of the site:

Agreed: To carry this out in the Spring

Action: the Clerk (notify tenants on the south side of the site in advance of the work and of future maintenance responsibilities)

12.2.2 Budget 2013/2014: To receive suggestions:

i) Parking fund £500

ii) Provision to increase Salary of Clerk

12.2.2.3 Excessive increases in Council Tax: It was not yet known whether Parish Councils would be excluded from the requirement to seek the approval of their electorates through a referendum should the rate of increase be considered excessive. Advice from NALC was to conclude formal setting of the Precept in January 2013. **Noted.**

12.3 Community Engagement:

12.3.1 Affordable Housing Development: Update: The s106 Agreement is nearly complete.

Orbit Housing is trying to move matters along and is being urged to reconsider the creation of a footpath. A drainage survey has been carried out.

The lamp column is not featured on the planning application.

Action: Cllr Tomlin (to follow up)

12.3.2 Creation of footpath along Brackley Road: Update: No further news.

12.3.3 Participatory Budget Process: To consider Format of Open Forum to be held at 7 p.m. on 10th December 2012: Session advertised in the Croughton News.

Agreed: To take ideas from the Neighbourhood planning sessions.

12.3.4 Neighbourhood Planning: To discuss format of Open Sessions to be held on 19th and 24th November 2012:

Agreed that arising from the discussion held at 7 p.m. prior to the Parish Council Meeting:

i) To finalise the handout drafted by Cllrs Bodley-Scott and Bennett explaining why residents' views were being sought and giving some indication of aspects of village life pertinent to the exercise.

ii) To invite residents' comments on six areas of local life:

1. Local Services
2. Traffic and Highways including Public Transport
3. Housing & Development
4. The Economy (businesses, employment, retail)
5. Environment (open space/countryside, renewable energy, water supply, drainage)
6. Our Community (facilities including allotments, social activities, village communications)

iii) To list a set of questions to prompt ideas below each heading.

iv) To display on flip charts.

Action: All Councillors (preparation of materials and attendance rota)

12.3.5 Provision of Life Saving Equipment and Trained Users: To form a Working Party to review potential benefits and costs:

Agreed: To promote to the public at the 7 p.m. session on 10th December 2012 in the hope that volunteers would come forward.

12.4 Policies, Plans and Procedures:

12.4.1 Action Plan 2013/2014: To agree a draft Action Plan:

Action: Cllr Gelder (produce a template for 2013/2014 and circulate to Members)

13 Highway Matters:

13.1 Carriageway resurfacing: Update: Micro asphaltting of the B4031 has been included in the programme of works to be carried out in the next financial year, subject to NCC budget settlement in February 2013.

Note: The Clerk has been subsequently advised that the section of road included in this preventative scheme is that within the 30 mph zone.

13.2 Parking Issues:

13.2.1 To consider comments from residents on Proposals at Park End:
(collated responses previously circulated)

6 responses had been received and acknowledged.

In general, residents appreciated the effort being made to address the parking issues.

Concerns raised included:

- i) Parking, noise and planning issues at Park End Works
- ii) Risk of moving problem elsewhere
- iii) Enforcement.

Suggested measures:

- i) Permits for Residents

Noted.

13.2.2 Layby- update: The Council reaffirmed its support for Option 3.

Action: Cllr Tomlin to liaise with NCC.

13.2.3 To consider suitable sites for parking within the village:

Agreed: That, aside from land at the rear of the Reading Room, options were limited.

13.3 Traffic Management: Report on site Meeting held 18th October 2012: Mrs Helen Howard, Community Liaison Officer, NCC and Matthew Clarke, Traffic Engineer, NCC had attended and some obtainable objectives had been put forward.

Agreed: To support the following measures:

- i) 20 mph speed limit along the B4031 from the junction at Mill Lane to Croughton CE Primary School. (not possible in this financial year)
 - ii) To request that the full extent of the kerbing at the laybys along the High Street are painted.
Action: Cllr Tomlin
- 13.3 VAS Data Report for the period January - May 2012: Cllr Bennett presented her report on trends identified relating to traffic volume and speeds in excess of 35 mph and 45 mph for Blenheim and Park End.
Agreed: That the number of vehicles seemed excessive.
Action: Cllr Bennett (check software)
Cllr Bennett was thanked for her informative report.
- 14 Youth Development:**
- 14.1 To receive an Update on Croughton Active: Cllr Davies reported that despite a small number of youths attending the session on 24th October 2012, several volunteers had come forward to help. An application for a start up grant will be made in the next couple of months if the group is considered to be sustainable. The next session (28th November 2012) will charge an entry fee of £1.00.
- 15 Correspondence: For information:**
- 15.1 Electoral Review of Northamptonshire: www.lgbce.org.uk
Final recommendations: NCC to be reduced by 16 members to 57, each representing single member constituencies. 7 County Councillors will represent South Northamptonshire, a reduction of 2 Members.
- 15.2 Viridor Sustainability Report 2012: www.viridor.co.uk/sustainability
- 15.3 Astwick Local Liaison Group next Meeting 14th November 2012
- 15.4 SNC Council Tax Reduction Scheme
- 15.5 SNC Community Safety Officer: Crime and disorder issues to be considered in respect of siting of Play equipment.
- 15.6 Northants Rural Housing Association: Annual Report 2011-2102
- 15.7 SNH Major Works Briefing Paper September 2012
- 16 Any Other Business: For Information and at the discretion of the Chairman:**
- 16.1 Date of Little Brook Ward Meeting: Request from Evenley Parish Council to alter the date of the next Meeting.
Agreed: To host the Ward Meeting on 4th February 2013.
- 17 To receive items for the next Parish Council Meeting - Monday 10th December 2012:**
- None.**

The Meeting ended at 9.40 p.m.

Signed: _____ Date: 10th December 2012
Clerk