

Croughton Parish Council



Minutes of Croughton Annual Parish Council Meeting Held on Monday 9th September 2013 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 Rob Robbins

Absent

Councillor Trevor Davies
Councillor Pamela Gelder

In Attendance: Mrs Ann Le Druillenec (Clerk)

1 To Receive Apologies and Approve the Reasons for Absence:

Cllr Davies: Holiday
Cllr Gelder: Holiday

RESOLVED: It was proposed by Cllr Bodley-Scott and seconded by Cllr Forbes to Approve the Reasons for Absence submitted by Cllrs Davies and Gelder.

2 To Receive Requests for Dispensations:

None.

3 To invite Declarations of Interest:

Councillor	Agenda item	Reason for declaring Interest
Forbes	8.1.4: Application No. S/2013/1052/FUL	Neighbour

Noted.

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

None.

5 To approve the Minutes of the Parish Council Meeting held 12th August 2013: (previously distributed)

RESOLVED: It was proposed by Cllr Bennett and seconded by Cllr Coles to Approve the Minutes of the Meeting held 12th August 2013.

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

- 6.1 Clerk's Report: (previously distributed)
 Minute No. 6.1: Replacement Footway Lighting: E.ON currently has no columns in stock.
 NCC Bye election: Letter of thanks from Mrs Jane Melling for letter of condolence from the Parish Council.
- Minute No. 8: Conclusion of Audit: The Notice and relevant supplementary information were posted up on 21st August 2013 for a period of 14 days.
- Minute No. 10.1: Finance Training for RFOs and Clerks, 23rd September 2013: Place reserved for the Clerk.
- Minute No. 11.1.1: The bed to the front of the Village Hall has been paved.
- Minute No. 11.2: Carriageway Works: Cllr Gelder has provided information on the expected timetable in the September issue of Croughton News and advance notice to the School, Pre-School, Puddleducks, Co-Op, Police and RAF Croughton. Residents affected by the works have been advised by Northamptonshire Highways of commencement date of 10th September 2013.
- Minute 11.3: Tove Valley Broadband, 19th September 2013: Place reserved for Cllr Gelder.
- Minute No. 13.2: Hedge at Charlton Top: Reported to Street Doctor: URN 673588.
- Other:
 i) Sponsorship of Newsletter: Enquiry from resident has been received in response to notice in the Croughton News, September 2013 issue.
Action: the Clerk

The Report was **Noted**.

7 Finance Matters:

7.1 Receipts & payments and balance of bank accounts:

Community Account: £945.07 (02.09.13)

Direct Access Account: £17,432.31 (02.09.13)

7.2 To Ratify and Approve the Payments:

Cheque No	Payee	Description	Total	vat
102441	A H Contracts	Inv. 6925 dog waste bin emptying	£24.00	£4.00
102442	Texprep	Inv. 20253 newsletter	£66.80	
102443	M Dempsey	Inv. 1007 Grasscutting	£800.00	
102444	Anglian Water	Water Rates: 08May-09Aug13 Allotments £84.36 Cemetery £26.75	£111.11	
102445	CPF&VH	Inv. 1044 Room hire	£500.00	
102446	J J Schofield	Inv. jjs_croughton30-07-13	£280.00	
102447	A Le Druillenec	Salary Month 6	£335.73	
102448	HMRC	Tax Month 6	£75.40	

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

7.2.1 Additional Payment: Cllr Cash: £13.99: Wood stain for Bus Shelter

RESOLVED: It was proposed by Cllr Bodley-Scott and seconded by Cllr Bennett to Approve the Additional Payment. *Cheque No. 102449 was raised.*

7.3 To Note Receipts:

Date	Payer	Description	Amount
21.08.13	Smiths Newsagents	Advert Sep-Nov 2013	£48.00
02.09.13	Y Tapping	Advert Sep 2013	£8.00

Noted.

8 Planning:**8.1 Applications:**

8.1.1 Application No. S/2013/1019/FUL

Proposal: Change of use from agricultural land to residential garden land

Location: Park End, Croughton

<http://snc.planning-register.co.uk/plandisp.aspx?recno=69795&cuuid=4E36921E-2795-4E35-B33F-F9C8AB5F808C>

One objection from a resident had been received.

RESOLVED: It was proposed by Cllr Tomlin and seconded by Cllr Coles to offer No Objections provided that:

i) The proposed layout and appearance as described in paragraph 3 of the Design and Access Statement is achieved

ii) That conditions relating to the post and rail fencing and boundary hedgerow are adhered to.

8.1.2 Application No. S/2013/1006/FUL

Proposal: Conversion and extension of garage to form integral living space and enlargement of a single storey rear extension

Location: 42 High Street, Croughton

<http://snc.planning-register.co.uk/plandisp.aspx?recno=69835&cuuid=2BAE3D8B-D86B-4CF7-A9B3-AF8D056825F8>**RESOLVED:** It was proposed by Cllr Tomlin and seconded by Cllr Cash to offer No Objections.

8.1.3 Application No. S/2013/1015/FUL

Proposal: Proposed floodlit multi-use games area

Location: Land adjacent to Building 50 RAF Croughton

<http://snc.planning-register.co.uk/plandisp.aspx?recno=69857&cuuid=CD3FD686-9555-43BC-B177-68EBAB5D9B66>**RESOLVED:** It was proposed by Cllr Tomlin and seconded by Cllr Cash to offer No Objections.

8.1.4 Application No. S/2013/1052/FUL

Proposal: Replacement conservatory roof

Location: 55 High Street, Croughton

<http://snc.planning-register.co.uk/plandisp.aspx?recno=69907&cuuid=910FC5A0-FD18-467C-A170-28ECB591F6F5>*Cllr Forbes had declared a Personal Interest.***RESOLVED:** It was proposed by Cllr Tomlin and seconded by Cllr Cash to offer No Objections.**8.2 Notices of Decision:**

8.2.1 Application No: S/2013/0900/PE

NO OBJECTIONS

Proposal: To replace approx. 0.6km of 11kv overhead line supported on wooden poles

Location: Manor Farm, Croughton

<http://snc.planning-register.co.uk/plandisp.aspx?recno=69694&cuuid=70F91A95-0518-4DAE-8E57-E354157E2785>

8.2.2 Application No: S/2013/0901/PE

NO OBJECTIONS

Proposal: To replace approx. 0.2km of 11kv overhead line supported on wooden poles

Location: RAF Croughton, Croughton

<http://snc.planning-register.co.uk/plandisp.aspx?recno=69691&cuuid=585CEA13-30CA-4821-9708-399EFF43E526>

8.2.3 Application No: S/2013/0737/FUL

APPROVAL

Proposal: Single story front extension to garage

Location: 16a Mill Lane, Croughton

<http://snc.planning-register.co.uk/plandisp.aspx?recno=69420>

- 8.2.4 Application No: S/2013/0735/FUL APPROVAL
 Proposal: Balcony and dormer window to rear
 Location: 16A Mill Lane, Croughton
<http://snc.planning-register.co.uk/plandisp.aspx?recno=69419>
- 8.2.5 Application No: S/2013/0803/FUL REFUSAL
 Proposal: Porch to front & enlarge opening of gate
 Location: Croughton House West, Church Lane, Croughton
<http://snc.planning-register.co.uk/plandisp.aspx?recno=69390>
- 8.2.6 Application No: S/2013/0804/LBC REFUSAL
 Proposal: Porch to front & enlarge opening of gate
 Location: Croughton House West, Church Lane, Croughton
<http://snc.planning-register.co.uk/plandisp.aspx?recno=693901>
- 8.2.7 Application No: S/2013/0831/FUL REFUSAL
 Proposal: New pedestrian access and gate
 Location: Adjacent to 8 Park End, Croughton
<http://snc.planning-register.co.uk/plandisp.aspx?recno=69590>

Noted.

- 8.3 SNC Local Plan: To Note the timetable: Correspondence dated 6th September 2013 from Mr Adrian Colwell, Head of Strategic Policy and the Economy, SNC advising of delay to the publication of the SNC Local Plan Issues Paper for formal consultation. The consultation is anticipated to commence in early October 2013 for 12 weeks.

Noted.**9 Training:**

- 9.1 To consider Training needs:
 CPRE Planning Roadshow: 6.30p.m. - 9 p.m. 6th November 2013 at Great Houghton: £29.00 for 2 persons.
Agreed: To reserve 2 places
Action: the Clerk

10 Action Plan 2013/2014:

- 10.1 Councillor Reports:
None.
- 10.2 Councillor Actions:
 10.2.1 Highways Updates:
 Resurfacing of Wheelers Rise: Commencement Date: 10th September 2013.
 Resurfacing of Main Road, B4031: Commencement Date: a few weeks later.
Noted.
 10.2.2 Allotments:
 10.2.2.1 To consider a specification Report and costing proposal for the Wall and to recommend action:
No Report.
Action: Cllr Tomlin (contact SNC for advice)
 10.2.3 Health & Safety Review of Parish Sites and Lighting Stock: Progress report:
 (Minute No. 11.2.3 of CPC Meeting held 12th August 2013 refers)

Completed:

1. Allotments:
 Wooden Post on Plot 2 has been removed.
 Work to dismantle the pigsty at Plot 14 is almost complete.
 The tenants of Plots 21 and 22 have agreed to widen the dividing path.
3. Bus Shelter:
 3.1 Missing Roof Shingle has been replaced.

3.2 SW side has been sanded; 2 coats of wood stain have been applied to the SW side and to the lower 2 feet of the rear side

Lamp No. 49, Park End: Reported to E.ON for attention.

Outstanding Actions:

4. Mill Lane Ford: 3" drop in road levels: Cllr Tomlin to report to Mr Trevor Gray, MGWSP

5. Pavements:

5.3 Wheelers Rise: Sunken pavement on approach to garages: Cllr Tomlin to report to SNH
No. 18: Steps by seat: edges: Cllrs Tomlin and Robbins to acquire price for slabs

7. Portway Pocket Park:

7.1 Boundary Fence at 23 Portway Drive/PPP: Cllr Gelder to contact owner

7.2 Wood store at Shed area: Cllr Davies to advise Friends of PPP

Revised Action:

5. Pavements: Hole in Track to Allotments: **No action required**

Action by Community Enhancement Gangs:

6. Seats: Clean and sand: Request in 2014.

Lamp No.7, High Street: Vine growing up pole and interfering with overhead cables.

Action: the Clerk (follow up)

Other:

Lamp No.1, Park End: Resident has offered to trim back hedge.

10.3 Community Engagement:

10.3.1 Affordable Housing:

Cllr Tomlin reported.

i) On-site activity: Commenced 9th September 2013: Delivery of Heras fencing and drainage supplies.

ii) Facing Materials: The Case Officer had advised that the proposed external facing materials for the development were as follows:

Walls - Weinerberger 'Tawny Buff' bricks; or, Weinerberger 'Harvest Buff Multi' or Weinerberger 'Yellow Gilt Stock'

Roofs - Russel Roof Tiles - 'Lothian' - colour: slate grey

Agreed:

i) To voice disappointment that the facing materials were to be of brick, rather than in keeping with the adjacent properties along Brackley Road which are faced in artificial stone.

ii) To make a de minimus request for the flats to be faced with stone.

Action: the Clerk

10.4 Policies, Plans and Procedures:

10.4.1 To Approve the Policy, Rules and Agreement for the Allotment Gardens:

(previously distributed)

The Council considered the following recommended changes to the Policy in effect since 15th November 2011:

	Page	Change	Reason
a.	4. Text after para.2.4	Insertion: 'and/or lived outside Croughton as at 31 August 2009'	To reinforce the fact that this only applied to those tenants who lived outside Croughton at that time, rather than anyone who currently leaves the village
b.	4. Tenancy Rules No.3.	reword	To be more specific about not allowing any safety hazards on plots, rather than simply the overall condition of the plot
c.	5. para 16.	reword	Remove loophole re. tenancy/residency
d.	6.	Insertion of new requirement at 1.	To emphasise the Parish Council's commitment to its Safety responsibilities
e.	Where appropriate	Re-number	To accommodate changes

Agreed:

- i) To Approve changes a. - c., and e. above.
 - ii) To re-word d. 'unsafe hazards'
 - ii) To recommend additional amendments as follows:
 Page 4. Tenancy Rule 3: Insert after hazards: 'e.g. broken glass'
 Page 5. Tenancy Rule 15: to re-word as follows:
 Delete: 'private' from annual social event (line 1)
 Delete: 'the Council can advise its insurers in order to meet the conditions of the Council's insurance policy' (lines 3 and 4)
 Insert: 'appropriate insurance can be put in place by the organisers of the event.'
 (line 3)
 Tenancy Rule 15 to read: 'The tenants may hold an annual social event at the Allotment Gardens but are requested to advise Croughton Parish Council of the date of any such event in advance so that appropriate insurance can be put in place by the organisers of the event.'
 - iii) To defer Approval to the next Ordinary Parish Council Meeting to be held 14th October 2013.
- 10.4.2 To Review the Cemetery Policy: (previously distributed)

RESOLVED: It was proposed by Cllr Tomlin and seconded by Cllr Robbins to make no changes to the Policy.

11 Correspondence:

- 11.1 Northants CALC: AGM 19th October 2013: (information previously circulated)
 - 11.1.1 To nominate one voting delegate and other non-voting delegates: **None.**
 - 11.1.2 To propose a resolution. **None.**
- 11.2 SNC Community Grants: (information previously circulated)
To consider projects: **None.**
- 11.3 SNH Charitable Donations Fund: (information previously circulated)
To consider an application: **None.**
- 11.4 NAYC: AGM: 21st October 2013: **Noted.**

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

- 12.1 Flooding, Blenheim:
Agreed: To report gulley to Street Doctor
Action: Cllr Tomlin

13 To receive items for the next Parish Council Meeting - Monday 14th October 2013:

None.

The Meeting ended at 8.30 p.m.

Signed: _____ Date: 14th October 2013
Chairman