

March 11, 2019

Bugbrooke Parish Council

Agenda & Meeting Minutes

March 11, 2019

Monthly Meeting of the Full Council

held on Monday 11th March 2019 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 Curtis, BEM, Chairman
Councillor John Bignell
Councillor David Harries, BEM
Councillor Ken Gardner
Councillor Ian Gordon

Councillor Phil Bignell
Councillor Terry Ward
Councillor Paul Henson
Councillor Alan Kent

Mrs Sally Bramley-Brown, Clerk
Mrs N Palmer – Deputy Clerk
Matt Smith - PCSO

3 Members of the Public

Absent

<i>Apologies were accepted from:</i>	<i>Reason:</i>	<i>Excluded from 6 month rule</i>
Councillor Ms Sarah Munday	Personal	Yes
Councillor Mrs Catherine Parry	Personal	Yes
Councillor Brian Curtis		

PC/19/3/035 To Receive and Accept Apologies for Absence

Apologies were received and accepted as above and are excluded from the six month rule.

PC/19/3/036 Declarations of Interest

There were no declarations of interest.

PC/19/3/037 To consider whether the Register of Interest requires updating

No changes were recorded.

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PC/19/3/038 To sign and approve the minutes of the meeting held on 11th February 2019

The minutes of the meeting held on 11th February were approved, signed and initialled by the Chairman following the amendment of a typographical mistake.

PC/19/3/039 Reports of issues previously raised

No issues were raised.

PC/19/3/040 Public question time - 7.38 -7.45pm

Adam Brown from NCC provided an update regarding budget, informing the meeting that the budget had now been passed. He was confident that with the help from the Government and the in-house savings that this years' budget would be deliverable. He could not predict what impact the national situation would have on the creation of unitary authorities. He was pleased to report that £425,000 had been reinstated to highways for winter gritting and that £50,000 had also been reinstated to Uniformed Groups such as Brownies and Scouts. Jane Causebrook from Bugbrooke village had been involved in campaigning to keep this valuable funding.

PC/19/3/041 District Councillors Update

Councillor Harries and Councillor Bignell advised that SNC had set Council Tax and there was an increase of around 2.99%. The percentage increase in the precept for Bugbrooke was comparable with other similar sized village. There was still no concrete information about local elections but it is believed that they will be held in 2020.

PC/19/3/042 Local government reorganisation

The updated statement was read from Danny Moody and there were no further comments.

PC/19/3/043 Planning

Applications and Decisions

- A. Application – S2019/0217/HRN – Removal of field hedge. Councillors went through the checklist from the Arboricultural Officer and could find no historical references to this hedge. The impact to wildlife habit was also discussed and agreed the impact was minimal. Therefore, we should reply with no objection.
- B. Applications for consideration shown below were discussed.

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STATUS	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
NEW	S/2019/0351/FUL	New Creation Hall, Church Lane, Bugbrooke, NN7 3PD	Modifications to layout to create 5No additional flats including amendments to external doors and windows.	No Objections – Trust Heritage to maintain integrity of the building.
NEW	S/2019/0351/LBC	New Creation Hall, Church Lane, Bugbrooke, NN7 3PD	(Listed Buildings & Conservation Areas) Modifications to layout to create 5No additional flats including amendments to external doors and windows.	No Objections – Trust Heritage to maintain integrity of the building.
NEW	S/2019/0231/FUL	The Old Crown, Heyford Road, Bugbrooke, NN7 3RF	Replacement front pouch. Replace all windows and balustrades on side and rear elevations. Increase amount of glazing at ground floor level on the rear elevation. Additional roof light on rear elevation. Detached garage.	No Objection.
REVISED	S/2019/0344/FUL	The Old Crown, Heyford Road, Bugbrooke, NN7 3RF	Variation of condition 2 (plans)of S/2017/0400/FUL (conversion of workshop and storage barn to single dwelling with separate rear garden amenity areas) uPVC fascia's, soffit boards and box ends to be constructed in a dark grey finish (Colour RAL7016)	No Objection.

PC/19/3/044 Playing fields and community centre

The Deputy Clerk provided an update to say that the grant funding would not be available until June but the new forms had just been issued and would be completed in plenty of time for the May deadline. Assurance had been given there would still be funds available for large projects. The selected suppliers had agreed to hold their prices until we are ready to commence the project later in the year.

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PC/19/3/045 **Campion School - Re-opening of side gate**

The Clerk was able to advise Councillors that the works had been completed but the school had requested the removal of two further trees. The Clerk informed Councillors that this would be done during the following week and the school had indicated their intention to open the gate after the Easter break.

PC/19/3/046 **Police & Neighbourhood Watch Matters**

- A. PCSO Matt Taylor had circulated his report with the agenda and there were no further questions.
- B. Councillor Kent confirmed he had a new volunteer who had been booked into the course running in May. PCSO Taylor also confirmed that he would be updating his Speed Watch Training in the very near future to be available to help with this years Speed Watch.
- C. PCSO Taylor confirmed he would check for football fixtures but had the mobile Crime Prevention Police Van booked to attend the Community Centre on Saturday 27th April 2019.
- D. The Clerk confirmed that Nether Heyford had signed the PCSO agreement and as of the 1st April would share PCSO Matt Taylor with Bugbrooke. His time would be split 1/3 at Nether Heyford and 2/3 at Bugbrooke. He was requested to provide a more detailed analysis of how his time was spent at the next meeting.

PC/19/3/047 **Parish Matters**

Monthly Inspection Sheets

Monthly inspections sheets were received for all areas.

Hedges/Trees

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

Footpaths

Nothing to report.

Emergency Planning/Pathfinder II Project

The Clerk provided an update to say she had applied for the grant of £3000 and that this would be paid directly to the Parish Council. Once the flood risk priorities had been finalised the Parish Council would be able to get the work carried out immediately. Funding was to be spent within 6 months.

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Street Lighting

Nothing to report. Councillor Phil Bignell was still assessing the village for dark areas and will report back at the next meeting.

Highways and Transport

The Clerk had nothing to report.

Millennium Green

Nothing to report.

Patient Participation Group

Councillor Garlick reported that they still working on applying for S106 money.

PC/19/3/048 Printed Bags

The Chairman proposed that Parish Council representatives would take 250 printed bags to Vohl, leaving around 225 in Bugbrooke for the local community. It was discussed what would be the best way to distributed the bags and agreed they should be given to local businesses.

RESOLUTION: It was proposed by Councillor Ward and seconded by Councillor Harries that the Parish Council would give the bags to local businesses to distribute and suggested that the businesses may like to ask for a donation which they could give to a village charity of their choice.

PC/19/3/049 Grass Verge in Pilgrims Lane

The Clerk explained to Councillors that residents of an address in Pilgrims lane had been in contact due to the highway works, carried out by Persimmon contractors and how they have adversely affected their access and egress from their property. They had been in touch with Highways who had indicated that they would grant permission for posts to be erected to stop people parking or driving too close to their property and to allow them to safely edge out of their property, subject to the Parish Council's consent to such an application. Councillors agreed that they had no objections to the residents self-funding the posts but agreed it was disappointing that Highways, who clearly agreed there is a need for a safety measure, are not able to pay for the works.

PC/19/3/050 Grant funding applications

Two applications were received:

1. South Northants Community Responders requested £1000 towards a kit bag that has lifesaving equipment and is used in emergencies when the Ambulance service call to

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dispatch the responders to arrive quicker than the emergency services. The Councillors were happy to support and hoped that the bag would be able to be located in Bugbrooke. There is currently a responder in Nether Heyford and Weedon.

2. Hedgehog Rescue had requested £500 for medicine and to provide more shelters to rehabilitate injured and ill hedgehogs before releasing them back into Bugbrooke. The councillors recognised that numbers were dwindling and as this section of the charity was based solely in Bugbrooke they were happy to support the application.

PC/19/3/051 Twinning

The Clerk provided a brief update.

PC/19/3/052 Celebration of the 125th Anniversary of Bugbrooke Parish Council

Councillor Gordon proposed that the Parish Council should consider a dinner dance to celebrate the event. The Parish Council hoped that by 4th December, the Councillors would be able to look back at the history of the Parish Council and perhaps even look forward and inform the community of the councils future.

PC/19/3/053 Financial Matters

A financial statement for the month ending 28th February had been circulated with the Agenda, and the figures were as follows:-		
Current Account as at 28.2.19		£46,286.11
CCLA Deposit Fund as at 28.2.19		£30,000.00
Total available		£76,286.11
Less February Payments		£3,599.43
Uncleared Cheque		£ 0.00
Deposits (Interest)		£19.61
Total funds at 28.2.19		£42,706.29

PC/19/3/054 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:

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	To whom		Amount £	Vat £	Power used for payment
D.D	Southern Electric	December streetlighting supply	£395.82	£63.20	Highways Act 1980 s301
D.D	oNECOM	December Telephone and Broadband	£36.00	£6.00	Telecommunication Act 1984 S97
I.B.	HMRC	Clerk PAYE	£140.80		HMRC
I.B.	Parish Clerk	February salary + Mileage	£824.81		LGA 1972 S112
I.B.	Deputy Clerk	February salary	£446.25		LGA 1972 S112
I.B.	DNH Contracts	February Litter and Dog Bin emptying	£489.60	£81.60	Litter Act 1983 S5,6
I.B.	R and G Grounds Maintenance	Verti-drain and aerate pitches	£1,108.40	184.73	Open Spaces Act 1906
I.B.	Treeworx	Tree maintenance works around the village	£1104.00	£184.00	GPoC
I.B.	BSACC	Office rent and room hire.	£520.00		LGA 1972 S112
I.B.	Allotment Association	Hardcore for access track.	£180.00		Smallholdings and Allotments Act 1908
I.B.	Mr Peter Wilkins	1. Clearing works adjacent to path adjacent to Smitherway. 2. Damaged bin top replacement and disposal	£172.00 £22.08		GPoC
I.B.	Wicksteed	Replacement of damaged eco-tumble to match original.	£2,203.20	£367.20	Open Spaces Act 1906
I.B.	SLCC Membership	Membership for Deputy Clerk	£43.00		LGA 1972 S112
I.B.	Glasdon UK Ltd	Replacement bin cover for Elm Tree Bank	£174.06	29.01	Litter Act 1983
I.B.	Parish Online	Parish Mapping service	£60.00	10.00	LGA 1972 S112
I.B.	Carter Jonas	Annual rental for allotment site (part)	£300.00		Smallholdings and Allotments Act 1908

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I.B.	MMK Civil Engineers	Tarmac works to footpath adjacent to Champion School	£1,287.30	£214.55	GPoC
I.B.	PW Warden Environmental	Pruning and tidying works along KD25	222.00	£37.00	Open Spaces Act 1906
I.B.	BSACC	Room for MP visit	30.00		GPoC
I.B.	J Collett	Maintained support retainer	300.00		GPoC
I.B.	Northants ACRE	Annual Membership	£35.00		LGA 1972 S112
I.B.	R and G Grounds Maintenance	Weed spraying 7/2/19	£50.15	£8.36	Open Spaces Act 1906
I.B.	BugbrookePCC	Payment of annual grant for maintenance and Ace Lane light	£540.00		GPoC

RESOLVED:	That these invoices be paid
ACTION:	Clerk

PC19/3/055 Date of next meeting

Monday 8th April 2019 at 7.30 p.m

There being no further business the Chairman closed the meeting at 9.10 p.m.

End of Minutes

CHAIRMAN:.....

DATE:.....