

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 9th August 2021 at 7.30pm in Bugbrooke Community Centre.

PRESENT

Councillor Mark Copp

Councillor William Marriott

Councillor Brian Curtis

Councillor Des Morris

Councillor John Curtis, BEM

Councillor Scott Millar

Councillor Ian Gordon

Councillor Catherine Parry

Councillor Paul Henson

Councillor Colin Russell

Councillor Jane Wood (she/her)

IN ATTENDANCE

2 Members of the Public

Nicola Palmer – Clerk

Adam Brown – Unitary Councillor

APOLOGIES & ABSENT

Apologies were accepted from:	Reason:	Excluded from 6- month rule:
Councillor Phil Bignell	Personal	Yes
Councillor David Harries	Personal	Yes
Councillor Clare Slater (she/her)	Personal	Yes
Councillor Tiffany Cotterill (she/her)	Personal	Yes
Absent		

PC/21/08/181 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies had been received from Councillors Philip Bignell, David Harries, Clare Slater and Tiffany Cotterill in advance of the meeting and were excluded from the 6-month rule. In the absence of both the Chairman and the Vice Chairman, Internal Financial Controller Councillor Jane Wood had been asked to be Chair the meeting. It was noted in future councillors would appoint the chair at the meeting should the need arise.

PC/21/08/182 TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF MATTERS ON THE AGENDA

None were received.

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PC/21/08/183 TO CONSIDER WHETHER REGISTER OF INTERESTS REQUIRES UPDATING

No updates were required.

PC/21/08/184 TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 12th JULY 2021

The minutes had been circulated in advance of the meeting and Councillor Jane Wood asked the parish council if they were happy that they be signed as a true account. All were in favour.

PC/21/08/185 REPORTS ON ISSUES PREVIOUSLY RAISED

The clerk briefly updated on a few points from the previous meeting:

- Highways had passed the parish council's requests for various areas of the village to be 20mph zones to the Speed Limit Review Panel for consideration and the parish council would be updated regarding the outcome. Councillor Copp highlighted that if Highways did not support the extension to the 20mph Zone that the parish council investigate the erection of advisory green speed limit signs.
- The work at the Community Centre playground had been completed and the seat moved to the requested position.
- The clerk had received notification that the Lease for the Playground at the Primary School would be sealed in the next few days once they had received payment of the legal fees from the parish council.

PC/21/08/186 PUBLIC QUESTION TIME

There were no questions.

PC/21/08/187 UNITARY COUNCILLOR REPORT

Unitary Councillor Adam Brown had been held up at a previous meeting but gave his report on his arrival. He informed councillors that the new unitary authority had finished the 1st Quarter in a good position. They still had substantial funding from the Government and the majority of that would go on Covid Recovery initiatives. The authority would be reimplementing the 'Empowering Councillors Scheme' in the next few months to enable Unitary Councillors to issue grants to local community groups. Councillor Brown informed the parish council he would let the clerk know when the scheme was up and running and share details that could be posted on social media. Councillors asked who would be able to apply and were informed that the criteria had not yet been formally agreed. The councillors were informed that there was a consultation planned for October to nail down localism and provide a framework for the Unitary Authority to work with the parish councils. They are looking at options to work within geographical areas or on an issue's basis or perhaps even a combination of the two. Councillors asked if there would be an impact on planning decisions but were given reassurance that the planning status would not change but it may mean more support on issues like flooding. Finally, Councillor Brown said he was looking forward to a meeting with Bugbrooke St Michaels FA that week, to discuss how to accelerate their funding requests.

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PC/21/08/188

PLANNING

Planning Applications are shown below:

1. WNS/2021/0941/FUL - 75 Pilgrims Lane, Bugbrooke, Northamptonshire, NN7 3PJ - Proposed single storey side & rear extension

Councillors looked at the plans and discussed the application. They had no objections and requested materials to match as stated on the application.

PC/21/08/189

BSACCA CARPARK EXTENSION

The parish council had received an outline drawing for 64 carparking places on the playing field to the right as you drive into the carpark. BSACC wanted to request that Bugbrooke Parish Council submit the planning application on behalf of BSACC. The clerk informed the council as she had no experience in producing an application, she would not be involved in the creation or the detail of the application but was merely being asked to submit the completed application. Councillors discussed the need for the extra spaces and if it was required, it was suggested that the current area could be better utilised if it was tarmacked and spaces lined out all the way to the Rugby Club, most agreed but that even doing this would not meet the need. A major concern was the ring drain for the playing field and to ensure that work on the carpark in no way interfered with the drainage of the playing fields and the drain to the right-hand side of the current carpark. The council were reassured that this issue is being considered and the contractor would be the same as who originally build the carpark, so they had previous experience.

PC/21/08/189 - Resolution It was proposed that Bugbrooke Parish Council will submit a completed planning application for the new carpark at Bugbrooke Sports and Community Centre on behalf of BSACC.

Proposed: Councillor John Curtis

Seconded: Councillor Mark Copp

All in favour.

FINANCIAL MATTERS

PC/21/08/190

A financial statement and reconciliation for the month ending 31st July had been circulated with the agenda.

A financial statement for the month ending 31st July had been circulated with the agenda, and the figures were as follows: -		
Current Account as at 30.6.21		£88,390.80
Current Account (Ring Fenced)		£30,001.18
CCLA Deposit Fund as at 30.6.21		£40,000.00
Total available		£158,391.98

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Less July Payments		£17,590.31
Deposits (Interest)		£0.99
Deposits (Refund Acre)		£40.00
Bank Statement		£70,841.48
Total funds at 31.07.21		£140,842.66

PC/21/08/190 - Resolution – It was proposed that the figures above be approved.

Proposed – Councillor John Curtis

Seconded – Councillor Brian Cutis

All in favour.

PC/21/08/191 **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.

Direct Debits						
Date	Payee	Invoice	Statutory Power	Description	V.A.T	Total
02.08.2021	Southern Electric	71/67	HA 1980	Street Lighting – July 2021	£64.70	£431.49
02.08.2021	Onecom	474936	LGA 1972 s111	Parish Office Telephone and Broadband	£6.00	£36.00
02.08.2021	Dropbox		LGA 1972 s111	Annual Renewal Fee	£15.98	£95.88
Transfers						
Date	Payee		Statutory Power	Description	V.A.T.	Total
02.08.2021	BSACC	4831	LGA 1972 S112	Office Rental and Room Hire		£290.00
02.08.2021	PW Warden Environmental	6968	Highways Act 1980- S96	July mowing of verges	£106.00	£636.00
02.08.2021	R&G	117440	Open Spaces Act 1906 S6	Mowing of Playing and Cricket Field	£121.40	£728.40
02.08.2021	DNH Contracts	1807	Litter Act 1983 S5,6	Emptying of dog and litter bins for July	£84.00	£504.00
02.08.2021	Aylesbury Mains	20529	HA 1980	PL96 repair of streetlight	£13.69	£83.76
02.08.2021	Aylesbury Mains	20523	HA 1980	PL108 repair of streetlight	£14.68	£88.08
02.08.2021	LGSS Law	LF0887	Open Spaces 1906	Legal Fees – Playground at Bugbrooke Primary School to Bugbrooke Parish Council		£900.00
02.08.2021	RPM	4260	Open Spaces 1906	Urgent Repair to Climbing Frame – Missed invoice from April	£36.00	£216.00

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02.08.2021	RPM	4455	Open Spaces 1906	Maintenance to the Community Playground	£238.00	£1428.00
02.08.2021	HMRC		LGA 1972 S112	July Tax and NI		£158.18
02.08.2021	NEST		LGA 1972 S112	July Pension Contributions		£96.46
02.08.2021	Mrs N Palmer		LGA 1972 S112	July Salary		£1253.16
02.08.2021	Mrs N Palmer		LGA 1972 S112	Expenses		£20.56

PC/21/08/191 - Resolution It was proposed that the accounts for payment be authorised.

Proposed: Councillor John Curtis

Seconded: Councillor Brian Curtis

All in favour.

PC/21/08/192 POLICE MATTERS

A report from the PCSO had been attached to the agenda. Councillors raised some concerns that our dedicated PCSO had been pulled away to attend a recent local event. The clerk was requested to contact Northants Police to discuss this matter. The councillors also requested that the clerk obtain a copy of the contract for review and scrutiny by the council. Consideration by the councillors to continue beyond the current contractual period would be discussed at the September meeting.

PC/21/08/193 PARISH MATTERS

A Monthly Inspection Sheets

Most inspection sheets had been received and the councillors confirmed those missing would be handed in over the next few days.

PC/21/08/194 POPPY WREATH

Councillors were asked if they wanted to purchase a Poppy Wreath. They unanimously agreed immediately.

PC/21/08/194- Resolution – It was proposed that the parish council purchase a Poppy Wreath.

Proposed – Councillor William Marriott

Seconded – Councillor John Curtis

All in favour.

PC/21/08/195 DATE OF NEXT MEETING

Monday 13th September at 7.30pm in the small hall at Bugbrooke Community after the Footpath Meeting at 7pm.

There being no further business the chairman closed the meeting at 8.32pm.

End of Minutes

August 9, 2021

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CHAIRMAN:.....

DATE:.....