

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
T: 01604 832838
7th October 2025

E: parishclerk@bugbrookeparishcouncil.org

NOTICE OF MEETING

I hereby summon you to the **October Meeting of the Parish Council** which will take place on **Monday 13th October 2025 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 8th September 2025 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 Brian Curtis
Councillor John Curtis, BEM
Councillor Liz Coppard
Councillor David Harries, BEM
Councillor Paul Henson
Councillor Tony Jones
Councillor William Marriott

Councillor William Marriott
Councillor Dean Manning
Councillor Des Morris
Councillor Rik Patel
Councillor Graham Skinner
Councillor Clare Slater (she/her)
Councillor Paul Simpson
Councillor Jane Wood (she/her)

AGENDA OCTOBER MONTHLY 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 SEPTEMBER 2025
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 – Great Lane Bridge, Shady Lane, Kislingbury Road Bends and Dog Fouling.

8. **UPDATES on FLOODING** – The council has seen a draft and now await the report being published so it can be shared with residents.

9. **GRANT for CHURCH CLOCK** – The clerk has included the grant application for the mechanism of the Church Clock for £1000 towards the repair as discussed at the September meeting. A quote of £2820 for the mechanism has been obtained.

10. **PLANNING**

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

11. **FINANCIAL MATTERS**

11a. **A financial statement** and reconciliation for the month ending 30th September are attached to the agenda.

11b. **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.

11c. **Approval of Direct Debits** – New direct debit set up for SSE, others include Siemens and Onecom.

11d. **Second Quarter Report** – A report is attached to the agenda.

12. **POLICE MATTERS** –

a. **PCSO Report** - A report from the PCSO will be circulated when available.

b. **PCSO Renewal** – Do the parish council wish to continue with the PCSO next year.

c. **Bus Shelter Graffiti** – Campion have offered to meet with PCSO and Parish Council following the clerks email – Councillors to decide who will attend if it is felt necessary.

13. **VILLAGE PLAN** – The clerk has attached the ongoing village plan but would like to know if councillors wish to contribute to it to help with budgeting for 2026/2027.

14. **EV CHARGING POINTS** – A briefing note is attached to the agenda regarding lamppost charging.

15. **CAPTAINS CLOSE** – Fencing - At the August meeting Councillors asked Councillor Manning to obtain a quote for the iron fencing and instillation. This has been received. The clerk had previously obtained 3 quotes for wooden fencing, but previously used iron fencing has been sourced; suppliers are reluctant to install it, but new iron fencing is too expensive hence the quote from Manning Construction.

16. **THE FIVE BELLS** – The clerk was requested to write to the brewery owners about condition of the building, they have replied to say they are expecting it to be renovated and opened in December.

17. **REGISTER ASSETS OF COMMUNITY VALUE** – Councillor Paul Simpson has produced a briefing note and suggested discussing if the parish council should look to register buildings in the village – Councillor led discussion.

18. **COMMUNITY RESILIENCE GROUP** – The group will provide an update following the first meeting.

19. **STREETLIGHTS** – Adoption at Johns Road and further inspections -

20. **CHRISTMAS TREES** – A briefing note is attached to the agenda for an alternative to Streetlight trees. Planters to be removed on 22nd October.

21. **PARISH MATTERS**

A *Monthly Inspection Sheets*

To be submitted to the clerk electronically where possible.

B *Hedges/Trees/Fences/Walls*

- C Footpaths –*
- D Street Lighting -*
- E Highways and Transport –* Councillor Phil Bignell and Councillor Graham Skinner met with Highways to discuss the Bus Stops in the village.
- F Millennium Green –* Annual grant request has been received.
- G Defib –*
- H Environmental Group*
- I Patient Participation Group*

22. ITEMS FOR CONSIDERATION ON NOVEMBER AGENDA

23. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Monday 10th November at 7.30pm in Bugbrooke Community Centre.

24. EXCLUSION OF PRESS AND PUBLIC

To RESOLVE that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations the public and press be excluded during consideration of the following item.

- Feedback on 'Flood Investigation Report Bugbrooke 24th November 2024 - Prepared under Section 19 of the Flood and Water Management Act 2010' Draft Report.