

Bugbrooke Parish Council

Agenda & Meeting Minutes

Monthly Meeting of the Full Council

Minutes of the Meeting of the Full Parish Council held on Monday
12th June 2023 at 7.30pm in Bugbrooke Community Centre.

PRESENT

Councillor Philip Bignell
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor David Harries, BEM
Councillor Paul Henson
Councillor Will Marriott

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

IN ATTENDANCE

2 Members of the Public

Nicola Palmer – Clerk

APOLOGIES & ABSENT

Apologies were accepted from:	Reason:
Councillor Mark Copp	Personal
Councillor Tiff Cotterill (she/her)	Personal
Councillor Ian Gordon	Personal
Absent	

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At the start of the meeting the chairman, Councillor Phil Bignell, read out a short statement regarding accusations that had been made following a meeting of the Daventry Planning Committee in November 2022. WNC Democracy and Standards Hearing Subcommittee had met on 24th May and determined unanimously that Councillor Phil Bignell had not breached WNC's code of conduct relating to treating others with respect; but determined that he had predetermined views on the planning application as he had prepared a speech in advance to read out in his role as a Long Buckby Ward councillor. Consequently, Councillor Philip Bignell is suspended as chair from WNC strategic planning committee and the planning policy committee until September. Councillors were invited to ask questions. The issue was raised as to why councillors had not been informed of the allegations at the previous meeting when Councillor Bignell had been re-elected as chairman. Councillor Phil Bignell replied that he had not informed anyone; as the hearing had not yet taken place, he did not feel able to talk about it publicly.

PC/23/06/121 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

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

PC/23/06/122 TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA

Clare Slater noted that the planning applications were near to her home and David Harries registered an interest in the payment schedule as there was a payment listed to reimburse his wife for the plants bought for the village planters.

PC/23/06/123 TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING

None.

PC/23/06/124 TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 15th MAY 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/23/06/125 PUBLIC PARTICIPATION

2 members of the public attended. Wendy Barton was to present the Coronation feedback later in the meeting.

PC/23/06/126 UNITARY COUNCILLOR REPORT

Deputy Unitary Leader Adam Brown informed the council that stickers will appear on all the residents' bins with reminders ensure the correct items go into each bin. At the end of June, a consultation containing 20 questions will be going out to the public on recycling including curb side collections and recycling stations. This will be an 8-week consultation.

Councillor Brown advised he had been assisting with reporting flooding on the highway off Camp Hill and this was due to faulty gullies.

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He also said that Community Funding for not-for-profit organisation up to £15,000 was available from WNC.

PC/23/06/127 REPORTS ON ISSUES PREVIOUSLY RAISED

The clerk has had agreement from Football Club and the Rugby Club that they are happy to hold bleed kits and the Community Centre were also willing. The clerk had not contacted the shop yet. The clerk has enquired about any funding available to purchase the kits but there is none currently available so it will be down to the council to purchase the kits. The council agreed to purchase 3 kits to begin with and instructed the clerk to proceed.

PC/23/06/128 PLANNING

8a. 2023/5250/LBC - Renovations and modernisations to facilities including a new heating system, toilet layout and external crucifix to main façade - Bugbrooke Chapel High Street Bugbrooke West Northamptonshire NN7 3PG – **No objections.**

8b. 2023/5301/FULL - Single storey side extension with 1no. roof lantern - 36 Pilgrims Lane Bugbrooke West Northamptonshire NN7 3PJ – **No objections.**

8c. 2023/5347/FULL - Conversion and first floor extension to existing detached garage - 75 Pilgrims Lane Bugbrooke Northamptonshire NN7 3PJ – **No objections but comment for use by residents of the property only, not to be let out as additional accommodation.**

POLICE MATTERS

PC/23/06/129 POLICE MATTERS - PCSO Report

Councillors had received and read the report. There was a discussion regarding whether the council should have been given a further report from PCSO following the Coronation disturbance. Members of the council expressed frustrations at the lack of action/prosecution from the police against perpetrators.

FINANCIAL MATTERS

PC/23/06/130 A financial statement and reconciliation for the month ending 31st May had been sent with the agenda.

RESOLUTION – It was resolved that accounts below be accepted.

Proposed – Councillor John Curtis

Seconded – Councillor Graham Skinner

All in favour.

	Income	Receipts	Totals
Current Account as at 28.04.23			£129,951.98
Current Account (Ring fenced)			£45,233.46

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CCLA Deposit Fund as at 28.04.23			£50,000.00
Total Available			£225,185.44
Less May Payments		£23,642.93	
Less unrepresented payments			
Deposits (CCLA Interest)	£160.36		
Bugbrooke St Michael's Football Club Cups	£625.00		
Bugbrooke Rugby Club Cups	£557.00		
Mario's Ice cream	£120.00		
Wendy Barton on behalf of Coronation Working Group	£1,013.73		
Deposits (Ring Fenced Interest)	£43.93		
Bank Statement			£108,785.14
Total Funds at 31.05.23			£204,062.53

PC/23/06/131 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>
05.06.2023	Southern Electric		HA 1980	Street Lighting – May 2023	£72.07	£466.01
05.06.2023	Onecom	802479	LGA 1972 s111	May Parish Office Telephone and Broadband	£6.00	£36.00
05.06.2023	Siemens	A9916975	LGA 1972 s111	Printer Lease Rental	£40.00	£240.00
05.06.2023	Siemens	A9916975	LGA 1972 s111	Annual Service Fee	£12.00	£72.00
05.06.2023	NEST		LGA 1972 s112	May Pension Contribution		£139.74
<u>Transfers</u>						
<u>Date</u>	<u>Payee</u>		<u>Statutory Power</u>	<u>Description</u>	<u>V.A.T.</u>	<u>Total</u>
05.06.2023	DNH Contracts	2341	Litter Act 1983 S5,6	Emptying of dog and litter bins for May	£105.00	£630.00
05.06.2023	HMRC		LGA 1972 S112	May Tax and NI		£474.25

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05.06.2023	Mrs N Palmer		LGA 1972 S112	May Salary and Backpay for April		£1612.97
05.06.2023	Mrs N Palmer		LGA 1972 S112	Expenses – frame and print for Vohl		£24.69
05.06.2023	BSACC		LGA 1972 s111	Office Rental, Hall Hire for June		£252.50
05.06.2023	Rosemary Harries		LGA 1972 s111	Plants for Village name plate planters		£83.80
05.06.2023	R&G	119788	Open Spaces Act 1906	Gang Mow of Playing fields	£140.20	£841.20
05.06.2023	PW.Warden Environmental Services	7063	Open Spaces Act 1906	Village Grass Cutting	£116.40	£698.40
05.06.2023	RPM	5565	Open Spaces Act 1906	Playground Repairs	£186.00	£1116.00
05.06.2023	Colin Ellis Tree Services	846	Open Spaces Act 1906	Tree work in the playground		£300.00
05.06.2023	The Playground Inspection Company	61562	Open Spaces Act 1906	Playground, MUGA & Outdoor Gym Equipment Annual Inspection	£40.00	£240.00
05.06.2023	ICO	846	LGA 1972 s111	GDPR/Data Protection Renewal Fee		£40.00
05.06.2023	Bank Charges		LGA 1972 s111	June charges		£8.75
Ratification						
22.05.2023	The Racoons		LGA 1972, s145	Saturday night early Evening Band		£300.00
22.05.2023	South Northants Community Responders		LGA 1972, s145	First Aid Cover all Weekend		£1300.00

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

Proposed – Councillor Colin Russell

Seconded – Councillor Graham Skinner

All in favour.

PC/23/06/132

Transfer to Reserve Account -

Earmarked reserves breakdown	Existing	2023/2024 Contribution	Utilising 2021/2022/2023 under spend to build reserves	
Twinning	£ -	£ -	£ 1,750.00	Not included in precept demand
Coronation	£ -	£ -	£ -	
Streetlight Painting	£ -	£ 1,900.00		
Possible Land Purchase	£ 40,000.00	£ -		

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Election Expenses	£ 500.00	£ 500.00		
6 Year Streetlight Inspection	£ 500.00	£ 500.00		
Playground Improvements	£ 4,000.00	£ -	£ 5,000.00	Not included in precept demand
Totals	£ 45,277.39	£ 2,900.00	£ 6,750.00	This money will be transferred from Current Account to Reserve Account
		Total To Transfer	£ 9,650.00	

The total agreed to transfer is £9650.00. Although £5000 for playground improvements is likely to be required immediately but will be transferred in the interim.

RESOLUTION – It was resolved that £9650.00 be transferred from the Parish Council Current Account to the Earmarked reserves account.

Proposed – Councillor Colin Russell

Seconded – Councillor Paul Henson

All in favour.

PC/23/06/133 CORONATION FINANCE REPORT

The chair of the Coronation working group, Wendy Barton, provided a comprehensive summary of the event and the key learnings if an event of that scale was ever to be put on again. The brief to give the people of Bugbrooke a 'free' entertaining day to celebrate the Coronation of HM King Charles III and Queen Camilla, to bring the village together, promote community spirit, create an enjoyable event for all ages, that marks a moment in history and protects the environment had been exceeded with a full weekend of activities. Thanks to the generous donation from Heygates, the volunteers, staging and other equipment from Unusual Rigging, Rich Faulkner Electrical providing all free cabling and setting up all the electrics free of charge as well as the grant from the National Lottery Community Fund meant that the event was self-funding. This enables the parish council to distribute all the profit from the tombola, café sales, commission from the ice cream van etc to all the community groups involved. It had previously been agreed that the community groups would not be fundraising at the event so all activities could be free of charge and that any profit generated would be divided between them. The parish council also decided to contribute to the funds being distributed to the 18 groups involved as they had all worked so hard to put on such a successful event and all the money was going back into the community.

Organisation	Total Amount Transferred
1st Bugbrooke Guides	£300
Bugbrooke and Harpole Scout Group	£900
Bugbrooke Bowls Club	£225
Bugbrooke Brownies	£300

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Bugbrooke Community Art Group	£450
Bugbrooke Community Cafe	£611.70
Bugbrooke Community Lottery	£450
Bugbrooke Cricket Club	£450
Bugbrooke First Rainbows	£300
Bugbrooke Parochial Church Council	£450
Bugbrooke Preschool	£450
Bugbrooke Primary School Association (FoBS)	£450
Bugbrooke St Michael's Football Club (Vohl)	£450
Bugbrooke Womens Institute	£450
Friends of St Michael's and All Angels Church	£450
Bugbrooke Preschool	£450
Bugbrooke Community Lottery	£450
The Wednesday Club	£450

RESOLUTION – It was resolved that Bugbrooke Parish Council would transfer the amounts above to the organisations for their contribution to the Coronation Celebrations.

Proposed – Councillor John Curtis

Seconded – Councillor Brian Curtis

All in favour.

PC/23/06/134

GRANT APPLICATION

Councillors first began by discussing the fantastic job that is done by all that run the Bugbrooke youth club, and the clerk was asked to write to Helen and thank her. The youth club has been running a long time and is an extremely valuable service for young people in the village. The parish council were happy to issue the grant for new equipment but requested that the clerk obtain a full breakdown of items with prices and delegated responsibility for seeing this list and then awarding the payment of the grant to the youth club to the clerk.

RESOLUTION – It was resolved that Bugbrooke Parish Council would award the grant of £500 to Bugbrooke Youth Club on the receipt of a full breakdown of items to be purchased.

Proposed – Councillor David Harries

Seconded – Councillor Jane Wood

All in favour.

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PC/23/06/135 PLAYGROUND

The councillors had seen the inspection reports and the clerk confirmed that it was important that the general maintenance was carried out but that both playgrounds needed updated, and this had been planned but put off due to vandalism. The clerk was requested to get a quote for the work. Following work on the Maple tree in the playground, the tree surgeon had raised that the tree was not in good health and should be removed and another planned. The clerk was requested to get a quote to remove tree and then council would look to replant a tree in another location.

PC/23/06/136 VÖHL

Councillor Marriot gave an update on the Football Club trip to Vöhl. The Bürgermeister was grateful for the photos of Bugbrooke's Coronation celebration, and they enjoyed hearing about the weekend and look forward to visiting Bugbrooke next year.

Councillor Marriott suggested that there was a subcommittee to manage the visit from Vöhl in 2024. They plan to visit from the Monday 5th May – Friday 10th May 2024. It is hoped that a visit to Althorp and the Houses of Parliament will be arranged.

PC/23/06/137 SPEED WATCH

Councillor Bignell and Councillor Russell had completed numerous sessions and unfortunately they caught a large number of vehicles travelling above the speed limit. All will receive advisory letters but there are concerns regarding how fast people are travelling through the village.

PC/23/06/138 BUS STOP

The bus stop on Kislingbury Road is constantly being vandalised every time the glass bricks are repaired. Councillors have decided not to repair the bricks anymore but to have them all removed and asked the clerk to arrange this.

PC/23/06/139 COUNCILLOR ROTA

This item will be moved to the July meeting as the clerk hopes to have created electronic inspection sheets in time for the next meeting.

PC/23/06/140 PARISH MATTERS

A *Monthly Inspection Sheets*

The clerk had received sheets.

B *Hedges/Trees/Fences/Walls* – A property in West End has foliage hanging over the highway.

C *Footpaths* –

D *Street Lighting* –

E *Highways and Transport* –

F *BSACCA* – Camping on the Rugby Field was not granted permission and the Community Centre has now asked that in future that permission is sought for any activity on the fields.

G *Millennium Green* – A survey is due to inspect the health of the trees in on the green.

H *Environmental Group* – Progress on anti-idling with the initiative beginning in the doctor's surgery carpark and outside the schools. The group will have a stall at the Church Fete. They

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are also looking to purchase a recycled plastic sign to promote that the area in Smitherway has been rewilded.

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

J Patient Participation Group – Catchment area of Bugbrooke includes Weedon and the expansion of Sandy Lane will be covered by Bugbrooke too.

PC/23/06/141

ITEMS FOR CONSIDERATION FOR NEXT MONTHS AGENDA

None

PC/22/06/142

DATE OF NEXT MEETING

The July Meeting of the Parish Council will be on Monday 10th July 7.30pm at Bugbrooke Community Centre.

There being no further business the chairman closed the meeting at 9.30pm.

End of Minutes

CHAIRMAN:.....

DATE:.....