Monthly Meeting of the Full Council

held on Monday 8th October 2018 at 7.30 p.m, at the Community Centre, Bugbrooke.
Bugbrooke Parish Council
Agenda & Meeting Minutes

Monthly Meeting of the Full Council

October 8, 2018

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*End of Minutes*
In Attendance
Councillor John Bignell
Councillor Brian Curtis
Councillor John Curtis BEM, Chairman
Councillor David Harries, BEM
Councillor Ken Gardner
Councillor Mrs Garlick
Mrs Sally Bramley-Brown, Clerk
Mrs N Palmer – Deputy Clerk

Absent

Apologies were accepted from:
Councillor Phil Bignell
Councillor Mrs Linda Pope
Councillor Des Morris

Reason: Personal
Excluded from 6 month rule: Yes

PC/18/10/207 To Receive and Accept Apologies for Absence
Apologies were received and accepted as above. The apologies from all Councillors were excluded from the six-month rule.

PC/18/10/208 Declarations of Interest.
Councillor Mrs Parry declared an interest in respect of the payment to the Community Café.

PC/18/10/209 To consider whether the Register of Interest requires updating
No changes were recorded.
PC/18/10/210  To sign and approve the minutes of the meeting held on 10th September 2018
The minutes of the meeting held on 10th September approved, signed and initialled by the Chairman.

PC/18/10/211  Reports of issues previously raised
Councillor Kent reported that it had been agreed that after “Tommy’s” stay at the chapel, it would be located in the church, to be stored in a suitable location and then each year to be placed closed to the memorial window for Remembrance Sunday.
Councillor Harries advised that the football club had indicated that they may be willing to part with a proportion of their compound to allow for additional play equipment to be installed. It was agreed that the Chairman would contact Mr Kevin Gardner to arrange to meet and discuss the possible arrangements.

PC/18/10/212  Public question time 7.37 p.m. - 7.44 p.m.
Two residents from West End, presented a request to the Parish Council to approach the Jesus Fellowship in a bid to secure an additional area of parking, and also to look at the access and egress situation with a view to improving sight lines. It was agreed to make this a formal agenda item for the next meeting.

PC/18/10/213  District Councillors Report and Update
Councillor Harries reported that discussions continued to be ongoing and as yet there was still no decision on parish council elections due to take place in May 2019.

PC/18/10/214  Local government reform in Northamptonshire
No new information was available.

PC/18/10/215  Letter from Chris Heaton-Harris MP
The Clerk confirmed that a date had been agreed for Mr Heaton-Harris to attend for a coffee morning – Friday 18th January, 2019 – 9 – 11 a.m. The Clerk is to write a piece to go into the December Link inviting residents to come and meet their MP.

PC/18/10/216  Planning
The Clerk reported that she had been notified by SNC that they were to publish the Proposed Submission Local Plan for comment. Councillors were invited to 2 specific events and the Chairman and Councillor Mrs Parry both indicated they would like to attend.
A public drop-in event was to be held at Bugbrooke on Wednesday 17th October between 3.30 and 6.30 p.m.

### Applications and Decisions

<table>
<thead>
<tr>
<th>STAT</th>
<th>APP NO AND APPLICANT</th>
<th>LOCATION</th>
<th>PROPOSAL</th>
<th>PC COMMENTS OR SNC DECISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>New</td>
<td>S/2018/1944/TCA</td>
<td>16 Ace Lane</td>
<td>Remove Ailanthus altissima, and reduce height to form part of the hedge – Crateagus monogyna (common Hawthorn)</td>
<td>For Information only</td>
</tr>
</tbody>
</table>

### PC/18/10/217 Police Matters

1. The Clerk reported that the village PCSO had commenced his duties and his arrival had been well received. He is to be based in the Parish Office and has provided the Clerk with his duty roster. He had supplied a report which was circulated to all Councillors.
2. It was agreed that Councillor Henson should act as liaison officer between the Parish Council, the PCSO and the Police.

### PC/18/10/218 Playing fields and Community Centre

A) The Clerk reported that she was still awaiting notification from Wicksteed as to when the works would be carried out, but she was actively pursuing them to try to secure an early commencement date.

B) Councillor Harries reported that the Football Club may be prepared to relinquish a proportion of their compound to facilitate the installation of more swings. It was agreed that this would be included as an Agenda items in November and meanwhile the Chairman would speak to Mr Kevin Gardner to ascertain the size of the area that may be available.

### PC/18/10/219 Twinning

The Clerk confirmed that Mr Jim Inch had very kindly agreed to prepare some artwork to enable the printing of the bags. The Clerk also confirmed that she was still awaiting a response from the Burgermeister.

### PC/18/09/194 Parish Matters

*Monthly Inspection Sheets*

Monthly inspections sheets were received for areas, 2, 4 and 5.
Hedges/Trees
No hedges and trees were reported by the Clerk was requested to contact the owner of the blue bin that is left out on Great Lane.

Footpaths
Councillor Gardner again reported that the vegetation on KD 16 was making it very difficult to use the route. This had previously been reported to the Rights of Way team and the Clerk confirmed she would contact them again.

Highways and Transport
i. NCC The Clerk confirmed she was awaiting information from NCC Highways regarding the Birds Hill grit bin, but had ascertained that there were no costs involved in the transfer to the Parish Council. The cost of refilling the grit bin would be around £50, but concern was expressed about how and who would refill the bin. It was agreed to await the information from NCC.

Millennium Green
Councillor Harries reported that work was being undertaken to some of the trees on the green following the arboriculturalist’s visit and inspection.

Patient Participation Group
Councillor Mrs Garlick confirmed that the next meeting was due to take place at the end of October and she would report at the November meeting.

PC/18/10/221 Emergency Planning
A. Councillor Ms Munday, as Chairman of the Emergency Planning Working Party, reported that the second draft had been circulated. She reported on the Pathfinder II project presentation and was awaiting a copy of the final report to be sent to her.
B. Arrangements were in hand for the event at the Community Café on Saturday 20th October, as an opportunity for residents to come and find out about the emergency planning and also as a “meet your new PCSO” event. Mr Alan Robertshaw had confirmed that he was willing to become a flood warden.

PC/18/10/222 Annual Budget
It was agreed that the Finance Committee should meet on Monday 22nd October to prepare the draft budget for consideration at the November meeting.
PC/18/10/223  Annual Street Lighting Electricity Supply
The Clerk advised that the current electricity supply contract expired in early 2019. Accordingly she had obtained quotations through two agents from three suppliers. Details were circulated to Councillors, but as RFO the Clerk recommended that THE Parish Council should enter into a 3 year contract with SSE (the current supplier) at an annual cost of £3,915.79 – an increase of £529.98 over the current annual spend. Councillors unanimously agreed to authorise the Clerk to enter into the new contract on the above terms.

PC/18/10/224  NCALC Bi-monthly Update
A copy of the September/October Update had been circulated with the Agenda.

PC/18/09/204  Financial Matters
A financial statement for the month ending 30th September had been circulated with the Agenda, and the figures were as follows:-

<p>| | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Current Account as at 31.8.18</td>
<td>£60,138.19</td>
</tr>
<tr>
<td>CCLA Deposit Fund as at 31.8.18</td>
<td>£30,000.00</td>
</tr>
<tr>
<td><strong>Total available</strong></td>
<td><strong>£90,138.19</strong></td>
</tr>
<tr>
<td>Less September Payments</td>
<td>£9,456.52</td>
</tr>
<tr>
<td>Plus Precept – 2nd tranche</td>
<td><strong>£37,096.30</strong></td>
</tr>
<tr>
<td>Uncleared Cheque</td>
<td>£35.00</td>
</tr>
<tr>
<td><strong>Total funds at 31.8.18</strong></td>
<td><strong>£87,777.97</strong></td>
</tr>
</tbody>
</table>

PC/18/10/226  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:-

<table>
<thead>
<tr>
<th>Chq no</th>
<th>To whom</th>
<th>Service rendered</th>
<th>Amount £</th>
<th>Vat £</th>
<th>Power used for payment</th>
</tr>
</thead>
</table>

6
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>D.D.</td>
<td>Southern Electric Unmetered Supply for September</td>
<td>£304.36</td>
<td>Parish Councils Act 1957 s3; Highways Act 1980 s301</td>
</tr>
<tr>
<td>Chq 402</td>
<td>Bugbrooke Community Cafe Tea and cake for emergency plan and meet PCSO event</td>
<td>£100.00</td>
<td>GPoC</td>
</tr>
<tr>
<td>(I.B.)</td>
<td>HM Revenue &amp; Customs Tax - SBB September NO NIC</td>
<td>£140.80</td>
<td>HMRC requirement</td>
</tr>
<tr>
<td>(I.B.)</td>
<td>Mrs S Bramley-Brown Clerk’s salary– September - less tax +expenses and overtime</td>
<td>£688.35</td>
<td>Local Gov’t Act 1972 S112</td>
</tr>
<tr>
<td>(I.B.)</td>
<td>Mrs Nicola Palmer Deputy Clerk salary</td>
<td>£310.35</td>
<td>Local Gov’t Act 1972 S112</td>
</tr>
<tr>
<td>(I.B.)</td>
<td>DNH Contracts September dog and litter bins</td>
<td>£489.60</td>
<td>Litter Act 1983</td>
</tr>
<tr>
<td>(I.B.)</td>
<td>PW Warden September Mowing</td>
<td>£636.00</td>
<td>Highways Act 1980 S96</td>
</tr>
<tr>
<td>(I.B.)</td>
<td>Kay Iqbal Cleaning bus shelters ion September</td>
<td>£100.00</td>
<td>Parish Councils Act 1957 S1</td>
</tr>
<tr>
<td>(I.B.)</td>
<td>R and G Grounds Maintenance Mowing in July</td>
<td>£363.64</td>
<td>Open Spaces Act 1906 S6</td>
</tr>
<tr>
<td>(I.B.)</td>
<td>R and G Grounds Maintenance Mowing in June</td>
<td>£1,034.40</td>
<td>Open Spaces Act 1906 S6</td>
</tr>
<tr>
<td>(I.B.)</td>
<td>Aylesbury Mains Street Light PL14 and PL 19 repairs</td>
<td>£138.96</td>
<td>Parish Councils Act 1953 s3,</td>
</tr>
</tbody>
</table>
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</thead>
<tbody>
<tr>
<td>D.D.</td>
<td>British Telecom Payment services</td>
<td>Ratification of direct debit paid in September – for provision of parish office broadband and telephone service</td>
<td>£145.98</td>
<td>£24.33</td>
<td>Telecom munications Act 1984 S97</td>
</tr>
</tbody>
</table>

**RESOLVED:** That these invoices be paid

**ACTION:** Clerk

**PC18/10/227** Date of next meeting
Monday 12th November 2018 at 7.30 p.m. to be preceded by a meeting of the Footpaths Committee at 7.00 p.m.

*There being no further business the Chairman closed the meeting at 8.85 p.m.*

*End of Minutes*

CHAIRMAN:...........................................

DATE:...........................................