



BUGBROOKE PARISH COUNCIL

Parish Office, Camp Close, Bugbrooke, Northampton, NN7 3RW
Tel/Fax - 01604 832838. Mobile 07531 556947
e-mail – bugbrookepc@btconnect.com

Chairman-Councillor John Curtis, BEM

Clerk: Mrs S Bramley-Brown

Councillor Philip Bignell
Councillor John Bignell
Councillor Robb Collett
Councillor Brian Curtis
Councillor Ken Gardner
Councillor Mrs Teresa Garlick
Councillor David Harries, BEM

Councillor Paul Henson
Councillor Alan Kent
Councillor Brian King
Councillor Mrs Catherine Parry
Councillor Mrs Linda Pope
Councillor Terry Ward

4th December 2017

I hereby summon you to the **Monthly Meeting** of the Parish Council which will take place on **Monday 12th December 7.30 p.m.** in the Green Room at the Community Centre, Camp Hill, Bugbrooke.

I enclose the minutes of the meeting held on 14th November 2016 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

1. **To receive and accept apologies for absence and to record if such apologies form exemptions to the attendance regulations.**
2. **To receive declarations of interest in respect of matters on the agenda.**
3. **To sign and approve the minutes of the meeting held on 14th November.**
4. **Parish Council Vacancy.** The Clerk has received a letter from Mr David Jeffrey resigning from the Parish Council with immediate effect. The Clerk has prepared the statutory notice which has been submitted to SNC and posted on the Parish Council noticeboards around the village. If there is no formal request for an election, the Parish Council would be eligible to co-opt a new Councillor at the January meeting. It is proposed to notify applicants for the previous vacancy and post notices on the website and facebook page. Due to the timing of the vacancy, Councillors may consider it appropriate to defer any appointment until the February meeting.
4. **Report of Issues Previously Raised but not dealt with elsewhere on the Agenda.**
- 5.. **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.
6. **Planning**
A) SNC Parking Consultation – Awaiting appointment of Transport Officer at SNC

7. **District Councillors Update.** Councillors Harries and Phil Bignell
8. **Police and Neighbourhood Watch Matters.**
Various alerts issued by the Police have been sent to the Bugbrooke Link website
9. **Playing Fields and Community Centre**
A. Community Centre – generally. The Clerk has nothing to report
B. Play Area Resurfacing. Wicksteed have been notified that their quotation was successful and arrangements are in hand for the works to be carried out, but this is weather dependant to a degree.
10. **Parish Matters**
Monthly Inspection Sheets. A copy of the rota for this 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.
Hedges and Trees. Councillors may report any hedges that need cutting.
The Clerk has contacted NCC Highways regarding 9 Butts Hill Crescent and 21/23 Chipsey Avenue. In both cases the response is that the hedges have recently been cut, but they will be monitored on a regular basis.
Footpaths. The Footpaths Committee has recommended that a plaque should be erected on the new kissing gate on KD12 leading from Laddermakers Yard, to the memory of Mrs Sue Pace and the work she did over many years in relation to all the footpaths in the area. The NCC Rights of Way team have confirmed that they would have no objection to the erection of such a plaque. Councillors are requested to confirm that they wish to proceed with the recommendation of the Footpaths Committee; agree the wording for the plaque and authorise the Clerk to obtain the plaque..
Emergency Planning. Update from Councillor Collett
Street Lighting.
The outstanding works are now progressing and should be complete before the end of the year. The only outstanding issue relates to the traditional lighting columns in the High Street. Aylesbury Mains have sourced a PLL equivalent at a cost of £328 per unit. The electricity savings are the same as for the PLLs/LEDs elsewhere in the village. The Clerk's recommendation is to proceed with the change to Phosco P111 as soon as possible.
The Clerk and Councillor Phil Bignell have prepared a new schedule which will be submitted to Western Power for a revised unmetered supply certificate to be issued, as soon as a decision is taken regarding the lamp columns on the High Street. As soon as this is received, the Clerk will obtain quotation for a new supply contract, to commence at the end of January 2017.
Highways and Transport.
County Councillor Kirkbride informed the Parish Council at the November meeting that following an accident outside Campion School, efforts are being made to secure the installation of a pedestrian crossing outside the school and has requested that the Parish Council consider the matter. If in favour of such a proposal the council are requested to write to NCC to indicate their support for the proposal.
New Extended Millennium Green and Car Park
The Clerk has nothing to report.
Patient Participation Group. Councillor Mrs Garlick
Hoarstone Brook – Dredging – The Clerk is awaiting information from the Environment Agency as to when the works will be carried out.
11. **Parish Council Mowing Contract.** As previously reported the Clerk had invited 6 companies to tender for the mowing contract and each had been requested to submit their tenders by noon on 12th December in order for them to be discussed at the December meeting. The Clerk will bring the unopened tenders to the meeting for consideration.
12. **Parish Council Website.**
The Clerk has arranged a meeting with the web builder to finalise matters before the site goes live.
13. **Applications for Grant Funding.** Details of two grant funding applications have been circulated with the agenda.
1. Application from Granpart – a support group for grandparent estranged from their grandchildren – help with publicity and meeting accommodation
2. The Friends of St Michael and All Angels Church, Bugbrooke – purchase of a new mower for the maintenance of the new churchyard extension.
The amount in the Budget for 2016 – 2017 for such applications was £5,000. A number of

applications have already been approved this year and the sum available currently stands at £3402.01.

14 **Twinning**

The Clerk has nothing to report.

15 **Access to Doctor's Surgery.**

The Clerk has received the following response from the Doctors practice manager:-

“As previously advised the matter was discussed at the Partners Meeting last Tuesday and once again it was felt that the creation of a Pedestrian Access could pose safety issue both for patients (particularly young patients) using the surgery and staff whilst leaving the surgery. Furthermore it was also pointed out that the creation of a Pedestrian Access could impact on the Disabled Parking spaces which would need to be lost and therefore the access would mean losing more parking spaces, when parking is already an issue at the surgery.

Surely the cheapest and easiest solution would be double yellow lines in the turning area, which must be a problem for residents of Levitts Road as well as users of the surgery.

The partners have now considered this on two occasions and feel that their explanation for being against the Pedestrian Access are justified and reasonable. Hopefully the matter can now be closed.”

16 **Parking in the Village.**

The issues relating to parking at various locations around the village continues to be a cause of concern to residents. The zig zag marked area on the High Street in front of the primary school, is an area of particular concern and the Clerk has requested a police presence to remind drivers of parking regulations.

17 **Calendar of Parish Council Meetings for 2017.**

A copy of the Calendar of Meetings for 2017 is attached to the agenda. Councillors are requested to approve the proposed dates.

18 **NCC Pathfinder 2 Flood Resilience Project**

A meeting was held on 29th November. Councillors will report back to the December meeting.

19 **Bus Shelter – Kislingbury Road Opp John's Road.**

Following the discussion at the November meeting, the Clerk advised NCC of the Councillor's decision to retain the existing bus shelter, and requested refurbishment. The Clerk has received the following response-

“At present, depending on the renovation works you are considering we may not have contractors on our approved suppliers list to undertake the works. However, If you can provide us with three individual quotes from companies of your choice to undertake whatever renovation you would like to see at the shelter, then we can provide you with the money to order the works yourselves. “

Councillors are requested to provide details of what renovations – roof, seat, ? – are required and to suggest local contractors who would be able and willing to undertake the work. Councillors are further requested to authorise the Clerk to obtain three quotes and submit them to NCC in order to secure the funding for the works.

20 **Telephone Box on Elm Tree Bank.**

The Clerk recently attended a meeting at SNC where Clerks were notified that BT were removing a number of boxes in the district that had not been used for making phone calls for over a year. The boxes would be decommissioned and offered to the Parish Council for £1 for an alternative use. Knowing that as the hand set for the village phone box has been missing for a number of years, no phone calls could have been made from the box, the Clerk attempted to ascertain if the Bugbrooke box was due for decommissioning and removal. Finally the following response was received from the BT operations manager_

“ I travelled over to Bugbrooke today to view the K6 telephone kiosk. The majority of K6's do not carry listed building status but I can understand why the Bugbrooke box was selected. (Clerk's note – the Bugbrooke box is a listed building)

Your lovely ironstone village exudes charm and character. Regrettably though the telephone kiosk is not currently in keeping with its immediate environment and must be something of an embarrassment to the village as much as it is to BT. I will arrange to have the kiosk visited by our local engineer to repair the phone, replace the missing glass and clean the box. In addition I will add the box to next year's repainting list. The maintenance work should hopefully be undertaken in the next week or two.

I hope that this meets with the council's approval."

A positive outcome!

21 **NCC Urban Mowing Contract 2017.**

The Clerk has received the annual invitation from NCC Highways to continue the urban Highway Grass Mowing for 2017. The payment for the grass cutting remains at £702.87, should the Parish Council wish to continue. A formal resolution is required

22 **NCALC.**

A copy of the November/December update is attached to the Agenda.

23 **Financial matters**

A **Precept for 2017/2018.**

To Resolve the amount of the Precept required for the year 2017 – 2018. The budget for the year having been previously agreed at £75,215.00. The Finance Committee recommended an increase in the precept from £67,200 to £72,000 to in the draft budget which was approved at the last meeting. Formal Resolution Required.

B A financial statement for month ending 30th November is attached to the agenda.

C Bugbrooke Parochial Church Council. The Clerk has received an application from the PCC Treasurer for payment of the annual grant made to the church as a contribution towards the cost of maintenance of the churchyard - £500 – and the sum of £40 towards the cost of the Ace Lane light. Both sums are included in the budget for the current financial year and the PCC has provided evidence of fund raising for the same amount.

D 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.

Date of next meeting –

Monday 9th January 2017 at 7.30 p.m.

End of Agenda