

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
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6th December 2022

E: parishclerk@bugbrookeparishcouncil.org

NOTICE OF MEETING

I hereby summon you to the **December Meeting of the Parish Council** which will take place on **Monday 12th December 2022 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 14th November 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 participation as mentioned below.

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 Des Morris
Councillor Catherine Parry
Councillor Colin Russell
Councillor Graham Skinner
Councillor Clare Slater (she/her)
Councillor Jane Wood (she/her)

AGENDA – NOVEMBER 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 14th NOVEMBER 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. PLANNING

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

8a. WNS/2022/2180/FUL - 6A Church Lane Bugbrooke NN7 3PB - Proposed single storey rear extension to main dwelling and car port to existing detached garage.

8b. WNS/2022/2280/FUL - 24 Pilgrims Lane, Bugbrooke, Northamptonshire, NN7 3PJ - Revised submission of approved application WNS/2021/1829/FUL. Single storey side extension, front porch extension and external alterations.

9. FINANCIAL MATTERS

9a. A financial statement and reconciliation for the month ending 30th November is attached to the agenda.

9b. 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. Any invoices received will be added to the schedule before the meeting.

10. PRECEPT

To resolve the amount of Precept required for the year 2023 – 2024 following the approval of the budget at the November meeting; a briefing note is attached to the agenda. A formal resolution is required.

11. NOTIFICATION OF EXTERNAL AUDITOR APPOINTMENT

Bugbrooke Parish councils appointed auditor will be PKF Littlejohn LLP until 2026-2027.

11. VILLAGE FIREWORKS

The Football Club are proposing to bring back the fireworks display. The clerk will present information.

12. SANTA IN BUGBROOKE – An update from Santa in time for his annual visit to Bugbrooke.

13. POLICE MATTERS –

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

b. Police Liaison Representative Update – An update is attached to the agenda for information.

c. New SPCSO contact – The clerk has been informed the current contact for the Sponsored PCSO scheme is changing.

14. BUGBROOKE CHARITIES – Accept the Trustees resolution to close the Bugbrooke Charities and transfer the assets including liquidating the units with the Charity Commission to Bugbrooke Community Café to distribute the funds in the spirit of the original charities.

15. COMMUNITY LIVING ROOM & BUGBROOKE CHARITIES – An update will be provided at the meeting.

16. THE CORONATION – The clerk will provide an update on the first meeting to organise a whole village event on Saturday 6th May 2023.

17. 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*

C *Footpaths*

D *Street Lighting* – Quote for day burning

E *Highways and Transport* – The clerk had a meeting with Councillor Skinner regarding highways. It was agreed with his expertise in highways matters it would make sense for this to be a key role as a councillor.

F *BSACCA –*

*F Millennium Green -
H Environmental Group -
I Defib –
J Patient Participation Group –*

18. PARISH OFFICE CHRISTMAS CLOSURE

As usual the Parish Office will be closed from 16th December until 4th January. The clerk will be taking time off, but emails will be monitored, and urgent enquiries will be dealt with during this period.

19. ITEMS FOR CONSIDERATION FOR NEXT MONTHS AGENDA

20. DATE OF NEXT MEETING

Whole Council Training will take place on Monday 9th January 7-9pm – This is for councillors only.

Parish Council meeting will be Monday 16th January 2023 at 7.30pm