

September 14, 2020

Bugbrooke Parish Council

Agenda & Meeting Minutes

September 14, 2020

Monthly Meeting of the Full Council

held on Monday 14th September 2020 at 7.30 p.m. This meeting was held in accordance with The Local Authorities (Coronavirus) (Flexibility for Local Authority Meetings) (England) Regulations 2020. Due to the restrictions on social distancing the meeting was held remotely.

Bugbrooke Parish Council

Agenda & Meeting Minutes

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Table of contents

In Attendance	2
Apologies for absence Absent.....	2
PC/20/9/137 Apologies for absence.....	2
PC/20/9/138 Declarations of Interest	2
PC/20/9/139 To sign and approve the minutes of the meeting held on 10 th August 2020.....	2
PC/20/9/140 Public question time	2
PC/20/9/141 Reports on Issues Previously Raised	3
PC/20/9/142 District Councillors Report	3
PC/20/9/143 Planning	3
PC/20/9/144 Financial Matters	4
PC/20/9/145 Accounts for payments	4
PC/20/9/146 Police Report	5
PC/20/8/131 Parish Matters	5
PC/20/9/148 Vehicle Activated Sign	6
PC/20/9/149 Resumption of the Parish Council Meetings at the Community Centre	6
PC/20/9/150 Bugbrooke Football Club	6
PC/20/9/151 Annual Insurance Renewal	7
PC/20/9/152 War Memorial	7
PC/20/9/153 Date of Next Meeting	7
End of Minutes	7

Bugbrooke Parish Council

Agenda & Meeting Minutes

In Attendance

Councillor Mrs. Linda Pope, Chairman
Councillor Phill Bignell
Councillor Brian Curtis
Councillor Mrs. Teresa Garlick
Councillor Ian Gordon
Councillor David Harries, BEM
Councillor Paul Henson

Councillor Alan Kent
Councillor Des Morris
Councillor Alan Kent
Councillor Ms Sarah Munday
Councillor Catherine Parry

Mrs N Palmer – Deputy Clerk

Members of the Public x3

Apologies for absence

Councillor Ken Gardner
Councillor Terry Ward
Mrs S Bramley-Brown, Parish Clerk

Absent

Councillor John Curtis, BEM
Councillor Jane Wood

PC/20/9/137 Apologies for absence

Councillor Ian Gordon gave apologies for Councillor Ken Gardner and Councillor Terry Ward these were accepted.

PC/20/9/138 Declarations of Interest

Councillor Paul Henson declared that if the weed killing discussed during the Footpath meeting was debated that he had an interest in the company used previously.

PC/20/9/139 To sign and approve the minutes of the meeting held on 10th August 2020

The minutes of the meeting held on 10th August had a grammatical amendment and were approved, signed, and initialled by the Chairman

PC/20/9/140 Public question time

There were no questions from the members of the public.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/20/9/141 Reports on Issues Previously Raised

The Clerk and Deputy Clerk had provided an update with the agenda, Councillors confirmed they had read this. The Deputy Clerk confirmed that Ground Solutions had been cutting back overgrown foliage at the Johns Road end of the footpath from Pilgrim Lane to John's Road that day. Councillors reported that the village name plate opposite Unusual Rigging had not been repaired and the 'Give Way' sign at the bottom of Pilgrims Lane had been uprooted. It was requested that the Deputy Clerk report these to Highways. There was also a report of a sheet of metal outside the entrance to the Allotments.

PC/20/9/142 District Councillors Report

Councillor Bignell and Councillor Davis Harries expressed their approval of the appointment of Senior Chief Executive Anna Earnshaw and also from SNC Jane Carr into the Position of Director of West Transformation. Councillor Bignell explained that this role was essential to bring LGR together. All the main appointments have now been made.

PC/20/9/143 Planning

- A. Planning – Councillors had received all the planning applications to view in advance of the meeting to be discussed.

S/2020/1385/FUL - 10 High Street Bugbrooke NN7 3QF - Re-building of garden store and adjoining wall – no objections.

S/2019/2526/MAO – Land North of Church Lane – Outline application including access, with all other matters reserved, for up to 12 residential dwellings (maximum).

Councillors had looked at the plans and some concerns were raised around access and visibility. It was suggested that with the substation located adjacent to the entrance to the development and the trees on the other side, there would be a blind spot. Several Councillors raised concerns about the services in the village being already over stretched, with the schools and surgery being full. Councillor Bignell raised several reasons why the Parish Council should oppose the development including that it is positioned outside the village boundary and that it is contrary to pt2 planning which was adopted in September 2020. Bugbrooke has taken a 15% increase in housing under IRHP over the last 10 years and has been fully developed, at this point in time; there should be no further development around the village. However, Councillors agreed that they had marked this area of land suitable to be developed if the village was forced to take more houses in the future. Councillor Bignell proposed that the Parish Council reject the application for the reasons listed above. Councillors were unanimous in their vote to object the application.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/20/9/144 Financial Matters

- a. A Month End Bank Reconciliation financial statement for the month ended 31st August 2020 had been circulated with the Agenda, and the figures were as follows:

Cash in Hand as at 01/08/2020	£39,823.93
ADD	
Receipts 01/08/2020 – 31/08/2020	£58,599.72
SUBTRACT	
Payments 01/08/2020 – 30/08/2020	£71,769.23
 CASH IN HAND	 £26,654.42
 Plus (CCLA Account)	 £40,000.00

RESOLUTION - It was proposed by Councillor Munday and seconded by Councillor Brian Curtis that the Bank Reconciliation for the month ended 31/08/2020 should be approved. Agreed unanimously.

PC/20/9/145 Accounts for payments

Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. The final column on the right details the powers which authorise the payments below:

To whom	Service rendered	Amount (£)	Vat (£)	Power used for payment
Direct Debits				
Southern Electric	Street Lighting – August 2020	£440.29		HA 1980
Siemens Finance	Ratification of payment made in August – lease of photocopier	£204.00	£34.00	LGA1972 S112
Internet Bank	Transfers			
HMRC	Clerk PAYE August	£151.60		HMRC
Parish Clerk	August Salary + Overtime	£1070.69		LGA 1972 S112
Deputy Clerk	August Salary	£481.11		LGA 1972 S112
Came and Co	Annual Insurance Premium	£1,582.41		LGA 1972 S112
DNH Contracts	August Litter and Dog Bin emptying	£504.00		Litter Act 1983 S5,6

Bugbrooke Parish Council

Agenda & Meeting Minutes

Jeremy Collett	IT Support and Domain Renewal	£300.00		LGA 1972 S112
Wave	Allotment Water	£41.55		
Zoom	Virtual meeting hosting	£14.39	£2.40	LGA 1972 S111
BSACC	Parish Office Room Rental	£375		LGA 1972 S112
Onecom	Parish Office telephone and Broadband - July	£36.00	£6.00	LGA 1972 S112
Dropbox	Ratification of payment made in August – Renewal of Annual fee for Dropbox usage	£95.88	£15.98	LGA1972 S111
Alderman Roofing	Ratification of payment made in August for repair of High Street Bus Shelter roof.	£1,098.00	£183.00	PCA 1957 s3
Greenerways Environmental	Ratification of payment made in August for safe removal and disposal of asbestos waste dumped in church car park	£225.00		GPoC
R&G	Aerate and fertilise pitches	£1004.40	£167.40	Open Spaces 1906
R&G	Mowing	£540.14	£90.02	Open Spaces 1906

	RESOLUTION It was proposed by Councillor Gordon and seconded by Councillor Garlick that these invoices were paid. Agreed unanimously.
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PC/20/9/146 Police Report

The police report was attached to the agenda, there were no questions.

PC/20/8/131 Parish Matters

- A. Monthly Inspection Sheets. The Deputy Clerk reported the inspection reports had been received with most of them being sent electronically.
- B. Hedges and Trees.
Councillor Harries reported that the Cricket Willow, had fallen over before Heygates had removed it, luckily it had fallen in a direction that caused no damage.
It was reported that the hedging from Ace Lane down towards the Church was leaning out over the footpath.
- C. Footpaths. The path from Meadway alongside Jubilee House down to the school field is yet again swamped with nettles. This had been discussed at the footpath meeting and

Bugbrooke Parish Council

Agenda & Meeting Minutes

Councillors were asked if they agreed to have the weeds treated. This would result in the footpath being closed for few hours, so it was suggested that the Deputy Clerk request a Sunday to have the work completed. All Councillors agreed and the Deputy Clerk was asked to arrange this.

- D. Streetlighting. The Deputy Clerk was still waiting to hear back from Jubilee House regarding leaving the back lights on.
- E. Emergency Planning/Pathfinder II. Councillor Ms Munday reported that she had met with Raybell's who had expressed difficulties with the access to the brook but was going to send a quote. Councillor Munday had not yet received this.
- F. Highways and Transport. The village sign opposite Unusual Rigging has still not been repaired, the 'Give Way' sign at the bottom of Pilgrims need to be reported to Highways. It was requested that the Deputy Clerk did this.
- G. Patient Participation Group. Councillor Mrs Garlick reported that the Flu Jabs clinics were beginning next week with the ambitions plans to see 21 people every 15 minutes, she advised that the carpark was going to be busy and people living locally should be encouraged to walk if possible.
- H. Millennium Green. Councillor Harries reported that the trees were almost due an inspection and the Millennium Green would report back to the Parish Council.

PC/20/9/148 Vehicle Activated Sign

A briefing note was attached to the agenda containing quotes from 3 suppliers. The Councillors discussed the quotes and agreed on 'Option 1', it was the cheapest, offered the longest warranty and the company had been the most attentive.

PC/20/9/149 Resumption of the Parish Council Meetings at the Community Centre

The Deputy Clerk advised that the guidance from NCALC remained unaltered in that Parish Councils should continue to hold virtual meetings for the time being. The guidance was updated weekly. Councillors agreed that meetings should continue to be via Zoom, but with a regular review of the changing guidance.

PC/20/9/150 Bugbrooke Football Club

The Chairman had been approached to discuss the Football club using antivandal paint. Last month the Clerk had informed the club it would be their liability.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/20/9/151 Annual Insurance Renewal

The Parish Council's annual insurance is due for renewal on 1st October. In 2018 Councillors passed a resolution to renew its annual insurance with Inspire under a Long-Term Agreement. The cost for the year from 1.10.20 – 30.9.21 is £1,582.41. The payment is included in the payment schedule.

RESOLUTION – The Chairman asked if the Councillors agreed to the payment. It was agreed unanimously.

PC/20/9/152 War Memorial

The Chairman had been approached by several residents again asking to have a War Memorial in the village other than the 'Memorial Window' in the Church. All Councillors agreed that it should be investigated again. Councillor Brian Curtis volunteered to investigate funding and design. The Deputy Clerk was asked to look into permission. Both would report back at the October meeting.

PC/20/9/153 Date of Next Meeting

Monday 12th October 2020 at 7.30. p.m. via zoom

There being no further business the Chairman closed the meeting at 20.56 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....