

BUGBROOKE PARISH COUNCIL

Chairman – Mr F J Curtis, BEM

Parish office,
Camp Close,
Bugbrooke,
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Clerk: Mrs S Bramley-Brown

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7th January 2019

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 14th January 2019** 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 December 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 December 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. **Planning**

Planning Applications for consideration are shown on Appendix I

9. **Playing Fields and Community Centre**

The joint application for grant funding from SNC is progressing. It is anticipated that the Parish Council element of the application will be present to Councillors for approval at the February meeting.

10. **Campion School Side Gate**

The Clerk understands that the path creation works that are required on the school's side have not yet been carried out. The school has been contacted to ask when the works will be done and when the gate will be open for use by students.

11. **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. B

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

C **Footpaths** – Clerk has nothing to report.

D **Emergency Planning/Path Finder II Project** – Update from Councillor Ms Munday.

E **Street Lighting.** The Clerk has nothing to report.

F **Highways and Transport.** The Clerk has nothing to report

G **Millennium Green** – Clerk has nothing to report.

H **Patient Participation Group** – Councillor Mrs Garlick

12. **Adoption of New CCTV Policy and Designation of Councillor**

The installation of the new CCTV camera has been completed and is now recording activities in the play area. Accordingly, it is a requirement that the Parish Council should adopt a formal CCTV Policy, in order to ensure that personal data is dealt with in an appropriate manner and in accordance with the relevant GDPR regulations. A copy of the draft policy is attached to the agenda, and Councillors will be requested to pass a formal resolution adopting the policy.

13. **Coffee Morning with Chris Heaton- Harris**

All Councillors are respectfully reminded that the Clerk was requested to arrange this event, which takes place on Friday 18th January 9 – 11 am. in the Lounge at the Community Centre. All Councillors are requested to attend if at all possible.

14. **Financial matters**

A. A financial statement for month ending 31st December 2018 is attached to the agenda.

B. The Clerk has prepared a third quarter budget report which has been circulated with the agenda.

C. 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

15. **Date of Next Meeting** 11th February 2019

End of Agenda