

BUGBROOKE PARISH COUNCIL

Chairman: Linda Pope

Clerk: Mrs S Bramley-Brown

Parish office,
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6th April 2021

To:

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

Councillor Paul Henson
Councillor Alan Kent
Councillor Des Morris
Councillor Catherine Parry
Councillor Linda 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 12th April 2021 at 7.30pm**. This is to be preceded by a meeting of the Annual Parish Meeting at 7.00 p.m.

Due to the current restrictions, **this meeting will be held remotely via Zoom.**

Meeting ID: 876 1892 9121 Passcode: 079375

One tap mobile

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Dial by your location

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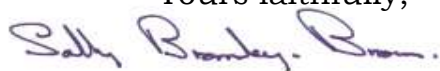
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I enclose the minutes of the remote meeting held on 8th March 2021 and accompanying papers as appropriate. The agenda has been posted on the website and at the Parish Office.

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 8th March 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. **County and District Councillors Report** – Councillors Harries and Bignell/
County Councillor Adam Brown.

8. **Planning**

Applications listed below for discussion.

Status	App No and Applicant	Location	Proposal
NEW	S/2021/0504/FUL	21 The Paddocks Bugbrooke NN7 3QR	Proposed part demolition of garage, construction of single storey extension to front together with detached garage.

9. **Annual Governance and Accountability Return 2020/21**
A copy of the Annual Governance Statement and Annual Return is attached to the Agenda. Councillors are required to satisfy themselves as to the responses to be given in the Annual Governance Statement and are further requested to approve the Annual Return and authorise the Chairman and the Clerk to sign it.
10. **Internal Auditors Report**
The Clerk is currently awaiting the Internal Auditor's report. She has been advised that this will be available for the meeting if not before.
11. **Financial matters**
A. Financial statement for month ending 31st March 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.
12. **End of year Budget Report.** See Briefing Note and report attached to agenda.
13. **Police Report**
At the time of circulation of the Agenda, the Clerk had not received a monthly report from our PCSO for March, if this is received before the meeting it will be circulated to Councillors.

14. **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 – Areas 1, 2 and 3 require cover this month please, Area 4 – Brian Curtis and Area 5 Phil Bignell.
- 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
23 Chipsey Avenue
- C Footpaths.
Footpath adjacent to the Five Bells.
- D Streetlights. Nothing to report.
- E Emergency Planning Nothing to report.
- F Highways and Transport. – Resident raised concerns regarding the speed of vehicles travelling on Church Lane to/from Cornhill and Great Lane. Anglian Water are intending on relaying comms pipe between 79-85 High Street, the road will be closed for up to three days from the 4th May 2021.
- G Patient Participation Group. Update from Councillor Garlick.
- H Millennium Green. Update from Councillor Harries.

15. **Allotment Lease**

The Chairman is to provide an update on how to proceed regarding changes to the allotment lease.

16. **Vehicle Activated Sign**

Update from Councillor Bignell summarising the data collected from Church Lane.

17. **Reopening of Campion Side Gate**

Campion students will be back at school on the 12th April following the Easter Holiday's. We will see if the side gate has been opened for local students.

18. **2021 Parish Council Elections**

The period for nominations closed on Thursday 8th April. The Clerk is awaiting notification of the names of candidates and whether there is to be a contested election. This should be available on 28th April.

19. **Payroll Service Provider**

Diane Malley has now been appointed and the service will begin from 1st April, with the first payments in May 2021.

20. **Hanging Baskets**

The baskets will be put up in May – date to be confirmed.

21. **Date of next meeting** – Monday 17th May at 7.30 p.m. in the large hall of the Bugbrooke Community Centre, social distance restrictions will apply. Masks MUST be worn until seated and in communal areas. THIS WILL BE THE FIRST MEETING OF THE NEW COUNCIL AND WILL INCLUDE THE ELECTION OF THE CHAIRMAN AND VICE CHAIRMAN.

End of Agenda