

BUGBROOKE PARISH COUNCIL

Chairman – Mrs L Pope

Parish office,
Camp Close,
Bugbrooke,
NN7 3RW

Clerk: Mrs S Bramley-Brown

Email: Bugbrookepc@btconnect.com

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2nd February 2021

To:

Councillor Philip Bignell
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor Ken Gardner
Councillor Mrs Garlick
Councillor Ian Gordon
Councillor David Harries, BEM

Councillor Paul Henson
Councillor Alan Kent
Councillor Des Morris
Councillor Ms Munday
Councillor Mrs Parry
Councillor Mrs Pope, Chairman
Councillor Terry Ward
Councillor Jane Wood

NOTICE OF MEETING

In accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 I hereby summon you to the **monthly meeting of the Parish Council** which will take place on **Monday 11th January 2021 at 7.30pm**. Due to the current restrictions, **this meeting will be held remotely via Zoom. Meeting ID: 89926740540**

One tap mobile

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Dial by your location

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Meeting ID: 899 2674 0540

I enclose the minutes of the remote meeting held on 11th January 2021 and accompanying papers as appropriate. The agenda has been posted on the website and at the Parish Office.

Yours faithfully,



Sally Bramley-Brown - Clerk to the Council

AGENDA -

1. To accept apologies for absence.
2. To receive declarations of interest in respect of matters on the agenda.
3. To record if the Register of Interests requires updating.
4. To sign and approve the minutes of the meeting held on 11th January 2021.
5. **Public Question Time.** Any members of the public who have joined the meeting may raise issues at this point. They will be strictly limited to 3 minutes.
6. **Reports on issues previously raised**
Councillors and the Clerk will report on any information which they have received which updates any item on previous agendas, and which are not dealt with on this agenda.
7. **District Councillors Report and Local Government Reorganisation for Northamptonshire** – Councillors Harries and Bignell/ County Councillor Adam Brown.

The District Councillors will be asked to advise on the SNC Housing Supplementary Planning Document (Draft for Consultation 27 January 2021 – 26 February 2021)

8. **Planning**

App. No	Location	Proposal	Comments /Decision
2020/2313 /OUT	Bugbrooke Marina	Replacement of residential caravan	
2021/0017 /TCA	Pattishall Road	Fell one rowan tree	
2021/0084 /FUL	31 High Street		
2021/0101 /FUL	2 Pound Lane	Proposed 2 storey extension to side with new boundary wall	
	45 Pilgrims Lane	Single storey rear extension	

9. **Financial matters**
 - A. Financial statement for month ending 31st January 2021 is attached to the agenda.
 - B. Accounts for Payment. Moneys must be paid out in only in pursuance of statutory powers vested in the Parish Council. The payment schedule is attached to the agenda for authorisation.
 - C. Budget Report for the Third Quarter of the Financial Year 2020-2021
10. A. **Police Report**
At the time of circulation of the Agenda, the Clerk had not received a monthly report from our PCSO for January, if this is received before the meeting it will be circulated to Councillors.

B. **Meeting with PCC Representative.**
Briefing Note attached.
11. **Parish Matters**

- A Monthly Inspection Sheets. To be submitted to the Clerk and Deputy Clerk electronically where possible. To avoid any confusion Inspection Sheets are due from the following Councillors – **Mrs Wood, Alan Kent, David Harries, John Curtis and Mrs Garlick.**
- B Hedges and Trees. Reports of overgrown vegetation can be made to the Clerk at this point. Councillors are respectfully reminded that we do have a system in place where once it has been reported to Council, the leaflet should be posted through the door of the offending property by the Councillor reporting it. Please advise if you have run out of leaflets.
15 Levitts Road
75 High Street
23 Chipsey Avenue
- C Footpaths.
West End - Please see attached Briefing Note.
Footpath adjacent to the Five Bells.
- D Streetlights. Nothing to report.
- E Emergency Planning/Pathfinder II. Update from Councillor Ms Munday/The Clerk.
- F Highways and Transport.
- G Patient Participation Group. Update from Councillor Garlick.
- H Millennium Green: Update from Councillor Harries.
- I Allotment Association. The Clerk has received a requested from the Treasurer of the association for payment of the annual allowance of £250. There is currently a problem with vermin on the allotments and there is a need to appoint a contractor to deal with the issue. The payment is included in the Payment Schedule.
- J. Ace Lane Light. The Clerk has received a request for payment of the annual allow of £40 towards the cost of the electricity for the light. The payment is included in the Payment Schedule.

12. **Vehicle Activated Sign**
Update from Councillor Bignell.

13. **Community Centre Access**
Update from Councillor Harries

14. **Reopening of Campion Side Gate**
As at present the school remains closed to the majority of pupils, this matter is deferred until March.

- 15 **Tommy Update.**
Weather permitting, it is hoped that Tommy may be “in situ” by the time of the meeting. The actual location will be slightly different, and in agreement with the Chairman the figure will be located to the rear of the bus shelter toward the bottom of the green amongst the trees and spring bulbs, where it will be visible from all directions. In addition, he is to be installed with a facility to remove him if required – Councillors may decide for example only to have him on display in the autumn for the remembrance period, or all the time. To be discussed.

16. **UK Census – March 2021**
The 10-year national census is to take place on 21st March. All residents are obliged to complete the form, which for the first time will primarily be done online, although paper copies can be obtained for those without access. SNC have requested that Parish and Town Council’s commence the process of making people aware of the upcoming event and have provided text which can be included in village magazines, although we are too late for the next edition of the Link, but also on social media. These are attached to the Agenda.

17. **Adoption of Draft Communications Policy and Draft Social Media Policy.**

The Clerk had circulated the draft policies with the January Agenda. Some minor amendments have been suggested and therefore updated versions are attached to the Agenda. Councillors to resolve to adopt these new policies.

18. **2021 Parish Council Elections**

Both Central Government and NCALC have now given an assurance that there is very high probability that the May elections will go ahead as planned. Arrangements are in place to make polling stations as Covid secure as possible and district councils are actively encouraging residents to register for a postal vote. Whilst it is too late to get this information into the next edition of the Link, the Clerk/Deputy Clerk will prepare something to go onto the Parish Council website and social media.

The cut-off date for the registration of nomination papers is Thursday 8th April. As previously all Councillors will be responsible for making their own arrangements for delivery of the forms to SNC, details will be provided with the nomination packs, which will be available to download. At previous elections this Parish Council has actively encouraged residents to consider standing for election and Councillors are requested to agree to the Clerk putting suitable information on the website and social media.

19. **Payroll Service Providers**

See attached Briefing Note.

20. **Hanging Baskets**

Sandy Lane Nursery has confirmed that the cost of the baskets this year will be the same as it would have been last year - £22.50 per basket (£360 total). The baskets must be delivered to the nursery at the beginning of March.

21. **Bi-Monthly Update from NCALC**

A link to the Update is attached to the Agenda. It contains a number of articles that will be of interest to Councillors.

22. **Date of next meeting** – Monday 8th March at 7.30 p.m. via Zoom. This is to be preceded by a meeting of the Footpaths Committee at 7.00 p.m.

End of Agenda