



**WOOTTON and EAST HUNSBURY PARISH COUNCIL**

**Minutes of a Parish Council Meeting held on Wednesday 21 September 2011 at 19:00pm**

**Present: Cllrs: Nunn (Chair), Savage, Hill, Costello, Rayner, Gurney, Penny.**

**Also present:**

Kate Houlihan: Parish Clerk  
4 members of the youth council  
Emma Heavey: Youth Worker  
Craig Lewis: Hunsbury Herald  
Phil Brogan: Tesco  
PCSO Maz Stretton  
PCSO Laura Mitchell  
And 6 members of the public

**2011\_42. Opening Procedures:**

**To receive apologies for absence**

Apologies were received from:

Cllr Patel – work commitment; **It was resolved to accept the apologies**

Cllr Eldred-away; **It was resolved to accept the apologies**

Cllr Collard-family illness **It was resolved to accept the apologies**

Cllr Andre Gonzalez de savage-work commitment; **It was resolved to accept the apologies**

Cllr Bartley-work commitment **It was resolved to accept the apologies**

**Declarations of interests**

None

**Confirmation of the minutes from 5 September 2011**

It was resolved to approve the minutes and sign them as a true record subject to the following amendments:

Cllr Gonzalez De Savage declared a personal interest as a member of ~~another authority~~ Northamptonshire County Council

Cllr Patel declared a personal interest as a member **of Northamptonshire County Council and Northampton Borough Council**

**2011\_43. Police and Public Session (Maximum 15 minutes)**

PCSO's Laura Mitchell and Maz Stretton attended the meeting. Crime statistics had been circulated to members. The police were asked to provide the "actual" number of incidents in future statistics not just the % +/-.

Overall crime was down, but 8 burglaries had occurred in the period, most had been through forced entry, with the item used to force entry having been found in the garden of the property. More police officers had been deployed in the area on foot patrol to try and deal with this.

The police are aware of the ongoing graffiti problem in the area. The police have a name and are currently investigating this.

PCSO Stretton raised a concern about fallen bricks obscuring the footpath from The Green to Langford Drive. This is particularly dangerous as the footpath is now unlit.

There is currently anti-social behaviour in Walkers Way. Measures were discussed to try and reduce this. The Clerk is to speak to NCC highways with regards to having the street light switched back on in this area. –A member of the public echoed the comments made by the police regarding the antisocial behaviour in the area.

PCSO Stretton also noted that there has been an increase in anti social behaviour around The Green. 3 burglaries had taken place in the area. The bench on The Green seems to have become a focal point. 2 residents attending the meeting agreed with this and spoke of the problems they had experienced.

The police noted that it is difficult to move someone on just for sitting on a bench. PCSO Stretton suggested that making The Green an alcohol free zone would enable officers to remove alcohol from anyone in the vicinity. It was agreed that consideration would be given to this at a future meeting.

Following discussion it was agreed to write to residents of The Green asking them if they would like to see the bench removed. Depending on the outcome of this consultation the bench will be temporarily removed. Consideration can then be given to replacing the bench in future.

PCSO Stretton reminded everyone that they should report any anti-social/suspicious behaviour to the police, if it is an ongoing problem this should be emphasised when calling. Also make sure the police know if the incident is happening at the time you call. The Green itself is well lit – so no issue around street lighting.

**A resident asked if Walk in the Park was going to go ahead in 2012 and what the date would be.**  
The Chair said this hadn't been finalised but it was expected to take place the first weekend in July.

**A resident asked if matters raised by the public were recorded.**  
The Chair replied that this was the case

A resident asked if the public can be supplied with copies of the minutes.  
The Chair replied that this would be done for the next meeting. It was noted that these would be draft minutes.

**A resident asked if it is possible to contact NBC on a Sunday if rubbish collections due on the Saturday haven't taken place.**  
The chair answered no it is not possible to contact NBC on a Sunday.

**Can junction of Water Lane be a light controlled junction? – This will become essential if the 300 houses are to be built on edge of Wootton Fields as the traffic along the Newport Pagnell Road will make exiting Water Lane very difficult.**

The Chair answered that this would be taken into consideration when the Council comments on these matters.

**A resident asked if the Parish Council had considered providing street lighting.**

The Chair answered that the Parish Council had not.

**Youth Council**

The youth council reported on their successful screening of ZigZag at Cineworld Northampton. Emma Heavey (youth worker) said that everyone involved in the youth project was very proud of all the participants.

Emma Heavey asked the Parish Council if they could ask for the lighting at the top of the recreation ground to be switched back on. The path now feels unsafe at night.

A resident asked if Anglian Water could be contacted again re the balancing lagoons on Wooldale Road. These have still not emptied and present a hazard. CCwat can also be contacted.

**2011\_44. Neighbourhood Planning Front Runners scheme**

**To receive an update on the grant funding awarded and the timescales for the project**

It was noted that the Council had been successful in their bid to be one of the Neighbourhood Planning Front Runners and had been awarded £20,000 to support the process. It was noted that as front runners there is currently little formal guidance available.

It was agreed that the Clerk, Chair and other members (subject to their availability) would meet with Northampton Borough Council week commencing 10<sup>th</sup> October. This will be a technical meeting talking about how invoicing and ongoing support from NBC will work.

Representatives from NBC will then attend October Parish Council meeting to explain process to members and public, the process will then start from there.

**Resolved to note the report**

**2011\_45. Provision of G3 Facility at Wootton Community and Sports Centre in partnership with Northampton Town Football Club.**

To receive an update on the project and consider an application to the Inspired Facilities Fund.

As Cllr Eldred and the Operations Manager were not able to attend the meeting the Clerk gave a brief update on the progress Northampton Town Football Club are making with the funding bid to the FA. **It was agreed to note the report.**

**It was further agreed that the Clerk would make an application to inspired facilities for £50,000 to support the project.**

**2011\_46. To consider the request to repair footpath in the churchyard, St Georges Church Wootton**

Following discussion **it was unanimously resolved to make a donation of £1,000 to the Church towards the cost of maintaining the footpaths.**

It was agreed that this was a donation only and the Parish Council do not accept liability for long term maintenance. Discussions with Northampton Borough Council regarding special expenses and long term liability are to be ongoing.

**2011\_47. To review the timeframe for an application for Quality Council Status and actions needed.**

The Clerk gave a report on the time line for applying for Quality Status. Clerk reported that there are 2 time limiting criteria which need to be considered.

- The council must produce an annual report by the 30<sup>th</sup> June for the previous financial year. (So a report must be published by 30<sup>th</sup> June 2012 for the financial year ending 31 March 2012)
- The council must contribute to /produce a newsletter that is distributed a minimum of four times per annum. The council must be able to demonstrate this through the 4 consecutive issues of a newspaper or magazine.

As the council doesn't currently meet these criteria it is likely to be approx 12 months before the council is able to apply for quality status. A further discussion was held around the website. The Clerk confirmed that the website does meet the criteria for Quality Status, but that improvements could undoubtedly be made. It was agreed that a working party would be set up to review the website. Cllrs Nunn and Costello agreed to be involved, other councillors will be welcome, the Clerk to set a date for the working party meeting.

**It was agreed that the Clerk would continue to work on the Quality Council portfolio and that the council would be kept informed of any changes that would be likely to affect quality status.**

**2011\_48. To note that a community governance review of Parishes in Northampton will commence in the autumn of 2011.**

The Clerk confirmed that Northampton Borough Council will commence a governance review for Northampton in the autumn. Electoral services officers will attend a future Parish Council meeting to explain the process and the possible outcomes. Further briefings will then be set up for councillors from all Parishes across the Borough

**It was resolved to note the report.**

**2011\_49. To review the terms of reference for committees**

- To remove the reference to standing orders from Terms of reference but for the chair and vice-chair to remain members of each committee.

Following discussion it was agreed to remove the wording in ~~red~~ below from the Terms of reference.

*The Chair and Vice Chair of the Parish Council shall be de-facto members of every committee by virtue of their office. (~~Wootton and East Hunsbury Parish Council Standing Orders~~) thus 4 seats are available to other members)*

It was further agreed the following wording be removed and be replaced with by show of hands.

*There will be 6 members: Membership of the committee will be decided at the Annual meeting of the Parish Council. Where more members wish to join the committee than there are seats, membership will be decided by ~~secret ballot~~ show of hands.*

It was further agreed that at the annual meeting of the Parish Council in May 2012 the terms of reference for committees will be reviewed again and that at this meeting councillors will make a decision on whether or not the chair and vice-chair of the council shall remain "de-facto" members of every committee, or if the membership of 6 for every committee will be open to all members.

## **2011\_50. Planning**

### **To consider forming a planning committee.**

Following discussion it was agreed that a planning committee should be re-constituted. Membership will be as per existing terms of reference therefore membership will be: The Chair, The Vice-Chair and 4 other members.

Cllr Penny, Cllr Costello, Cllr Hill indicated that they would wish to stand and were duly elected. Cllr Rayner indicated that she was also willing to stand. Following discussion it was agreed that those members not present at the meeting would be asked if they wished to stand and therefore the final decision on committee membership would be deferred until the first meeting of that committee.

**It was agreed that the first meeting of the committee would take place on 12<sup>th</sup> October 2011.**

### **To consider the following consultation documents:**

National Planning Framework.

**This item was deferred until the first meeting of the planning committee**

Local planning regulations

**The Clerk will provide members with a summary of this document.**

Northampton Residential Extensions and Alternations Supplementary Planning Document (SPD) Consultation Draft

**This item was deferred until the first meeting of the planning committee**

### **To consider the following planning applications**

**N/2011/0323: Extension to the existing food store, erection of a new non-food retail unit (as replacement for the loss of an existing unit), new bus waiting facility, provision of new pedestrian footpaths, landscape works, lighting works and revisions to the car park layout at Tesco, Mereway.'**

The Clerk and Cllr Costello who had attended the planning committee meeting gave an update on the committee decision. It was agreed that Cllrs Nunn and the Clerk and other members subject to availability would meet with representatives from Tesco's on Friday. The two key items for discussion remain the Clannell road junction, and the dot.com entrance in Sandhurst close. Other issues to be discussed would include: litter picking and the Mereway Forum. An update to members will be given after the meeting.

N/2011/0574 12 Elm Grove, Northampton

Erection of Single Storey Side/Rear Extension and First Floor Side Elevation Window (as amended by revised plans received 31/08/2011).

**No comments were to be made**

N/2011/0829 16 Stanford Way, Northampton

Two Storey Side and Rear Extensions and Erection of Front Porch.

**No comments were to be made**

N/2011/0834 2 Veteran Close, Northampton

Erection of Attached Garage at Side of Property.

**The Clerk is to make the observation that NCC Highways should be asked to review this application due to proximity of garage to highway.**

N/2011/0792 24 Penn Gardens, Northampton  
**No comments were to be made**

**2011\_51. Finance**

**a. To approve the payments made in August 2011**

It was resolved to approve the payments made in August

**b. To approve the payment to be made in September 2011**

It was resolved to approve the payments to be made in September 2011

**2011\_52. Administration and service requests**

Cllr Penny said she had received a number of positive comments about the Planters that had been re-planted.

Over hanging shrubbery was reported along the Wooldale Road.

It was noted that the "Welcome to Wootton signs had been erected.

**2011\_53. Exclusion of press and public**

**That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

**2011\_54. To receive a report on personnel matters.**

A verbal report was given on various Personnel matters it was resolved to note the report.

**2011\_55. Date of next meeting: 26 October 2011**