

BUGBROOKE PARISH COUNCIL

Chair: Councillor Phil Bignell
Clerk: Nicola Palmer

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Parish Office
Camp Close
Bugbrooke
NN7 3RW
T: 01604 832838
2nd June 2026

NOTICE OF MEETING

I hereby summon you to the **June Meeting of the Parish Council** which will take place on **Monday 8th June 2026 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 May 2026 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 Brian Curtis
Councillor John Curtis, BEM
Councillor Liz Coppard
Councillor David Harries, BEM
Councillor Paul Henson
Councillor Tony Jones
Councillor William Marriott

Councillor William Marriott
Councillor Dean Manning
Councillor Des Morris
Councillor Rik Patel
Councillor Graham Skinner
Councillor Clare Slater (she/her)
Councillor Paul Simpson
Councillor Jane Wood (she/her)

AGENDA JUNE MONTHLY 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 MAY 2026
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 – Newlands Meeting 22nd June 11am. Planter locations.
8. DEVELOPER VISIT
Lennox Thomson (Berrys Land Agent) will attend to present a potential development site .
9. PLANNING

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

9a. NOTIFICATION OF TREE WORK at 46 High Street Bugbrooke NN7 3PG. Intended tree work includes: sycamore of approx 7 metres in height and a holly of approx 5 metres in height adjacent to a boundary wall.

10. DEVELOPMENT FRAMEWORK

10a. The clerk has produced a briefing note to further explore the option of the council creating a Development Framework.

10b. The clerk has attached an example brief for a Development Framework Consultant if required.

11. FINANCIAL MATTERS

11a. A financial statement and reconciliation for the month ending 31st May are attached to the agenda.

11b. 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 that has been issued with the agenda. Any invoices received will be added to the schedule before the meeting.

11c. Earmarked Reserves Transfer Authorisation – In line with the Budget for 2026/2027 the Clerk is seeking authorisation to transfer the planned £26,600 to the Reserve Account. The Financial Regulations specify up to £10,000 so a Resolution is required.

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

13. CAPTAIN CLOSE – a. The Environment Group would like to plant a hedge.

b. The Clerk has contacted the farmer that was interested in putting sheep in the field.

14. GAYTON ROAD BRIDGE – A briefing note is attached to the agenda regarding correspondence sent by the Clerk and the Chair.

15. CANAL & RIVER TRUST UPDATE – The Clerk has received access to the inspection reports and the Emergency Plan. The Parish Council can be satisfied that the trust has procedures in place.

16. JOHNS ROAD MANAGEMENT COMPANY - The Clerk has been informed by Councillors that a residents' meeting is scheduled for 10/06/26 to consider a vote on a proposed transfer of the land to the Parish Council. Councillors have expressed a view that residents may benefit from receiving further information regarding the proposal and the associated process. It should be noted that the Parish Council has not yet formally agreed to the transfer and will only consider doing so once it is satisfied that all conditions set out in Resolution 25/09/201 have been met.

17. GRANT APPLICATIONS - Any applications received will be considered.

18. PLANTERS - Volunteers are needed to annually plant up and look after the village planters.

19. PARISH MATTERS

A *Monthly Inspection Sheets* - 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 –*

G *Defib –*

H *Environmental Group*

I *Patient Participation Group*

J *Community Resilience*

19. ITEMS FOR CONSIDERATION ON JULY AGENDA

20. DATE OF NEXT MEETING

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