

Bugbrooke Parish Council

Agenda & Meeting Minutes

Monthly Meeting of the Full Council

Minutes of the Monthly Meeting of the Full Parish Council held on Monday 10th June 2024 at 7.30pm in Bugbrooke Community Centre.

PRESENT

- Councillor Philip Bignell
Councillor Mark Copp
Councillor John Curtis, BEM
Councillor Paul Henson
Councillor David Harries, BEM
Councillor Des Morris
- Councillor Ian Gordon
Councillor Colin Russell
Councillor Catherine Parry
Councillor Graham Skinner
Councillor Jane Wood (she/her)

IN ATTENDANCE

- 1 Members of the Public
- Nicola Palmer – Clerk

APOLOGIES & ABSENT

Apologies were accepted from:	Reason:
Councillor Will Marriott	Personal
Councillor Clare Slater (she/her)	Personal
Councillor Brian Curtis	Personal
Absent	

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/24/06/130 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

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

PC/24/06/131 TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA

None.

PC/24/06/132 TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING

Councillor David Harries informed the council that he had become a member of the 'Friends of Danetre Hospital Trust'

PC/24/06/133 TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 13th MAY 2024

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

PC/24/06/134 PUBLIC PARTICIPATION

There was one member of the public present, but they did not wish to speak.

PC/24/06/135 UNITARY COUNCILLOR REPORT

Unitary Leader Adam Brown had sent a general update, and this had been emailed to the councillors in advance of the meeting and councillors did not have any questions, but the Chairman congratulated him on becoming Leader of West Northamptonshire Council.

Councillor John Curtis asked that Councillor Adam Brown be contacted for a progress update on his helping the football club in getting funding for the G3 pitch. Bugbrooke Football Club are in a great position to be able to provide this facility for Bugbrooke and the surrounding area and offer opportunity for Women and Girls football, but the funding is essential to make it happen.

PC/24/06/136 REPORTS ON ISSUES PREVIOUSLY RAISED

The clerk's update was to be provided at relevant points throughout the agenda.

POLICE MATTERS

PC/24/06/137 CHANGE OF PCSO

Seregant Lorna Clarke recently taken over from Greg Taylor for South Northants and management of our sponsored PCSO. PCSO Emma Teagle would be moving to Bugbrooke from the Daventry sponsored PCSO role. The sergeant wants to have a complete refresh and moving into a new role is an opportunity to make changes. The PCSO report has been updated to provide more information and councillors are always welcome to request further changes. Seregant Clarke spoke about her enthusiasm to expand the role and ensure Bugbrooke get the most from the PCSO sponsorship. The chairman thanked her for her time.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/24/06/138 PCSO REPORT

A report from the PCSO was circulated before the meeting and was discussed.

PC/24/06/139 PLANNING

2024/2516/FULL - Land south of River Farmhouse Watling Street Weedon Bec NN7 4SD - Proposed new vehicular crossover to serve existing field access – **The parish council could not see a drop kerb to indicate existing access. If there is a fence/gate it is extremely overgrown and does not ever appear to ever be used. National Highways input needed as this would be access on to a major trunk road. The parish council would like to ensure a full consultation with them happens but objects as it would be a very dangerous junction on a bend with slow moving heavy vehicles joining a main road with vehicles travelling at speed.**

FINANCIAL MATTERS

PC/24/06/140 A financial statement and reconciliation for the month ending 31st May has been circulated with the agenda.

RESOLUTION – It was resolved that accounts below be accepted.

Proposed – Councillor Graham Skinner

Seconded – Councillor Colin Russell

All in favour.

	Income	Receipts	Totals
Current Account as at 30.04.24			£109,141.97
Current Account (Ring fenced)			£55,636.88
CCLA Deposit Fund as at 30.04.24			£50,000.00
Total Available			£214,778.85
Less April Payments		£21,549.42	
Less unrepresented payments			
Deposits (CCLA Interest)	£214.37		
GUC Access Payment	£250.00		
VAT Reclaim	£0.00		
Deposits (Ring Fenced Interest)	£68.52		
Bank Statement			£88,056.92
Total Funds at 31.05.24			£193,762.32

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/24/06/141

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.

Direct Debits						
Date	Payee	Invoice	Statutory Power	Description	V.A.T	Total
04.06.2024	Southern Electric	IV00913 766	HA 1980	Street Lighting – May 2024	£22.78	£399.83
04.06.2024	Onecom	TBC	LGA 1972 s111	May Parish Office Telephone and Broadband	£3.35	£39.00
Transfers						
Date	Payee		Statutory Power	Description	V.A.T.	Total
04.06.2024	DNH Contracts	2629	Litter Act 1983 S5,6	Emptying of dog and litter bins for May	£88.20	£529.20
04.06.2024	BSACCA	5408	LGA 1972 s111	Parish Office Rent and Room Hire		£190.00
04.06.2024	R&G	120769	Open Spaces	Triple Mowing	£110.80	£664.80
04.06.2024	JW Tree Specialist		Open Spaces Act 1906	Emergency Tree Work in Ace Lane		£100
04.06.2024	HMRC		LGA 1972 S112	May Tax and NI		£407.98
04.06.2024	Mrs N Palmer		LGA 1972 S112	May Salary		£1629.70
04.06.2024	Mrs N Palmer		LGA 1972 s111	Expenses – stationary – A4 paper		£71.12
04.06.2024	Northamptonshire Pension Fund	421300 022464	LGA 1972 S112	LGPS contribution		£599.05
04.06.2024	P.Warden	7119	Open Spaces Act 1906	Grass Cutting	£116.40	£698.40
07.06.2024	Play Inspection Company	BUG215 07	Open Spaces Act 1906	Annual Playground Inspections	£44.40	£266.40
04.06.2024	Jane Wood		LGA 1972 s133/s144	Community Living Room at Jubilee House Hire		£180.00
07.06.2024	Land Registry		LGA 1972 s111	Title plan and Register		£6.00
10.06.2024	Reids (RPM)	6290		Urgent Maintenance	£190.00	£1140.00
04.06.2024	Bank Charges		LGA 1972 s111	May Bank Charges		£TBC
Ratification						

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

Proposed – Councillor Catherine Parry

Seconded – Councillor Mark Copp

Bugbrooke Parish Council

Agenda & Meeting Minutes

All in favour.

PC/24/06/142 TO ADOPT THE NEW MODEL FINANCIAL REGULATIONS

The following policy documents had been circulated with the agenda for review by councillors. There were still further items to discuss so it was agreed the Finance Committee would meet and councillors would approve the final version at the July meeting.

PC/24/06/143 VEHICLE ACTIVATED SIGN & SECTION 50

The clerk explained that possible due to covid restrictions the Section 50 was never countersigned and returned. The clerk requested that it be done now. One supplier would need new posts to enable a solar power VAS, but the existing supplier says they can be mounted to the previously agreed locations. Cost £2875 each but 5% discount for 2. The existing unit could be converted but would need to be returned for modifications.

PC/24/06/144 ALLOTMENTS

Councillor Graham Skinner provided an update that the allotments had been registered as a trust.

PC/24/06/145 PLANTERS

The clerk had obtained a licence from Highways for the 5 locations, and these had been sent to the contractor for instillation at the end of June. Councillor Jane Wood has planted up 3 of the planters at the village name plates and Councillor Parry will plant up the final one.

PC/24/06/146 COMMUNITY CENTRE PLAYGROUND & MUGA MAINTENANCE & ANNUAL INSPECTIONS

The annual inspections had been completed and the clerk had already scheduled some general maintenance for things picked up on the councillor's inspection sheets so had added in the chain replacements at the school playground. She had also obtained a quote for the basketball hoops. Councillors suggested that Unusual Rigging may be able to weld the existing hoops and that they are always keen to help the village. Councillor Mark Copp agreed to take the hoops down and would advise the clerk when this had been done so letter to request help could be sent to Unusual Rigging.

PC/24/06/147 PARISH MATTERS

A *Monthly Inspection Sheets*

Inspection Sheets had been received from all areas.

B *Hedges/Trees/Fences/Walls* - Five Bells footpath is being used to dump garden fly tipping – the clerk will report on Fix my Street. Shady Lane is overgrown – the clerk had already requested a quote and this work would be carried out as soon as possible.

C *Footpaths* – Alleyway next to Grand Union Housing has weeds growing under the fence on to the path. The Pound Lane Jitty has growth.

D *Street Lighting* – Nothing to report.

E *Highways and Transport* – Report parking at the Bus Stop on the High Street. The cars outside The Bakers are making it dangerous.

F *Millennium Green* - Nothing to report.

G *Environmental Group* – The next litter pick is on Sunday 7th July.

Bugbrooke Parish Council

Agenda & Meeting Minutes

H Defib – This had been checked.

I Patient Participation Group- Nothing to report.

J Speed Watch - This is underway and would continue in June and July.

PC/24/06/148 ITEMS FOR CONSIDERATION ON THE JULY AGENDA

- Trees on the green spaces.

PC/24/06/149 DATE OF NEXT MEETING

Monday 8th July 2024 at 7.30pm in the small hall at Bugbrooke Community Centre.

PC/24/06/150 DATE OF NEXT MEETING EXCLUSION OF PRESS AND PUBLIC To

RESOLVE that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations the public and press be excluded during consideration of the following item.

- **CAPTAINS CLOSE** – A letter had been sent to the West Northants from the owners requesting that the land cease to be registered as a green space. The parish council will await the outcome but the clerk was asked to inform the owners of the lack of maintenance as there are tree roots growing through the wall and starting to lift the path.

There being no further business the chairman closed the meeting at 9.11pm.

End of Minutes

CHAIRMAN:.....

DATE:.....