

# BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell  
Clerk: Nicola Palmer

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5<sup>th</sup> December 2023

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## NOTICE OF MEETING

I hereby summon you to the **December Meeting of the Parish Council** which will take place on **Monday 11th December 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 13<sup>th</sup> November 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 Brian Curtis  
Councillor John Curtis, BEM  
Councillor Ian Gordon  
Councillor David Harries, BEM  
Councillor Jane Wood (she/her)

Councillor Paul Henson  
Councillor William Marriott  
Councillor Des Morris  
Councillor Catherine Parry  
Councillor Colin Russell  
Councillor Graham Skinner  
Councillor Clare Slater (she/her)

## AGENDA – DECEMBER 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 – Graham Skinner
4. TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 13<sup>th</sup> NOVEMBER 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.

**8a. 2023/7673/FULL - Proposed new doors to side. New boundary fence, driveway and crossover - 23 Camp Hill Bugbrooke NN7 3PH**

**8b. 2023/7814/FULL - Erection of a New Dwelling - Brook Lodge 32 West End Bugbrooke NN7 3PF**

9. POLICE MATTERS – a. PCSO Report - A report from the PCSO is attached to the agenda.

b. 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 30th November 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.

11. APPROVAL OF 2024/2025 BUDGET - Following the presentation and budget discussions at the October and November meeting the parish council will approve the final budget for 2024/2025.

12. PRECEPT -

To resolve the amount of Precept required for the year 2024 – 2025 following the approval of the budget. A formal resolution is required.

13. CHAPEL UPDATE – A briefing note is attached to the agenda along with the CIO.

14. GRANTS - The council will consider the applications received:

14a. A grant application has been received from the Cricket Club.

14b. A grant application has been received from Bugbrooke Community Lottery.

15. BROADBAND CONTRACT – The current agreement has come to an end.

16. SANTA IN BUGBROOKE – Any news on Santa's visit to Bugbrooke will be shared.

17. BUGBROOKE PARISH COUNCIL LOGO – The council does not currently have a logo.

18. PARISH MATTERS

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

B *Hedges/Trees/Fences/Walls –*

C *Footpaths –*

D *Street Lighting-*

E *Highways and Transport –*

F *BSACCA –*

F *Millennium Green –*

H *Environmental Group –*

I *Defib –*

J *Patient Participation Group –*

19. COMPULSORY WHOLE COUNCIL TRAINING

20. ITEMS FOR CONSIDERATION FOR JANUARY AGENDA

21. PARISH OFFICE CHRISTMAS CLOSURE

As usual the Parish Office will be closed from 21<sup>st</sup> December until 8<sup>th</sup> January. The clerk will be taking time off, but emails will be monitored, and urgent enquiries will be dealt with during this period.

Meeting Dates and keys for notice boards to be handed out.

22. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Monday 15<sup>th</sup> January 7.30pm at Bugbrooke Community Centre.