

Bugbrooke Parish Council

Agenda & Meeting Minutes

Monthly Meeting of the Full Council

Minutes of the Monthly Meeting of the Full Parish Council held on
Monday 13th January 2025 at 7.30pm in Bugbrooke Community
Centre.

PRESENT

Councillor Philip Bignell
Councillor Mark Copp
Councillor Brian Curtis
Councillor Paul Henson
Councillor David Harries, BEM
Councillor Des Morris

Councillor Will Marriott
Councillor Colin Russell
Councillor Graham Skinner
Councillor Catherine Parry
Councillor Jane Wood (she/her)

IN ATTENDANCE

Members of the Public

Nicola Palmer – Clerk

APOLOGIES & ABSENT

Apologies were accepted from:	Reason:
Councillor John Curtis, BEM	Personal
Councillor Ian Gordon	Personal
Councillor Clare Slater	Personal
Absent	

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/25/01/01 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies had been received, and these were accepted as listed above.

PC/25/01/02 TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA

No.

PC/25/01/03 TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING

None.

PC/25/01/04 TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 9th December 2024

The minutes had been circulated in advance of the meeting and the chairman asked the parish councillors if they were happy that they be signed as a true account. It was voiced that Paul Henson had been listed as attending the meeting, but he had sent his apologies, and these had been read out. The error was purely in the minutes and was amended. **All were in favour.**

PC/25/01/05 PUBLIC PARTICIPATION

There were no members of the public present.

PC/25/01/06 UNITARY COUNCILLOR REPORT

Unitary Leader Adam Brown was unable to attend the meeting but had sent a report via email. Various aspects of report were paraphrased by Councillor Bignell. WNC had submitted an expression of interest to create a South Midlands mayoral strategic authority, dealing with issues such as transport, skills and strategic infrastructure, was supported by full council last week and submitted to government on Friday. North Northamptonshire also supported, but an agreement could not be reached with the other councils in the South Midlands after the leaders of Milton Keynes City Council and Luton Borough Council decided they wished to pursue a smaller geography encompassing themselves, Bedford Borough and Central Bedfordshire.

PC/25/01/07 REPORTS ON ISSUES PREVIOUSLY RAISED

The clerk gave a brief update from John Curtis who had not been present at the meeting in December and wanted to ensure it was clear that any issues with Towcester had no bearing on the flooding in Bugbrooke as they are in different catchment areas. We are in the Nene catchment and Towcester is the Ouse. He also wanted it noted that there should be no further consideration of planning applications in Bugbrooke upstream of the village until such time as a plan to control flow into the village has been implemented and the need to review the planning applications and how they are dealt with in balancing ponds due to the amount of water running down from Peace Hill. The clerk briefly summarised the issue with the bins being emptied over Christmas. There had been regular contact with the contractor who kept reassuring the clerk at the bins would be emptied. The clerk even requested a quote from another contractor and had them lined up to step in they had not got on top of the issue. The main problem was with the previous contractor ceasing trading, the new contractor had taken on a large amount of new work and with the increased use of the bins in the

Bugbrooke Parish Council

Agenda & Meeting Minutes

Christmas period along with staff holiday it was impacted. These issues are now resolved, and the clerk is optimistic that there will be no further issues.

POLICE MATTERS

PC/25/01/08 PCSO REPORT

A report had not yet been received from the PCSO,

PC/25/01/09 PLANNING

a. 2024/5782/FULL - Single-storey rear extension, garage conversion and extension with hipped roof to porch - 47 Georges Avenue Bugbrooke NN7 3PP – **No objections**

FINANCIAL MATTERS

PC/25/01/10 A financial statement and reconciliation for the month ending 31st December has been circulated with the agenda.

RESOLUTION – It was resolved that accounts below be accepted.

Proposed – Councillor Colin Russell

Seconded – Councillor David Harries

All in favour.

	Income	Receipts	Totals
Current Account as at 30.11.24			£90,363.03
Current Account (Ring fenced)			£56,102.61
CCLA Deposit Fund as at 30.11.24			£50,000.00
Total Available			£196,465.64
Less December Payments		£6,730.85	
Less unrepresented payments			
Deposits (CCLA Interest)	£197.45		
Other income	£0.00		
HMRC VAT reclaim	£0.00		
Deposits (Ring Fenced Interest)	£66.40		
Bank Statement			£83,829.63
Total Funds at 31.12.24			£189,998.64

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/25/01/11 Accounts for Payment

Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. Details of the powers which authorise the payments are shown in the Payment Schedule.

RESOLUTION – It was resolved that payments listed above be paid.

Proposed – Councillor Graham Skinner

Seconded – Councillor Mark Copp

All in favour.

Direct Debits						
Date	Payee	Invoice	Statutory Power	Description	V.A.T	Total
07.01.2025	Southern Electric	TBC	HA 1980	Street Lighting – December 2024	£	£652.93
07.01.2025	Onecom	TBC	LGA 1972 s111	December Parish Office Telephone and Broadband	£6.40	£38.40
Transfers						
Date	Payee		Statutory Power	Description	V.A.T.	Total
07.01.2025	DNH Contracts	2785	Litter Act 1983 S5,6	Emptying of dog and litter bins for December	£44.10	£264.60
07.01.2025	BSACCA		LGA 1972 s111	Parish Office Rent and Room Hire for December/Jan		£425.00
07.01.2025	HMRC		LGA 1972 S112	December Tax and NI		£449.35
07.01.2025	Mrs N Palmer		LGA 1972 S112	December Salary		£1698.17
07.01.2025	Northamp tonshire Pension Fund	421300 022464	LGA 1972 S112	LGPS contribution		£629.77
07.01.2025	E.on	127174	HA 1980	Streetlight repairs in addition to contract	£126.00	£756.00
07.01.2025	DM Payroll Services	4098	LGA 1972 s111	Administration of payroll		£126.00
07.01.2022	ESX Clean	0203-25	LGA 1953 s4	Cleaning of Bus Shelters		£119.00
07.01.2025	Bugbrooke Chapel	014		Community Living Room Heating		£135.00
07.01.2025	Jane Wood		LGA 1972 s111	Community Living Room – Jubilee House		£240.00
07.01.2025	Glasdon	SI90144 7	Litter Act 1983 S5,6	Litter Bin & 2 Dog Bins	£162.21	£973.22
07.01.2025	Bank Charges		LGA 1972 s111	January 2025 Bank Charges		£5.60
Ratification						

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/25/01/12 THIRD QUARTER 2024/25 BUDGET REPORT

The clerk had attached a budget report to the agenda. Councillors were invited to ask any questions before approving the report.

RESOLUTION – It was resolved to accept the figures presented in the third quarter report.

Proposed: Councillor David Harries

Seconded: Councillor Mark Copp

All in favour.

PC/25/01/13 AGENCY FLOOD INFORMATION GATHERING MEETING

A meeting is scheduled for 15th January between 12-1pm in the Community Centre Lounge for residents impacted by the flooding to report their experiences to the agencies so they can determine the reasons for the flooding and what action to take.

The clerk had pushed for residents to attend as they have experienced it first hand and can provide the necessary detail. The strategy had been to contact all those who had been in touch with the parish council and for the residents to speak to their affected neighbours so a representative from each affected area is present. This is to be a fact-finding meeting, and it is essential that the agencies get time to talk together. A feedback meeting will be more widely publicised to the village but currently the affected residents are in touch with each other so that everyone that wants to provide an account should be aware of the meeting.

PC/25/01/14 DONATION TO NORTHAMPTONSHIRE SEARCH & RESCUE

Chairman presented a slide show documenting some of the work that the volunteer group had carried out during the flooding. It was suggested that the parish council should make a donation to fund their much-needed service. It was agreed a donation of £250 should be made.

RESOLUTION – It was resolved to accept the figures presented in the third quarter report.

Proposed: Councillor Phil Bignell

Seconded: Councillor Mark Copp

All in favour.

PC/25/01/15 GRANT APPLICATIONS

The clerk has not yet received the requested information from the Churchyard Volunteers for a new lawn mower so this item will be deferred until the information is received.

PC/25/01/16 CAPTAINS CLOSE

Councillor Catherine Parry has been assisting the clerk to look at the details of the Deed of Transfer. An update was received today but the clerk feels the overage has been made unnecessarily complicated and will need a meeting with the solicitor to ensure that there is nothing that puts the council at risk. The councillors discussed that it should be standard overage conditions, and they will not accept anything that would trigger overage until a spade is in the ground. The council has no

Bugbrooke Parish Council

Agenda & Meeting Minutes

intentions to build or sell the land but needs to protect the council for the future and will not be agreeing to unreasonable terms.

PC/25/01/17 CHARITY MEADOW

Due to the solicitor's closure over Christmas no update is yet available.

PC/25/01/18 GRASSLAND MANAGEMENT STRATEGY 2025

Councillor Jane Wood had produced a briefing note regarding the new strategy. Following a meeting with the contractor in December and taking feedback from residents one of the patches near Lime Grove will be mown again to allow children to play but the others will be left to grow long again and then cut and raked in August/September to encourage the growth of other specimens other than grass. This is the long-term goal.

PC/25/01/19 WEBSITE DEVELOPMENT

To be deferred until February or when the clerk has full information.

PC/25/01/20 SPENCER CLOSE STREET LIGHT

There has been a further update from Adam Brown who has arranged for a team to attend and remeasure the access into Spencer Close. The quotes have not yet been received, one of the stumbling blocks to receiving the quotes is the fact the council do not own the land. Once it is determined if resident access will be granted, the parish council can investigate getting permission to install a light on highways/Grand Union land.

PC/25/01/21 CONSULTATION

The council discussed that the repercussions for inappropriate behaviour in response to the government's consultation on strengthening the standards and conduct framework for local authorities in England including the introduction of the power of suspension. The clerk was asked to complete the consultation on behalf of the council.

PC/24/01/22 PARISH MATTERS

A *Monthly Inspection Sheets*

Inspection Sheets had been received from all areas.

B *Hedges/Trees/Fences/Walls -*

C *Footpaths -*

D *Street Lighting* – Light PL10 reported to clerk today and the light in Ace Lane that is day burning has already been reported.

E *Highways and Transport* – Dangerous placement of signs by Highways has been raised by a resident. Councillors agree that they are dangerous at particular junctions and are being moved. Can PCSO ask traffic colleagues to go and place

F *BSACCA-*

F *Millennium Green* – A replacement bin has been ordered and received; this was lost in the flooding.

G *Environmental Group* – Litter pick had taken place on Gayton Road, 12 full bags and other items including a gas canister were collected.

H *Defib* – Councillor Will Marriott had checked the Defib at the surgery.

Bugbrooke Parish Council

Agenda & Meeting Minutes

/ Patient Participation Group-

PC/25/01/23 ITEMS FOR CONSIDERATION ON THE FEBRUARY AGENDA

- Visit to Vöhl

PC/25/01/24 DATE OF NEXT MEETING

Monday 10th February 2025 at 7.30pm in the small hall at Bugbrooke Community Centre.

There being no further business the chairman closed the meeting at 8.41pm.

End of Minutes

CHAIRMAN:.....

DATE:.....