

June 11, 2019

# Bugbrooke Parish Council

Agenda & Meeting Minutes

June 11, 2019

## Monthly Meeting of the Full Council

held on Monday 11th June 2019 at 7.30 p.m, at the Community Centre, Bugbrooke.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

# Monthly Meeting of the Full Council

### Table of contents

In Attendance.....	2
Absent.....	2
Apologies were accepted from: Reason: Excluded from 6 month rule .....	2
PC/19/6/105 To Receive and Accept Apologies for Absence .....	2
PC/19/6/106 Declarations of Interest .....	2
PC/19/6/107 To consider whether the Register of Interest requires updating .....	3
PC/19/6/108 To sign and approve the minutes of the meeting held on 13 <sup>th</sup> May 2019.....	3
PC/19/6/109 Reports of issues previously raised.....	3
PC/19/6/110 Public question time – 7.38 -7.42pm.....	3
PC/19/6/111 Jesus Fellowship .....	3
PC/19/6/112 District Councillors Update .....	3
PC/19/6/113 Local government reorganisation .....	3
PC/19/6/114 Grant Applications.....	4
PC/19/6/115 Remembrance Sunday Wreath .....	4
PC/19/6/114 Planning .....	4
PC/19/6/117 Police & Neighbourhood Watch Matters .....	5
PC/19/6/118 Speedwatch.....	5
PC/19/6/119 Playing fields and Community .....	6
PC/19/6/120 Financial Matters .....	6
PC/19/6/121 Accounts for payments.....	6
PC/19/6/122 Trees and Hedges Process .....	7
PC/19/6/123 Parish Matters.....	7
Monthly Inspection Sheets .....	7
<b>Hedges/Trees</b> .....	8
<b>Footpaths</b> .....	8
<b>Emergency Planning/Pathfinder II Project</b> .....	8
<b>Street Lighting</b> .....	8
<b>Highways and Transport</b> .....	8
<b>Millennium Green</b> .....	8
<b>Patient Participation Group</b> .....	8
PC/19/6/124 Champion Side Gate .....	8
PC/19/6/125 Celebration of the 125 <sup>th</sup> Anniversary of Bugbrooke Parish Council .....	9
PC19/4/127 Date of next meeting .....	9
*End of Minutes*.....	9

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### In Attendance

Councillor Mrs Linda Pope, Chairman	
Councillor John Bignell	Councillor Phil Bignell
Councillor David Harries, BEM	Councillor Terry Ward
Councillor Ken Gardner	Councillor Paul Henson
Councillor Ian Gordon	Councillor Ms Sarah Munday
Councillor Mrs Catherine Parry	Councillor Brian Curtis
Councillor John Curtis	

Mrs N Palmer – Deputy Clerk

2 Members of the Public

### Absent

<i>Apologies were accepted from:</i>	<i>Reason:</i>	<i>Excluded from 6 month rule</i>
Councillor Alan Kent	Personal	Yes
Councillor Mrs Teresa Garlick	Personal	Yes
County Councillor Adam Brown		
Sally Bramley Brown – Clerk		
PCSO Matt Taylor		

## PC/19/6/105 To Receive and Accept Apologies for Absence

Apologies were received and accepted as above and are excluded from the six month rule.

## PC/19/6/106 Declarations of Interest

Councillors Phil Bignell, Brian Curtis and David Harries declared an interest in respect of items 7d & 12 - Bugbrooke Community Centre Grant Application, Councillor Pope declared an interest with respect to the Rugby Club Planning application - item 9, Councillor John Curtis declared an interest in item 7c - the grant application from St Michael's Football Club and Councillor Terry Ward declared an interest in item 8 - the Remembrance Sunday Wreath.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### PC/19/6/107 To consider whether the Register of Interest requires updating

Councillors Phil Bignell declared that he was now Deputy Leader and Portfolio Holder for Planning at South Northants District Council.

### PC/19/6/108 To sign and approve the minutes of the meeting held on 13<sup>th</sup> May 2019

The minutes of the meeting held on 13<sup>th</sup> May were approved, signed and initialled by the Chairman following a few corrections to who had proposed and seconded the Election of the Chairman and the Vice-Chairman.

### PC/19/6/109 Reports of issues previously raised

No issues were raised.

### PC/19/6/110 Public question time - 7.38 -7.42pm

2 representatives from the Jesus Fellowship attended the meeting. The Chairman brought forward item 18 – Jesus Fellowship.

### PC/19/6/111 Jesus Fellowship

Councillors were aware of an announcement that the fellowship was disbanding. The representatives were able to assure Councillors that local churches would continue but would not be controlled centrally. The Community Trust would continue for the foreseeable future but will be reshaped. It was suggested by Councillor John Curtis that several Councillors could meet with the Jesus Fellowship to discuss anything that would be of important to the village such as the Chapel on the High Street. This was welcomed by both the representatives from the Fellowship and the Councillors. The Clerk is to arrange a meeting between 2<sup>nd</sup> and 5<sup>th</sup> July to be attended by Councillors John Curtis, Terry Ward, Ian Gordon and Councillor Ken Gardner.

### PC/19/6/112 District Councillors Update

Councillor Harries and Councillor Bignell had nothing to report for Bugbrooke and advised that the Public inquiry had starting into Part 2 of the local plan.

### PC/19/6/113 Local government reorganisation

There was nothing further to report.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### PC/19/6/114 Grant Applications

- A. The Bugbrooke Fete Committee – It was agreed to award the £500 grant for Gazebos on the proviso that the wording be changed to Church Fete rather than Bugbrooke Fete and that the gazebos would be available to all Bugbrooke organisations and that this would be published in The Link Magazine.
- B. Bugbrooke and Harpole Scouts – The grant requested was for £1000 towards the cost of replacing the floor. It was proposed by Councillor John Curtis and seconded by councillor Des Morris and voted unanimously that the Parish Council should award the grant. It was stated that that building should be referred to as ‘The Youth Hut’ rather than ‘The Scout Hut’ in-line with what the Councillor John Curtis believes to be on the deeds.
- C. Bugbrooke Football club requested £1000 towards security. It was proposed by Councillor Ian Gordon and seconded by Councillor David Harries. It was voted unanimously by all Councillors to issue the grant.
- D. Bugbrooke Sports and Community Centre – it was proposed by Councillor John Curtis and seconded by Councillor Sarah Munday that should Bugbrooke Community Centre be successful in achieving a grant from South Northants that the Parish Council would happily support the improvements to the Community Centre and award the £1000 requested.
- E. Bugbrooke Youth Club – it was proposed by Councillor Ward and seconded by Councillor Gordon that the Youth club should be award the £500 requested for Training and to provide additional equipment for the Club, all Councillors agreed. It was commented that it is a great benefit to the village to have the Youth Club.

### PC/19/6/115 Remembrance Sunday Wreath

The Councillors unanimously agreed to the purchase of the Poppy wreath. It was proposed that the large Poppies should not be used every year as they had been to commemorate the centenary last year and should not be used again this year. Councillors all agreed.

### PC/19/6/114 Planning

#### Applications and Decisions

Applications for consideration shown below were discussed.

STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
Variation	S/2019/0976/ FUL	Bugbrooke Rugby Club, Camp Close,	Variation of conditions 2 (plans) to allow the pitched roof over the entrance lobby to be	No Objections

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

		Bugbrooke NN7 3RW	changed to a flat roof and changes to the configuration of doors and windows on all elevations and condition 6 (times of operational use) to start at 10:00 instead of 11:00 on Sundays and submission of details to satisfy conditions 3 (materials), 4 (landscaping) and 5 (plant and machinery) of planning permission S/2016/2408/FUL (Extension to replace part of rugby clubhouse)	
RENEW	S/2019/1044/ FUL	63 Pilgrims Lane, Bugbrooke NN7 3PJ	Replacement 4-bedroom dwelling, attached annexe and detached car port.	No Objections as the plans had previously been approved on appeal. Several Councillors still wanted the comment that the design was out of keeping for the village this was agreed.

### PC/19/6/117 Police & Neighbourhood Watch Matters

PCSO Matt Taylor's report was circulated during the meeting. There was clarification on a few points previously raised.

### PC/19/6/118 Speedwatch

Councillor Phil Bignell reported that over the previous two weeks the Speed Watch team had been out and had recorded one motorist driving at 55mph in the 30mph zone. It was proposed that the 'Speed Watch' was working well in the village and should continue next year. There are a number of active volunteers and the Parish Council unanimously agreed that it was important for the village and should continue.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### PC/19/6/119 Playing fields and Community

This item was covered during discussions for the grant application.

### PC/19/6/120 Financial Matters

A financial statement for the month ending 31st May had been circulated with the Agenda, and the figures were as follows: -		
Current Account as at 30.4.19		£80,347.22
CCLADeposit Fund as at 30.4.19		£40,000.00
<b>Total available</b>		<b>£120,347.22</b>
Less May Payments		£6,209.97
Uncleared Cheque		£ 16.32
Deposits (Interest)		£23.56
Total funds at 31.5.19		<b>£114,144.43</b>

### PC/19/6/121 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
D.D.	Southern Electric	Electricity - April Street Lighting	TBC	TBC	Highways Act 1980 -
D.D	Information Commissioner	Renewal of statutory registration	£35.00		GPoC
(I.B.)	HMRC	Clerk PAYE	£155.00		HMRC
(I.B.)	Parish Clerk	May salary	£711.92		LGA 1972 S112
(I.B.)	Deputy Clerk	May salary	£497.08		LGA 1972 S112
(I.B.)	DNH Contracts	May Litter and Dog Bin emptying	£612.00	£102.00	Litter Act 1983 S5,6
(I.B.)	Barnet Landscapes	Ratification of payment made in May - Preparation	£320.00	£53.33	GPoC

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

		of hanging baskets and supply of plants.			
(I.B.)	Smarter Security Solutions	Call out cost to reposition camera after children had kicked a ball at it.	£96.00	£16.00	GPoC
(I.B.)	P WS Warden Mowing	May Mowing	£636.00	£106.00	HA 1980
(I.B.)	Police and Crime Commissioner	Sponsor PCSO April 2019 – October 2019 (2/3)	£12,415.00		GPoC
(I.B.)	Mrs Kay Iqbal	Bus shelters May	£100.00		PCA 1957 s3
(I.B.)	One com	Telephone and Broadband –May	£36.86	£6.14	Telecommunications Act 1984 S97
(I.B.)	Smarter Security Solutions	Supply and fit security cage around camera looking at playfield.	£228.00	£38.00	GPoC
	<b>RESOLVED:</b>	That these invoices be paid			
	<b>ACTION:</b>				
	Clerk to pay				

### PC/19/6/122 Trees and Hedges Process

Councillors agreed that they would try the new system of reporting over-grown trees and if necessary, review in 6 months.

### PC/19/6/123 Parish Matters

#### Monthly Inspection Sheets

Monthly inspections sheets were received only three areas.



# Bugbrooke Parish Council

## Agenda & Meeting Minutes

### *Hedges/Trees*

The Deputy Clerk was advised of 4 issues in the village including the gate in the Church Yard in the area known locally as Trent Valley. It was requested that a letter be sent to the Church to ask them to repair or replace the gate. The footpath between Pilgrims Lane and Roads Road was also reported to have an abundance of stinging nettles. The Deputy Clerk was instructed to have these cut back.

### *Footpaths*

Nothing to report.

### *Emergency Planning/Pathfinder II Project*

Councillor Munday advised that herself and Councillor Harries had a meeting with a Drainage Company, it had been insightful, but they were not able to carry out the work. Councillor Munday reported that she was now looking for a company with a digger. She will provide an update at the next meeting.

### *Street Lighting*

Nothing to report..

### *Highways and Transport*

The Clerk had reported prior to the meeting that the cost from NCC Highways to create a central refuge on the junction of Badgers Close and High Street was round £15,000. Councillors agreed that this was a significant cost that was not budgeted for and agreed other methods to improve the situation should be adopted first. The deputy clerk was instructed to ensure PCSO Matt Taylor regularly patrolled Badgers Close at busy times and puts notices on cars obstructing the corner. If this measure proves to be unsuccessful, Councillors agreed to discuss requesting yellow lines or asking PCSO Matt Taylor to request assistance in issuing parking tickets.

### *Millennium Green*

Nothing to report.

### *Patient Participation Group*

Nothing to report.

## **PC/19/6/124      *Campion Side Gate***

A letter had been received from Campion. The Councillors were able to debate the content of the letter and decided that in essence the letter confirmed that the review period was to review 'who' uses the gate not to review the gate being open. The conclusion was that it was not an

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

issue of closing the gate after the trial period but if the gate was open for all to use or if it is then restricted to only those living in the village. The deputy clerk was asked to reply to the letter confirming the councils understanding that the gate will remain open after the trial period.

### PC/19/6/125 Celebration of the 125<sup>th</sup> Anniversary of Bugbrooke Parish Council

Councillor Gordon reported that his initial discussions with residents had indicated a range of different events would give rise to greater inclusivity and he was costing these events. The Councillors discussed the timings of the celebrations and decided that December was a busy period and that celebrations may have more impact in the Spring. Councillor Ian Gordon raised the question of whether activities would be subsidised and Councillors decided to discuss this at the next meeting when more of the costs were available

### PC19/4/127 Date of next meeting

The date of the next meeting is 13<sup>th</sup> May 2019. This would be the Annual Meeting of the Parish Council and would include the election of a Chairman.

*There being no further business the Chairman closed the meeting at 8.80 p.m.*

**\*End of Minutes\***

CHAIRMAN:.....

DATE:.....