

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
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Bugbrooke
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3rd September 2024

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NOTICE OF MEETING

I hereby summon you to the **September Meeting of the Parish Council** which will take place on **Monday 9th September 2024 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 August 2024 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 Mark Copp
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor Ian Gordon
Councillor David Harries, BEM
Councillor Jane Wood (she/her)

Councillor Paul Henson
Councillor William Marriott
Councillor Des Morris
Councillor Catherine Parry
Councillor Colin Russell
Councillor Graham Skinner
Councillor Clare Slater (she/her)

AGENDA – SEPTEMBER 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 AUGUST 2024
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. POLICE MATTERS –

a. PCSO Report - A report from the PCSO has been circulated with the agenda.

9. PLANNING

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

None received

10. FINANCIAL MATTERS

10a. A financial statement and reconciliation for the month ending 31st August is attached to the agenda.

10b. Accounts for Payment Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. Any invoices received will be added to the schedule before the meeting.

10c. First Quarter Report – The report was not ready for the July Meeting and as the August meeting is urgent issues only the report was moved to September.

10d. Internal Control Check – Councillor Jane Wood accounts inspection.

11. COMPLETION OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/2024 - The clerk has received the completed AGAR from the external auditors, thereby satisfactorily completing the annual audit. A copy of the completed AGAR had been circulated with the agenda and when approved by councillors will be posted to the parish council website along with the 'Notice of conclusion of audit'.

12. CCLA – Update the signatories for the Emergency Reserve Fund

13. CHURCH CARPARK – The chairman has prepared a report that is attached to the agenda regarding a resident request for marked disabled spaces.

14. PLAYGROUND INSPECTION REPEAT ORDER FORM – The clerk would like councillors to agree to the completion of a repeat order form for the Playground inspection next June.

15. VEHICLE ACTIVATED SIGN – The clerk has ordered the sign and it is delivered on the 10th September.

16. INSURANCE RENEWAL – The insurance is due for renewal; the clerk has obtained quotes, and a briefing note is attached to the agenda.

17. BOLLARDS on PATHS – Councillors have discussed the bollards on the paths numerous times; there are only 2 options from WNC the bollards remain as they are or the council can choose to remove them completely.

18. NATURE RECOVERY STRATEGY & BUGBROOKE'S GREEN SPACES – The councillors will discuss any plans for the green spaces if available.

19. PARISH MATTERS

A *Monthly Inspection Sheets and any urgent Parish Matter only*

B *Hedges/Trees/Fences/Walls –*

C *Footpaths –*

D *Street Lighting-*

E *Highways and Transport –*

F *BSACCA –*

G *Millennium Green –*

H *Environmental Group –*

I *Defib –* Councillor Will Marriott has organised defib training, this is open to all Bugbrooke residents on Monday 30th September at 7.30pm at Bugbrooke Football Club.

J *Patient Participation Group –*

H *Speed Watch –* This had been completed and the chairman will update councillors.

20. ITEMS FOR CONSIDERATION ON THE OCTOBER AGENDA

21. DATE OF NEXT MEETING

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