

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
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5th July

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NOTICE OF MEETING

I hereby summon you to the **Monthly Meeting of the Parish Council** which will take place on **Monday 12th July 2021 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 14th June 2021 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 question time as mentioned below. **PLEASE NOTE THAT THIS MEETING WILL FOLLOW SOCIAL DISTANCE MEASURES IN LINE WITH CORONAVIRUS RESTRICTIONS.**

Yours faithfully,

Nicola Palmer
Clerk to the Parish Council

To:

Councillor Philip Bignell
Councillor Mark Copp
Councillor Tiffany Cotterill
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor Ian Gordon
Councillor David Harries, BEM

Councillor Paul Henson
Councillor William Marriott
Councillor Scott Millar
Councillor Des Morris
Councillor Catherine Parry
Councillor Colin Russell
Councillor Clare Slater
Councillor Jane Wood

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 14th JUNE 2021
5. REPORTS ON ISSUES PREVIOUSLY RAISED
6. PUBLIC QUESTION TIME

Up to ten minutes, or more at the chairman's discretion, to allow questions from electors. Three minutes maximum be allowed for each person, with the chairman having the discretion to extend this. The parish council cannot take immediate action in relation to any issues raised; but can agree to the matter to be included on the agenda for the next meeting.

7. UNITARY COUNCILLOR REPORT

8. PLANNING

Planning Applications are shown below:

1. WNS/2021/0674/FUL- 8 Beech Close Bugbrooke NN7 3RB - Proposed two storey extension to side and rear together with new porch.

9. FINANCIAL MATTERS

9a. A financial statement and reconciliation for the month ending 30th June had been circulated with the Agenda.

9b. Internal Financial Control Councillor

The Internal Financial Control Councillor completed her quarterly examination on 21st June and was satisfied that all financial procedures were being carried out in accordance with the regulations.

9c. First Quarter Budget Report

The report is attached to the agenda.

9d. 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 attached to the agenda.

10. POLICE MATTERS

A report from the PCSO is attached to the agenda.

11. PARISH MATTERS

A Monthly Inspection Sheets

To be submitted to the clerk electronically where possible. To avoid any confusion Inspection Sheets are due from the following Councillors – Area 1 – Jane Wood, Area 2 – Des Morris, Area 3 – Catherine Parry, Area 4 – Brian Curtis, Area 5 – Phil Bignell.

B Hedges/Trees/Fences/Walls

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.

C Footpaths

- The footpath between Ash Grove and the High Street has been reported to West Northamptonshire Council and we have received confirmation that it will be cut back.
- A resident is concerned about safety of footpath at The Ashes – please see attached report from the resident.

D Emergency Planning/Pathfinder II Project

Nothing to report.

E Street Lighting

A resident reported lamp PL103 in Smitherway and PL096 on John's Road are burning during the day. These has been reported for repair.

F Highways and Transport

Councillor Slater has raised a concern regarding the bend and 30mph speed limit on Pilgrims Lane.

G Millennium Green

Councillor Harries to update.

H Patient Participation Group

The surgery has been contacted and Scott Millar has been appointed the Parish Council Representative. The clerk is waiting for further details.

I Defibrillator

Councillor Will Marriott has kindly agreed to inspect the defibrillator at the surgery monthly and report back. He has also offered to organise a training session for residents. Further details to follow and the Parish Council will help to promote the date and collect names of those wishing to attend.

12. PLAYGROUND MAINTENANCE

The annual inspection highlighted a few minor issues that the if addressed sooner rather than later will ensure the equipment lasts longer. The clerk will update the council on costs at the meeting.

13. PLAYGROUND LEASE

The renewal of the lease for the playground at Bugbrooke Primary School has been received and is to be signed at the meeting.

14. PARISH COUNCIL BUSINESS PLAN

The chairman has suggested that the parish council may like to create a business plan to outline objectives for the next few years. A briefing note and an example from another parish is attached to the agenda.

15. NEIGHBOURHOOD PLAN

This is an initial discussion to see if the parish council would like to investigate what would be involved in creating a neighbourhood plan.

16. BEST VILLAGE AWARDS

ACRE are going to run the Awards next year, from February 2022. Councillors to agree if they are happy to continue with the entry. This item was deferred from June.

17. TELEPHONE BOX

The Parish Council do not currently own the telephone box but there is a scheme that allows the council to take over the boxes. Councillors to discuss if the Parish Council would like to investigate taking ownership and what it would be used for.

18. PRONOUNS

The clerk has received a request from a councillor that pronouns be added to their name on the agenda. Councillors to discuss.

19. DATE OF NEXT MEETING

Monday 9th August at 7.30pm in the small hall at Bugbrooke Community Centre due to holidays this will be Finance and Planning only.