

BUGBROOKE PARISH COUNCIL

Chairman – Mr F J Curtis, BEM

Parish office,

Camp Close,
Bugbrooke,
NN7 3RW

Clerk: Mrs S Bramley-Brown

Email: Bugbrookepc@btconnect.com

Tel: 01604 832838

2nd October 2018

To:

Councillor Philip Bignell
Councillor John Bignell
Councillor Brian Curtis
Councillor John Curtis, BEM
Councillor Ken Gardner
Councillor Mrs Teresa Garlick
Councillor Ian Gordon
Councillor David Harries, BEM

Councillor Paul Henson
Councillor Alan Kent
Councillor Des Morris
Councillor Ms Sarah Munday
Councillor Mrs Catherine Parry
Councillor Mrs Linda Pope
Councillor Terry Ward

NOTICE OF MEETING

I hereby summon you to the monthly meeting of the Parish Council which will take place on **Monday 8th October 2018** at 7.30 p.m. in the Lounge at the Community Centre, Camp Hill, Bugbrooke

I enclose the minutes of the meeting held on 10th September 2018 and an agenda, with 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.
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 September 2018
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 Update**
Councillors Harries and Phil Bignell.
8. **Local Government Reorganisation**
Report and update on any information that becomes available.
9. **Chris Heaton-Harris, M.P.- Coffee Morning**
The Clerk is awaiting details of dates when the M.P. would be available.
10. **Planning.**
 1. The Clerk has received the following notification from SNC:-
South Northamptonshire Council will be publishing the Proposed Submission Local Plan for comment. The formal representation period will run from Thursday 4 October until noon Friday 16 November 2018.

As part of the consultation, please accept our invitation to attend a Briefing Session specifically for all Elected Members and representatives from Parish / Town Councils. Briefing sessions will be held on:
 - *Thursday 11th October 14.00–16:00 in the Council Chamber; and*
 - *Tuesday 16th October 17:00 – 19:00 in the Council Chamber**The events are open to all Elected Members of SNC and two representatives from each Parish/Town Parish to attend on a first come, first served basis.*
In addition, Public drop-in events will also take place in the following

locations where officers will be available to answer questions about the Local Plan:

- *Brackley, Town Hall Monday 15th October 3.30pm to 6.30pm*
- *Bugbrooke Community Centre Weds 17th October 3.30pm to 6.30pm*
- *Deanshanger Community Centre Thurs 18th October 3.30pm to 6.00pm*
- *Road Village Hall Monday 22nd October 3.30pm to 6.00pm*
- *Towcester, The Forum Tuesday 30th October 3.30pm to 6.30pm*

Do any Councillors wish to attend the specific Parish Council briefings, and if so which session.

2 Planning Applications - As Shown on Appendix I

11. **Police Matters and Speedwatch**

1. PCSO. Our new officer commenced his duties with us on 2nd October. He is Matt Taylor, he has been a PCSO for a number of years, so has plenty of experience, but was also a Champion student so he already knows the village quite well. He has provided a copy of his duty rota to the Parish Clerk, if anyone wants to know specifically when he will be on duty. In order to better facilitate his work in the village, he has asked if we can provide him with a base – somewhere he can work on his lap top, where he can keep items of lost property, and also as somewhere residents could come and speak with him, if they are reluctant to have him visit their homes etc. Councillors Phil Bignell and Mrs Parry were present when he visited the Parish Office and it was agreed that we should provide him with access to the PO as his base in the village. We had a discussion with him regarding what the council sees as its priorities for him – liaison with both Champion and the Primary school, drugs issues, parking around the school at the beginning and end of the school day.

2. To consider appointing a Councillor to act as a representative for the Parish Council in liaising with the PCSO and the Police.

12. **Playing Fields and Community Centre**

The Clerk is still waiting for Wicksteed to give a start date for the repair/replacements works on the play area, but is actively pursuing the matter.

13. **Twinning**

As agreed at the September meeting, the Clerk has contacted a company to print 500 bags (at a cost of £400 including the cost of the bags) in green to match the tea towel provided by Councillor Gordon. However, they are unable to prepare artwork from the tea towel itself and whilst they have tried to assist, they are concerned that the end result would not be of a satisfactory quality. It has been suggested that perhaps someone from the Bugbrooke Art Group might be able to prepare something suitable for us. The Clerk has spoken with Mr Jim Inch who has very kindly agreed to prepare artwork based on the tea towel, to enable the bags to be printed.

14. **Parish Matters**

A **Monthly Inspection Sheets**: To receive the monthly inspection sheets. Please ensure that comments are legible. A copy of the rota is attached to the agenda. Copies of the inspections sheets are available from the Clerk. **Councillors are respectfully reminded that if**

they are unable to complete the inspection sheet, they need to arrange with another Councillor to undertake the inspection on their behalf.

B Hedges/Trees/Fences/Walls: Requests for letters to be sent can be made to the Clerk at this point.

C Footpaths:

D Highways and Transport:

1. Grit Bin. We are currently awaiting information from NCC Highways, but the Clerk has been advised that there is no cost involved with the transfer of ownership, or granting the appropriate highways licence. The information that has been provided by NCalc is that the cost of refilling a bin from empty would be around £50.

E Millennium Green: The Clerk has nothing to report.

F. Patient Participation Group: Councillor Mrs Garlick.

15. **Emergency Planning:**

The Emergency Planning Working Party met on 24th September. Councillor Ms Munday to report.

16. **Annual Budget**

To agree a meeting of the Finance Committee to prepare the draft budget for 2019/20

17. **Street Lighting Electricity Supply**

The Parish Council currently purchases electricity for the street lighting from SSE. Our current 12 month contract with them expires in early January 2019. The Clerk has obtained quotations from a number of suppliers, but the best solution, and one which is recommended for approved, is a 3 year fixed contract with SSE (our current suppliers) at a cost of £3,915.79 p.a. Our current annual spend is £3,385.81 – therefore an increased of £529.98 p.a.

18. **Bi-Monthly Update from NCalc.**

Attention is drawn to the Local Government reorganisation round up and to the information on Parish Council Elections due in 2019.

19. **Financial matters**

A A financial statement for month ending 30th September 2018 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

18. **Date of next meeting – Monday 12th November 2018 at 7.30 p.m. TO BE PRECEDED BY A MEETING OF THE FOOTPATHS COMMITTEE AT 7.00P.M.**

End of Agenda

APPENDIX 1 – PLANNING APPLICATIONS FOR CONSIDERATION – October 2018

Status	App No and Applicant	Location	Proposal	PC or SNC Comments
New	S/2018/2142/FUL	The House on the Hill, Bugbrooke Road, Eastcote	2 storey rear extension	

BUGBROOKE PARISH COUNCIL
Payment Schedule for a Meeting held on Monday 8th October 2018
at Bugbrooke Community Centre, Camp Close, Bugbrooke at 7.30 p.m.
Minute Number: PC/2018/9/

DIRECT DEBITS

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Statutory Power</u>	<u>V.A.T</u>	<u>Total</u>
8.10.18	Southern Electric	September Street Lighting	Highways Act 1980	TBA	£

SIGNATORY..... 8th October 2018

CHEQUES -

<u>Date</u>	<u>Chq No</u>	<u>Payee</u>	<u>Inv No</u>	<u>Statutory Power</u>	<u>Description</u>	<u>V.A.T.</u>	<u>Total</u>

SIGNATORY..... 8th October 2018

INTERNET BANK TRANSFERS

<u>Date</u>	<u>Payee</u>	<u>Inv No</u>	<u>Statutory Power</u>	<u>Description</u>	<u>V.A.T.</u>	<u>Total</u>
8.10.18	HMRC	September	HMRC	Clerk PAYE		£140.80
8.10.18	Parish Clerk	September	LGA 1972 S112	September + overtime + _ expenses		£688.35
8.10.18	Deputy Clerk	September	LGA 1972 S112	September salary + expenses		£310.65
8.10.18	DNH Contracts	September	Litter Act 1983 S5,6	September Litter and Dog Bin emptying	£81.60	£489.60
8.10.18	PWWarden Environmental	August	HA 1980, s96	September Mowing	£106.00	£636.00
8.10.18	Kay Iqbal	September	PCA 1957 s1	Cleaning bus shelters in September		£100.00
8.10.18	R and G Grounds Maintenance	114162	Open Spaces Act 1906 s6	Mowing in July	£60.61	£63.64

8.10.18	R and G Grounds Maintenance	114077	Open Spaces Act 1906 s6	Mowing in June	£172.40	£1,034.40
11.09.18	British Telecom payment services		Telecommunications Act 1984 S97	Ratification of payment made in September – for provision of parish office broadband and telephone service	£24.33	£145.98

Plus, any other agreed invoices, not received at the time of publication of the Agenda.

SIGNATORY..... 8th October 2018

CLERK'S SIGNATURE

Internet Transfers made by the Clerk on 9th October 2018

References:

PCA 1957 s3	Parish Councils Act 1957, S3
LGA 1972	Local Government Act 1972
HMRC	HM Revenue and Customs requirement
HA 1980	Highways Act 1980
GPoC	General Power of Competence

