

BUGBROOKE PARISH COUNCIL

Chairman: Councillor Phil Bignell
Clerk: Nicola Palmer

Parish Office
Camp Close
Bugbrooke
NN7 3RW
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7th December 2021

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NOTICE OF MEETING

I hereby summon you to the **Monthly Meeting of the Parish Council** which will take place on **Monday 13th December 2021 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 8th November 2021 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 question time as mentioned below. **Members of the public are politely asked to wear facemasks if attending. Councillors are reminded that it is recommended a lateral flow test is taken on the day of the meeting.**

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 Scott Millar
Councillor Des Morris
Councillor Catherine Parry
Councillor Colin Russell
Councillor Clare Slater (she/her)
Councillor Jane Wood (she/her)

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 8th NOVEMBER 2021
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. PLANNING

Chairman update on site visits and Planning in Bugbrooke Briefing Note.

Planning Applications are shown below:

8a. WNS/2021/1829/FUL- 24 Pilgrims Lane, Bugbrooke, Northamptonshire, NN7 3PJ - Single storey side extension with habitable loft space, front porch extension and external alterations, including widening of the vehicle access.

8b. WNS/2021/2033/FUL - 7 The Paddocks Bugbrooke NN7 3QR - Variation of Condition 2 (Plans), Condition 3 (Materials) & Condition 3 (Timber cladding colour). S/2019/0448/FUL (Single Storey side and rear extension to link garage and first floor extension over garage) to alter fenestration, replace Timber cladding with brick & increase height of garage.

8c. WNS/2021/2001/FUL - Home Farm Church Lane, Bugbrooke, Northamptonshire, NN7 3PD - Two storey North West and single storey South West extensions, raising of eaves and ridge to North West and South East and fenestration changes.

9. FINANCIAL MATTERS

9a. A financial statement and reconciliation for the month ending 30th November has been circulated with the agenda.

9b. Accounts for Payment Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. Details the powers which authorise the payments are shown in the Payment Schedule and will be circulated before the meeting.

10. STRATEGIC PLANNING – SPATIAL OPTIONS CONSULTATION

A response from the Bugbrooke Parish Council has been attached to the agenda, if councillors have any further comments the clerk can add them before submitting as the deadline has been extended.

11. BROADBAND

Information has been received from Gigaclear regarding installing fibre broadband in Bugbrooke. Information is attached to the agenda and councillors are asked to discuss.

12. POLICE MATTERS

12a. PCSO Report A report from the PCSO is attached to the agenda. PCSO Chris Dudley will attend the meeting to answer any questions.

13. STREETLIGHT MAINTENANCE

There is a briefing note attached the agenda and the clerk will update councillors at the meeting regarding a move to a new supplier.

14. ENVIRONMENTAL WORKING GROUP

An updated final version of the Terms of Reference for the group has been attached to the agenda along with a briefing note on the work so far from the group.

15. PARISH MATTERS

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

To be submitted to the clerk electronically where possible.

B *Hedges/Trees/Fences/Walls*

C *Footpaths*

- D Street Lighting*
- E Highways and Transport*
- F Millennium Green*

16. SANTA IN BUGBROOKE

An opportunity for Santa to send a message about his visit to Bugbrooke on the 17th December 2021.

17. 2022 MEETING DATES

Dates for the parish council meetings for 2022 are attached to the agenda. Please check for any errors and approve at the meeting.

18. CLERK CILCA

Clerk to update on CILCA qualification training.

19. PARISH OFFICE CHRISTMAS CLOSURE

As usual the Parish Office will be closed from 20th December until 4th January. The clerk will be taking time off, but emails will be monitored, and urgent enquiries will be dealt with during this period.

20. DATE OF NEXT MEETING

Monday 10th January 2022 at 7.30pm in the small hall at Bugbrooke Community Centre.