

BOUGHTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Boughton Parish Council held at Boughton Village Hall, Butchers Lane, Boughton, on Monday 9th May 2022 at 7.18 p.m.

In Attendance:

Councillors: Cllr John Shephard (Chair of the meeting), Cllr Nasir Chatta, Cllr Carolyn Penny, Cllr Karen Fletcher, Cllr Simon Phipps, Cllr Rosie McDonnell

Apologies: Cllr Charlie Brown, Cllr Roy Adams, Cllr Sam Di Pane,

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

Members of the Public: PCSO

22/2662 Welcome

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

22/2663 Apologies for Absence

Apologies for absence were received for Cllr Charlie Brown and Cllr Roy Adams. The apologies were accepted.

22/2664 Declarations of Interest (on Agenda items only)

There were no declarations of interest.

The Chair proposed to deal with agenda item 8 "unauthorised encampment at Buckton Fields" first as the PCSO was in attendance.

22/2665 The unauthorised encampment at Buckton Fields

Paul, the PCSO, apologised for not dealing with matter personally. Unfortunately, he was unwell at the time but was kept informed by his police colleagues and the WNC Northamptonshire Traveller Unit, who attended the site. Paul noted during the occupation of the unauthorised encampment there were complaints of:-

- anti-social behaviour,
- a burglary at the Windhover pub (which is currently empty due to renovation work); and
- a parcel stolen from a doorstep

He confirmed the Police are liaising with the residents about those complaints.

The Chair reported that he was abroad throughout the relevant period but on his return had met with some residents living near the site (POS7). He understood that members of a traveling community move to the site on Saturday 30 April 2022 and left on Thursday 5 May. Bailiffs instructed by Bloor Homes had been instrumental in achieving their moving on within a reasonable time. Upon the site being vacated, local residents litter picked the site. The developers employed

security on the evening of 5 May and the following morning machinery was onsite to create bunds to prevent vehicular access. It is understood the developer's contractors also had litter pickers with them.

The Clerk reported that she received 19 emails requesting that Community Infrastructure Levy (CIL) was utilised to secure the open spaces at Buckton Fields. The Chair reported that the developers, as the land owners, are considering measures to secure POS7. POS7 will be transferred to the management of First Port who will doubtless want the issue resolved before the transfer takes place.

The Chair reported that he had spoken with Bloor Homes and asked if a representative from Bloor/Martin Grant/First Port attend the Annual Parish Meeting (APM) on 24 May 2022 at 6pm at Buckton Fields School. He will also raise the issue at the next meeting of the Buckton Fields Liaison Forum on 25 May.

The Chair confirmed that all CIL suggestions will be on display at the "CIL Roadshow" being the APM on 24 May, and at the village hall on Saturday 4 June and Sunday 5 June between 11am – 3pm. The Roadshow will be a final opportunity for residents to make suggestions for consideration. Following which, the Council will review the suggestions and decided what to take forward to public consultation, which will ask all members of the Parish to vote on the proposals.

The Clerk reported that she was provided a copy of a leaflet posted through letterboxes by "Buckton Fields Road Safety Group". The PCSO said he will continue to offer advice to drivers but ultimately the Police have no powers as the roads are not yet adopted by Highways. If the matter of parking at Buckton Fields is raised by residents the best advice that members of the Parish Council can give is, "Park considerately".

The Council thanked Paul as he was supposed to finish his shift at 5pm today but he attended the meeting to provide an update to the Parish. Paul left the meeting.

22/2666 Approve the Minutes of the last Ordinary Council meeting held on 11 April 2022 and the extra-ordinary meeting held on 25 April 2022.

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

Action: Chair

22/2667 Public Open Forum Session

No members of the public were present.

22/2668 Planning Application for comment

- WND/2022/0296 - Stonebrigg, Butchers Lane, Boughton, Northamptonshire, NN2 8SL. Single storey front and rear extensions.

***Resolved:** to respond no comment.*

- WND/2022/0278 - Boughton Station, Off Welford Road, Boughton, Northamptonshire. Installation of sewage treatment plant.

Resolved: to respond we support the activities of the volunteers at the station and have no comment on the application.

- WND/2021/0717 - Land Off Holly Lodge Drive, Boughton, Northamptonshire. Outline application for construction of up to 65 dwellings all matters reserved except access, comprising 40% affordable housing, community hub (Class E/F), parking, landscaping & associated works including demolition of existing structures on site is to be considered at WNC's Planning Committee meeting on 11 May 2022.

Resolved: to not attend the Planning Committee meeting as a detailed letter objecting to the application was previously submitted.

Action: Clerk

The Clerk reported a planning agent acting on behalf of the owners of 5/6 Church Street, Boughton, provided a courtesy introduction about a planning application due to be submitted. The Clerk confirmed that once the application has been formally submitted, WNC will ask the Council to provide comments, if any, and he would be welcome to attend that meeting.

22/2669 West Northamptonshire Council Consultation on their Housing Strategy

Resolved: to not formally respond as a Parish Council but noted that Councillors, if they wish to, could comment individually on the consultation.

Action: Clerk

22/2670 s.137 LGA 1972 Grant Application

Resolved: to approve the grant of £500 to Northampton and Lamport Railway CIO.

Action: Clerk

22/2671 Fencing being erected around the public footpath in Boughton

Without Prejudice to the Council's discussion with Moulton College:- The Chair reported sadly no progress to date but negotiations continue.

22/2672 Queen Jubilee

The Clerk reported the following items outstanding:-

1. Risk Assessments & Event Management Plans
 - a. The Chair is due to attend a WNC training session on this topic and will finalise the paperwork shortly thereafter. The Clerk emphasised the importance of these documents for the Council's insurance purposes.
2. Generator
 - a. **Resolved:** to approve a quote of £400 + £1.80 per litre was approved by the Council. Allowing electricity access for the DJ and up to 3 street food trader vans
3. Street Food Trader Packs
 - a. To be sent out once the risk assessments & event management plans are finalised and the generator is confirmed.
4. Litter pickers
 - a. **Resolved:** to approve a grant payment of £250 to Buckton Fields School in respect of the litter pick they are arranging at Buckton Fields on Friday 3 June 2022, following the Jubilee event.

- b. It was suggested to approach Boughton Village School about the possibility of borrowing their litter equipment which was gifted to them by the Pocket Park.
5. Marquees
- a. The two Village marquees (3x3m) have been located. They are in working order as they were last used for the Pocket Park bonfire. It was noted they have no manufacturer instructions which is often a requirement of a risk assessment.
6. PSCO
- a. He will attend but need to confirm the time. It was reported that volunteers will be asked to report from 5pm and the event finishes at 10pm.

Cllr Karen Fletcher reported that upon supplier's advice, the Council will not take part in the Queen's Canopy Project. It was recommended that such a project be planted in autumn, as opposed to spring, as the Council have no means of watering the plants/trees.

Resolved: to ask Cllr Karen Fletcher to prepare a recommendation to the Council in September or October 2022 for further consideration of the project, if it is to be pursued.

Action: Cllr Karen Fletcher

It was reported that despite the Council placing an order of various planters for "Boughton In Bloom" before April, sadly the contractor can no longer fulfil the order. Given the limited timescale, the Council agreed the project would re-commence in 2023.

22/2673 Annual Governance and Accountability Return (AGAR) 2021-2022

Members noted the complimentary remarks made by the auditor as to Clerk's preparation of accounts and **resolved:** to approve the Internal Auditor's Report

Resolved: to approve the Annual Governance Statement (section 1 of the AGAR), it was duly signed.

Resolved: to approve the Accounting Statement (section 2 of the AGAR), it was duly signed.

Action: Clerk

22/2674 Finance/Legal

Resolved: to approve the proposed cheque payments:-

<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	C2398	Clerk's employment related expenses & re-imbursments	£1,411.81	£2.70	<u>£1,414.51</u>
Ciara Wanstall c/o Stellar Event Hire	C2399	Jubilee DJ on 02/06/22 & 05/06/22	£1,057.50	£211.50	<u>£1,269.00</u>
E.ON Energy Solutions Ltd	C2400	replaced photocell invoices 111866 & 111867	£46.94	£9.38	<u>£56.32</u>
Brown and Barden Landscapes	C2401	April Mowing -3 cuts to the village & park. 1 cut to the church	£705.00	£141.00	<u>£846.00</u>

J. Pheasant

Bullfinch Gas Equipment Ltd	C2402	Jubilee Beacon	£490.00	£98.00	<u>£588.00</u>
Police, Fire and Crime Commissioner for Northamptonshire	C2403	PCSO Sponsorship 1 April 22 - 30 September 22	£7,243.85	£0.00	<u>£7,243.85</u>
Northampton and Lamport Railway	C2403	Grant Application (May 2022)	£500.00	£0.00	<u>£500.00</u>

Direct Debit payments made April 22 (for report to the Council)

Date	Details of Payment	Amount (no VAT)	VAT	Total Payment (inc VAT)
01.04.22	Aviva Pension Contributions (March payroll)	£71.42	£0.00	£54.02
21.04.22	Aviva Pension Admin fee (March payroll)	£23.00	£0.00	£23.00
04.04.22	SSE Energy (25 January - 1 March 22)	£280.20	£13.98	£294.18
21.04.22	SSE Energy (2 March 22 - 1 April 22)	£240.69	£12.03	£252.72
29.04.22	Aviva Pension Contributions (April payroll)	£55.60	£0.00	£55.60

Resolved: to approve the website version of 22/23 budget layout (figures remain the same)

Resolved: to approve the Clerk's annual pay award in accordance with NALC's national salary award for 2020/21, a salary increase of 1.75%.

22/2675 Insurance

Resolved: to delegate responsibility and authority to the Clerk and Vice-Chair to obtain and approve an appropriate insurance policy before the renewal on 1 June 2022.

Action: Clerk & Vice-Chair

22/2676 West Northamptonshire Council (WNC) – Councillor's Report on matters arising since last meeting

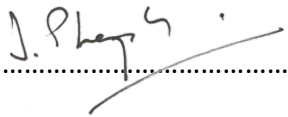
Nothing to report.

22/2677 Urgent Matters for Report Only (Notified to the Chair before the Meeting)

- WNC zoom call "Homes for Ukraine Scheme" Friday 12 – 1pm.
- Any queries about footpaths should be sent to Highways.

- Clerk to liaise with Taylor Wimpey re the Community Centre design (8kw integrated solar panels on the roof, with 10kW of battery, increased storage, baby changing facility, bi-folding doors etc).
- Annual Parish Meeting – 24 May 2022 at 6pm. Councillors confirmed their attendance.

The meeting closed at 20.40pm

Chairman  Date: 13 June 2022