

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
T: 01604 832838
5th September 2022

E: parishclerk@bugbrookeparishcouncil.org

NOTICE OF MEETING

I hereby summon you to the **September Meeting of the Parish Council** which will take place on **Monday 12th September 2022 at 7.30 p.m.** in the Small Hall at the Community Centre, Camp Hill, Bugbrooke. **The meeting will be preceded by the Footpath Committee meeting at 7pm.**

I enclose the minutes of the meeting held on 8th August 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 Clare Slater (she/her)
Councillor Jane Wood (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 8th AUGUST 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/2022/1713/FUL - 75 Pilgrims Lane, Bugbrooke, Northamptonshire, NN7 3PJ - Single-storey & two-storey rear extension with internal alterations.

9. FINANCIAL MATTERS

9a. A financial statement and reconciliation for the month ending 31st August 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. COMPLETION OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/2022 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 will be posted to the parish council website along with the 'Notice of conclusion of audit'.

11. APPOINTMENT OF EXTERNAL AUDITOR – The parish council has received an application to fill the vacancy for a Bugbrooke Parish Council councillor.

12. CO-OPTION PROCESS – The parish council has received an application to fill the vacancy for a Bugbrooke Parish Council councillor.

13. POLICE MATTERS

13a. PCSO Report - A report from the PCSO is attached to the agenda.

14. TREE in CAMP HILL – A briefing note is attached to the agenda.

15. SCHOOL PLAYGROUND – Councillors to agree action following further graffiti and the closure over the summer.

16. COMMUNITY LIVING ROOM – A briefing note is attached to the agenda.

17. PATH IN CHURCH YARD – A briefing note is attached to the agenda.

18. WNC ELECTORAL REVIEW – A briefing note is attached to the agenda.

19. SPEED WATCH – An update will be provided by the chairman.

20. 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* – New Unmetered supplied certificates received.

E *Highways and Transport*

F *BSACCA -*

F *Millennium Green -*

H *Environmental Group -*

I *Defib –*

J *Patient Participation Group -*

21. ITEMS FOR CONSIDERATION FOR NEXT MONTHS AGENDA

22. DATE OF NEXT MEETING

Monday 10th October 2022 at 7.30pm