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BRAYBROOKE PARISH COUNCIL

MINUTES of a MEETING of the PARISH COUNCIL
Tuesday 17 July 2018
in The Village Hall, Braybrooke at 7.30 pm

1 **ATTENDANCE, APOLOGIES and DISPENSATIONS**

Present: Councillors: A. Ayton, Vicky Cleland, Peter Cleland, N. Glazebrook, G. Normand (Chairman), Frances Allbury (Clerk)

Apologies: Cllrs F. Kinnear, G. Hague and D. Howes

In Attendance: Cllr A. Matthews and 4 parishioners

Declarations of Interest and Dispensations:

Cllr Glazebrook declared an interest in item 7.8: Site Specific Part 2 Local Plan

2 **ELECTION OF OFFICE BEARERS AND CO-OPTION OF NEW COUNCILLORS**

2.1 Upon the expiration of the Public Notice period advertising two vacancies for Councillors, applications have been received from Peter Cleland and Gary Hague. In the absence of any other applications and therefore there being no need for an election, the Parish Council duly co-opted Peter and Gary onto the Parish Council. Proposed: Cllr Normand, seconded Cllr Ayton: carried unanimously. The Clerk will ensure that all the necessary paperwork is provided to the two new Councillors and the Chairman welcomed them to the Parish Council.

2.2 Councillors agreed to undertake the following roles:

Rural Forum	Cllr V. Cleland
Village Hall Representative	Cllr Ayton
River Warden/Emergencies	Cllr Glazebrook
Footpaths	Cllr Kinnear
Play Area	Cllr Glazebrook
X Border Group	Cllr Normand
Planning	Cllr P. Cleland

3 **MINUTES**

Minutes of the Parish Council AGM 15 May 2018 were approved and signed.

4 **MATTERS** arising from the Minutes

4.1 Sharp edged manhole cover in children's play area

Cllr Glazebrook said that he was in touch with the developers (who were still responsible) and KBC in order to deal with this risk and would continue to progress this as a matter of urgency as the school holidays were imminent and therefore the play area would be in regular use.

4.2 Update on Pathfinder II Project

Cllr Glazebrook has still had no further communication regarding this matter and asked that it be removed from future agendas until there was something positive to report.

4.3 Update on meeting with Cllr Russell Roberts KBC: traveller issues

Cllr Normand said that a further meeting with representatives of KBC had taken place on the 30th May, but unfortunately Mr. Rob Harbour was unavailable. Cllr Normand said that he would continue to keep pressure on KBC at future meetings especially with regard to Greenfields and confirmed that work would continue via the X Border Group.

4.4 Defibrillator

The Clerk said that the application for a National Lottery Grant was submitted by email on the 16th June and an acknowledgement received. A decision is expected to take up to 10 weeks.

5 **PUBLIC PARTICIPATION**

5.1 Marie Jessop commented on the Site Specific statement referring to open spaces with historical and visual importance and felt that they should read public spaces not open spaces.

5.2 Frank Taylor reiterated that the manhole cover discussed under item 4.1 was in a very dangerous condition and needed to be made good urgently before a child is hurt. Cllr Normand said that he agreed but commented that the Parish Council had no powers to close the playground until the work was completed.

6 FINANCE

6.1 Balances at Bank

True balances on bank accounts as at 17 July 2018: Current £5,512.00 and Reserve £2,504.01

6.2 NNRaid: donation

The Parish Council has received a refund of £551.73 which is a proportion of funds donated by Braybrooke parishioners and neighbouring parishes relating to NNRaid's activities in responding to inappropriate local development. The cheque has been banked and the Clerk would write a letter of thanks.

6.3 To authorise increase in Clerk's salary

The Chairman said that a resolution had been approved to increase the hours of work for the Parish Clerk from 4 hours per week to 6 with the increase backdated to the start of the financial year 1st April 2018 which reflected increased workloads expected of the Clerk. Proposed by Cllr Normand and seconded by Cllr Glazebrook: carried unanimously. This has resulted in her annual salary increasing from £2,336.04 to £3,573.60. An amendment to the Contract of Employment to confirm the change was signed by the Chairman and the Clerk.

6.4 Update of budget against expenditure: circulated with agenda

6.5 Items for payment: online bank payment F.R. Allbury, Salary and expenses	£804.43
The total includes registration fee with ICO of £35.00	
HMRC, Clerk's PAYE	£36.30

6.6 Update of HSBC Bank Mandate

Following the resignation of Cllr Angela Beardsmore leaving three signatories to the account, the Chairman said that Cllr Fiona Kinnear would be asked to fill the vacancy bringing the total back to four. The Clerk has prepared a new Bank Mandate for completion by existing signatories and Fiona would then be asked to do the same upon her return from holiday.

7 PLANNING

7.1 KET/2018/0235: 11 School Lane, Braybrooke

First floor rear extension : Permission Granted

7.2 KET/2018/0309: Change of use from redundant roadway to site for 5 no.

traveller caravans. Braybrooke Road and A6 (land between): Permission Granted.

Cllr Matthews commented that the description of the location by KBC was incorrect and should have read 'land adjacent to redundant roadway'.

7.3 KET/2018/0410: Ritches Lodge Farm, Harrington Road, Braybrooke

Part 3 Class Q Determination: agricultural building to 1 no. dwelling (amended plans)

New plans have been received. The Clerk was asked to respond to KBC stating that the Parish Council's views had not changed since commenting on the original application.

7.4 Midland Main Line Upgrade

Notification of granting of planning permissions for electricity substation to supply railway.

Permission Granted

7.5 KET/2018/0406: Lower Lodge Bungalow, Harborough Road, Braybrooke

S.73 application to vary condition 8 of KET/2017/0791. Permission granted.

7.6 KET/2017/0931: 23 School Lane, Braybrooke

Two storey side/single storey rear extensions, 2m garden well and shed

Appeal lodged against refusal.

7.7 18/01176/REM: erection of 40 dwellings with associated access, pedestrian links, public open

Space, car parking, landscaping and drainage (reserved matter 15/01391/OUT. Land at the End of Dunmore Road, Market Harborough.

It was agreed not to respond to Harborough Planning regarding this development.

7.8 KBC Site Specific Part 2 Local Plan Consultation

The deadline for a response to this Consultation is the 3rd August 2018. Cllr Vicky Cleland said that if the Parish Council had a Neighbourhood Plan in place any proposed development would have been covered. An area has been allocated for building three dwellings, but no reference to areas for parking, which was already an issue in that part of the village. Residents living adjacent to the proposed site of new housing would have the opportunity to comment. A parishioner commented there was a large beech tree on the site which may be the subject of a preservation order. Although the boundary of the village shown on the accompanying map had been amended since previous consultations, it was considered suitable for the purpose. The Chairman said that a policy on traveller sites had been excluded from the draft paper. Concerns

were raised about the re-use of agricultural buildings which may be granted permission to develop without planning consent.

The Chairman said that he would encourage everyone to make their own personal submission so that their views were recorded. A draft response commenting on the above points in greater detail would be prepared and circulated to Councillors before submission.

- 8 **NORTHAMPTONSHIRE COUNTY COUNCIL:** restructure of local government
Cllr Vicky Cleland attended a recent seminar on behalf of the Parish Council. where it had been commented that there was insufficient information and detail to enable councillors to make relevant observations. Parish Councils could make recommendations on how the county should be split rather than accept the current proposal. However it was generally agreed that making NCC a unitary authority needed to happen and that Parish Councils should embrace the change and offer comments on how they would like to see the relationship develop with regard to support and services. Cllr Matthews said that the project would result in a large reduction in the number of County Councillors but Parishes may not see a lack of support as those Councillors left would be fulltime. The change could take up to three years at an approximate cost of 22 million pounds. Councillors felt that financial transparency was lacking and the new structure should provide clarity in simple terms. It was agreed that the Chairman would prepare a response on behalf of the Parish Council and circulate it for comment before publication.
- 9 **HIGHWAYS**
9.1 Speed recognition cameras
The Clerk said that Kiki Everard who had once again volunteered to run the scheme had not been able to fit it into her very busy schedules. It was agreed that Cllr Ayton would speak to her offering help and Cllr Matthews would collect the equipment from Brampton Ash.
9.2 Winter Maintenance
Cllr Normand referred to information received via Danny Moody N cALC regarding changes in winter road maintenance for 2018/19. NCC proposed to remove two of the grit bins located in the village, but not the ones used infrequently. Cllr Kinnear will make representations to NCC about this upon her return from holiday.
- 10 **KBC VILLAGE WALKABOUT 15 June 2018**
Cllr Normand said that in conjunction with Cllr Kinnear they would be working through the list received from Cllr Howes following the recent walk through the village to ensure that all items raised were dealt with. He was in touch with the Community Payback Team (Community Enhancement Gangs) to clear excess growth from the Oxendon Road but is awaiting information from Kier regarding the ownership of the land.
- 11 **RURAL FORUM**
Items already dealt with under separate headings.
- 12 **RETIREMENT OF FRANK TAYLOR, FOOTPATHWARDEN and ADOPTION OF PARISH FOOTPATH WARDEN CODE**
Cllr Normand confirmed that Frank had now retired from his position as Footpaths Warden and proposed a formal vote of thanks to him for very many years service: carried unanimously. The Clerk was asked to write a letter of thanks from the Parish Council

Cllr Kinnear had now taken over the role of Footpaths Warden and a new Code has been prepared giving guidance on carrying out the work effectively. Cllr Normand proposed that the Code be adopted as a policy document and this was seconded by Cllr Ayton: carried unanimously.
- 13 **CORRESPONDENCE**
None
- 14 **ANY OTHER BUSINESS**
The Clerk and Chairman asked Councillors to give consideration to changing the day of the week that future meetings are held so that the Village Hall could take regular books on a Tuesday. In addition would it be feasible to use the upstairs room for meetings, despite the fact that there is no wheelchair or disabled access. This will be an agenda item at the next meeting.

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DATES OF FUTURE MEETINGS:

Provisional Planning Meeting Tuesday 21 August 2018

Parish Council Meeting: Tuesday 18 September 2018

There being no further business the meeting closed at 9.20 pm

Signed:

Date: