

June 11, 2018

# Bugbrooke Parish Council

Agenda & Meeting Minutes

June 11, 2018

## Monthly Meeting of the Full Council

held on Monday 11th June 2018 at 7.30 p.m, at the Community Centre, Bugbrooke.

# Bugbrooke Parish Council

## Agenda & Meeting Minutes

# Monthly Meeting of the Full Council

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### In Attendance

Councillor John Bignell	Councillor Paul Henson
Councillor Phil Bignell	Councillor Des Morris
Councillor Brian Curtis	Councillor Ms Sarah Munday
Councillor Ken Gardner	Councillor Mrs Catherine Parry
Councillor Mrs Teresa Garlick	Councillor Mrs Linda Pope (Chairman)
Councillor David Harries, BEM	Councillor Terry Ward

Mrs Jo Scott – Deputy Clerk

3 Members of the public

### Absent

<i>Apologies were accepted from:</i>	<i>Reason:</i>	<i>Excluded from 6 month rule</i>
Councillor John Curtis BEM	Personal	Yes
Councillor Alan Kent	Personal	Yes

### PC/18/06/116 To Receive and Accept Apologies for Absence

Apologies were received and accepted as above. The apologies from Councillor John Curtis and Alan Kent were both excluded from the six-month rule..

### PC/18/06/117 Declarations of Interest.

Councillor Mrs Catherine Parry declared an interest in respect of item 9 – Planning, trees at Hollybank, 31 High Street, Bugbrooke.

### PC/18/06/118 To consider whether the register of interests requires updating

No changes were recorded.

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### PC/18/06/119 To sign and approve the minutes of the meeting held on 14<sup>th</sup> May 2018

The minutes of the meeting held on 14<sup>th</sup> May 2018 were approved, signed and initialed by the Chairman.

### PC/18/06/120 Reports of issues previously raised

The Deputy Clerk advised the hanging baskets from Nobottle Nursery went up in the village today. Councillor Mrs Linda Pope advised one of the brackets was obstructed by overgrown vegetation and the Deputy Clerk was requested to contact the landowner and ask to be cut back.

### PC/18/06/121 Public question time

There were no questions from members of the public.

### PC/18/06/122 District Councillors Report and Update

Councillor Phil Bignell reported SNC are producing a monthly newsletter which will be circulated to Parish Councils. The report on the new unitary authority must be with the government by the end of August 2018.

### PC/18/06/123 Local government reform in Northamptonshire

Parish Councillors expressed they will have to wait and see how things develop. Over the next two months both the Parish Council and Members of the public will be invited to comment of future unitary plans

### PC/18/06/124 Planning Applications and Decisions

STAT US	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2018/1180 /FUL	1 Beech Close, Bugbrooke	Single storey side extension.	No objections.
New	S/2018/1197 /TCA	Hollybank, 31 High Street	Fell 1 robinia tree; reduce 2 beech tree and 1 rowan by 20%; reduce 1 birch by 25%..	FIO.

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### PC/18/06/125 Police Matters and Spedwatch

Councillor Phil Bignell reported that Speedwatch operated for 9 hours in the last 3 weeks. Councillor Kent to give full report at next meeting.

### PC/18/06/126 Playing fields and Community Centre

Councillor Harries reported that the BSACCA AGM was held on the 23<sup>rd</sup> May followed by the normal meeting. The new rugby pavilion is progressing well and the Circus organised by FOBS took place and was a success.

### PC/18/06/127 Champion School

Campion intend to apply for a grant from SNC to fund the works needed to enable the re-opening of the side gate. If successful, the money from the grant application would probably materialise end of September before which no work can commence.

### PC/18/06/128 Annual Audit and Governance statement 2017/2018

The complete AGAR was submitted to PFK Littlejohn on 29<sup>th</sup> May.

### PC/18/06/129 Bus Stop road markings, High Street

The Clerk reported that NCC Highways have confirmed receipt of the Parish Councils request for the installation of road markings and have advised that this will be added to the small works list. The Highways budget for 2018 has not yet been set and so no time can be given of when works would take place.

### PC/18/06/0130 Parish Matters

#### Monthly Inspection Sheets

Monthly inspections sheets were received for areas 1, 2 & 3.

#### Hedges/Trees.

The Clerk was requested to contact the owners of the following properties: -

Hedge at back of Doctors Surgery

KD9 from High Street to Ash Grove

Primary School overhanging branches onto footpath

KD32 Smith Lane

KD13 Telephone Exchange

Conifers – 17 Johns Road

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Rotten tree – 5 Chipsey Avenue  
The Paddocks – tree to be crown lifted  
Apple Tree Cottage, Pilgrims Lane – Holly hedge

### *Footpaths*

Nothing to report.

### *Emergency Planning/Pathfinder II Project.*

Clerk to arrange meeting with Councillor Sarah Munday and Councillor Phil Bignell.

### *Street Lighting*

The Clerk reported an updated unmetered supply certificate from Western Power has been obtained and the current contract expires in January 2019.

### *Highways and Transport*

The gas main works in the centre of the village are on-going and Great Lane is to remain closed until early July. Road subsidence outside 17 Johns Road was reported and a letter to be sent to NCC Highways.

### *Millenium Green*

Nothing to report.

### *Patient Participation Group*

Nothing to report.

## PC/18/06/131 Grant Applications

Bugbrooke and Harpole Scouts Group £500 grant application agreed.  
Bugbrooke cricket club £1000 – Councillors require further information of how they intend to fund the rest of this project. Clerk to contact.

## PC/18/06/132 Tommy

Councillor Mrs Linda Pope asked Councillors to look around as to where Tommy could go and how to make it vandal proof. Councillors to discuss at the next meeting.

## PC/18/06/133 Twinning

The Clerk confirmed a letter was sent to Vohl confirming that the PC will be represented at their celebrations next year. It was decided that advice would be sought from Willy Marriott as to the suitability of gifts for the celebrations. Councillor Brian Curtis was also to enquire at the football club.

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### PC/18/06/134 Parish Councillor Vacancy

The Clerk has received three expressions of interest so far. The closing date for applicants is 30<sup>th</sup> June for a decision at the July meeting.

### PC/18/06/135 Deputy Clerk Vacancy

The post has been advertised through NCALC and on all noticeboards in the village. The closing date for applications is the end of July.

### PC18/06/136 Financial matters

A financial statement for month ending 31 <sup>st</sup> May 2018 had been circulated with the Agenda, and the figures were as follows:-		
Current Account as at 30.4.18		£71,268.69
CCLA Deposit Fund		£30,000.00
<b>TOTAL AVAILABLE</b>		<b>£101,268.69</b>
Less May Payments		£ 5,009.91
Total funds at 31.05.18		<b>£ 96,258.78</b>

### PC/18/06/137 Accounts for Payment

Moneys must be paid out 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	Unmetered supply for April	£336.32	£53.71	Highways Act 1980 s301
(I.B.)	HM Revenue & Customs	Tax – SBB May (no NIC)	£136.80		HMRC requirement
(I.B.)	Parish Clerk	Clerk's salary – May 18 less tax + overtime	£841.57		LGA 1972 S112
(I.B.)	Deputy Clerk	Deputy Clerk's salary – May 18	£446.25		LGA 1972 S112
(I.B.)	R & G Grounds Maintenance	BSACCA Mowing - March	£295.00	£49.16	Open Spaces Act 1906 S6
(I.B.)	R & G Grounds Maintenance	BSACCA Weed Spray	£50.15	£8.36	Open Spaces Act 1906 S6
(I.B.)	R & G Grounds Maintenance	BSACCA Mowing - April	£1233.81	£205.63	Open Spaces Act 1906 S6
(I.B.)	AH Contracts	May dog and litter bins	£439.01	£73.17	Litter Act 1983

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(I.B.)	NCALC	Training Course Cilca – to be C/F	£495.00		LGA 1972 S112
(I.B.)	PW Warden	May Mowing	£636.00	£106.00	Highways Act 1980 S96
(I.B.)	Mrs Kay Iqbal	Cleaning of bus shelters for the month of May	£100.00		Local Gov't Act 1972 S112
		<b>RESOLVED:</b>	That these invoices be paid		
		<b>ACTION:</b>	Clerk		

### PC18/06/138 Date of next meeting

The date of the next meeting – Monday 9<sup>th</sup> July 2018 at 7.30.p.m.

*There being no further business the Chairman closed the meeting at 8.29. p.m.*

**\*End of Minutes\***

CHAIRMAN:.....

DATE:.....