

December 10, 2018

Bugbrooke Parish Council

Agenda & Meeting Minutes

December 10, 2018

Monthly Meeting of the Full Council

held on Monday 10th December 2018 at 7.30 p.m, at the
Community Centre, Bugbrooke.

Bugbrooke Parish Council

Agenda & Meeting Minutes

Monthly Meeting of the Full Council

Table of contents

In Attendance.....	2
Absent.....	2
Apologies were accepted from: Reason: Excluded from 6 month rule	2
PC/18/12/249 To Receive and Accept Apologies for Absence	2
PC/18/12/250 Declarations of Interest.	2
PC/18/12/251 To consider whether the Register of Interest requires updating	2
PC/18/12/252 To sign and approve the minutes of the meeting held on 12 th November 2018.....	3
PC/18/12/253 Reports of issues previously raised.....	3
PC/18/12/254 Public question time 7.34 p.m. – 7.43 p.m.....	3
PC/18/12/255 District Councillors Report and Update	3
PC/18/12/256 Local government reform in Northamptonshire	3
PC/18/12/257 Letter from Chris Heaton-Harris MP	3
PC/18/12/258 Planning	4
PC/18/12/259 Police Matters	4
PC/18/12/260 Playing fields and Community Centre	4
PC/18/12/261 Twinning	5
PC/18/12/262 Parish Matters.....	5
Monthly Inspection Sheets	5
Hedges/Trees	5
Footpaths	5
Highways and Transport	5
Millennium Green	5
Patient Participation Group	6
PC/18/12/263 Emergency Planning.....	6
PC/18/12/264 Heygates Lorries on Birds Hill	6
PC/18/12/265 Grant funding applications to the Parish Council.....	6
PC/18/12/266 SNC New Homes Bonus	6
PC/18/12/267 Parking issues	6
PC/18/12/268 Financial Matters	7
PC/18/12/269 Accounts for Payment	7
PC18/12/270 Date of next meeting.....	9
End of Minutes	9

Bugbrooke Parish Council

Agenda & Meeting Minutes

In Attendance

Councillor John Curtis BEM, Chairman
Councillor John Bignell
Councillor Brian Curtis
Councillor David Harries, BEM
Councillor Ken Gardner
Councillor Ian Gordon

Councillor Phil Bignell
Councillor Alan Kent
Councillor Terry Ward
Councillor Paul Henson
Councillor Mrs Catherine Parry
Councillor Ms Sarah Munday

Mrs Sally Bramley-Brown, Clerk
Mrs N Palmer – Deputy Clerk

4 Members of the public

Absent

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

PC/18/12/249 To Receive and Accept Apologies for Absence

Apologies were received and accepted as above. The apology from Councillor Mrs Garlick was excluded from the six-month rule.

PC/18/12/250 Declarations of Interest.

Councillors Mrs Pope and J Curtis declared an interest in respect of item 17 – grant application from Bugbrooke Cricket Club

PC/18/12/251 To consider whether the Register of Interest requires updating

No changes were recorded.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/18/12/252 To sign and approve the minutes of the meeting held on 12th November 2018

The minutes of the meeting held on 12th November were approved, signed and initialled by the Chairman.

PC/18/12/253 Reports of issues previously raised

Councillor Kent reported that it had now been confirmed that the gate leading from the footpath into the churchyard was unable to be repaired and the church were now awaiting an estimate for replacement of the gate. Councillor Kent would bring this to the Parish Council when it arrived as the council had shared responsibility for the gate. The Chairman requested that the church obtain at least 2 estimates for the new gate, before being presented to the council.

PC/18/12/254 Public question time 7.34 p.m. - 7.43 p.m.

Two residents sought assistance with the provision of additional parking facilities at Peace Hill. It was suggested that even a reduction in the grassed area would help. The residents were also experiencing disruption caused by the vehicles associated with the construction of the additional dwellings which was taking place. The Clerk was requested to contact the developer to request that contractor be mindful of residents' parking when visiting the site.

PC/18/12/255 District Councillors Report and Update

Councillor Harries reported that the Local Plan Part 2 was out for final consultation.

PC/18/12/256 Local government reform in Northamptonshire

Councillor Harries reported that the majority of work being undertaken was the unpicking of arrangements between SNC and Cherwell. There was an expectation that the 2019 elections would be postponed, but at the time of the meeting the Order had not been laid before Parliament.

PC/18/12/257 Letter from Chris Heaton-Harris MP

The Clerk reminded all Councillors that Mr Heaton-Harris was to attend for a coffee morning – Friday 18th January, 2019 – 9 – 11 a.m.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/18/12/258 Planning

No Planning Applications had been received at the time of circulation of the Agenda, but the Clerk had now received an application in relation to 9 Meadway and Councillors agreed to consider the application.

Applications and Decisions

STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
New	S/2018/266 9/FUL	9 Meadway.	First floor front and side extension, change the flat roof over the existing entrance to a pitched roof and replace the tiles on the front elevation with timber cladding.	No Objections. Brick work to match the existing.

PC/18/12/259 Police Matters

1. The Clerk had circulated the monthly report from the village PCSO.
2. PCSO Taylor had advised that in addition to his joining the Speedwatch team, he was also hoping to involve Campion school pupils, to create awareness of the need to limit speed in the village.

PC/18/12/260 Playing fields and Community Centre

The Clerk confirmed that she and the Deputy Clerk were working closely with BSACCA to prepare a joint grant application to be submitted to SNC by the end of February. Quotes were being obtained from a number of suppliers to include the provision of the new play equipment, outdoor gym equipment and all the necessary associated works.

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC/18/12/261 Twinning

The Clerk was waiting to receive the artwork from Mr Inch. It was proposed that Mr Inch be given an honorarium from the Parish Council to thank him for undertaking the artwork project and this was unanimously agreed.

The Chairman confirmed that he and his wife, Councillor Brian Curtis and wife and Councillor Mrs Pope and husband would be attending the celebrations. The Clerk was requested to remind all Councillors of the dates and any other Councillors wishing to attend should notify the Clerk as soon as possible, to enable her to notify the Burgermeister of the number of official attendees.

PC/18/12/262 Parish Matters

Monthly Inspection Sheets

Monthly Monthly inspections sheets were received for areas 4 areas.

Hedges/Trees

The following overgrown hedges/trees were reported to the Clerk, who was requested to write to the owners: -

30 Oaklands

2 West End

8 West End

Councillor Mrs Pope reported that the wire fence on the primary school playing field needed urgent attention and the Clerk was requested to write to the school.

Footpaths

Footpaths Committee had met prior to the Parish Council meeting and several footpaths had been noted as requiring works. These were to be reported via Street Doctor. Arrangements would be made for Councillor Gardner to meet with the Rights of Way officer in relation to KD16.

Highways and Transport

The Clerk had received an agreement for retention of the grit bin from NCC and this was signed by the Chairman at the meeting.

Millennium Green

Nothing to report.

Bugbrooke Parish Council

Agenda & Meeting Minutes

Patient Participation Group

In the absence of Councillor Mrs Garlick, the matter was deferred until the January meeting.

PC/18/12/263 Emergency Planning

Councillor Ms Munday, as Chairman of the Emergency Planning Working Party, reported that the preparation of the Emergency Plan was in the final stages and that the grant application form would be brought before the Parish Council at the January meeting.

PC/18/12/264 Heygates Lorries on Birds Hill

Councillor Phil Bignell requested that the Clerk be instructed to write to Heygates to complain about the number of HGV's using Birds Hill, which is a completely unsuitable route for them to enter the village. His request was agreed.

PC/18/12/265 Grant funding applications to the Parish Council

The Clerk had received 2 grant funding applications:-

1. Bugbrooke Cricket Club - £1,000 towards the cost of refurbishment and alteration of the changing facilities. The application was approved, but only for £500.
 2. Bugbrooke W.I. - £150 towards hosting an event to encourage new members to join.
- Approved unanimously.

PC/18/12/266 SNC New Homes Bonus

Bugbrooke Cricket Club had applied to SNC for NHB funding in the sum of £3000 towards the refurbishment project. Councillors agreed to support the application

PC/18/12/267 Parking issues

Levitts Road/Chipsey Avenue. Letters had been sent to properties in Chipsey Avenue and Levitts Road in relation to verge parking, these had resulted in some responses but it was agreed not to take any further action.

West End. The Deputy Clerk confirmed that she was waiting to hear from the Jesus Fellowship, regarding additional land being made available for parking.

Some of the residents had requested that a mirror be located opposite the turn. Councillor Kent reminded the Parish Council that mirrors have been erected at other locations in the village, but they had always been funded by the residents. The Clerk was requested to supply the residents with details of who to contract at NCC Highways and South Northants Homes, who own the grassed area opposite the junction.

Bugbrooke Parish Council

Agenda & Meeting Minutes

Peace Hill. The Clerk reaffirmed that she had been advised by South Northants Homes that there were no plans to increase parking at Peace Hill for the foreseeable future.

PC/18/12/268 Financial Matters

A financial statement for the month ending 30th November had been circulated with the Agenda, and the figures were as follows:-		
Current Account as at 31.10.18		£85,104.02
CCLA Deposit Fund as at 31.10.18		£30,000.00
Total available		£115,104.02
Less November Payments		£24,655.75
Uncleared Cheque		£ 60.00
Deposits (Interest)		£19.03
Total funds at 30.11.18		£90,702.30

PC/18/12/269 Accounts for Payment

Moneys must be paid out in 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 November	346.92	555.42	Parish Councils Act 1957 s3; Highways Act 1980 s301
D.D.	Oncecom	Provision of telephone and broadband for Parish Office - December	£36.00	6.00	Telecommunications Act 1984 S97
405	Anglian Water	Water charges for allotment site	£70.31		Smallholdings and allotments act 1908 S3
406	Mr J Inch	Honorarium for art work	£50.00		GPOC
(I.B.)	HM Revenue & Customs	Tax - SBB November NO NIC	£140.80		HMRC requirement
(I.B.)	Mrs S Bramley-Brown	Clerk's salary- November- less tax	£943.98		Local Gov't Act 1972 S112

Bugbrooke Parish Council

Agenda & Meeting Minutes

		+expenses			
(I.B.)	Mrs Nicola Palmer	Deputy Clerk salary	£449.82		Local Gov't Act 1972 S112
(I.B.)	JRB Enterprise	3 new dog bins	£648.60	£108.10	Litter Act 1983
(I.B.)	DNH Contracts	November dog and litter bins	£489.60	£81.60	Litter Act 1983
(I.B.)	SLCC	Clerks Annual Membership	£160.00		Local Gov't Act 1972 S112
(I.B.)	ALCC	Clerks Annual Membership	£40.00		Local Gov't Act 1972 S112
(I.B.)	BSACCA	Parish Office rent and room hire	£260.00		Local Gov't Act 1972 S112
(I.B.)	R and G Grounds Maintenance	Mowing in October - 114411	£75.08	£12.51	Open Spaces Act 1906 S6
(I.B.)	R and G Grounds Maintenance	Mowing in August less £50.15 credit	£583.56	£97.26	Open Spaces Act 1906 S6
(I.B.)	NCalc	Training for Ian Gordon	£42.00		Local Gov't Act 1972 S112
(I.B.)	Aylesbury Mains	Repair of PL46	£48.60	£8.10	PCA 1957 S3
(I.B.)	Mr Des Morris	Father Christmas supplies	£151.59		GPoC
(I.B.)	Mrs Kay Iqbal	Cleaning Bus Shelters - November	£100.00		Parish Councils Act 1957 s3
(I.B.)	Onecome	Ratification of payment made in November – supply of telephone and broadband	£36.00	£6.00	Telecommunications Act 1984 S97
(I.B.)	Archer Signs	Ratification of payment made in November – new surveillance sign for play area.	£86.46	£14.41	GPoC

RESOLVED:	That these invoices be paid
ACTION:	Clerk

December 10, 2018

Bugbrooke Parish Council

Agenda & Meeting Minutes

PC18/12/270 **Date of next meeting**

Monday 14th January 2018 at 7.30 p.m

There being no further business the Chairman closed the meeting at 8.52. p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....