

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
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4th April 2022

E: parishclerk@bugbrookeparishcouncil.org

NOTICE OF MEETING

I hereby summon you to the **Monthly Meeting of the Parish Council** which will take place on **Monday 11th April 2022 at 7.30 p.m.** in the Small Hall at the Community Centre, Camp Hill, Bugbrooke. This is to be preceded by the ANNUAL PARISH MEETING at 7.00 p.m.

I enclose the minutes of the meeting held on 14th March 2022 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. **Members of the public are politely asked to wear facemasks although this is no longer compulsory. Councillors are reminded that it is recommended at a lateral flow test is taken on the day of the meeting.**

Yours faithfully,

Nicola Palmer
Clerk to the Parish Council

To:

Councillor Philip Bignell
Councillor Mark Copp
Councillor Tiffany Cotterill (she/her)
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 (she/her)
Councillor Jane Wood (she/her)

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 MARCH 2022
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 & CLERKS REPORT
8. ABILITY COMMUNITY BUS SERVICE

The parish council have invited Lynn Hinch from ABILITY to talk briefly about the service and how it many benefit residents of Bugbrooke. Councillors will be invited to ask questions.

9. PLANNING

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

1. WNS/2022/0635/FUL - Wharf House Pattishall Road Bugbrooke NN7 3QB - Proposed single storey orangery to rear after demolition of existing UPVC conservatory, Front roof change to remove overhang to porch, Remove bay window and fit doors (front elevation), Utility room door swapped for window (front elevation)

10. FINANCIAL MATTERS

10a. A financial statement and reconciliation for the month ending 31st March has been circulated with the agenda.

10b. 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 that has been issued with the agenda.

10c. Internal Control Check – Internal Control Councillor Jane Wood carried out an inspection of the accounts and invoices on 21st March 2022.

10d. VAT Reclaim – A VAT return for March 2022 has been submitted totalling £915.37. The reclaim will show in the figures for the financial year 2022/2023.

11. YEAR END 2021/2022

11a. A financial statement and reconciliation for the year ending 31st March 2022 has been attached to the agenda.

11b. 4th Quarter – Year End Budget Report - The budget report is attached to the agenda.

12. POLICE MATTERS

12a. PCSO Report - A report from the PCSO is attached to the agenda.

13. SPEED WATCH – Councillor Philp Bignell is the coordinator and will provide an update.

14. RUGBY CLUB SIGN – Councillor Harries to provide an update.

15. HM THE QUEENS JUBILEE – THE BIG LUNCH – The clerk will provide an update for the meeting.

16. ASSET MAPPING PROJECT – Councillors Jane Wood and Catherine Parry to provide an update, the clerk has loaded the Unitary Assets to the Online Asset Register.

17. OPEN SPACE SMITHERWAY/SHEPHERDS WALK – A briefing note is attached to the agenda.

18. PARISH MATTERS

A Monthly Inspection Sheets and any urgent Parish Matter only

To be submitted to the clerk electronically where possible.

B Hedges/Trees/Fences/Walls – Those reported last month have received a letter.

C Footpaths

D Street Lighting - Councillor Phil Bignell would like to discuss painting the streetlight on the High Street.

E Highways and Transport

The clerk has attached a briefing note to the agenda with an update regarding water outside The Wharf.

F Millennium Green

H Environmental Group

19. DATE OF NEXT MEETING

Monday 9th May 2022 at 7.30pm.