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BRAYBROOKE PARISH COUNCIL

MINUTES of a PARISH COUNCIL MEETING
Tuesday 19 September 2017
in The Village Hall, Braybrooke

1 ATTENDANCE, APOLOGIES and DISPENSATIONS

Present: Councillors, Mrs. A. Beardsmore, N. Glazebrook (in the Chair), N. Kingston, F. Kinnear and Frances Allbury (Clerk)

Apologies: Cllrs. G. Normand , A. Ayton and D. Howes

In Attendance: Cllr. A. Matthews and one parishioner

Declarations of Interest: Cllr Kingston declared an interest in item 3.4 'Bus Shelter Repairs

Dispensations: None

2 MINUTES

Minutes of the Parish Council Annual General Meeting 18 July 2017 were approved subject to the following amendment: item 8 – Cllr Beardsmore did not agree to assist with taking down some of the village signage.

Planning Meeting 5 September 2017 were approved and signed.

3 MATTERS arising from the Minutes

3.1 Notices around the village (parking and dog fouling)

Some signage has been removed and stored. The Clerk was asked to request a replacement 'speed watch village' sign as the current sign is in a poor condition.

3.2 Provision of permanent 'unsuitable for HGV' signage

Permanent signage not yet in place. The Clerk will request an update from Northamptonshire Highways at the same time querying whether the temporary sign is located in the right place.

3.3 Trench across School Lane/Scholar's Road: Western Power

Partially made good but will hopefully be fully restored once building work had been completed.

3.4 'Bus Shelter Repairs

Cllr Kingston has offered to carry out some remedial work without charge, however he fears that the condition of the shelter may have deteriorated too far. It was agreed that Cllr Kingston take a look at the shelter and report at the next meeting advising if it can be repaired and provide an estimate if a lot of work is needed.

4 PUBLIC PARTICIPATION

None

5 FINANCE

5.1 The Clerk circulated up to date accounts showing a true balance of £3,447.75 on current account and £2,502.63 on deposit account.

52 Items for payment: Online Bank payment F.R. Allbury, salary and expenses £322.83
HMRC, Clerk's PAYE £78.00

5.3 Update of Budget against Expenditure: circulated with the agenda. £1,895 has been spent against a total estimated budget for the year of £3,510.

5.4 BDO External Report and Notice of Completion of Audit

The Clerk has received a satisfactory completion of audit. The Notice will now be displayed on the notice board and on the website.

5.5 Application for a contribution towards print costs of The Gossip

Jack Hartley has reported a potential shortfall of £22 per edition (£132 pa) and requested a contribution of £100. It was unanimously agreed to approve the full contribution requested.

Councillors felt the Gossip offered a good way of communicating with all parishioners. Mr. Hartley will be asked to advise the parish Council at the same time next year on the financial position of the Gossip and what had been done to rectify any potential shortfall.

6 **PLANNING**

Crossways, 16 School Lane

The Clerk read an email from the Planning Case Officer confirming that conditions had been met on hard and soft landscaping (condition 10), sustainable construction (condition 11) and were nearing the process of discharging the condition on drainage (condition 13). However, concern was raised that the condition on the boundaries to the site had not been mentioned. Cllr Matthews said that the grass verge may be the responsibility of Northamptonshire Highways and that it may be wise to ask them before taking the matter up with Planning. The Clerk to progress this.

7 **EMERGENCY PLAN**

Councillors were asked to consider if the Parish Council should write an Emergency Plan. However before embarking on this project thought should be given to what it should include for example - can we get warning of some kinds of emergency (eg forecast of floods, storms, snow etc); major accident/fire/explosion are not forecastable; what if any action might be taken in advance to prepare; arrangements to control the response to an emergency; contact points for assistance; register of vulnerable people who may need help and keeping the plan up to date.

Cllr Normand offered to scope a plan. Cllr Glazebrook said that an element of Emergency Plans falls within the scope of Pathfinder II and overseen by the same NCC Department. The Community Flood and Emergency Plan is an interactive PDF on NCC Website which can be completed online and NCC contacts for Pathfinder project will assist if we have any questions.. Councillors all agreed that it was an excellent idea and expressed their wish to go ahead.

Cllr Glazebrook reported on progress with the Pathfinder II Flood risk project. David Smith & Associates have carried out a detailed inspection and identified sites which may be vulnerable to flooding. They are expected to produce a formal report in December which will include recommendations including ongoing maintenance required additional to that provided by statutory bodies that could be carried out by parishioners to reduce the risk of flooding in the village. Surface water drains are only checked annually and usually very overgrown. Clearing these are the types of things that volunteers could be doing and recommendations like this will be made in the report. Cllr Glazebrook would keep the Parish Council up to date with progress.

8 **NEIGHBOURHOOD PLAN**

After discussion it was agreed that the Parish Council should pursue writing a Neighbourhood Plan. Councillors felt that parishioners should be asked their views so that the Parish Council could ensure that all important points were incorporated. A committee would be formed consisting of a Parish Councillor and parishioners. The Clerk would contact Danny Moody at NcALC asking if he could put us in touch with a similar sized parish who were writing their own plan to help us get started. In the meantime Councillors would look online, particularly the Broughton Astley Plan to see if this would assist.

9 **SCHOOL SITE: PLAY AREA**

Cllr Glazebrook reported that he has been pursuing developers, NCC and KBC to look into the play area and additional land to be included. A plan of the site was circulated. NCC could change primary use of the piece of land in question to public use so that the play area was larger and more beneficial to the village. Cllr Matthews commented that this may involve legal costs but would follow this up and report back. Any additional fencing costs would be discussed by the Parish Council once the other issues have been dealt with and agreed.

10 **CORRESPONDENCE**

10.1 NcALC AGM: invitation already circulated by email.

10.2 Harborough Triathlon: speeding/dangerous cycling through village

It was agreed that the Clerk would write to the organisers copying in the email complaint received from the parishioner. Cllr Kingston will provide her with contact information.

10.3 Condition of adjacent roads resulting from A6 closure

A complaint has been received about the condition of Park Hill and the road opposite where the usable carriageway has been narrowed as a result of HGVs eroding the verges. The Clerk would ask Northamptonshire Highways to inspect and arrange repairs. Cllr Matthews said that NCC was aware that feeder roads have been overused by HGV vehicles during the A6 closure.

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ANY OTHER BUSINESS

11.1 Cllr Kinnear reported that the footpath from Newland Street was in very poor condition and that the sign was also missing. Cllr Kinnear will forward a picture of the site to the Clerk who would email it to NCC Highways, as the upkeep of the footpath may come under their jurisdiction.

11.2 Cllr Kingston said that he had been approached by parishioners asking him to put out information using his email link. Councillors felt that this was a good way to circulate information and news. It was agreed that Cllr Kingston should ask everyone on his email list if they wanted to opt into the scheme. Councillors thanked Cllr Kingston for agreeing to take this on.

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DATES OF FUTURE MEETINGS

Provisional Planning Meeting 17 October 2017

Parish Council Meeting 28 November 2017 both commencing at 9.00 pm

There being no further business the meeting closed at 9.00 pm

Signed:

Date