

Bugbrooke Parish Council

Agenda & Meeting Minutes

Monthly Meeting of the Full Council

Minutes of the Meeting of the Full Parish Council held on Monday 24th April 2023 at 7.30pm in Bugbrooke Community Centre.

PRESENT

Councillor Philip Bignell
Councillor Mark Copp
Councillor Tiff Cotterill (she/her)
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor David Harries, BEM
Councillor Paul Henson

Councillor Des Morris
Councillor Colin Russell
Councillor Catherine Parry
Councillor Clare Slater (she/her)
Councillor Jane Wood (she/her)

IN ATTENDANCE

2 Members of the Public

Nicola Palmer – Clerk

APOLOGIES & ABSENT

Apologies were accepted from:	Reason:	Excluded from 6- month rule:
Councillor Will Marriott	Personal	Yes
Councillor Graham Skinner	Personal	Yes
Councillor Ian Gordon	Personal	Yes
Absent		

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PC/23/04/062 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

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

PC/23/04/063 TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA

None

PC/23/04/064 TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING

None

PC/23/04/065 TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 13th MARCH 2023

The minutes had been circulated in advance of the meeting; the chairman then asked the parish councillors if they were happy that the minutes be signed as a true account. **All were in favour.**

PC/23/04/066 PUBLIC PARTICIPATION

2 members present. Paul Cockcroft from the Bowls Club described the planning application that the Bowls Club would be submitting.

POLICE MATTERS

PC/23/04/067 POLICE MATTERS - PCSO Report

Councillors had read the report from the PCSO that had been attached to the agenda.

The PCSO and his sergeant Kate attended the meeting and provided an update. They are working with Campion and had been attending the warm rooms. Councillors then asked questions and the sergeant was able to provide some statistics.

Since the 1st January 2023 the number of crimes in Bugbrooke is significantly less than other areas within the area covered by the sergeant and that are comparable to Bugbrooke. 37 crimes reported in Bugbrooke, 74 in Grange Park, 67 in Deanshanger so Bugbrooke is significantly lower. 71.5% of the PCSO time is spent in the village for example 6 hours within the village, 1.5 hours of his time on paperwork. Chris spends his time talking the youths that hang around in the village and is developing a rapport with them that helps reduce antisocial behaviour.

PC/23/04/068 UNITARY COUNCILLOR REPORT

Deputy Unitary Leader Adam Brown was not present at the meeting.

PC/23/04/069 REPORTS ON ISSUES PREVIOUSLY RAISED

- Communication Board for playground – has been delivered but due to further vandalism at the playground has not been put out yet.
- The clerk confirmed that she had completed the sections of the audit that she could and was waiting for a date from the internal auditor to complete the next section of the AGAR.

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PC/23/04/070 PLANNING

8a. NOTIFICATION OF TREE WORK - 2 BAPTISTS CLOSE BUGBROOKE NN7 3RJ - TPO 04/1991 3NO LIME (TILIA SP.)- FELL – NOT FOR COMMENT

The councillors were not required to comment on the application.

8b. WNS/2021/0450/MAF - Construction of 52.no new dwellings with associated open spaces, roads and drainage infrastructure - Land South of The Wharf, Bugbrooke, Northamptonshire, NN7 3QB – Informal hearing was held on Wednesday 29 March 2023. The result was announced last week, and the appeal has been dismissed. The application has not been granted planning. The hearing was attended by Councillor Philp Bignell and Unitary ward councillor Adam Brown who both spoke to raise objections to the development.

FINANCIAL MATTERS

PC/23/04/071 A financial statement and reconciliation for the month ending 31st March with the agenda.

RESOLUTION – It was resolved that accounts below be accepted.

Proposed – Councillor Mark Copp

Seconded – Councillor Brain Curtis

All in favour.

	Income	Receipts	Totals
Current Account as at 28.02.23			£71,011.44
Current Account (Ring fenced)			£45,159.81
CCLA Deposit Fund as at 28.02.23			£50,000.00
Total Available			£166,171.25
Less March Payments		£8,570.10	
Less unrepresented payments			
Deposits (CCLA Interest)	£147.59		
Coronation Donation Heygates	£4,000.00		
Coronation Donation Saturn Interiors	£200.00		
Allotment Rent and Water Reclaim	£928.01		
Mowing Reclaim WNC	£702.87		
VAT Reclaim	£2,178.25		

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Deposits (Ring Fenced Interest)	£38.36		
Bank Statement			£70,598.06
Total Funds at 31.03.23			£165,796.23

PC/23/04/072 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.

<u>Direct Debits</u>						
<u>Date</u>	<u>Payee</u>	<u>Invoice</u>	<u>Statutory Power</u>	<u>Description</u>	<u>V.A.T</u>	<u>Total</u>
17.04.2023	Southern Electric		HA 1980	Street Lighting – March 2023	£68.47	£512.10
17.04.2023	Onecom	TBC	LGA 1972 s111	April Parish Office Telephone and Broadband	£6.00	£36.00
17.04.2023	NEST		LGA 1972 s112	March Pension Contribution		£103.71
<u>Transfers</u>						
<u>Date</u>	<u>Payee</u>		<u>Statutory Power</u>	<u>Description</u>	<u>V.A.T.</u>	<u>Total</u>
17.04.2023	DNH Contracts	2293	Litter Act 1983 S5,6	Emptying of dog and litter bins for March	£84.00	£504.00
17.04.2023	HMRC		LGA 1972 S112	March Tax and NI		£380.31
17.04.2023	Mrs N Palmer		LGA 1972 S112	March Salary		£1481.80
17.04.2023	Jane Wood		LGA 1972, s144	Warm room at Jubilee House - repayment		£160.00
17.04.2023	Phil Bignell		LGA 1972, s145	Battery Charging for Coronation Radios		£20.99
17.04.2023	Electricity Network Contractors	725	HA 1980	Johns Road no97 replace photocell	£16.92	£101.52
17.04.2023	Electricity Network Contractors	724	HA 1980	Johns Road no96 replace photocell	£16.92	£101.52
17.04.2023	Electricity Network Contractors	726	HA 1980	Johns Road no98 replace photocell	£16.92	£101.52
17.04.2023	Electricity Network Contractors	727	HA 1980	Kislingbury Road replace burnt out fitting	£71.64	£429.84
17.04.2023	R&G	119591	Open Space	Mowing of Playing fields	£25.00	£150.00
17.04.2023	ACRE		LGA 1972 S112	ACRE Membership	£5.00	£35.00
17.04.2023	NCALC	2785	LGA 1972 S112	NCALC Membership	£64.00	£1351.93
17.04.2023	Wendy Barton		LGA 1972, s145	Coronation Expenses, Crowns, trophies, Bucks Fizz.		£129.88
17.04.2023	T&L Marquee Hire	0826	LGA 1972, s145	Additional Cider Marquee	£100.00	£600.00

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17.04.2023	Zurich Insurance	523176553	LGA 1972, s145	Additional Cover for screen at Coronation		£56.00
17.04.2023	Bank Charges		LGA 1972 s111	March charges		£10.15
Ratification						
20.03.2023	Wendy Barton		LGA 1972, s145	Children's Medals Coronation Event		£41.77
20.03.2023	Party Packs		LGA 1972, s145	Children's Bubbles Coronation Event	£13.19	£79.12
28.03.2023	Phil Bignell		LGA 1972, s145	8 X Radios for Coronation		£83.99
20.03.2023	Land Registry Searches		LGA (Misc)1976, s 16	Title Plan – Johns Road		£6.00
18.04.2023	T&L Marquee Hire		LGA 1972, s145	Marquee for Coronation	£400.00	£2400.00

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

Proposed – Councillor Colin Russell

Seconded – Councillor Mark Copp

All in favour.

PC/23/04/072 VAT RECLAIM- The clerk has submitted a VAT reclaim for 1st March 2023 – 31st March 2023 for £299.93 last week.

PC/23/04/073 YEAR END 2022/2023

The councillors confirmed they had viewed the year ends accounts and were happy with the breakdown presented by the clerk.

RESOLUTION – It was resolved that the end of year accounts be accepted.

Proposed – Councillor Catherine Parry

Seconded – Councillor Colin Russell

All in favour.

PC/23/04/074 4th QUARTER BUDGET REPORT

The councillors confirmed they had viewed the year ends accounts and were happy with the breakdown presented by the clerk.

RESOLUTION – It was resolved that the end of year accounts be accepted.

Proposed – Councillor Mark Copp

Seconded – Councillor Des Morris

All in favour.

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PC/23/04/075 BOUNDARY REVIEW

Councillors had read the report provided but they did not agree with the name Campion as this is a family name. They wanted the name to remain as Bugbrooke as it better represented the location of the ward.

RESOLUTION – It was resolved that Bugbrooke Parish Council would propose the name to remain as Bugbrooke.

Proposed – Councillor Mark Copp

Seconded – Councillor John Curtis

All in favour.

PC/23/04/076 RESIDENT BOUNDARY

Councillors had read the information provided and thanked the resident for their timely response. Councillors would look at the measurements provided and report back if they had further questions.

PC/23/04/077 TOMMY

The clerk confirmed that Tommy had been broken and would need to be repaired. Paul Henson has a contact for welding and would pass it to the clerk to follow up.

PC/23/04/078 MULBERRY LAND

The clerk and chairman have been contacted by Katie Gullier regarding land to the East of Bugbrooke that they would like to develop in the future. The council was asked if they wanted to meet with the developer. Councillors did not feel that land was appropriate for development.

RESOLUTION – It was resolved that currently the council did not want to meet with the developer.

Proposed – Councillor Phil Bignell

Seconded – Councillor Mark Copp

All were in favour.

PC/23/04/079 PLAYGROUND

The clerk informed councillors that the playground at the school had been locked again for safety reasons and the council needs to decide what action to take. The wooden bridge had been broken apparent deliberately and the climbing frame wood had also been damaged. The tree needs to be topped as ongoing maintenance. The area was also very muddy, and councillors were to consider the best approach going forward. The new sign had been received but installation had not been arranged in case it was immediately be subject to graffiti or damage.

RESOLUTION – It was resolved that the clerk sound cost the repairs.

Proposed – Councillor Tiff Cotterill

Seconded – Councillor Mark Copp

All were in favour.

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PC/23/04/080

PRICE INCREASE

The clerk informed councillors from 1st June 2023 DNH will be increasing charges for dog and litter bin emptying from £3.00 - £3.15 per bin from 1st June. Councillors understood the price increase and had been expecting that there would need to be one as the increase costs had not yet been passed on.

PC/23/04/081

VOHL

The clerk informed councillors that Councillor Will Marriott would be visiting Vohl in May and had asked for an item on the agenda to give Councillors the opportunity to comment if they wanted to send a gift. It was suggested a print that the Friends of the Church had brought to the Annual Parish Meeting might be appropriate and perhaps items relating to the Coronation such as the seeds, cups and images of the Coronation Celebrations.

PC/23/04/081

THE CORONATION

The Community Coronation Celebration group have been progressing plans. The clerk was very pleased that The National Lottery had accepted the application for a grant and £7650 had been received as well as an extremely generous donation of £4000 from Heygates, £200 from Saturn Interiors and Electrician Rich Faulkner obtaining free electrical supply from his contacts and giving his time as well as donation to the raffle of the Coronation coin. Many people within the community have been so generous and helpful. The clerk said it had been wonderful to see the community pulling together but that more volunteers were still needed.

The Event Management Plan and Risk assessments had been sent and signed off by the events team at West Northants, these had also been sent to Northants Police. Greg Taylor from Northants Police confirmed that 150 cones were ordered and would be delivered for use by the Coronation team. The clerk asked for councillors help with arranging for an additional field to be used as carparking should it be required.

The clerk informed councillors that working group had chosen to offer Bucks Fizz free of charge for a toast following the Coronation for those who had watched it on the Big Screen. She also informed councillors that SKY NEWS had been in touch and may be attending the event. South Northants Responders had been booked to cover First Aid over the weekend.

RESOLUTION – It was resolved that Bugbrooke Parish Council delegate the clerk to pay any invoices that are required before the Coronation and ratify them at the next meeting

Proposed – Councillor Phil Bignell

Seconded – Councillor Mark Copp

All in favour.

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PC/23/04/082 BOWLS CLUB

The Bowls Club had provided information regarding the shelter that they would like to build around the bowls area. This is desperately needed for when it rains.

RESOLUTION – It was resolved that Bugbrooke Parish Council would submit the application on behalf of the Bowls Club but would not be responsible for its content or play any role other than submitting the completed application.

Proposed – Councillor Phil Bignell

Seconded – Councillor Des Morris

All in favour.

PC/23/04/083 BLEED KITS

The parish council discussed previously but unfortunately due the further incidents in Northamptonshire, it has become more urgent to ensure these kits are available. The clerk was asked to look at costings for separate boxes. Previously, the council were looking to use the defib box but this is not big enough.

PC/23/04/084 PARISH MATTERS

A *Monthly Inspection Sheets*

The clerk had received sheets -

B *Hedges/Trees/Fences/Walls –*

C *Footpaths –*

D *Street Lighting –* Clerk has had a report of day burning George Close

E *Highways and Transport –* 20mph in Oaklands area had been requested from The Environmental Group, however, they would like to pursue the issue to make comments on the points they raised. Ace Lane is in a state from the trucks.

F *BSACCA –* David Harries has stood down as chair.

G *Millennium Green –* It was asked if the Millennium Green committee would consider celebrating this coronation by putting in one red and one white chestnut tree. The clerk would ask David Harries.

H *Environmental Group –* Recycling day on Friday 10-4pm on Friday 28th April. Litter pick on Monday May 8th for the Big Volunteer Litter Pick at the Scout Hut. Pet shop and Café will be recycling blister packs.

I *Defib –* It has been checked as usual this month.

J *Patient Participation Group –* Coming together and looking for volunteers to monitor the carpark during term time to prevent school parent parking.

PC/23/04/085 ITEMS FOR CONSIDERATION FOR NEXT MONTHS AGENDA

- Johns Road resident boundary has been moved.

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PC/22/04/086 DATE OF NEXT MEETING

The Annual Meeting of the Parish Council will be on Monday 15th May 7.30pm at Bugbrooke Community Centre. The election or re-election of the Chair will take place at this meeting.

There being no further business the chairman closed the meeting at 9.35 pm

End of Minutes

CHAIRMAN:.....

DATE:.....