

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
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7th November 2023

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NOTICE OF MEETING

I hereby summon you to the **November Meeting of the Parish Council** which will take place on **Monday 13th November 2023 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 9th October 2023 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 9th OCTOBER 2023
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.

9. POLICE MATTERS –

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

b. Cost Increase for Sponsored PCSO scheme – The clerk has attached a letter from the Police regarding increase for 2024/2025.

c. Parking at Campion – As discussed last month a group including the school, police & Highways are arranging a date to meet – this date is not yet confirmed.

10. FINANCIAL MATTERS

10a. A financial statement and reconciliation for the month ending 31st October is attached to the agenda.

10b. Accounts for Payment Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. Any invoices received will be added to the schedule before the meeting.

10c. Annual Pay Increase Annual pay increase for clerks has been agreed this follow the contract so is for information only.

11. GRASSLAND MANAGEMENT POLICY - A briefing note and draft policy is attached to the agenda.

12. HANGING BASKETS – The clerk has begun to investigate options as an alternative to the baskets and has attached a briefing note. Once the council has discussed the clerk will obtain quotes.

13. CHAPEL UPDATE – The clerk has not yet received the CIO to share with councillors.

14. VILLAGE MAINTENANCE UPDATE – This month many jobs in the village have been completed.

15. PLAYGROUND MAINTENANCE – The council have been planning to make improvements to the community centre playground. The wooden frame needs to be replaced. This pushed back earlier in the year to 2024 but given the lead times of equipment the clerk would like to order the already agrees equipment from this year's budget.

16. PRESENTATION of DRAFT BUDGET 2024/2025 - The clerk will present the budget for next year for approval.

17. HOUSING NEED SURVEY – The council has been investigating commissioning a housing need survey but a developer has sent a survey to residents at briefing note is attached to the agenda.

18. SANTA IN BUGBROOKE – The council has been informed that the shop is planning to open a post office to ensure the village does not lose this vital service.

19. COUNCILLOR NAME TAGS – The council has been informed that the shop is planning to open a post office to ensure the village does not lose this vital service.

20. RUGBY CLUB SIGN – 16 months after requested a sign and a quote from Highways the clerk has received this information.

21. PARISH MATTERS

A *Monthly Inspection Sheets and any urgent Parish Matter only*

To be submitted to the clerk electronically where possible before the meeting.

B *Hedges/Trees/Fences/Walls –*

C *Footpaths -*

D *Street Lighting*

E *Highways and Transport –*

F *BSACCA –*

- F Millennium Green* – Councillors agreed to purchase trees that would be planted at the Millennium Green. The clerk has requested an update on how best to manage this project.
- H Environmental Group* -
- I Defib* –
- J Patient Participation Group* –

21. ITEMS FOR CONSIDERATION FOR NOVEMBER AGENDA.

22. 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.

- CLERK PENSION

23. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Monday 11th December 7.30pm at Bugbrooke Community Centre.