

## BOUGHTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Boughton Parish Council held at Boughton Village Hall, Butchers Lane, Boughton, on Monday 8<sup>th</sup> November 2021 at 7.00 p.m.

### In Attendance:

**Councillors:** Cllr Roy Adams, Cllr Nicola Abraham, Cllr David James, Cllr Sam Di Pane, Cllr Karen Fletcher, Cllr John Shephard (Chair of the meeting), Cllr Simon Phipps, Cllr Charlie Browne and Cllr Rosie McDonnell

**Apologies:** Cllr Carolyn Penny

**Also present:** Ciara Wanstall (Clerk and Responsible Financial Officer)

**Members of the Public:** David Aaron – chair of Moulton Parish Council & a resident from Boughton Rise (Harpal Singh)

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### 21/2536 Welcome

Cllr John Shephard “the Chair” welcomed everyone to the Ordinary Meeting of the Parish Council.

### 21/2537 Apologies for Absence

No apologies for absence were received.

***POST MEETING NOTE:** Cllr Carolyn Penny emailed apologies to the Clerk but this was not seen as the Village Hall does not have wifi.*

### 21/2538 Declarations of Interest (on Agenda items only)

There were no declarations of interest.

### 21/2539 Approve the Minutes of the last full Council meeting held on 4 October 2021

***Resolved:** to accept the minutes of the last full Council meeting as a true and accurate record. The minutes will be signed electronically by the Chair.*

### 21/2540 Receive the Planning Committee Minutes of 28 October 2021

The minutes were received.

### 21/2541 Report from the Police Community Support Officer (PCSO)

Paul Miller introduced himself at the parish’s sponsored PCSO (shared with other parishes within the ward). Paul apologised for not being able to attend a Council meeting sooner. He explained he typically works weekends and his days off tend to be Monday/ Tuesday. Paul has over 18 years of experience and noted that crime figures have remained low since his employment began in the ward.

Paul noted recent crime reports being; criminal damage to a wash station in the outside playground of Brampton school, criminal damage to a kissing gate in Spratton and theft of 4 portaloos by the Railway cottages. He also noted that often on the new housing estates, opportunist criminals try car doors and doors to homes to see if they have been left unlocked. Paul said that he previously delivered crime prevention packs to homes in Buckton Fields and he may need to restart this initiative with more houses being built.

Paul confirmed he will continue to monitor and give advice about traffic compliance by the schools (Boughton village & Buckton Fields). He reminded the Council that there are also 2 other schools within the ward and typically drivers are compliant when he is present. Paul also noted that he has little power at Buckton Fields until the roads are adopted by Highways.

### **21/2542 Public Open Forum Session**

Harpal Singh raised his concern about suspicious activity in Boughton Rise. Paul confirmed he reviewed the photos regarding this particular incident and said logging it was the correct thing to do. Paul explained that the police have a mapping system (NAMAR) to identify the nearest available resource at the time. The system also allows Paul to review the log of incidents that have occurred whilst he is not on duty.

Paul advised that should a resident notice suspicious behaviour and they feel a crime is about to be committed, then they should call the control room (dial 101) or email ([mail@northants.police.uk](mailto:mail@northants.police.uk)). Following this, an email regarding the incident should be sent to Parish Clerk.

The Chair noted that at a recent Fire & Police Commissioner meeting, it was reported that Northamptonshire solves 14% of crimes, which is better than the average, and 101 calls are answered within 10 seconds.

David Aarons, chair of Moulton Parish Council, said he was keen to hear Boughton Parish Council's position on the spatial options consultation. He noted that their Planning Committee will be preparing the formal response to the consultation so that Moulton Parish Councillors can attend the information session being held on 9 November 2021. David noted generally Moulton's concerns about further development on top of existing developments e.g. 3,500 homes are to be delivered via the Sustainable Urban Extension, an Aldi is currently being built at Park View, a new school is proposed at Thorpeville and should the North Orbital Route be built, all of the traffic converges onto the A43.

David noted that the Chair of their planning committee has a wealth of experience & all of the members have received relevant training. He expects a formal response within 2 weeks and he is happy to share the response with Boughton Parish Council.

### **21/2543 Planning Application for comment**

- WND/2021/0704 - Land adj 39, Howard Lane, Boughton, Northamptonshire, NN2 8RS. Removal of two trees within a conservation area.

***Resolved:*** to comment that the Parish Council see value in the trees and invite consideration of judicious pruning of the trees.

Cllr Rosie McDonnell queried whether further Tree Preservation Orders could be implemented within the village. It was agreed that the Clerk would have an informal discussion with a local planning officer and report back to the Council.

**Action: Clerk**

- WNN/2021/0942 - 44 Reynard Way, Northampton, NN2 8QX. Single Storey rear extension/conservatory.

It was noted the Daventry planning portal link, which is provided on all agendas, would not show these planning documents. The Clerk confirmed that the application sits within Northampton Borough (not Daventry) so documents would need to be accessed via the Northampton Borough planning portal.

**Resolved:** to request an extension of time and defer to Planning Committee on Monday 22 November 2021 at 7pm.

**Action: Clerk**

### **21/2544 Agree a response to West Northamptonshire Council’s Spatial Options Consultation**

**Resolved:** to defer the formal response to the Planning Committee meeting on 22 November 2021 so that Councillors can attend the information session being held on 9 November.

The Chair confirmed that the meeting will be open to the public and the Council’s formal response to the consultation will be put on the Council website.

Cllr David James queried about the likely timescale of developing the proposed sites. Councillor Simon Phipps noted that typically, like with Buckton Fields, a master plan is put together and then 2/3 developers prepare more detailed plans of developing sections of the site.

The Chair, as a Councillor of West Northamptonshire Council (WNC), explained that the current stage is consulting on the spatial options and following this there will be a report to cabinet. A draft strategic plan will then be prepared for consultation, the response to this consultation will then feed into the proposed final draft “the submission plan”. There will be a public enquiry, via the Secretary of State, into the submission plan.

**POST MEETING NOTE:** the timescale proposed by WNC is below

#### **APPENDIX 1 – LOCAL DEVELOPMENT SCHEME TIMETABLE**

West Northamptonshire LDS timetable	2021				2022												2023												2024											
	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S			
Northampton Local Plan Part 2	E							A																																
West Northamptonshire Strategic Plan	O								D											P																				

**Key:**  
**O** – Consultation on Options (Reg 18)  
**D** – Consultation on Draft Plan (Reg 18)  
**P** - Publication of Proposed Submission Plan (Reg 19)  
**S** - Submission of Plan to Secretary of State (Reg 22)  
**E** – Commencement of Examination (Reg 24)  
**A** – Adoption (Reg 26)



The Clerk confirmed she will request a copy of a map which specifically shows options 1a- d together.

**Action: Clerk**

### **21/2545 Councillor vacancy**

The Clerk reported that WNC have confirmed that a by-election was not called so the Parish Council can co-opt another Councillor.

The Parish Council noted two candidates have already expressed interest to the Clerk.

***Resolved:** to place poster on the noticeboards, put the vacancy on social media and the website. Candidates will be invited to speak at the next Council meeting on 13 December 2021 to say why they wish to be a Councillor and a decision will be made at the meeting.*

**Action: Clerk**

### **21/2546 Buckton Fields Community Centre Committee**

The Chair noted the planning application for phase 3 of Buckton Fields is expected to come to WNC Planning Committee in December 2021. Therefore, it is possible that the Community Centre would be open in the summer of 2023. The Chair noted that setting up a committee and any associated operation costs e.g. staff etc, need to be considered at the appropriate time. The Chair, as a WNC Councillor, will report back to the Council in due course.

### **21/2547 Environment**

Cllr Simon Phipps noted a huge amount of activity at Pitsford Quarry with that the excavation area increasing by 3/4 times. There is no update to provide on Boughton Quarry and no date for next Boughton/Pitsford Local Liaison Group. (LLG)

Cllr Rosie McDonnell queried the extent of Bennies proposed phases of work at Pitsford Quarry and how they correlate to the footpaths and permissive footpaths. Cllr Simon Phipps understands there is a possibility of five phases and potentially a haul road to be put in place.

***Resolved:** Cllr Rosie McDonnell is to review the definitive footpaths map.*

**Action: Cllr Rosie McDonnell**

***Resolved:** to ask the Clerk to request a LLG meeting in New Year.*

**Action: Clerk**

### **21/2548 Website**

***Resolved:** to instruct BWP Creative Limited to host the Parish Council website for £19pcm.*

The Councillors asked the Digital Working Group to prepare their terms of reference on the basis the Clerk is the only person able to physically post to the website, the Twitter account linked to the website is removed and social media is utilised by BVM. The Council are to keep the simple "BPC" black and white logo.

**Action: Clerk**

## 21/2549 Queen Jubilee Weekend Celebration

The Chair reported a brief overview from the Working Group noting that they support the following activities (in accordance with the office jubilee website):-

- 13:00 on 2 June (Thursday): Town Criers are being invited to undertake the Proclamation announcing the lighting of the beacons later that evening.
- Evening of 2 June: Beacons being lit to celebrate The Queen's Platinum Jubilee, supported by a piper. Suggested to be lit at Buckton Fields as they benefit from a good sunset view.
- "Big Lunches" on 5 June (Sunday) in the village.

Buckton Fields has a sub-group of volunteers who are underway obtaining quotes e.g. for a local band to play. A suggestion of fireworks has also been circulated. Harpal Singh from Boughton Rise will be joining the Working Group. He has tried to drum up further volunteers from Boughton Rise but to no avail currently. Residents from the village also have a sub-group and are investigating costs e.g. a piper etc.

The Chair reminded the Council that any costs of the jubilee celebration must be paid from general reserves (the event would not meet the definition to utilise CIL money).

The Working Group recommend that the Parish Council purchase a beacon and the Clerk had circulated copies of the types of beacons that can be purchased from the official guide. The Clerk also noted that insurance for such an event will be required and the Clerk has made enquires with Unity Insurance Services, a specialist broker, but has not received a response yet.

***Resolved:*** to defer approval of purchasing the Beacon until a budget for the whole event has been agreed.

The Chair suggested the Working Group put together a proposal with costings and present to the Council. The next Working Group meeting is on 17 November 2021 at 7pm at the Boughton Church Rooms.

## 21/2550 Finance/Legal

***Resolved:*** to approve the following cheques for payment in November 2021, by unanimous decision.

<u>Payable to</u>	<u>Cheque No</u>	<u>Details of Payment</u>	<u>Amount (no VAT)</u>	<u>VAT</u>	<u>Total Cheque Payment (inc VAT)</u>
Ciara Wanstall	C2367	Employment, expenses & office consumables	£1,521.18	£52.70	<u>£1,573.88</u>
BWP Creative Limited	C2368	Website and email hosting (01/11/21 - 31/03/22)	£95.00	£19.00	<u>£114.00</u>
West Northamptonshire Norse Ltd	C2369	Litter bin emptying - Pocket Park (grant)	£288.80	£57.76	<u>£346.56</u>

E.ON	C2370	Electricity supply (1 July - 31 Aug 21)	£607.81	£30.39	<u>£638.20</u>
R & G	C2371	Parish Mowing (October 2021)	£296.00	£59.20	<u>£355.20</u>
John Shephard	C2373	Chairman's allowance	£500.00	£0.00	<u>£500.00</u>
Rural Northants CFR	C2374	Donation for Defib/CPR training	£100.00	£0.00	<u>£100.00</u>

**Resolved:** to increase the original £25 donation to Community First Responders for Rural Northamptonshire to £100 (total) for hosting Defibrillator training for the Parish on 14 October 2021.

#### Payments made in October 2021 - for report to the Council

Date	Payable to	Direct Debit	Details of Payment	Total Amount
21/10/2021	Aviva	Direct Debit	Monthly Administration Fee October 2021	<b>£45</b>
<b>Total Direct Debit Payments:</b>				<b>£45</b>

Prior to the meeting, the Clerk circulated estimated electricity costs for Q3 and Q4 based on the price increase effective as of 1 December 2021. E.ON advised that the most economical option for the Parish Council would be to remain on a variable tariff due to their low energy usage and because a fixed term contract attract daily standing charges. Cllr Simon Phipps was surprised by this and said he would email liaise with the Clerk about investigating the matter further.

**Action: Clerk & Cllr Simon Phipps**

Whilst discussing electricity, Councillors noted two electricity street lights were out in the village.

**POST MEETING NOTE:** after the meeting, the Clerk drove around the village and noted lights 15 and 32 were not working. The Clerk has reported both to E.ON.

#### 21/2551 Review of Parish Council proceedings and seek feedback, if any

The Councillors noted the following:-

- Aim to keep meetings under 2 hours, as per the Standing Orders.
- If more than 2 hours is required, a short break after 1 hour 30 minutes
- Request the Village Hall Committee put the heating on before use of the hall.
- The Councillors are happy to receive supporting documents as and when they are ready. A summary email of all the documents could be circulated for those who prefer one email.
- The summary of planning applications on the website should be updated to include WNC's decision, when available.

**Action: Clerk**

*J. Phipps*

**21/2552 West Northamptonshire Councillor Report on matters arising since last meeting**

There were no matters for report.

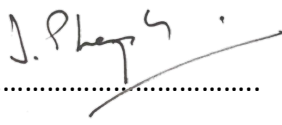
**21/2553 Urgent Matters for Report Only (Notified to the Chair before the Meeting)**

There were no matters for report.

**21/2554 Date of Next Meeting (Information Only)**

- Next meeting will be the Planning Committee on Monday 22 November 2021 at 7pm.
- Next Full Council meeting will be on Monday 13 December 2021 at 7pm.

The meeting closed at 21.25pm

Chairman ..... 

Date: 13 December 2021