

October 8, 2018

Bugbrooke Parish Council

Agenda & Meeting Minutes

October 8, 2018

Monthly Meeting of the Full Council

held on Monday 8th October 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 John Bignell	Councillor Alan Kent
Councillor Brian Curtis	Councillor Terry Ward
Councillor John Curtis BEM, Chairman	Councillor Paul Henson
Councillor David Harries, BEM	Councillor Mrs Catherine Parry
Councillor Ken Gardner	Councillor Ms Sarah Munday
Councillor Mrs Garlick	Councillor Ian Gordon

Mrs Sally Bramley-Brown, Clerk
Mrs N Palmer – 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 Phil Bignell	Personal	Yes
Councillor Mrs Linda Pope	Personal	Yes
Councillor Des Morris	Personal	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.

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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.

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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

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

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 item 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.

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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.

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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 30 th September had been circulated with the Agenda, and the figures were as follows:-		
Current Account as at 31.8.18		£60,138.19
CCLA Deposit Fund as at 31.8.18		£30,000.00
Total available		£90,138.19
Less September Payments		£ 9,456.52
Plus Precept – 2 nd tranche		£37,096.30
Uncleared Cheque		£ 35.00
Total funds at 31.8.18		£87,777.97

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:-

Chq no	To whom	Service rendered	Amount £	Vat £	Power used for payment

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D.D.	Southern Electric	Unmetered Supply for September	£304.36	£48.57	Parish Councils Act 1957 s3; Highways Act 1980 s301
Chq 402	Bugbrooke Community Cafe	Tea and cake for emergency plan and meet PCSO event	£100.00		GPoC
(I.B.)	HM Revenue & Customs	Tax - SBB September NO NIC	£140.80		HMRC requirement
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– September - less tax +expenses and overtime	£688.35		Local Gov't Act 1972 S112
(I.B.)	Mrs Nicola Palmer	Deputy Clerk salary	£310.35		Local Gov't Act 1972 S112
(I.B.)	DNH Contracts	September dog and litter bins	£489.60	£81.60	Litter Act 1983
(I.B.)	PW Warden	September Mowing	£636.00	£106.00	Highways Act 1980 S96
(I.B.)	Kay Iqbal	Cleaning bus shelters ion September	£100.00		Parish Councils Act 1957 S1
(I.B.)	R and G Grounds Maintenance	Mowing in July	£363.64	£60.61	Open Spaces Act 1906 S6
(I.B.)	R and G Grounds Maintenance	Mowing in June	£1,034.40	£6.66	Open Spaces Act 1906 S6
(I.B.)	Aylesbury Mains	Street Light PL14 and PL 19 repairs	£138.96	£23.16	Parish Councils Act 1953 s3,

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					Highways Act 1980 S97
(I.B.)	Aylesbury Mains	Street Light PL22 repairs	£97.20	£16.20	Parish Councils Act 1953 s3, Highways Act 1980 S97
D.D.	British Telecom Payment services	Ratification of direct debit paid in September – for provision of parish office broadband and telephone service	£145.98	£24.33	Telecom muni-cations Act 1984 S97
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:.....