

August 13, 2018

Bugbrooke Parish Council

Agenda & Meeting Minutes

August 13, 2018

Monthly Meeting of the Full Council

held on Monday 13th August 2018 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 Jason Bicknell
- Councillor John Bignell
- Councillor Phil Bignell
- Councillor Brian Curtis
- Councillor John Curtis BEM, Chairman
- Councillor David Harries, BEM
- Councillor Ken Gardner
- Councillor Alan Kent
- Councillor Des Morris
- Councillor Ms Sarah Munday
- Councillor Mrs Catherine Parry
- Councillor Mrs Linda Pope
- Councillor Terry Ward

1 Members of the public

Mrs Sally Bramley-Brown, Clerk

Absent

| <i>Apologies were accepted from:</i> | <i>Reason:</i> | <i>Excluded from 6 month rule</i> |
|--------------------------------------|----------------|-----------------------------------|
| Councillor Mrs Garlick | Personal | Yes |
| Councillor Paul Henson | Personal | Yes |

PC/18/08/160 To Receive and Accept Apologies for Absence

The apologies from Councillor Henson and Mrs Garlick excluded from the six-month rule.

PC/18/08/161 Declarations of Interest.

No declarations of interest were made.

PC/18/08/162 To consider whether the register of interests requires updating

No changes were recorded.

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PC/18/08/163 To sign and approve the minutes of the meeting held on 9th July 2018

The minutes of the meeting held on 9th July 2018 were approved, signed and initialed by the Chairman.

PC/18/08/164 Reports of issues previously raised

There were no reports on issues previously raised.

PC/18/08/165 Public question time

There were no questions from members of the public. County Councillor Adam Brown provided an update on the situation at NCC. The accounts for 2017/18 had yet to be finalised and the ever-worsening situation would tip over into the current financial year, the current estimated shortfall was £70 million but that figure was expected to rise. Commissioners were still working at the authority on a temporary basis, partly due to the cost which would have to be met by the county. The debate about unitary authorities was ongoing and were discussions about the county council debt.

PC/18/08/166 National Association of Local Council's Directive

Resolution: It was proposed by Councillor Kent and seconded by Councillor Ward that the press and public should be excluded from that part of the meeting by reason of the confidential nature of the business to be transacted. The resolution was carried unanimously. Due to the nature of the business, Councillor Bicknell was also requested to leave the meeting.

A Directive issued by NALC had been circulated with the agenda in consequence of which it was proposed by Councillor Ward and seconded by Councillor Morris that the election of a Councillor which had taken place at the July meeting should be declared null and void. The resolution was carried unanimously.

Councillors proceeded to conduct a second election which again resulted in an equality of quotes. The Chairman gave his casting vote in favour of Mr Ian Gordon who was duly recorded as having been elected. The Clerk was requested to advise both Mr Bicknell and Mr Gordon of the outcome.

PC/18/08/167 District Councillors Report and Update

Councillor Phil Bignell reported that discussion continued to be on going but it was unlikely that an alternative plan would be accepted.

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PC/18/08/168 Local government reform in Northamptonshire

The Clerk has circulated the Parish Council’s response to the consultation which had been submitted following receipt of comments from the Chairman, Vice-Chairman and the two District Councillors. It was agreed that the response accurately reflected the view of the Parish Council.

PC/18/08/169 Planning Applications and Decisions

| STAT US | APP NO AND APPLICANT | LOCATION | PROPOSAL | PC COMMENTS OR SNC DECISION |
|---------|----------------------|----------------------------|---|-----------------------------|
| New | S/2018/1808 /TPO | Bugbrooke Millennium Green | Reduce limb of one common Lime by 5-6m and remove dead branch (T16). Reduce limbs of one red horse chestnut by 3 m and 2 m(T22) | No objections. |

PC/18/08/169 Police Matters and Speedwatch

- A. The Clerk had circulated a copy of the draft agreement for a sponsored PCSO. Once the agreement was signed the PCSO would commence duties in October (date to be confirmed). However, concern was expressed that the Parish Council was being requested to sign up for an 18- month period for a full time PCSO. Councillors were of the view that whilst this might be what was decided upon, the Parish Council was being given no option to review the appointment, so that for example if a neighbouring parish wished to share on a part time basis, the agreement could be amended to make allowance for this. Accordingly, the agreement was not signed and the Clerk was requested to raise the issues with the PCC office.
- B. It was noted that the current Neighbourhood Watch co-ordinator had left the village and at present there was no one to fill the position There was a brief discussion about people operating drones in the village, following reports that they had been seen late at night or in the early hours of the morning. Councillor Phil Bignell advised that currently the regulations relating to flying drones was limited, but that at present there were no drones available with night vision cameras.

PC/18/08/170 Playing fields and Community Centre

- A) The Clerk reported that she was still awaiting a response from the insurers but that as soon as they confirmed the claim would be met, steps would be taken to implement the repair/replacement as a matter of urgency. It was agreed that when the work was

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carried out the Clerk should also secure the repair of the swings, which had also been vandalised since the arson attack.

- B) The Clerk had circulated details of the cost of installing a surveillance camera for the play area. It was unanimously agreed that the Parish Council should proceed with the purchase of the camera equipment, subject to discussions with BSACCA to agree on the most appropriate size of NVR to accommodate all the required cameras.
- C) Councillor Mrs Pope raised the issue of the poor provision of swings in the village.

PC/18/08/171 “Tommy”

The Chairman advised that there was a possibility that Tommy could be located in the garden at the front of the Chapel, if Councillors agreed and the Jesus Fellowship management group agreed. It was discussed that this should only be a temporary arrangement for a period of say 2 months around Remembrance Sunday and that thereafter a permanent home should be found – it was suggested that this could be outside the church adjacent to the memorial window.

PC/18/08/172 Twinning

The Clerk had circulated details of two salvers that could be purchased for presentation at the celebrations in 2019. It was agreed to purchase a 15” rope edged nickel plated salver. It was suggested that the engrave message should be:-

Vohl – celebrating 875 years Congratulations from The Community of
Bugbrooke -August 2019.

The Clerk was requested to order the salver at the best price that was available.

PC/18/08/173 Parish Matters

Monthly Inspection Sheets

Monthly inspections sheets were received for all areas.

Hedges/Trees.

Councillor Gardner reported that no action had been taken in respect of overgrown vegetation at 17 Johns Road and KD32 Smiths Lane. The Clerk advised that she had written to the owners of 17 Johns Road on 17th July and contacted the Rights of Way Officer via Streetdoctor on the same date. The Clerk was to contact the Regulations Team at NCC Highways to request that they take action over the obstruction caused by the vegetation.

The trees in the grounds of the primary school adjacent to the path, one of which is obstructing the street light.

Footpaths

Nothing to report.

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Emergency Planning

Councillor Ms Munday, as Chairman of the Emergency Planning Working Party, reported that a very productive meeting had been held on 13th August. Progress had been made working through the Emergency Plan template provided by Councillor Phil Bignell, to identify possible risks, and what skills would be required. A flow chart will be prepared at the next meeting. It was suggested that an appeal should be made on Facebook for people with particular skills to come forward. It was proposed that there should be an open event to be held at the Community Café on 20th October (to be agreed with the CC) at which residents could comment on the draft plan and offer skills or services. The event to be combined with the introduction of the new PCSO. The Clerk was requested to prepare an item for inclusion in the next edition of The Link informing people of the event and the emergency plan. It was agreed that if the event goes ahead, the Parish Council would make a contribution to the CC.

Street Lighting

The Clerk had submitted to unmetered supply certificate to explore alternative energy suppliers commencing in January 2019.

Highways and Transport

NCC Highways had received a requested from a resident to extend the double yellow lines at the junctions of Smitherway and Levitts Road with Johns Road. Councillors agreed that they would support further parking restrictions at these locations if the NCC criteria are met. A copy of the application had been circulated with the agenda.

Millennium Green

The Clerk had nothing to report. Councillor Harries, as Chairman of the Millennium Green Trustees advised that work to a number of the trees on the green were due to be carried out shortly.

Patient Participation Group

In Councillor Mrs Garlick's absence the Clerk report that she (Mrs Garlick) had attended a PPG meeting in July. She reported that some progress had been made towards securing the S106 funding due to the surgery, for the purchase of some new equipment and various structural changes/improvements.

PC/18/08/174 Defibrillator

The Clerk reported that an incident had occurred in June when someone had gone to get the defibrillator and first been told by the ambulance service that they didn't have the code and then been given the wrong code. EMAS had been notified and advised that they were carrying

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out an investigation. It was proposed that each of the 3 village pubs and the pharmacy should be provided with the code, for use in an emergency situation. Councillors decided to wait until the EMAS findings were provided, before taking any decision on the provision of the code.

PC/18/08/175 Parish Councillor Vacancy

The Clerk advised that two applications had been received. It was agreed that the interviews should take place on Thursday 30th August and that the interview panel should be comprised of Councillors Mrs Pope and Harries, the Chairman and the Clerk.

PC/18/08/176 Financial Matters

| | | |
|--|--|--------------------|
| A financial statement for month ending 31 st July 2018 had been circulated with the Agenda, and the figures were as follows:- | | |
| Current Account as at 30.6.18 | | £61,069.06 |
| CCLA Deposit Fund as at 30.6.18 | | £30,000.00 |
| TOTAL AVAILABLE | | £91,069.96 |
| Less June Payments | | £ 3,648.77 |
| Total funds at 31.07.18 | | £ 87,434.09 |

PC/18/08/177 Budget report - Expenditure Against Budget Headings for the First Quarter

Councillor Ward raised a query about a figure of £1,248 against the budget for the land purchase of Captain’s Close. In fact, there was no expenditure recorded against the budget heading, the figure Councillor Ward had interpreted as expenditure was in fact a quarter of the £5,000 annual budget that had been set aside. The report had been misinterpreted and the figure was under “Budget” as opposed to Actual Expenditure.

PC/18/08/158 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:-

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| Chq no | To whom | Service rendered | Amount £ | Vat £ | Power used for payment |
|--------|-------------------------------|--|----------|--------|---|
| D.D. | Southern Electric | Unmetered Supply for June | £325.73 | £52.01 | Parish Councils Act 1957 s3; Highways Act 1980 s301 |
| 398 | Northamptonshire Fire Service | Incident report re play area | £97.15 | | GPoC |
| 401 | Anglian Water Business Ltd | Water supply for allotments – 3.5.18 – 3.8.18 | £67.21 | | Smallholdings and Allotments Act 1908 |
| (I.B.) | HM Revenue & Customs | Tax - SBB July(No NIC) | £140.60 | | HMRC requirement |
| (I.B.) | Mrs S Bramley-Brown | Clerk's salary– July less tax +expenses and overtime | £1126.92 | £31.07 | Local Gov't Act 1972 S112 |
| (I.B.) | Mrs Jo Scott | Deputy Clerk's salary – July final payment + holiday pay | £446.25 | | Local Gov't Act 1972 S112 |
| (I.B.) | BSACCA | Room Hire and Office Rent | £280.00 | | Local Gov't Act 1972 S112 |
| (I.B.) | A H Contracts | July dog and litter bins | £439.01 | £73.17 | Litter Act 1983 |
| (I.B.) | PW Warden | July Mowing | £318.00 | £53.00 | Highways Act 1980 S96 |
| (I.B.) | Aylesbury Mains | Street lighting repair PL30 | £83.76 | £13.96 | Highways Act 1980 s 301 |
| (I.B.) | Kay Iqbal | July Bus Shelter Cleaning | £100.00 | | LGA 1972 S112 |

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| | |
|------------------|-----------------------------|
| RESOLVED: | That these invoices be paid |
| ACTION: | Clerk |

PC18/08/179 Date of next meeting

The date of the next meeting – Monday 10th September 2018 at 7.30.p.m.

There being no further business the Chairman closed the meeting at 9.23. p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....