

Bugbrooke Parish Council

Agenda & Meeting Minutes

Monthly Meeting of the Full Council

Minutes of the Meeting of the Full Parish Council held on Monday
14th August 2023 at 7.30pm in Bugbrooke Community Centre.

PRESENT

Councillor Philip Bignell
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor Graham Skinner
Councillor Paul Henson

Councillor Will Marriott
Councillor Colin Russell
Councillor Catherine Parry

IN ATTENDANCE

0 Members of the Public
PCSO – Chris Dudley

Nicola Palmer – Clerk

APOLOGIES & ABSENT

Apologies were accepted from:	Reason:
Councillor Clare Slater (she/her)	Personal
Councillor Des Morris	Personal
Councillor Mark Copp	Personal
Councillor Tiff Cotterill (she/her)	Personal
Councillor Ian Gordon	Personal
Councillor Jane Wood (she/her)	Personal
Councillor David Harries, BEM	Personal
Absent	

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/23/08/168 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

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

PC/23/08/169 TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA

None.

PC/23/08/170 TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING

None.

PC/23/08/171 TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 10th JULY 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/23/08/172 PUBLIC PARTICIPATION

The PCSO was in attendance and gave an update as below.

PC/23/08/173 UNITARY COUNCILLOR REPORT

Deputy Unitary Leader Adam Brown confirmed Boundary Review recommendations have been put forward, Northampton will have 76-members. Bugbrooke is part of two-member ward. The recommended retention of the current ward name put forward by the parish council was refused and will remain as proposed 'Campion Ward'. The Northampton Heritage Event will see many properties open free of charge on 16th & 17th September. A sustainability report looking at carbon emissions and actively reviewing One Angel Square has been produced. During the 1st week of October, the road between Kislingbury and Rothersthorpe will be closed.

PC/23/08/174 REPORTS ON ISSUES PREVIOUSLY RAISED

Councillors had received a full update from the clerk as part of the agenda. Councillor Graham Skinner volunteered to do the village inspection following the presence of Gigaclear in the village to ensure all areas had been made good.

PC/23/08/175 PLANNING

8a. 2023/5985/FULL - Proposed single storey rear extension and detached double garage to front - 36 Camp Hill Bugbrooke West Northamptonshire NN7 3PH – **No Comments**

POLICE MATTERS

PC/23/08/176 POLICE MATTERS - PCSO Report

Councillors had received and read the report. The PCSO arranged for a speed team to visit the village and 7 motorists were charged with speeding offences. He has also organised a bike marking session on 22nd August at Bugbrooke Community Centre where bikes are marked with anti-theft markings.

Bugbrooke Parish Council

Agenda & Meeting Minutes

There had been 69 calls in to the control room – 64 crimes. 30 calls relating to public safety and welfare. 16 were abandoned calls, so investigations are underway to determine if they are prank calls or dial in error and the team will be speaking to those involved if required.

Proactive work has included arranged events and following on from core incidents. The PCSO is heavily involved in supporting vulnerable individuals and working to engage with social services. Throughout the year PCSO has done a lot of work with schools and liaising with agencies to tackle underage drinking and vaping. He has been dealing with parking issues, 7 missing people and working on antisocial behaviours, assisting with road traffic accidents, and providing support. The PCSO believes he plays a key role in engaging with local community and in crime prevention advice, road safety days and speed watch mornings. He regularly attends community events such as the Community Living Room. He is actively trying to arrange events around coffee mornings when people will come to speak to the PCSO.

FINANCIAL MATTERS

PC/23/08/177 A financial statement and reconciliation for the month ending 31st July had been sent with the agenda.

RESOLUTION – It was resolved that accounts below be accepted.

Proposed – Councillor Colin Russell

Seconded – Councillor Paul Henson

All in favour.

	Income	Receipts	Totals
Current Account as at 30.06.23			£84,971.64
Current Account (Ring fenced)			£54,975.35
CCLA Deposit Fund as at 30.06.23			£50,000.00
Total Available			£189,946.99
Less July Payments		£5,876.52	
Less unrepresented payments			
Deposits (CCLA Interest)	£187.60		
Cheque	£3.45		
Pathfinder refund	£1.00		
Deposit from Current Account to Ringfenced Account	£0.00		

Bugbrooke Parish Council

Agenda & Meeting Minutes

Deposits (Ring Fenced Interest)	£61.83		
Bank Statement			£79,287.17
Total Funds at 31.07.23			£184,324.35

PC/23/08/178 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>
01.08.2023	Southern Electric		HA 1980	Street Lighting – July 2023	£79.46	£450.75
01.08.2023	Onecom	TBC	LGA 1972 s111	July Parish Office Telephone and Broadband	£6.00	£36.00
01.08.2023	NEST		LGA 1972 s112	July Pension Contribution		£108.31
<u>Transfers</u>						
<u>Date</u>	<u>Payee</u>		<u>Statutory Power</u>	<u>Description</u>	<u>V.A.T.</u>	<u>Total</u>
01.08.2023	DNH Contracts	2389	Litter Act 1983 S5,6	Emptying of dog and litter bins for July	£88.20	£529.20
01.08.2023	HMRC		LGA 1972 S112	July Tax and NI		£427.18
01.08.2023	Mrs N Palmer		LGA 1972 S112	July Salary		£1547.38
01.08.2023	Link Magazine			Inclusion of the PCSO survey		£60.00
01.08.2023	BSACC		LGA 1972 s111	Office Rental, Hall Hire for August		£207.50
01.08.2023	JW Tree Specialists		Open Spaces Act 1906	Tree work on 3 areas		£760.00
01.08.2023	WAVE	12376741	Small Holdings Allotment Act 1908	Water for Allotments		£26.41
01.08.2023	R&G	12006	Open Spaces Act 1906	Mow of Playing fields	£134.80	£808.80
01.08.2023	Bugbrooke St Michaels Football Club	0038	LGS 1972 s145	Electricity for the Coronation Event	£49.01	£294.07
01.08.2023	PW.Warden Environmental Services	7077	Open Spaces Act 1906	Village Grass Cutting	£116.40	£698.40
01.08.2023	PKF Little John	SB20230390	LGA 1972 s111	Professional Services for External AGAR	£84.00	£504.00
01.08.2023	Jane Wood			Jubilee House Community Living Room		£240.00

Bugbrooke Parish Council

Agenda & Meeting Minutes

01.08.2023	Bank Charges		LGA 1972 s111	July charges		£12.25
Ratification						
18.07.2023	Land Registry		LGA 1972, s112	Searches		£6.00
18.07.2023	Land Registry		LGA 1972, s112	Searches		£6.00
18.07.2023	Land Registry		LGA 1972, s112	Searches		£6.00
18.07.2023	Land Registry		LGA 1972, s112	Searches		£3.00
11.07.2023	Royal British Legion		S137	Poppy Wreath		£50.00

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

Proposed – Councillor Paul Henson

Seconded – Councillor Will Marriott

All in favour.

PC/23/08/179 PLAYGROUND IMPROVEMENTS REPORT

Following a meeting with the appointed councillors; Phil Bignell, Tiff Cotterill and Paul Henson, it was decided that in order to make substantial improvements to both playgrounds currently managed by the parish council that only the playground at the school should receive an update this financial year and the Community Centre (other than urgent repairs) should be updated in 2023/2024.

Councillors felt that this would allow significant and meaningful updates that would make a real difference for families in the village and the upgrades at the Community Centre could be budgeted for in 2024/2025. The 3 quotes had been analysed and a supplier selected. These costs were discussed and agreed by the council.

RESOLUTION – It was resolved that the proposed improvements and costs from RPM be accepted, and the clerk instruct the supplier to order the equipment for the playground at the primary school.

Proposed – Councillor Phil Bignell

Seconded – Councillor Brian Curtis

All in favour.

PC/23/08/180 NOMINATION FOR CAFÉ GRANTS AWARDS COMMITTEE

A member of the parish council is requested to join the Grants Awarding Committee to play a role in approving grant applications under the ethos of the original Bugbrooke Charities. Councillor Graham Skinner was happy to take on this role.

RESOLUTION – It was resolved that Councillor Graham Skinner would be the parish council representative for the Café Grants Awards Committee.

Proposed – Councillor Phil Bignell

Seconded – Councillor Catherine Parry

All in favour.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/23/08/181

ITEMS FOR CONSIDERATION FOR SEPTEMBERS AGENDA

None.

PC/22/08/182

DATE OF NEXT MEETING

The September Meeting of the Parish Council will be on Monday 12th September 7.30pm at Bugbrooke Community Centre. This will be preceded by the Footpath meeting at 7pm.

There being no further business the chairman closed the meeting at 8.07pm.

End of Minutes

CHAIRMAN:.....

DATE:.....