

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
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3rd December 2024

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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 9th December 2024 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 11th November 2024 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 –
4. TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 11th NOVEMBER 2024
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

8. POLICE MATTERS –

a. PCSO Report – A report from the PCSO has been circulated with the agenda.

9. PLANNING

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

9a. 2024/5255/FULL - Single storey front extension, first floor side extension, part garage conversion and external material changes - 5 Moores Close Bugbrooke NN7 3PN

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 2025/2026 BUDGET - The following the presentation at the November meeting councillors are asked to resolve to approve the 2025/2026 budget – the report is attached to the agenda.

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.

14. FLOODING & PRAISE OF COMMUNITY SPIRIT IN BUGBROOKE – The clerk would like to the council to acknowledge the fast and commendable work of the community during the unexpected flooding on the 24th November.

15. EMERGENCY PLAN UPDATE - The clerk has been working on an action plan and produced a Goggle Form to share with the community. Councillors are asked to add to this and comment so it can be implemented quickly when needed.

16. GRANT APPLICATIONS – The council will consider any grant applications that have been submitted.

17. CAPTAIN CLOSE – The clerk will provide an update if available.

18. CHARITY MEADOW – The clerk will provide an update from the meeting with the solicitor on the 27th November.

19. REMOTE MEETING ATTENDANCE & PROXY VOTING CONSULTATION – A briefing note is attached to the agenda for the council to submit a formal unified response, but councillors are also encouraged as always to submit an individual response if they would like.

20. SEXUAL HARASSMENT POLICY – In October 2024 new legislation was created that goes further in the councils' requirements currently in the Equality Act 2010 to take proactive steps to prevent Sexual Harassment at work. To comply with the requirements the clerk has produced a policy for councillors to adopt once they have reviewed the policy. The policy is attached to the councillor's agenda notes.

21. FATHER CHRISTMAS and CHRISTMAS TREES IN BUGBROOKE – Any update regarding Father Christmas's visit to the village will be discussed.

22. BUGBROOKE CHAPEL – A notice has been received from the trustees and is attached to the agenda.

23. 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 –*
- G Millennium Green –*
- H Environmental Group –*
- I Defib –*
- J Patient Participation Group –*

24. ITEMS FOR CONSIDERATION ON THE DECEMBER AGENDA

25. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Monday 13th January 7.30pm at Bugbrooke Community Centre.