

BOUGHTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Boughton Parish Council held at Boughton Village Hall,
Butchers Lane, Boughton, on Monday 17th 2023 at 7.10p.m.
(Followed after the Annual Meeting of the Parish)

In Attendance:

Councillors: Cllr John Shephard (Chair of the meeting), Cllr Roy Adams, Cllr Nasir Chatha
Cllr Andy Gibson, Cllr Frances King, Cllr Rosie McDonnell, Cllr Carolyn Penny
& Cllr Simon Phipps

Apologies: Cllr Karen Fletcher

Also present: Shirley Wong (Interim Clerk and Responsible Financial Officer)

Members of the Public: Lance Wilson on behalf of the Wilson Family (agenda item 2847) and three parishioners

23/2842 Welcome

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

23/2843 Apologies for Absence

Apologies for absence were received from Cllr Karen Fletcher. Karen’s apologies were accepted.

23/2844 Declarations of Interest (on Agenda items only)

There were no declarations of interest.

23/2845 Approve the Minutes of the last Ordinary Council meeting held on 13th March 2023

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

Action: Chair

23/2846 Public Open Forum Session

Three parishioners were in attendance. Mention of pot holes in the village was made. Can the PC report the pot holes rather than waiting for Highways to address them? What happened to the village day, there hasn’t been one for a while? Cllr John Shepherd stated the PC needs to evaluate the pot holes in the parish and report them to Highways. Due to the Queens Jubilee held being a large and time consuming event for the Parish Clerk to organise, the PC didn’t feel the need to hold a village day in 2022 or 2023 but will look into hold another one in 2024.

23/2847 Planning Applications for comment

a)Receive an update on the following planning application(s):-

- WND/2023/0129 – Land to rear of, St John the Baptist’s Church, Spring Close, Boughton, Northamptonshire. Outline application for four dwellings with associated vehicular access, garaging and landscaping (layout and means of access not reserved).

Lance Wiggins – Lion Planning attended the meeting representing his client the Jackson's, who have submitted the above application to answer any questions on the application.

Resolved: to oppose this application. The PC It is disappointed that the landowners seek to reopen the prospect of development of the site which was comprehensively reviewed and rejected some years ago. The importance of the site as open space has been long recognized and is supported in the Boughton Village Design Statement. Its reference to the site is at para 5.5.D, describing the site as providing: "an important and attractive open feature adding to the form and character of the locality" In recent years Boughton Parish has seen consents for some 1103 dwellings in Buckton Fields, 41 in Welford Road and 38 off Central Avenue. The protection of open space in the parish is of growing not lessening importance to residents.

Action: Clerk

- Notification received of tree work at 1, Swedish Houses, Humfrey Lane, Boughton, Northamptonshire. Intended tree works to fell tree in a conservation area.

Resolved: no need for a respond. This is a notification of works only.

Documents relating to the planning applications be found on the online portal: <https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/wphappcriteria.display>

23/2848 To receive update on the footpath at the end of Butchers Lane – Cllr Rosie McDonnell

Councillor Rosie McDonnell has been dealing with different departments at West Northants Council (WNC) trying to establish who is the correct department to deal with regards to reporting the issue of no public right of way to the stile leading to the footpath at the end of Butchers Lane.

Resolved: Cllr Simon Phipps will take photos and mark up the problem area so that these can be forwarded to WNC so it can be established which department can help.

Action: Cllr Simon Phipps and Rosie McDonnell

23/2849 To receive update report on traffic calming from – Cllr John Shepherd

A brief update was given at the annual meeting of the Parish by Cllr John Shepherd on the traffic calming scheme needed on the North West Relief Road. This is what was reported. Previous traffic calming suggestions such as installing a 3 gate system has now concluded after 8 months of model building, that it won't be of any benefit to Moulton Lane. It has now been suggested blocking off the Moulton Lane to traffic and only being only accessible to emergency vehicles and a turning circle be installed. Modelling has been suggested for this proposal. There is a new project manager on board and a date for a follow up meeting should be forth coming shortly.

A meeting with parishioners will eventually be called to discuss a proposal (a preferred option) to then go out to a 6 week public consultation, to then go to cabinet.

23/2850 To receive update on Pitsford Quarry – Cllr Simon Phipps

Cllr Simon Phipps reported that it would appear that works have stopped at the Pitsford quarry and they whole operation has ceased. There has been no activity in the last 6 weeks and all diggers have been removed.

23/2851 Receive progress report on the 2023 Boughton in Bloom project – Cllr Rosie McDonnell

Cllr Rosie McDonnell reported there is nothing new to report currently. Confirmation of the location of the planters was given by Cllr Rosie McDonnell.

23/2852 Receive progress reports, if any, regarding Community Infrastructure Levy (CIL) projects

Cllr Roy Adams reported that an outline CILS application had been received from the Boughton Pocket Park Committee. The application only included one quote and not three. The application value is very expensive at a cost of £96,000. Councillors felt the amount of equipment being asked for was over the top, far too many pieces of equipment were included in the quote that really are not needed. The current play equipment that is at the pocket park is not that old and is in good condition. Councillors are mindful that Buckton Fields also needs play equipment which the PC will fund with CILS money, so the allocation of CILs money needs to be spent wisely and funds be available for many projects, it is not feasible to spend £96,000 on one project that already has play equipment that is in good working order, when another CILS project has no current play equipment.

Resolved: Cllr Roy Adams will go back to the Boughton Pocket Pack Committee and report that the parish council will support a new application of up to £20,000.

Action: Cllr Roy Adams

23/2853 Finance/Legal

a Note and approve proposed cheque payments & note the summary of monthly direct debits for April 2023

Resolved: to approve the proposed cheque payments for April 2023:-

<u>Proposed cheque payments for April 2023</u>					
<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	C2463	Clerks monthly salary (April) Including SMP + expenses & re-imbursements	£1,296.29	£2.70	<u>£1,298.99</u>
Shirley Wong	C2464	Clerks' monthly salary (April) including expenses & mileage	£1,195.95	£0.00	<u>£1,195.95</u>
Natalie Green Payroll Services	C2465	Payroll Services for the YE 22/23	£540.00	£108.00	<u>£648.00</u>
Northants Calc	C2466	Membership renewal, Internal	£1,129.66	£64.00	<u>£1,193.66</u>

		Audit Service YE 23/24 & data pro fee			
Boughton Village Hall	C2467	Village Hall hire Q1 (Apr – June 23)	£54.00	£0.00	<u>£54.00</u>
McAfee Antivirus Renewal	C2468	2 year anti-virus subscription	£64.99	£0.00	<u>£64.99</u>

Total of Cheques raised £4,455.59

Direct Debit payments made between 01/03/23 - 31/03/23 (for report to the Council)

Date	Details of Payment	Amount (no VAT)	VAT	Total Payment (inc VAT)
19.3.23	SSE Street Light Electricity (2 Feb 23 – 1 March 23)	£68.09	£3.39	£71.48
22.3.23	Aviva Pension Admin fee (Feb 23 payroll)	£23.00	£0.00	£23.00
31.3.23	Aviva Pension Contributions (March payroll)	£61.34	£0.00	£61.34

Direct Debit payments to made between 01/04/23 - 30/04/23 (for report to the Council)

21.4.23	SSE Street Light Electricity (2 Feb 23 – 1 March 23)	£78.65	£3.92	£82.57
22.4.23	Aviva Pension Admin fee (Feb 23 payroll)	£23.00	£0.00	£23.00
30.4.23	Aviva Pension Contributions (March payroll)	64.94	£0.00	64.94

Income received between 01/03/23 - 31/03/23 (for report to the Council)

Current Account		
Date	Amount	Description
15.3.23	£3,087.75	PCSO Costs refunded
28.3.23	£2,864.41	HMRC vat refund – 1.4.21 to 31.3.22
Reserve Account		
Date	Amount	Description
31.3.23	£40.97	Interest
CIL Reserve Account		
Date	Amount	Description
31.3.23	£205.68	Interest

b Q4 financial review and summary of the year end 2022/2023

Prior to the meeting, the Clerk circulated a financial review of Quarter 4 2022/23 which is also to the year ending 31st March 2023. Budgeted expenditure for the quarter was £18,997.75, the actual spend was almost 50% less at £9,833.51. Spend for the year was £66,349.18 against a budgeted yearly spend of £75,991.00. The Clerk summarised the differences in budget and actual spending.

The last quarter bank statement reconciliations have been completed by the Clerk and will be verified by Cllr Nasir Chatha.

The Clerk will now start preparing the year end financial audit paperwork to be verified by Ncalc Internal Auditor Catherine Camp to then be passed by External auditors PKF Littlejohn.

23/2854 Parish Councillor Vacancies – Discuss any applications received. Invite any applicants to the Annual May meeting

Following the resignation of Charlie Brown today, this now creates two vacancies on the Parish Council. The PC has been approached by two interested parties regarding pc vacancies, both parties attended this evening's annual meeting of the parish.

***Resolved:** to defer the appointing and co-opting process of applicants until the PC's July meeting being held on the 10th July 2023.*

23/2855 Correspondence received

There is no new correspondence received to report.

23/2856 West Northamptonshire Council (WNC) – Councillor's Report on matters arising since last meeting

Cllr John Shephard reported a meeting will be held at Boughton Village Hall on Friday 5th May to discuss the future of the sponsored PCSO scheme the Parish Council and surrounding parishes subscribe to.

Action: Cllr John Shepherd

23/2857 Urgent Matters notified to the Chair before the meeting

Vice Chairman Cllr Simon Phipps reported that the Buckton Buddies are holding a summer fete on Saturday 24th June 2023. Given the success of their last event, the Parish Council should use this as an opportunity to engage with parishioners especially those on Buckton Fields by setting up a table at the event.

***Resolved:** : to hold a table at the summer fete and a number of parish councillors will attend to engage with parishioners. Cllr Simon Phipps to make enquiries about setting up a table.*

22/2858 To review items for discussion at future meetings

Nothing to report.

23/2859 Agree date of next meetings – Monday 15th May – 7pm

***Resolved:** : to hold the Annual Meeting of the Parish Council (Election of the Chair) followed by the Ordinary Meeting of the Parish Council on Monday 15th May at 7pm.*

The meeting closed at 20.40pm

Chair Date: 17 April 2023