

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
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3rd June 2025

E: parishclerk@bugbrookeparishcouncil.org

NOTICE OF MEETING

I hereby summon you to the **Annual Meeting of the Parish Council** which will take place on **Monday 9th June 2025 at 7.30 p.m.** in the Small Hall at the Community Centre, Camp Hill, Bugbrooke.

I enclose the minutes of the meeting held on 12th May 2025 and accompanying papers as appropriate. The agenda has been posted on the website and at the Parish Office. Members of the public and the press are invited to attend. They may not take part in the parish council meeting itself, but there will be a public participation as mentioned below.

Yours faithfully,

Nicola Palmer
Clerk to the Parish Council

To:

Councillor Philip Bignell
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor Liz Coppard
Councillor David Harries, BEM
Councillor Paul Henson

Councillor William Marriott
Councillor Des Morris
Councillor Rik Patel
Councillor Graham Skinner
Councillor Clare Slater (she/her)
Councillor Paul Simpson
Councillor Jane Wood (she/her)

AGENDA JUNE MONTHLY MEETING

1. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE
2. TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA
3. TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING
4. TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 12th May 2025
5. PUBLIC PARTICIPATION

Up to ten minutes, or more at the chairman's discretion, to allow questions from electors. Three minutes maximum be allowed for each person.

6. UNITARY COUNCILLOR REPORT

7. TO FILL BY CO-OPTION THE VACANCIES DUE TO INSUFFICIENT CANDIDATES STANDING FOR ELECTION - As advised by NCALC the parish council has immediately following an uncontested election been advertising for members to apply by co-option. Any applications to the council will be considered. There are 2 places to fill and 3 applications.

8. REPORTS ON ISSUES PREVIOUSLY RAISED

9. **BUGBROOKE MANAGEMENT COMPANY** – In March 2023 Bugbrooke Parish Council was asked to consider adopting the areas currently under Bugbrooke Management Company in Johns Road. This was delayed and the councillors are now asked to consider if they still wanted to investigate adopting the areas.

10. PLANNING

Planning Applications are shown below if received. Any additional applications received before the meeting may also be discussed.

10a. The Homestead, 6 High Street – Planning application has not yet been received but councillors are invited for a site visit at to physically view the areas that may be subject to an application in the future at 6.30pm.

For Information – Appeal Hearing - WNC REFERENCE: WNC/22/00035/MINFUL - LAND OFF A45 ROUNDABOUT (OFF M1 JUNCTION 16), UPPER HEYFORD - EXTRACTION OF SAND AND GRAVEL WITH THE DEPOSITION OF SUITABLE INERT MATERIAL FOR AGRICULTURAL AND HABITAT RESTORATION AT LAND OFF M1- A45 ROUNDABOUT J16, UPPER HEYFORD - APPELLANT: MICK GEORGE LTD & JD SPOKES WILL TRUST – The hearing is on 17th June at Committee Room, The Forum, Moat Lane, Towcester, NN12 6AD and will commence at 10.00am – if you wish to participate, email in advance - planningappeals@westnorthants.gov.uk

11. FINANCIAL MATTERS

11a. A financial statement and reconciliation for the month ending 31st May are attached to the agenda.

11b. Accounts for Payment Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. Details the powers which authorise the payments are shown in the Payment Schedule that has been issued with the agenda. Any invoices received will be added to the schedule before the meeting.

12. POLICE MATTERS

12a. PCSO Report - A report from the PCSO has been distributed to councillors.

13. PARISH COUNCIL NEW WEBSITE UPDATE

14. CAPTAINS CLOSE – Updates on the following will be brought to the meeting if available.

14a. Tree Inspections Report –

14b. Grass management – Clerk has contacted farmer regarding sheep in Captain Close.

14c. Fencing Quotes -

15. VöHL VISIT – Councillor Will Marriott will feedback on the trip to Vöhl.

16. TO REVIEW REPRESENTATIVES FOR COMMITTEES, WORKING PARTIES AND ORGANISATIONS

- Finance Committee
- Planning Group
- Tree Wardens
- Flood Wardens
- Community Resilience Group
- Footpath Committee
- Patient Participation Group
- HR Committee
- Millennium Green – David Harries already appointed.

17.COUNCILLOR INSPECTION ROTA – The new rota is to be agreed following co-option.

18.GRANT APPLICATIONS – To consider any grant applications that have been received.

- Preschool Application for £500 towards climbing frame.

19.SPENCER CLOSE STREETLIGHT – To consider the quote and how to proceed.

20. STREETLIGHTS – To consider a strategy to potentially reduce the costs by switching to LED and potentially reducing the number of hours the lights are depending on the views of residents; councillors to determine if they wish to carry out a consultation this year or in the future.

21.KD7 – To discuss the issues on this footpath.

22. PARISH MATTERS

A Monthly Inspection Sheets

To be submitted to the clerk electronically where possible.

B Hedges/Trees/Fences/Walls

C Footpaths

D Street Lighting

E Highways and Transport

F Millennium Green

G Defib – The battery is failing to charge properly indicating the whole unit may need replaced.

H Environmental Group

I Patient Participation Group

J Speed Watch

23. ITEMS FOR CONSIDERATION ON JULY AGENDA

24. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Monday 14th July at 7.30pm in Bugbrooke Community Centre.