

March 9, 2020

Bugbrooke Parish Council

Agenda & Meeting Minutes

March 9, 2020

Monthly Meeting of the Full Council

held on Monday 9th March 2020 at 7.30 p.m, at the Community Centre, Bugbrooke.

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Monthly Meeting of the Full Council

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In Attendance

Councillor Mrs. Linda Pope, Chairman
Councillor John Bignell
Councillor Phil Bignell
Councillor John Curtis, BEM
Councillor Brian Curtis
Councillor Mrs. Teresa Garlick
Councillor Ian Gordon

Councillor Ken Gardner
Councillor David Harries, BEM
Councillor Alan Kent
Councillor Ms Sarah Munday
Councillor Catherine Parry
Councillor Des Morris
Councillor Terry Ward

Mrs S Bramley-Brown, Parish Clerk
Mrs N Palmer – Deputy Clerk

4 Member of the public

Absent

Apologies were accepted from:	Reason:	Excluded from 6-month rule
Councillor Paul Henson	Personal	Yes
County Councillor Adam Brown	Personal	Yes

PC/20/3/047 To Receive and Accept Apologies for Absence

Apologies were received and accepted as above. The apology from Councillor Henson was excluded from the six-month rule.

PC/20/3/048 Declarations of Interest

Declarations of interest were made as follows:-

Item 12 – Grant Funding Applications – Councillor Mrs Parry; Councillor Kent; Councillor Mrs Pope.

PC/20/3/049 To consider whether the Register of Interest requires updating

No changes were recorded.

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PC/20/3/050 To sign and approve the minutes of the meeting held on 10th February 2020

The minutes of the meeting held on 10th February were approved, signed and initialled by the Chairman.

PC/20/3/051 Reports of issues previously raised

None.

PC/20/3/052 Public question time 7.33pm - 7.41pm

Mr Dave Clayson addressed Councillors in relation to his grant funding application for the purchase of a commercial fridge to enhance the surplus food distribution which was being operated in the village. The scheme currently helps 20 + families and there were on- going discussions with the primary school for food to be provided for the pre and post school clubs. Mr Dave Marshall addressed Councillors in respect of his grant funding application for the Bugbrooke Art Group. The Group has for the last 20 years run an art exhibition in the village, by local artists for local people, however in recent years the costs of staging the exhibition have risen.

Mrs Jean Marshall advised that she was there to represent the church in respect of the item relating to the churchyard extension.

PC/20/3/053 District Councillors Update and Local Government Re-organisation

Councillors Harries and Phil Bignell advised that until the elections had taken place there would be no further updates.

PC/20/3/054 Planning

Applications and Decisions

STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2020/0241/FUL	12 Ace Lane	Demolish existing house and garage and build new house and detached garage.	No objection
New	S/2020/0240/FUL	4 Butts Hill Crescent	First floor rear extension	No objections. Materials to match

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PC/20/3/055 Police & Neighbourhood Watch Matters

PCSO Matt Taylor's report had been circulated electronically with the agenda.

Councillor Kent reported that Speedwatch had been paired with Kislingbury again this year, but the equipment had been provided at very short notice, resulting in many of the sessions being not completed. The Clerk was requested to write to PC Gary Wright, the Neighbourhood Watch co-ordinator to express our concerns over the short notice.

PC/20/3/056 Financial Matters

A financial statement for the month ending 29 th February had been circulated with the Agenda, and the figures were as follows:-	
Current Account as at 31.1.20	£58,006.27
CCLA Deposit Fund as at 31.1.20	£40,000.00
Total available	£98,006.27
Less February Payments	
£11,992.13	
Deposits (Interest)	£121.92
Total funds at 29.1.2020	£86,136.06

PC/20/3/057 Accounts for payments

Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. The final column on the right details the powers which authorise the payments below:

Accounts for Payment. Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. The final column on the right details the powers which authorise the payments below:				
To whom	Service rendered	Amount £	Vat £	Power used for payment
Southern Electric	February streetlighting supply	£375.38	£59.95	Highways Act 1980 s301
oNECOM	February Telephone and Broadband	£36.00	£6.00	Telecommunicati on Act 1984 S97
HM Revenue & Customs	Clerk PAYE (Deputy Clerk no PAYE or NIC due)	£147.40		HMRC requirement
Mrs S Bramley-Brown	Clerk's salary – February less tax + expenses,	£896.10		Local Gov't Act 1972 S112
Mrs Nicola Palmer	Deputy Clerk's salary – February	£471.67		Local Gov't Act 1972 S112

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DNH Contracts	February bins	£504.00	84.00	Litter Act 1983 ss 5,6
Aylesbury Mains	Repair of PL 168	£51.60	8.60	HA1980
Aylesbury Mains	Repair of PL 10036	£68.16	11.36	HA1980
Kay Iqbal	Bus Shelter Cleaning January and March	£200		Parish Councils Act 1957
NCC	VAS Section 50 licence fee	£321		GPoC
Wave (Anglian Water)	Water supply for allotments 4.11.19 – 3.2.2020	£104.10		Smallholdings and Allotments Act 1923
R and G	Weed Spraying.	£99.84	16.64	Open Spaces Act 1906
SLCC	Deputy Clerk membership fees	£44.00		LGA 1972 S112
ALCC	Membership fees	£40.00		LGA 1972 S112
Parish Online	Annual Membership	£63.00	£10.50	LGA 1972 S112
Northants Acre	Annual Membership	£35.00		LGA 1972 S112
The Defib Pad Service	Ratification of payment made in February for replacement pads	£73.80	£12.30	GpoC
PDBF (Glebe a/c)	Bugbrooke Allotment lease rental	£300.00		Smallholdings and Allotments Act 1923
BSACCA	Parish Office rent and room hire	£435.00		LGA 1972 S112
Amazon Marketplace	Ratification of payment made in February for purchase of laptop and projector bags	£51.96		LGA 1972 S112

PC/20/03/057	RESOLUTION It was proposed by Councillor Harries and seconded by Councillor Gordon that these invoices were paid. Agreed unanimously.
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PC/20/3/058 Parish Matters

Monthly Inspection Sheets

Monthly inspections sheets were received for all areas.

Hedges/Trees/Fences/Walls

No issues were identified.

Footpaths

It was reported that the damage to the clapper bridge had been repaired.

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Emergency Planning/Pathfinder II Project

Councillor Ms Munday reported that as yet she had not managed to source a company willing to undertake the work.

Street Lighting

Councillor Phil Bignell to visit the site after dark and report back to the next meeting. The quotation for a new light at this location was £4,510.00 and there was no budget provision for such expense.

Highways and Transport

Councillor John Curtis again reported that there was a large hole on Elm Tree Bank. It was again confirmed that this had already been reported. The Clerk reminded Councillors that they should all be reporting issue on the Fix my Street website operated by NCC.

Millennium Green

Nothing to report.

Patient Participation Group

There was nothing to report.

PC/20/3/059 Grant Funding Application

The Clerk had received three grant funding applications as follows:-

Bugbrooke Art Group – The Art Group hold an exhibition each year of the work of local artists for local people to see. The cost of hiring the Community Centre had risen and they were seeking £120 towards the cost.

RESOLUTION It was proposed by Councillor Harries and seconded by Councillor Phil Bignell that the Bugbrooke Art Group be awarded £120 – agreed unanimously.

Bugbrooke Surplus Food Distribution Scheme – The scheme had been operating since July 2019 and was currently assisting around 20 families each week. They had requested sufficient fund to purchase a commercial grade fridge, to allow the scheme to also offer fresh chilled foods such as meat fish and dairy products. This would allow the scheme to be extended to more families and the primary school to assist with pre and post school clubs. The contract with the supermarkets requires that any donations for the food are sent on to the Hope Centre in Northampton. There was a lengthy discussion with concern being expressed about using parish funding to purchase an item when the end donations went out of the village. However, Councillors were very supportive of the scheme, preventing food waste and helping local families in need.

RESOLUTION It was proposed by Councillor Phil Bignell and seconded by Councillor John Curtis that the Bugbrooke Surplus Food Distribution Scheme be awarded £839.99 for the purchase of a fridge – agreed by a majority of 14 with 1 abstention.

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PC/20/3/060 Vehicle Activated Sign

The Clerk was awaiting a decision from the PCC on the grant funding application that had been submitted. Meanwhile the licence application had been submitted.

PC/20/3/061 Village Celebration

Councillor Gordon advised that it was hoped that the event would take place on 18th July. He was to meet with Councillor Mrs Garlick to progress matters.

The Chairman drew the Councillors attention to a sign that had been erected in Duston to celebrate their 125th anniversary. The Clerk was requested to obtain information about the sign from Duston PC.

PC/20/3/062 75th Anniversary of V.E Day

Councillors gave detailed of the planned programme for the event, and the Clerk was requested to incorporate this into the item to be submitted to Bugbrooke Link. The Clerk advised that she had spoken with Rev Stephen French to request permission for the bells to be rung, but unfortunately, he had refused the request. Councillors expressed their extreme displeasure that the Rector would not permit the bells to be rung as part of this national celebration. The Clerk was requested to write to the Bishop of Peterborough to ask him to intercede on behalf of all the residents.

PC/20/3/063 Bugbrooke Community Centre Grant Application

The Clerk report that meetings had been held with both the play and gym equipment contractor and the centre improvements contractor and both projects were due to commence at the end of April.

The Clerk reported that when the playground contractor attended, he drew attention to the poor condition of the swing chains, which were very worn. So great was his concern that he removed the swings from the frame and left them in the parish office. In consequence the Clerk had contacted Wicksteed, who are employed as the Parish Council's independent expert to provide the required annual safety inspection report. She had been contacted by the inspector who apologised, but said that whilst he had noted the wear on the chains, he had forgotten to put it in his report. The Clerk advised that she was unhappy with his response and had again written to Wicksteed. A report would be made at the next meeting.

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PC/20/3/064 Permanent Location for Tommy

The Clerk had requested the necessary licence and two or three Councillors stated that they had seen the same figure in other locations without any backing. It was therefore proposed that as soon as the licence was provided we arrange for Tommy to be installed without further support.

PC/20/3/065 Replacement of wooden bus on High Street

The Clerk reported that following Councillor Gordon's inspection in February, she had obtained a quotation for repairing the roof of the bus shelter from Swinger and Son in the sum of £ 2,568.00. Councillors were of the view that this was excessive and requested that the Clerk obtain further quotations. Councillor Kent refer to the Pictorial History of Bugbrooke, which contained a photograph of 5 local men constructing the original shelter.

PC/20/3/066 Pedestrian crossing outside the Primary School

The Clerk and Deputy Clerk had met with NCC Highways to discuss the issues. They were informed that all the markings, belishas and VAS signs close to the school met with current legislation. The problems arose not because of poor signage but rather because of driver error.

PC/20/3/067 Elections 2020

Councillors were reminded that the elections would take place on 7th May. Nomination forms were available but it was for the individual to arrange for them to be delivered to SNC. The Clerk reminded Councillors that the last time elections were held, the Parish Council prepared a leaflet giving details of all the candidates who were standing. It was agreed that if it became apparent that it was to be a contested election, that the Clerk was authorised to prepare a similar leaflet for this election.

PC/20/3/068 Bugbrooke St Micheal and All Angels Churchyard

The Clerk had circulated a Briefing Note which set out that the existing burial ground was now almost full and the new area would come into use very soon. Reverend French was seeking the Parish Council's financial assistance to move/remove the gate on Trent Valley Way and to lay an access path. There was a detailed lengthy discussion of the subject, which included the total costs of the project and the restrictions on the Parish Council

Resolution: It was proposed by Councillor John Curtis and seconded by Councillor Morris that the Parish Council should not bear any further expense in respect of the burial ground. Agreed by a majority of 14 with 1 abstention.

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PC/20/3/069 Bugbrooke Link Items

The Clerk had circulated 3 articles to be submitted for the next edition of the Link. Subject to the amendments identified for the VE day notification, the articles were approved.

PC/20/3/070 Date of Next Meeting

Monday 20th April 2020 at 7.30. p.m. To Be Preceded by the Annual Parish Meeting.

There being no further business the Chairman closed the meeting at 9.16 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....