

BUGBROOKE PARISH COUNCIL

Chairman – Mrs L Pope

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

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3rd March 2020

To:

Councillor Philip Bignell

Councillor John 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

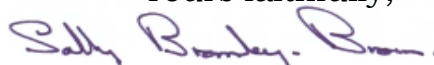
Councillor Terry Ward

NOTICE OF MEETING

I hereby summon you to the **monthly meeting of the Parish Council** which will take place on **Monday 9th March 2020 at 7.30 p.m.**

I enclose the minutes of the meeting held on 10th February 2020 and accompanying papers as appropriate. The agenda has been posted on the noticeboards. 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.

Yours faithfully,



Sally Bramley-Brown - Clerk to the Council

AGENDA - 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 (e.g. owing to a member having been elected to any local committees etc.).
4. To sign and approve the minutes of the meeting held on 10th February 2020.
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.
6. **Public Question Time** Up to ten minutes, or more at the chairman's discretion, to allow questions from electors. **Three minutes maximum be allowed for each person**, with the chairman having the discretion to extend this. The Parish Council cannot take immediate action in relation to any issues raised but can agreed for the matter to be included on the agenda for the next meeting.

7. **District Councillors Report and Local Government Reorganisation for Northamptonshire** – Councillors Harries and Bignell.
8. **Planning**
Planning applications for consideration are attached to the agenda. We shall be testing the new electronic system for looking at the relevant plans in the meeting.
9. **Police and Neighbourhood Watch Matters**
A copy of PCSO Matt Taylor's monthly report has been circulated with the agenda.
10. **Financial matters**
 - A. A financial statement for month ending 29th February 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.
 - C. The Internal Financial Control Councillor to arrange a convenient date with the Clerk to carry out the final review before the end of the financial year.
11. **Parish Matters**
 - A Monthly Inspection Sheets. A copy of the rota for the month is attached. Councillors are respectfully reminded that if they are going to be unable to complete the inspection sheet, they should arrange for someone else covering their area to do it.
 - B Hedges and Trees. Reports of overgrown vegetation can be made to the Clerk at this point.
 - C Footpaths. The footpath committee meeting will proceed this meeting.
 - D Streetlights. Councillor Phil Bignell to provide update on lighting at the path along by the Primary School. The survey results have been received and the Clerk will provide an update.
 - E Emergency Planning/Pathfinder II . Update from Councillor Ms Munday.
 - F Highways and Transport. The Clerk has nothing to report.
 - G Patient Participation Group. Update from Councillor Mrs Garlick
 - H Millennium Green: The Clerk has nothing to report.
12. **Grant Funding Applications**
The Clerk has received three applications – Bugbrooke Art Group - £45: Bugbrooke Wednesday Club - £1,000: Bugbrooke Surplus Food Distribution Scheme - £840
13. **Vehicle Activation Sign.**
A grant has been submitted to the PCC and the Deputy Clerk is awaiting feedback. The Licence request and accompanying paperwork will be submitted to NCC upon approval of the payment listed on the Payment Schedule.
14. **Parish Council 125-Year celebration**
Councillors Gordon and Mrs Garlick to provide an update following Primary School visit.
15. **75th Anniversary of VE Day**
The three volunteer Councillors involved in the arrangements for the day to provide and update and Councillor David Harries to provide an update from the Millennium Green Committee.
16. **Bugbrooke Community Centre and Play/Gym Equipment Grant Applications.** All the relevant acceptance forms have been signed and

returned to SNC. Work on the outdoor gym equipment is due to commence in April – an exact date will be notified in due course.

The work to the community centre will be completed in phases – the most urgent being the toilets to the rear of the building, and a start date will be given as soon as it can be arranged with the contractor.

17. **Permanent location for ‘Tommy’.**

The Clerk is endeavouring to obtain quotations for a backing for Tommy. The required licence has been applied for.

18. **Replacement Wooden Bus Shelter for High Street**

At the last meeting it was requested that the Clerk obtain quotes for the repair of the bus shelter. In the current weather conditions suppliers are busy and we are still awaiting repair quotes.

19. **Pedestrian Crossing outside the Primary School**

The Clerk and Deputy Clerk met with NCC Highways on 2nd March and discussed the issues that had arisen in relation to pedestrian users of the crossing. The Clerks were assured that all the markings, the belishas and the VAS signs close to the school meet with current legislation requirements. The problems arise not because of poor signage, but rather because of driver error. She has said that she would look into the possibility of some additional signs – Warning School Crossing ahead – but her budget for the current financial year, to cover everything for almost half the county was £5,000 and she anticipates that the next financial year will be the same, or possibly less, and there is already a long waiting list for other parishes. She has been requested to send through the cost of the additional signage provision and if this is available in time, it will be presented to Councillors at the meeting.

20. **Elections 2020.**

Councillors are reminded that the Parish Council election will take place on Thursday 7th May. Nomination papers must be lodged with SNC before 4pm on Wednesday 8th April. Each candidate needs to make their own arrangements to attend at SNC, therefore it is recommended that as soon as the decision is made to stand, they should contact the SNC elections office to book an appointment. As yet the Clerk has not received any nomination papers, however you can download and print them off using the following link:- <https://www.electoralcommission.org.uk/media/5016> On the occasion of the last Parish Election, we circulated a “flyer” to every household, which contained photographs and details of all the candidates standing in Bugbrooke. Do Councillors wish to do the same this time? Assuming that this would assist residents, time will be short in which to get something prepared. The list of nominees will be published on 9th April, therefore again as soon as Councillors have made a decision as to whether to stand again, could they contact the Clerk to arrange a photograph and submit a paragraph of not more than 150 words explaining why they are standing.

22. **Bugbrooke St Michael and All Angels Churchyard Extension.**

Please see attached briefing note.

23. **Bugbrooke Link Items.**

The Clerk has prepared 3 items to be submitted to Bugbrooke Link for the April edition. Copies are attached to the Agenda.

24. **Date of next meeting** – Monday 20th April 2020 at 7.30 p.m. to be preceded by the Annual Parish Meeting and followed by a social gathering to mark the last meeting of the current term of the Parish Council.

End of Agenda