

BUGBROOKE PARISH COUNCIL

Chairman – Mrs L Pope

Parish office,
Camp Close,
Bugbrooke,
NN7 3RW

Clerk: Mrs S Bramley-Brown

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6th October 2020

To:

Councillor Philip Bignell
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor Ken Gardner
Councillor Mrs Garlick
Councillor Ian Gordon
Councillor David Harries, BEM

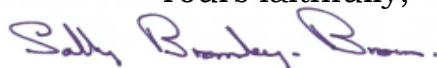
Councillor Paul Henson
Councillor Alan Kent
Councillor Des Morris
Councillor Ms Munday
Councillor Mrs Parry
Councillor Mrs Pope, Chairman
Councillor Terry Ward
Councillor Jane Wood

NOTICE OF MEETING

In accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 I hereby summon you to the **monthly meeting of the Parish Council** which will take place on **Monday 12th October 2020 at 7.30pm**. Due to the current restrictions, **these meetings will be held remotely via Zoom. Meeting ID: 874 5501 5614 Passcode: 897945.**

I enclose the minutes of the remote meeting held on 14th September 2020 and accompanying papers as appropriate. The agenda has been posted on the website and at the Parish Office.

Yours faithfully,



Sally Bramley-Brown - Clerk to the Council

AGENDA -

1. To accept apologies for absence.
2. To receive declarations of interest in respect of matters on the agenda and Councillors to confirm that they have checked the details held by South Northants are up to date.
3. To sign and approve the minutes of the meeting held on 14th September 2020.
4. **Public Question Time.** Any members of the public who have joined the meeting may raise issues at this point. They will be strictly limited to 3 minutes.
5. **Reports on issues previously raised**
Councillors and the Clerk will report on any information which they have

received which updates any item on previous agendas, and which are not dealt with on this agenda.

6. **District Councillors Report and Local Government Reorganisation for Northamptonshire** – Councillors Harries and Bignell/ County Councillor Adam Brown.

7. **Planning**

No Planning applications have been received but a decision on the appeal from the applicant regarding the Bugbrooke Barns, Kislingbury Road, Bugbrooke NN7 3QG has been received. This is attached to the agenda.

8. **Financial matters**

A. Financial statement for month ending 30th September is attached to the agenda.

B. Accounts for Payment. Moneys must be paid out in only in pursuance of statutory powers vested in the Parish Council. The payment schedule is attached to the agenda for authorisation.

C. The Finance Committee to arrange to meet remotely during October to prepare the draft Annual Budget for 2021/2022 to be presented to full council at the November meeting.

9. **Annual Audit**

The Clerk had received confirmation from PFK Littlejohn that once again the annual audit has been completed satisfactorily. Councillors are requested to formally resolve to approve the Annual Return and Annual Governance Statement, a copy of which is attached to the agenda. PFK Littlejohn have advised there were no issues requiring the issue of additional report.

10. **Internal Financial Controller Reviews**

Please see the attached Briefing Note which requests Councillors pass a Resolution to the suspend that part of the Parish Council's Financial Risk Management in relation to the quarterly report by the Internal Financial Controller.

11. **Police Report**

A copy of the monthly report from our PCSO is attached to the Agenda.

12. **Parish Matters**

- A Monthly Inspection Sheets. To be submitted to the Clerk and Deputy Clerk electronically where possible. Area 3 has been updated with Councillors amends and is attached to the agenda.
- B Hedges and Trees. Reports of overgrown vegetation can be made to the Clerk at this point. Councillors are respectfully reminded that we do have a system in place where once it has been reported to Council, the leaflet should be posted through the door of the offending property by the Councillor reporting it. Please advise if you have run out of leaflets.
- C Footpaths. Weed killing on the path was due to take place on 4th October due to bad weather this is now scheduled for the 11th October.
- D Streetlights. Those reported last month have been reported to Aylesbury Mains for repair.
- E Emergency Planning/Pathfinder II. Update from Councillor Ms Munday.

- F Highways and Transport. The issues raised last month have been reported. Numerous complaints have been received about parking outside the primary school and Campion.
- G Patient Participation Group. Nothing to report
- H Millennium Green: The Clerk is awaiting receipt of a report from the Millennium Green committee, following an assessment carried out by a tree surgeon. As part of his assessment he has indicated that an oak in the church car park needs attention. Once the report is received, the Clerk will make arrangements to have any necessary works carried out as soon as possible, in view of the possible risks of injury should a branch fall.

13. **Vehicle Activated Sign**

Councillors have selected a supplier; it now requires a team to be established to continue the project – see attached Briefing Note.

14. **Community Centre Access**

A letter has been received from residents in Tibbs way who would like the Parish Council to help improve the access to the Community Centre and the safety of Tibbs Way residents entering and exiting their properties.

15 **ULEV Electric Charging Points**

Councillors provided comments to the Deputy Clerk and these were submitted to ULEV project team at Northamptonshire County Council. The response is attached to the agenda.

16 **War Memorial**

The Deputy Clerk has begun investigations into the feasibility of a new Memorial in the Village. Councillor Brian Curtis has volunteered to lead the project and will provide an update. The clerk has now received the S50 licence from NCC Highways to permit the installation of Tommy on the Waggon and Horses Green. Do Councillors wish to proceed with this or wait until the possibility of a war memorial is progressed further to enable Tommy to be located adjacent to any such memorial.

17. **Character Assessment**

There is a consultation from South Northants Council regarding the documenting of our surrounding area, information is attached to the agenda and the Deputy Clerk will collect comments to feedback if requested by Councillors.

18. **Primary School Play Area – Lease of Land from Northamptonshire County Council**

The Clerk has been advised by the County Council estates department that our 10-year lease of the play area expired in July! They have carried out a consultation with the primary school who are apparently happy for the retention of the play area. Councillors are required to confirm that they wish to continue to provide the play area at this location and that, subject to contract, agree to the county council granting a new lease on the same terms as the previous lease, i.e. on a 10 year term outside of the 1954 Act, at a peppercorn rent, with insuring and repairing responsibility falling to the Parish Council (as far as it does in the existing lease), and with the tenant

(i.e. the parish council) to pay the landlord's legal fees in relation to the preparation, negotiation and completion of the lease, as per the previous lease. The Clerk has requested NCC provide an estimate of the legal costs.

19. **Date of next meeting** – Monday 9th November at 7.30 p.m. Councillors to discuss whether they wish to continue with Zoom meetings for the time being.

End of Agenda