

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
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6th February 2024

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NOTICE OF MEETING

I hereby summon you to the **February Meeting of the Parish Council** which will take place on **Monday 12th February 2024 at 7.30 p.m.** in the Small Hall at the Community Centre, Camp Hill, Bugbrooke.

I enclose the minutes of the meeting held on 15th January 2024 and accompanying papers as appropriate. The agenda has been posted on the website and at the Parish Office. Members of the public and the press are invited to attend. They may not take part in the parish council meeting itself, but there will be a public participation as mentioned below.

Yours faithfully,

Nicola Palmer
Clerk to the Parish Council

To:

Councillor Philip Bignell
Councillor Mark Copp
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor Ian Gordon
Councillor David Harries, BEM
Councillor Jane Wood (she/her)

Councillor Paul Henson
Councillor William Marriott
Councillor Des Morris
Councillor Catherine Parry
Councillor Colin Russell
Councillor Graham Skinner
Councillor Clare Slater (she/her)

AGENDA – FEBRUARY MEETING

1. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE
2. TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA
3. TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING –
4. TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 15th JANUARY 2024
5. PUBLIC PARTICIPATION

Up to ten minutes, or more at the chairman's discretion, to allow questions from electors. Three minutes maximum be allowed for each person.

6. UNITARY COUNCILLOR REPORT
7. REPORTS ON ISSUES PREVIOUSLY RAISED & CLERKS REPORT
8. PLANNING

Planning Applications are shown below if received. Any additional applications received before the meeting may also be discussed.

8a. NOTIFICATION OF TREE WORKS - NOT FOR COMMENT

TREE WORK AT 43 HIGH STREET BUGBROOKE NN7 3PG. INTENDED TREE WORK INCLUDES:

REMOVAL OF 2 ASH TREES, 30 YEARS OLD AND 25FT HIGH ON SHARED DRIVEWAY, CLOSE TO MAIN DRAINS.

9. POLICE MATTERS –

a. PCSO Report - A report from the PCSO is attached to the agenda.

b. Parking at Campion – A meeting between Campion Staff, Police, Highways, Councillor Adam Brown and the parish council will take place on the 4th March.

10. FINANCIAL MATTERS

10a. A financial statement and reconciliation for the month ending 31st January is attached to the agenda.

10b. Accounts for Payment Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. Any invoices received will be added to the schedule before the meeting.

10c. Internal control checks - Councillor Jane Wood has carried out a quarterly financial control check.

10d. Review of effectiveness of financial control - Councillor Jane Wood has met with the clerk in her role as Internal Control Councillor to go through conduct a thorough review of all internal controls.

10e. Earmarked Reserves - Each year the council reviews the earmarked reserves at regular intervals including budget setting and the clerk has put together a briefing note summarising the councils position as come towards year end.

11. BUGBROOKE PARISH ASSET REGISTER UPDATE – The clerk has updated the register with the new dog bins and playground equipment that has been purchased this year.

12. ELECTRICITY RENEWAL – The clerk has received 3 quotes for the renewal of the Streetlight Electric due later this year but is waiting on one more if received the options will be presented.

13. REQUEST TO INCREASE GRANT FOR LIGHT IN ACE LANE – The clerk has received a letter requesting the amount be increased to help cover the increase in the cost of electric.

14. BUGBROOKE MEADOW – The clerk will provide an update if available.

15. DOG FOULING IN THE VILLAGE & AT THE PLAYING FIELDS – Despite the 20 dog bins in the village there is still an issue with it not being picked up. Councillors had requested a discussion about the signage, the clerk has been informed the Community Centre manager has already requested quotes.

16. PLANTERS – The clerk will present costs and options at the meeting.

17. PARISH MATTERS

A *Monthly Inspection Sheets and any urgent Parish Matter only*

B *Hedges/Trees/Fences/Walls –*

C *Footpaths –*

D *Street Lighting-*

E *Highways and Transport –*

F *BSACCA –*

G *Millennium Green –*

H *Environmental Group –*

I *Defib –*

J *Patient Participation Group –*

18. COMPULSORY WHOLE COUNCIL TRAINING – Councillors have been submitting availability and the clerk hopes to confirm the date to proceed.

19. CO-OPTION – There is a position available on the parish council. Adverts have been posted online and on the noticeboards.

20. VÖHL VISIT – Councillor Will Marriott will inform the council about a planned trip to Vöhl.

21. ITEMS FOR CONSIDERATION ON MARCH AGENDA

22. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Monday 11th March 7.30pm at Bugbrooke Community Centre. The Footpath Meeting will take place prior to this meeting at 7pm.