MINUTES OF THE PARISH COUNCIL MEETING
HELD ON THURSDAY 8 MARCH 2012
AT THE VILLAGE HALL, STATION ROAD, BROUGHTON ASTLEY

At 7.00pm prior to the Parish Council meeting James Burnham and Ian Althorpe of David Wilson Homes presented their outline proposals for residential development on land at Frolesworth Road, south of Old Rectory Close.

Mr Althorpe provided a selection of drawings of the proposal which is likely to be for around 120 properties, 30% of which will be affordable homes. As yet there are no details of the mix of housing, which will be subject to the comments of the public at the proposed consultation event.

The development will be constructed of high quality material and have a strong sense of identity, with its borders following fence lines and the stream. Existing hedgerows and public footpath will be maintained to provide recreational space, with a surface water balancing area designed to deal with any additional water which runs off the development, and prevent flooding in the area and further downstream. These proposals would be subject to consultation and approval by Severn Trent Water.

In response to concerns about the safety aspect of the balancing area and nearby stream, Mr Althorpe said that in normal circumstances there would be no water present in the balancing area, and if STW considered it appropriate, the banks of the stream could be engineered to make them safer.

Members queried how the areas of open space would be maintained in the long term and it was advised that discussions would take place with Harborough District Council to take on these areas with an appropriate sum commuted from David Wilson Homes.

Mr Althorpe explained that concerns expressed previously about increased traffic on the crossroads at Main Street/Station Road and further afield had been considered; with a village gateway, traffic calming measures and a mini roundabout access to the development. Concerns over pedestrian safety (particularly at peak school times) were being discussed with the Highways Authority with measures proposed to address pedestrian safety. Whilst traffic consultants have said that the junction is suitable to take additional traffic, the possibility of signalising the crossroads and increasing the 30mph area were being considered.

The proposed timetable for the submission of the application is dependent on the outcome of the public consultation; however it is likely to be fairly short. In response to concerns expressed about the time of the proposed consultation Mr Althorpe said that it was difficult to get a vacant slot at the Village Hall. He explained that an information leaflet had been sent to every household via the Swift Flash, but that if the turnout was poor, another consultation exercise could be held.

In terms of the developer contribution to the amenities already in the village and any new facilities which would result from the proposed development, Mr Althorpe said that whilst the requirements had been obtained from the Education Authority and the Police, the PCT had not provided information on their requirements as yet, but that information on the contributions which could be expected would be displayed at the public consultation event.

The Chairman spoke with Ian Althorpe and James Burnham to ensure they were aware that BAPC was pursuing a Neighbourhood plan and their support would be welcome. The Chairman thanked Mr Althorpe and Mr Burnham for their presentation and they left the meeting at 7.30pm.
1. ATTENDANCE AND APOLOGIES

PRESENT: Councillors C Grafton-Reed (Chairman), N D Bannister (Vice Chairman) J Bateman, G Brown, R H Capewell, P Dann, C Evans, C Golding, M Graves, S Oliver, S Page, R Patrick, C Porter and M Stell.

Apologies were received and accepted from Councillor R Tomlin. Councillor Bannister also gave his apologies in advance of his having to leave the meeting early.

Also present were County Councillor Bill Liquorish and Michael Swinfen a resident of Broughton Astley.

2. DECLARATIONS OF MEMBERS’ INTERESTS

Councillor Grafton-Reed declared a personal interest in item 16 in respect of his membership of ‘Broughton Alive’.

3. MINUTES OF THE PARISH COUNCIL MEETING – 26 January 2012

Councillor Dann moved and Councillor Golding seconded confirmation and adoption of the Minutes of the Parish Council meeting held on 26 January 2012 which, with the exception of 3 minor spelling and grammatical errors were approved and accepted unanimously.

4. PROGRESS AGAINST PARISH COUNCIL RESOLUTIONS

The report on progress against Parish Council resolutions was received and accepted. [1402] Councillor Golding expressed concern that the Evergreen Tree still had not been planted; and requested that the Chairman approve the alternative site proposed by the Premises and Maintenance Officer in order to expedite progress.

5. CHAIRMAN’S TIME

The Chairman updated the Parish Council on a number of items of interest:

Joint Committee Working Group

The Working Group had its first meeting on Tuesday evening to address the concerns raised by Scrutiny Committee members during the audit of Scrutiny functions undertaken late last year in relation to the timings of the meetings and their effectiveness to scrutinise decisions which had already been made. Options discussed were the realignment of meeting dates, the realignment of functions of Committees, the Development of new Committee system or whether to retain the present system.

The minutes of meetings and a full report of the recommendations of the Joint Working Group will be provided for consideration at the Parish Council meeting in April, with a view to implementing any resolutions made from the beginning of the next Parish Council year.

Parish Council Election – Sutton Ward

The Election of the new Member to represent Sutton Ward is taking place today. The poll closes at 10pm. Once the result of the election is published the Parish Manager will arrange for the Declaration of Acceptance of Office to be signed in her presence and ensure that a Register of Interests form is submitted to HDC within the specified 28 days.

The new Member will also be issued with his Councillors Information Pack and offered an induction by the Parish Manager and myself, and will take his seat at the next Parish Council meeting.

Annual Parish Planning Meeting

An invitation has been issued for the Parish Planning representative to attend this meeting at Harborough District Council on 27 March 2012. Councillor Brown has agreed to attend. The Parish Manager also hopes to attend.
**Parish Manager – annual leave**
The Parish Manager will be away on annual leave from 14 – 16 March. He requested that if Members have any urgent queries they should contact Debbie at the Parish office.

6. **PUBLIC FORUM**
Public forum opened at 7.40pm.
The member of the public present did not wish to address the Parish Council
Public Forum closed at 7.41pm.

7. **COUNTY COUNCILLORS’ REPORT**
County Councillor Liquorish updated the Parish Council on a number of issues:
1. The Highways Forum has agreed that public consultation of the proposed parking restrictions in Main Street/Green Road will start at the end of the month. The formal consultation process, public consultation and development of the traffic order should take around 6 months to complete.
2. At the recent meeting of the Community Forum the main topic was the provision of Superfast broadband across Leicestershire. He informed the meeting that Leicestershire County Council will provide £4m towards the scheme and that HDC will input £500,000 to improve the quality of broadband for residents living in the rural community.
3. Voting for the election of the new Police and Crime Commissioners in take place in November, the elected Commissioner will have overall control of administration while the chief constable will still be in charge of the Police force.

Councillor Graves asked Councillor Liquorish if he could clarify whether schools which were proposing to adopt Academy Status would be able to choose to accommodate their pupils to the age of sixteen.

The Chairman confirmed that he had discussed the issue with the Principal of TECC recently, and that TECC were unlikely to do so, due to the lack of accommodation on site.

**DISTRICT COUNCILLOR’S REPORTS**
Councillor Liquorish reported that HDC were re-considering their proposal to request a commuted sum in lieu of the development of affordable housing from people building single properties.

*Councillor Graves* – reported that there had been 3 burglaries across the village over the past week and a small fire set by children in Astley Ward which the Fire Service had attended.

*Councillor Dann* – reported following a request from a resident to establish future plans for the Foxon Brothers premises, he had discovered that it was within Blaby District Councils area. He had ascertained that there have been no plans submitted in respect of development of the site.
Councillor Dann also reported that HDC had recently set a nil increase budget.

*Councillor Golding* – reported the progress on local enforcement issues:
Co-operative store - is to be issued with a breach of conditions notice, following the 28 days it has been given to comply with the enforcement notice.
Cottage Lane fence - the owners of the fence have until 30 March to comply with the enforcement notice.
Councillor Golding also reported that through his roles as Enforcement Portfolio holder he was aware that overall crime in Broughton Astley was very low, and that residents should be re-assured that it has not featured in the ‘top ten of hotspots’ across the district for

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some time. A new Neighbourhood Officer Sam Bennett has started work and a new PSCO will start work next week to enhance the Neighbourhood Team.

Questions to District Councillors
Councillor Brown enquired whether Councillor Graves knew the reason why a mature Oak Tree had been felled on HDC land at Mill Farm Close. Councillor Graves agreed to report back the reasons why it had been felled.

8. MINUTES OF THE SCRUTINY COMMITTEE
Councillor Porter moved and Brown seconded confirmation and adoption of the Minutes of the Scrutiny Committee held on 20 February 2012.

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Minute 277.12 - Section 17 Crime and Disorder Act 1998
NOTED
Members examined a spread sheet detailing new resolutions and policies from the 26 January 2012 Parish Council meeting in order to assess the impact on crime and disorder, and the actions required to prevent or limit any negative impact created by these resolutions. They considered that PC.1357 and 1363 Mini Audit of Financial Transactions would have a positive effect on the reduction of crime and disorder by ensuring transparency within the working financial processes of the Parish Office.

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Minute 278.12 & 279.12 – Mini audit of financial transactions
RESOLVED:
1. That the report on the Mini Internal Audit of Financial Transactions be accepted as evidence the office staff adheres to the Councils Financial Regulations (2011).
2. That Councillors Brown and Patrick will carry out the next Mini Audit of Internal Financial Transactions to be carried out in April. The Deputy Clerk will contact the Councillors to arrange a suitable date.

Minute 280.12 – Broughton Matters publication policy
RESOLVED:
That the Broughton Matters Publications Policy is accepted and the amendments implemented.

Minute 281.12 – Scrutiny Committee article – Ward Environmental Audits
RESOLVED:
That the Parish Office send the up to date results and information to the committee members on the 2011 Environmental Ward Audit to enable them to produce an article for the April / May edition of Broughton Matters.

9. MINUTES OF THE EXECUTIVE COMMITTEE
Councillor Bannister moved and Grafton-Reed seconded confirmation and adoption of the Minutes of the Executive Committee held on 22 February 2012.

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Minute 03.12 – Financial Statements
RESOLVED:
1. That the financial statements to 22 February 2012 presented to Executive Committee are accepted by Parish Council.
2. That the Parish Manager should write to all regular hirers to inform them that their regular monthly invoices could be settled by either direct debit or standing order.
Minute 04.12 - Financial Regulations and Treasury Management Policy

**RESOLVED:**
That having reviewed both the Financial Regulations and Treasury Management Strategy 2012 the Executive Committee recommends that they are adopted as ‘fit for purpose’ by the Parish Council.

Minute 05.12 – Application for Section 137 funding

**RESOLVED:**
That the Parish Council makes a contribution of £200 towards the purchase of new carpets to Broughton Astley Tots Group via Section 137 of the Local Government Act 1972.

Minute 06.12 – Supply of Dog Waste Bags

**RESOLVED:**
That the Parish Council accepts the quotation for the annual supply of dog Waste Bags from JRB Enterprises for £577.00.

Minute 08.12 – Neighbourhood Plan

**Agreed:** The Parish Manager should contact Stephen Pointer at HDC to ascertain whether it might be possible to gain the agreement of developers not to submit planning applications for development in Broughton Astley until the Neighbourhood Plan has been completed.

10. SCHEDULE OF PAYMENTS

The Parish Manager presented the schedule of payments made since the 26 January 2012 meeting of the Parish Council. The schedule of payments were received and accepted unanimously.

**RESOLVED:** That the schedule of payments for the period from 26 January 2012 should be accepted by the Parish Council.

11. REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES

**Broadband Meeting**

Councillor Bannister submitted the notes of the recent meeting at Ullesthorpe Hotel which had been attended by 166 residents; and which he had attended on behalf of the Parish Council.

**Community Forum.**

Councillor Bannister reported that the main topic of this meeting was also the provision of Superfast Broadband, and that volunteer ‘Champions’ were being recruited to promote the campaign.

**CPRE / L&RALC Planning**

Councillor Stell reported that she and Councillor Brown had attended the recent training session which provided a ‘whistle-stop’ guidance to Development Control and Neighbourhood Planning. She reiterated that the Planning Consultant had viewed that it is good practice for Parish Councils to hold informal meetings with developers, prior to applications being submitted.

**BATON**

Councillor Stell reported that BATON were organising an exchange visit to Geveze over Easter weekend. Anyone is welcome to go, but would need to make their own travel arrangements.

**Broughton Alive**

Councillor Grafton-Reed reported that the surplus funds of £1,000 from last year’s Carnival had been donated to the Community Bus towards the cost of a new vehicle.
12. PLANNING AND LICENSING APPLICATIONS
Members received the minutes of the Planning and Licensing Committees of 23 January and 6 & 20 February 2012 and the schedule of planning decisions made since the Parish Council meeting on 26 January 2012.
The Chairman thanked the Members of the Committee for their continuing hard work on the deliberation of planning applications.

13. LEISURE AND RECREATION SURVEY
The Members considered the results of the recent Leisure and Recreation Survey and agreed that it would provide evidence and justification of need for leisure facilities in the village to be used for any bids for funding. The Parish Manager was requested to produce a summary of the results to be used in an article in Broughton Matters.

14. HARBOROUGH DISTRICT COUNCIL – SITE ALLOCATION PLAN
The Members received a letter from Harborough District Council requesting suggestions for additional sites for development around the village. Members did not feel there were any which were suitable, that had not already been included in the Core Strategy.

Councillor Bannister left the meeting.

15. NEIGHBOURHOOD PLAN – DRAFT TIMETABLE
The Members considered a draft timetable and plan for the production of the Neighbourhood Plan; allowing for the various stages which it must go through in order to ensure the production of plan with proper legal status.
Members agreed that it was important to have the timetable, but must be aware that circumstances beyond the control of the Parish Council may determine the actual final timescale. They agreed that progress could be made now that the grant funding of £20,000 had been awarded to HDC via the Frontrunner Scheme. They also agreed that the Parish Council should write to all developers who have approached it to date; in order to ensure that they are aware that the Neighbourhood Plan is to be developed.

RESOLVED:
1. That the Parish Council should develop its Neighbourhood Plan in conjunction with HDC according to the timetable proposed.
2. That the Parish Council should write to all developers who have approached it to date; in order to ensure that they are aware that the Neighbourhood Plan is to be developed.

16. MEMBERS MOTION 01/12 – COUNCILLOR GRAFTON-REED
That Broughton Alive be allowed to use the recreation ground to organise a celebration of Queen Elizabeth II's Diamond Jubilee on 4th of 5th of June (to be decided).

Opening the debate Councillor Grafton-Reed explained that Broughton Alive wished to hold an informal family orientated event that local residents could attend; rather than have to organise their own street parties to celebrate the Queens Jubilee. They considered that the Recreation Ground was the best place to hold the ‘Party in the Park’ event.
He proposed therefore that the Parish Council should give its permission for Broughton Alive to the use of the Recreation Ground for the celebration of Queen Elizabeth II's
Diamond Jubilee ‘Party in the Park’ event.
Councillor Graves seconded the motion; with Members unanimous in their support for the motion.

RESOLVED
That That Broughton Alive be allowed to use the recreation ground to organise a celebration of Queen Elizabeth II’s Diamond Jubilee on 4th or 5th of June (to be decided).

17. MEMBERS’ MOTIONS FOR NEXT PARISH COUNCIL MEETING
None received.

The meeting closed at 8.30pm

Minutes approved and accepted as correct

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Chairman

Dated ..............................................