

BRAYBROOKE PARISH COUNCIL

MINUTES of a MEETING of the PARISH COUNCIL
Tuesday 20 November 2018 in The Village Hall, Braybrooke at 7.30 pm

1 ATTENDANCE, APOLOGIES and DISPENSATIONS

Present: Councillors: G. Hague, F. Kinnear, G. Normand (Chairman), Frances Allbury (Clerk)

Apologies: Cllrs A. Ayton, V. Cleland, P. Cleland, D. Howes

In Attendance: Cllr A. Matthews, three parishioners

Declarations of Interest: None

Dispensations are in place to allow all Councillors to discuss and set the precept.

2 MINUTES

Parish Council Meeting 18 September 2018 and Planning Meeting 16 October 2018 were approved and signed.

3 MATTERS ARISING from the Minutes

3.1 Appointment of Vice-Chair, River/Flood Warden and Tree Warden

Cllr Hague was nominated as Vice Chair: proposed Cllr Normand, seconded Cllr Kinnear.

Cllr Hague was nominated as River/Flood Warden: proposed Cllr Kinnear, seconded Cllr Normand

Cllr Kinnear was nominated as Tree Warden: proposed Cllr Normand, seconded Cllr Hague

All nominated were carried unanimously.

3.2 Children's play area

No report available: defer to next meeting

3.3 Pathfinder II Project

Cllr Normand confirmed that the report is now to hand and he has received paper versions of the maps which he is hoping to put on display. Cllr Hague said he has arranged a handover meeting with Nikki Glazebrook. At the request of the Chairman he said that he had researched the responsibilities and rules for watercourses on or near properties and had found the government guidance note on this. In relation to taking action on the report received from the consultants as part of the Pathfinder II project, he suggested that the Council consider the details of Section 7 of the report at the next meeting. In the meantime, one of the detailed recommendations in the report related to the Council and the Community having a better understanding of the workings of the River Jordan Food Reservoir and he indicated that he would approach the Environment Agency to see if they would arrange a site visit.

3.4 Meetings with KBC on traveller issues

This matter is still work in progress and Cllr Normand will continue to ensure that it is high on the list of priorities with KBC. He commented that it would appear that Northants Police are becoming more proactive with regard to traveller issues.

3.5 Defibrillator

The Clerk said that Martin Fagan, Community Heartbeat was attending a meeting with The Lottery Foundation later in the month and would report back with the result of discussions. In the meantime he has provided information on a defibrillator "get started" package. The Clerk will obtain a more specific itemised quotation for the Parish Council to consider. Cllr Matthews also recommended contacting Ashley Parish Council regarding their defibrillator installation.

4 PUBLIC PARTICIPATION

A parishioner commented that he understood the Parish Council were preparing to raise the precept request for 2019/20 and trusted that they would bear in mind the fact that it is parishioners who fund the precept and that Council Tax will also be rising next year. Cllr Normand responded by saying the present policy was to keep precept to the minimum and look to community fund-raising events to support community activities. Following a request for the Council to contribute towards churchyard maintenance, which the Clerk had been advised was not permissible, he had offered to consider whether precept might be used towards some community projects, as a means of opening up a general discussion of funding such activities in the Parish. But he had yet to receive any feedback or requests.

A parishioner asked that it should be made clear that a drain shown schematically on the Pathfinder maps as running under some houses in Griffin Road, and therefore the responsibility of the landowners, does not in fact do so and almost certainly runs under the highway.

5 FINANCE

- 5.1 Balances at Bank
£3,964.28 in Current a/c and £2,504.54 in Reserve a/c.
- 5.2 Update of Budget against Expenditure circulated with the agenda.
The Clerk said that the original budget has been amended to include two clock winding fees – 2017/18 and 2018/19, as she has just received the invoice for clock winding from March 2018 which should have been included in the previous years accounts. See item below for payment to Mr. Hull.
- 5.3 Items for payment:
- | | |
|----------------------------------|---------|
| F R Allbury: salary and expenses | £549.29 |
| Clerks PAYE | £57.80 |
| P. Hull: clock winding (2017/18) | £120.00 |
| CPRE: annual subscription | £36.00 |
- 5.4 Draft Budget 2019/20
Discussion took place regarding the draft budget prepared by the Clerk. Cllr Normand has factored in amounts to cover contingencies to ensure that the Parish Council were well placed to meet their commitments and are conscious of the fact that they may be required to meet additional expenses that at present are the responsibility of NCC. It was unanimously agreed to adopt the Draft Budget as drawn.
- 5.5 Precept 2019/20
Parish Councils are encouraged to carry a reserve of at least one year's expenditure. This will not be achieved for over 3 years unless the precept is set above £6000. Cllr Normand read out comparative figures based on levels of increased precept and how it would affect Council Tax bills by Band. After discussion and taking all comments into account it was agreed to increase the precept from the present level of £4,500 to £6,200. Proposed Cllr Normand, seconded Cllr Kinnear. Carried unanimously
- 5.6 Update of Bank Mandate
It was proposed that Cllr Hague be added to the list of signatories on Parish Council bank accounts: proposed Cllr Normand, seconded Cllr Kinnear. Carried unanimously. The Clerk handed Cllr Hague the necessary paperwork for completion and presentation to HSBC.

6 PLANNING

- 6.1 KET/2018/0655 Eckland Lodge Business Park Ltd, Desborough Road, Braybrooke
Full Application: demolition of existing unit and construction of 3 no. buildings Containing 6 no units: 4 units B2 and B8 use, 1 unit B8 use with retail and 1 unit for Sui Generis use for conversion and fit out of camper vans.
For information: awaiting planning decision.
- 6.2 KET/2018/0699 and 0670: The Old Rectory, Griffin Road, Braybrooke
For information: planning permission approved for garage, with permission for work on stable still pending awaiting the result of a bat survey.
- 6.3 KET/2018/0644: 25 School Lane, Braybrooke
Full Application: single storey rear and two storey side extension. Creation of vehicular access with hardstanding. Revised plans received 31 October 2018 show a change to the roof. Having already approved the application it was agreed that there was no need to write to KBC again.
- 6.4 KET/2018/0848: 27 Harborough Road, Braybrooke
Full Application: single storey front extension
The plans were examined. Councillors raised no objection and recommended approval.

- 7 **RURAL FORUM:** report on meeting 4 October 2018 submitted in writing by Cllr V. Cleland
- Grit Bins:** - No agreed proposal for the filling and maintenance of any non NCC managed grit bins. Discussion regarding the possibility of KBC 'helping' parishes by supplying grit for any non-managed bins at a fee. Grit within the bins solely for use on the highway/pavements, and not residents use.
- Loss of Bus services in Rural Areas:** - Discussion with speakers on challenges and isolation rural communities face when bus services are withdrawn. Agreed that NCC would facilitate a meeting for all interested parties to discuss further rural community bus services and that Cllr Hakewell would draft a letter to all parishes inviting them to the session.
- Unauthorised Encampments:** - Summary of police powers against unauthorised encampments through S. 61 Criminal Justice & Public Order Act 1994, and discussion on KBC's powers within S.77. KBC confirmed that they and police are adopting a 'hardened' approach to jointly resolve issues. Items for future discussion: 1) Costs of clean up post and encampment on Borough owned land 2) outcome of KBC current work and likely impact on permanent traveller site provision, 3) draft letter post actions to P. Hollobone MP.
- Public Sector Reform:** - Brief overview on background, process and current position regarding reform of county local government. 8 county local authorities had, at the request of the Secretary of State (SoS), worked on a submission for future structure of local government in Northamptonshire resulting in two unitary authorities (North and West) replacing the existing arrangements. Deadline for submission extended to the end of August, with each authority taking an identical report to its respective Full Council in the

preceding week, requesting consideration of four recommendations as follows:-

- Whether to respond to the invitation to submit made by the SoS
- Whether the 'Northamptonshire Local Government Reform Proposal' appended to the report should form the submission to the SoS
- Whether to approve resources up to a maximum of £500,000 to progress work on "next steps"
- Whether to approve interim governance arrangements for the preparatory phase leading up to the creation of shadow authorities

Eight authorities had approved first two recommendations except for Corby BC, with all authorities approving recommendations three and four. Details of the make-up of the proposed North Northamptonshire and West Northamptonshire unitary authorities were outlined and the forum noted that the SoS had received the final submission [on 31st August](#). SoS would now need to consider whether to take no action because of the submission or to consult on the proposal. Should a formal statutory consultation be undertaken, it would last for a period of either 6 or 8 weeks, extending the timeline of the process to December at which point a formal decision would be made on the proposal and a Parliamentary order drafted. There was a requirement to create a shadow authority by [1st April 2019](#) with the new unitary authorities becoming effective [from 1st April 2020](#).

8 HIGHWAYS

8.1 Vehicle Activated Sign

No further progress. The Clerk will give Cllr Matthews contact details for Cllr Ayton and he will contact her direct.

8.2 Grit Bins. NCC had proposed to withdraw support to two grit bins in School Lane. Cllr Kinnear said that after negotiation with NCC, they would continue with the bin opposite the pub, and the Parish Council would adopt the one at Green Lane. That bin is currently half full and the Parish Council will have to refill it when necessary. A number of commercial services are available to do this. The Chairman signed the NCC grit bin licence transferring ownership to the Parish Council. It would also be added to the Asset Register.

Cllr Kinnear commented that having been in touch with NCC she understood that the Parish Council owned three trees in the village. She would forward details to the Clerk for recording in the Asset Register. However several of the trees that had been listed as subject to TPOs seemed to have disappeared: the list needed to be re-established. Cllr Kinnear asked the Clerk to add a Tree Warden slot in future agenda.

8.3 Clearing Undergrowth on U71065

Cllr Normand said he had still been unable to make any headway with this. Cllr Kinnear undertook to pursue this as part of her Footpath Warden role, despite its formal designation as a Highway.

9 VILLAGE PLANNING

Cllr Normand said that that he would like to encourage a debate among parishioners on their thoughts and aspirations for the future of the village, so that the Council is better able to represent views. He had circulated a scoping note round the Council. Some constructive comments had been received from Cllr Hague and Cllr Kinnear had also prepared some ideas. It was agreed that the Parish Council would prepare a paper for general discussion at the Annual Village Meeting next year. It was suggested that articles placed by the Parish Council in the Gossip should be given more prominence to encourage comment. Cllr Kinnear commented on the difficulty she had found in starting community-wide ventures, for example the "pop-in café" she had started in the Village Hall.

10 X BORDER GROUP

Cllr Normand said that he had no further comment to make as all topics had already been minuted under other headings.

11 CORRESPONDENCE

None

12 ANY OTHER BUSINESS

Cllr Hague asked if there had been any progress to fill the vacancy for a new Parish Councillor. Cllr Normand said that no one has come forward to date.

13 FUTURE MEETING DATES

Provisional planning meeting Tuesday 18 December 2018

Parish Council Meeting Tuesday 15 January 2019 both in the Village Hall at 7.30 pm

There being no further business the meeting closed at 9.05 pm.

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15 January 2019

