

August 12, 2019

Bugbrooke Parish Council

Agenda & Meeting Minutes

August 12, 2019

Monthly Meeting of the Full Council

held on Monday 12th August 2019 at 7.30 p.m, at the Community
Centre, Bugbrooke.

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Monthly Meeting of the Full Council

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In Attendance

Councillor Mrs Linda Pope, Chairman
Councillor John Bignell
Councillor Ken Gardner
Councillor Mrs Catherine Parry
Councillor John Curtis, BEM
Councillor Alan Kent

Councillor Mrs Teresa Garlick
Councillor Phil Bignell
Councillor Terry Ward
Councillor Ms Sarah Munday
Councillor Des Morris

Mrs S Bramley-Brown, Parish Clerk
Mrs N Palmer – Deputy Clerk

2 Members of the Public

Absent

Apologies were accepted from:

Councillor Brian Curtis
Councillor Ian Gordon
Councillor David Harries, BEM
Councillor Paul Henson
County Councillor Adam Brown

Reason:

Personal
Personal
Personal
Personal

Excluded from 6 month rule

Yes
Yes
Yes
Yes

PCSO Matt Taylor

PC/19/8/149 To Receive and Accept Apologies for Absence

There were no apologies for absence.

PC/19/8/150 Declarations of Interest

There were no Declarations of Interest.

PC/19/8/151 To consider whether the Register of Interest requires updating

The register did not require updating.

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PC/19/8/152 To sign and approve the minutes of the meeting held on 8th July 2019

The minutes of the meeting held on 8th July were approved, signed and initialled by the Chairman.

PC/19/8/153 Reports of issues previously raised

Councillor Morris reported that he and Councillor Phil Bignell had attended a meeting at Campion school in July to assess how the opening of the side gate was working. He reported that a number of students were using the access and that none of the local residents had expressed any concerns. It had become apparent that the school had not issued any official notice of the re-opening of the side gate, but rather it had been left to social media and word of mouth.

Councillor Bignell reported that the re-instatement of the light column had been raised again as cleaners and members of staff are using the gate. Previously Councillors had decided that as children would only be using the gate in day light hours, that it was unnecessary for the light to be reinstated. Councillors requested that the Clerk obtain the cost of reinstatement for the next meeting of the Parish Council.

PC/19/8/154 Public question time - 7.38pm

There were no questions from members of the public.

PC/19/8/155 District Councillors Update

The District Councillors advised that there was nothing to report for the present time.

PC/19/8/156 Planning

Applications and Decisions

Applications for consideration shown below were discussed.

STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2019/1355/FUL	65 Pilgrims Lane	Single storey rear extension to garage.	Not to be used as business premises and only as an adjunct to the residential occupation

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NEW	S/2019/1357/FUL	4 The Paddocks	Single storey front and side extension and single storey rear extension, Chimney breast to side.	No Objections.
NEW	S/2019/1462/FUL	The Old Crown, Heyford Road	Detached Garage	No Objections
New	S/2019/1480/LDP	31 Levitts Road	Certificate of Lawfulness for Proposed Development comprising of part demolition of existing storage and construction of single storey extension	No information available

PC/19/8/157 Electronic notification of Planning Applications

The Clerk had reported that she had received notification from SNC that in the relatively near future they will stop sending out paper copies of planning applications. All applications will be submitted to parishes via email but SNC realise that not all parish councils may have the appropriate equipment to enable Councillors to view them. They have identified a funding stream and invited parishes to request all/any equipment that will be necessary to facilitate this. The Clerk has discussed the Bugbrooke Parish Council requirements with Councillor Phil Bignell and completed the appropriate application form. This includes a large screen on a stand, which will be available to other centre users by arrangement.

PC/19/8/158 Police & Neighbourhood Watch Matters

PCSO Matt Taylor's report had been circulated with the Agenda.

PC/19/8/159 Speedwatch

Councillor Kent circulated a copy of a report from the Police Road Safety Team who had conducted a traffic survey on Church Lane for two weeks.

Week one in May recorded 33,616 vehicles pass the church in an 8 day period. Of these, 805 were light goods vehicles and 41 were heavy goods vehicles. In total 5042 vehicles were at or exceeding 35mph in the 30mph zone.

Week two in July recorded 24,580 vehicles pass the church in a 7 day period. Of these 8,304 were light goods vehicles and 719 were heavy goods vehicles. In total 3252 vehicles were at or exceeding 35mph in the 30mph zone.

Councillors requested that 30mph repeaters be erected, but the Clerk advised that NCC Highways were unable to do this because of the way in which the 30mph is imposed. The Clerk was requested to ask if NCC Highways would be willing to paint 30MHP on the road instead.

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An alternative would be for the Parish Council to purchase a Vehicle Activated sign and the Clerk is to make appropriate enquiries.

PC/19/8/160 Financial Matters

A financial statement for the month ending 31st July was circulated at the meeting, and the figures were as follows: -		
Current Account as at 30.6.19		£58,520.51
CCLA Deposit Fund as at 31.5.19		£40,000.00
Total available		£98,520.51
Less May Payments		£15,666.24
Uncleared Cheque		
Deposits (Interest)		£23.15
Total funds at 30.6.19		£88,167.98

PC/19/8/161 Accounts for payments

Moneys must be paid out in only in pursuance of statutory powers vested in the parish council. The final column on the right details the powers which authorise the payments below:

Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment
I.B.	HMRC	Clerk PAYE	£147.4		HMRC
I.B.	Parish Clerk	July salary	£981.61		LGA 1972 S112
I.B.	Deputy Clerk	June salary	£533.89		LGA 1972 S112
I.B.	DNH Contracts	June Dog and Litter	£612.00	£102.00	Litter Act 1983 S5,6
I.B.	P W Warden	June Mowing	£636.00	£106.00	HA 1980
I.B.	Mowing				
I.B.	Kay Iqbal	July Bus shelters	£100.00		Parish Councils Act 1957

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I.B.	One com	Telephone and Broadband –July	£36.91	£6.15	Telecommunications Act 1984 S97
I.B.	Ellis Tree Services	Ratification of payment made in July for tree works at Smitherway and primary school play area		£475.00	GPoC
	RESOLVED:	That these invoices be paid			
	ACTION: Clerk to pay				

PC/19/8/162 Community Policing

The Clerk advised Councillors that a decision will have to be made at the September meeting as to whether to continue with the parish funding of a PCSO. It was agreed that informal discussions should take place with Nether Heyford PC ascertain what its intentions are for the 2020/2021 period. The Clerk and Councillor Bignell to meeting with their representatives and report back.

PC/19/8/163 Parish Matters

Monthly Inspection Sheets

Monthly inspections sheets were received only three areas.

Hedges/Trees/Fences/Walls

Councillor Kent reported the hedge at 11 High Street – other Councillors confirmed that this was now dangerous overgrown. The Clerk was requested to write to Heygates and request that the hedge be cut right back to the wall as a matter of urgency. Councillor Kent also raised an issue with the driveway surfacing serving the cottages off the High Street, close to No 11. The surface was breaking up and large lumps were being transferred to the footway and the roadway. Again the Clerk was requested to write to Heygates.

1a Pilgrims Lane – cut back the vegetation growing along the outside of the wall along Camp Hill.

Footpaths

KD9 – Ash Grove to High Street – Clerk to obtain quotations.

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Emergency Planning/Pathfinder II Project

Councillor Ms Munday advised that she was having difficulty contacting a contractor who was willing to carry out the work. She was seeking assistance from the Pathfinder II project team.

Street Lighting

Nothing to report..

Highways and Transport

The new road sign at Georges Avenue will be installed by SNC in the next 6 – 8 weeks. It was reported that the footway in Pilgrims Lane was becoming impassable because the surfacing was so badly broken up. Other Councillors reported that the same problem was occurring on Levitts Road and Camp Hill. The Clerk advised that whilst it could be reported on Fix My Street, due to the severe restrictions on finances at NCC it was unlikely that any improvements would be carried out.

Millennium Green

Nothing to report.

Patient Participation Group

Nothing to report.

PC/19/8/164 NCC Rights of Way Improvement Plan

The draft plan had been circulated with the agenda. The only comment related to the proposal to use different coloured discs, but it was not explained what the different colours represented.

PC/19/8/165 Celebration of the 125th Anniversary of Bugbrooke Parish Council

Councillor Gordon was to provide a full report at the September meeting but it was agreed that if it was decided to hold a ball, that it must be self funding.

PC19/8/166 Twinning - Vohl Visit

Councillor Curtis confirmed that everything was ready and they were looking forward to attending.

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PC19/8/167 Bugbrooke Link Magazine

The Clerk had circulated two articles for inclusion in the next edition of the Link. These were approved and it was confirmed that in future all items for the Link would be circulated to Councillors for approval in advance.

PC19/8/168 Bugbrooke Community Centre Trim Trail and extended Play Area

Councillors were advised that there had been an exchange of emails with the Grants officer at SNC who had advised that their legal team had stated that until the BSACCA land was registered no formal offer letters would be supplied, if at all as they had to be satisfied that the Parish Council had sufficient interest in the land to allow a restriction to be entered against the title. IN all the circumstances the Clerk advised that the Parish Council should take no action to commence work on the projects until such time as the issues had been resolved. It was a risk that prices would increase, but that was a risk the council would have to accept as what they could not do was to risk spending all the reserves on the project only to find that the grant funding was not forthcoming.

PC19/8/169 Councillors Contact Details and Committees 2019 -2020

Councillors had been circulated with a contact sheet and requested to update their details. The draft Committee Membership table was agreed with the exception of Councillor John Curtis who requested that he no longer be on the Footpath Committee. It was agreed that Councillor Gordon would take his place on the Committee and that the table be amended to recognise Councillor Morris as the Vice Chairman

PC19/8/170 Date of next meeting

The date of the next meeting is 9th September 2019 at 7.30 to be preceded by the Footpaths Committee at 7.p.m.

There being no further business the Chairman closed the meeting at 9.08 p.m.

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End of Minutes

CHAIRMAN:.....

DATE:.....