

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
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1st July 2025

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NOTICE OF MEETING

I hereby summon you to the **July Meeting of the Parish Council** which will take place on **Monday 14th July 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 9th June 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 Tony Jones
Councillor William Marriott

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

AGENDA JULY 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 9th JUNE 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. REPORTS ON ISSUES PREVIOUSLY RAISED

8. UPDATES of FLOODING – If available an update will be given.

9. BUGBROOKE MANAGEMENT COMPANY – The clerk has requested legal guidance from CALC if available this will be given.

10. PLANNING

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

10a. 2025/2236/MAR - Approval of reserved matters (appearance, landscaping, layout, and scale) for 233 residential dwellings, associated infrastructure and landscaping at Phase 2A - Land at Norwood Farm, Sandy Lane, Harpole, pursuant to Hybrid Planning Permission S/2016/1324/EIA Location Land at Norwood Farm Sandy Lane Harpole

11. FINANCIAL MATTERS

11a. A financial statement and reconciliation for the month ending 30th June 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.

11c. Internal Control Councillor – Internal Control Councillor Jane Wood completed inspections of the accounts on 2nd June was not included in the agenda in June.

11d. 1st Quarter Budget Report – The clerk has attached a report to the agenda.

11e. CCLA Signatories – Resolution required to remove previous councillor from the mandate.

12. POLICE MATTERS - PCSO Report - A report from the PCSO will be distributed to councillors.

13. ALLOTMENTS – An inspection from Anglian Water requires a few adjustments to taps.

14. SPEED WATCH – An update from the volunteers trying to reduce speed in the village.

15. PLAYGROUND INSPECTIONS – The reports and clerk comments are attached to the agenda.

16. CAPTAINS CLOSE – Items for discussion include:

16a. Tree Inspections Report – Opportunity to discuss the report and decide on any action.

16b. Fencing - Councillors to make a decision on how to proceed.

16c. Biodiversity Report – If available will be discussed.

17. PLANTERS – The planters have been installed.

18. 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.
- Climate and Nature (CAN) Champion

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

20. SPENCER CLOSE STREETLIGHT – The quote is confirmed – the clerk will update councillors.

21. STREETLIGHTS – If costings have been received in time for the meeting - 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.

22. PARISH MATTERS

A Monthly Inspection Sheets

To be submitted to the clerk electronically where possible.

B Hedges/Trees/Fences/Walls

C Footpaths – Dog fouling on path between Pound Lane and Pilgrims Lane

D Street Lighting - PL073 and PL31 have been reported

E Highways and Transport

F Millennium Green

G Defib – The battery is failing – the clerk is investigating the cost to purchase a new unit.

H Environmental Group

I Patient Participation Group

J Speed Watch

23. ITEMS FOR CONSIDERATION ON AUGUST AGENDA

Finance and Planning Only – Councillor Jane Wood will that the minutes of the meeting.

24. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Monday 11th August at 7.30pm in Bugbrooke Community Centre.