



BUGBROOKE PARISH COUNCIL

Chairman – Mrs L Pope

Parish office,
Camp Close,
Bugbrooke,
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Clerk: Mrs S Bramley-Brown

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8th December 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 14th December 2020 at 7.30pm**. Due to the current restrictions, **these meetings will be held remotely via Zoom. Meeting ID: 5346935284.**

I enclose the minutes of the remote meeting held on 9th November 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.
3. To sign and approve the minutes of the meeting held on 9th November 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.

23 Chipsey Avenue

Deputy Clerk's Update

6. **District Councillors Report and Local Government Reorganisation for Northamptonshire**

– Councillors Harries and Bignell/ County Councillor Adam Brown. Unitary Council Logos have been revealed and are attached to the agenda for information.

7. **Planning**

Please see the attached Planning Applications schedule.

8. **Financial matters**

A. Financial statement for month ending 30th November 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. Appointment of external payroll provider.

9. **Annual Budget**

The Finance Committee met via Zoom on 2nd November and 7th December to finalise the draft budget. The final draft is attached to the agenda to enable Councillors to consider the proposal prior to the meeting. Councillors will need to pass a formal resolution to approve the draft.

10. **Precept 2021/2022**

To Resolve the amount of the Precept required for the year 2021 – 2022.

The draft budget for 2021/2022 is to be approved by Councillors under the previous item, at a figure of £128,320. After making the appropriate adjustments for unspent budget items for the current financial year, the total required would amount to £110,670.

In 2016 Councillors agreed that the precept should be increased each year by 3%. In 2020/2021 the precept was £111,300. It is therefore proposed that the 2021/2022 precept demand be calculated as follows:-

$$£111,300 \times 3\% = £114,639$$

A formal Resolution is Required

11. **Police Report**

A. At the time of circulation of the Agenda, the Clerk has not received a monthly report from our PCSO for November, if this is received before the meeting it will be circulated to Councillors.

B. Please see attached Briefing Note

12. **Parish Matters**

A **Monthly Inspection Sheets**. To be submitted to the Clerk and Deputy Clerk electronically where possible.

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. Nothing to report.

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 village sign opposite Unusual Rigging has now been repaired. We have received a road closure notification from Northants County Council regarding Anglian Water working on the road outside 79 -85 High Street Bugbrooke from 7th January for up to 5 days. Anglian Water are also intending to carry out repairs to a communications pipe outside number 9 Great Lane in Bugbrooke. To undertake these works will require that the road is closed for up to three days from the 23rd February 2021. Resurfacing of Johns Road and Pilgrims Way are on the list of repairs for January but there is no date yet allocated.

G Patient Participation Group. Update from Councillor Garlick,

H Millennium Green: Update from Councillor Harries.

13. **Vehicle Activated Sign**

The VAS has been delivered to Councillor Bignell. Please see the attached briefing note for Councillors to agree a strategy for the first location of the sign. Three more residents have come forward to assist with the project and their details have been passed to Councillor Bignell.

14. **Community Centre Access**

See attached Briefing Note

15. **Reopening of Campion Side Gate**

Matter brought forward from the November meeting

16. **Tommy and Remembrance Day Poppies**

The Chairman has requested a discussion around the placement of the Remembrance Day Poppies and the permanent place for Tommy. The Clerk has already obtained a S50 Licence from NCC Highways for Tommy to be permanently located on the Waggon and Horses Green, close to the village sign. This was the location that was agreed earlier in the year and arrangement were in hand for the figure to be installed at this site. These have been put on hold until after the meeting.

17. **Parish Council Grants Application Received**

The Parish Council has received a grant application from Bugbrooke History Group. A copy of the application is attached to the agenda.

18. **Meeting dates for 2021**

A proposed Calendar of meeting for 2021 is attached to the agenda. The Annual Meeting of the Parish Council is scheduled to take place on 10th May, However the elections are due to take place on 6th May, which will result in the Agenda being unable to be served until 10th May at the earliest, therefore it is highly probable that the May meeting will actually take place on 17th May.

19. **Santa in Bugbrooke**

An opportunity for Santa's messenger to provide an update. In previous years the Parish Council has purchased a small gift to give to the owner of the vehicle as a thank you for the free loan of the vehicle. Do Councillors wish to do so again this year?

20. **Community Infrastructure Levy Report.**

In October 2019 the Parish Council received the sum of £1,583.03 from SNC as a CIL payment due from new development in the village. In accordance with Regulation 62A of the Community Infrastructure Levy Regulations 2010 the Parish Council is required to publish a monitoring report at the end of the year following the year of receipt – i.e December 2020. If we fail to publish the report and send a copy to SNC, demonstrating that the Parish Council has spent the funding, then a claw back provision could be implemented after 5 years.

The Clerk has prepared a draft Monitoring Report which is attached to the agenda. This will need to be formally approved by the Parish Council.

21. **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.

22. **Chairman's Report on Personnel Issues, Staff Salaries and Possible Land Acquisition.**

Report attached to the agenda..

23. **Date of next meeting** – Monday 11th January at 7.30 p.m. via Zoom.

End of Agenda