

BUGBROOKE PARISH COUNCIL

Chairman – Mrs L Pope

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

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2nd September 2019

To:

Councillor Philip Bignell

Councillor John Bignell

Councillor Brian Curtis

Councillor John Curtis, BEM

Councillor Ken Gardner

Councillor Mrs Garlick

Councillor Ian Gordon

Councillor David Harries, BEM

Councillor Paul Henson

Councillor Alan Kent

Councillor Des Morris

Councillor Ms Munday

Councillor Mrs Parry

Councillor Mrs Pope, Chairman

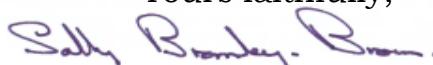
Councillor Terry Ward

NOTICE OF MEETING

I hereby summon you to the **monthly meeting of the Parish Council** which will take place on **Monday 9th September 2019 at 7.30 p.m.** to be preceded by the Footpath Committee Meeting at 7.00 p.m. in the Lounge at the Community Centre, Camp Hill, Bugbrooke.

I enclose the minutes of the meeting held on 12th August 2019 and 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 - MONTHLY MEETING

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 12th August 2019
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 Bignell.

8. **Local Government Reorganisation for Northamptonshire** - Councillors Harries and Bignell.

9. **Planning -**

Planning Applications and Decisions – None received.

10. **Electronic Planning Applications**

The Clerk is awaiting information from SNC.

11. **Police and Neighbourhood Watch Matters**

A copy of PCSO Matt Taylor's monthly report has been circulated with the agenda.

12. **Financial matters**

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

B. The quarterly internal audit review is to be completed prior to the meeting and the outcome will be reported.

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.

13. **Community Policing** – In consultation with Nether Heyford, Councillors are to decide whether to continue the current policing arrangements.

14. **Parish Matters**

Monthly Inspection Sheets. A copy of the rota for the month is attached. Councillors are respectfully reminded that if they are going to be unable to complete the inspection sheet, they should arrange for someone else covering their area to do it.

Hedges and Trees. Reports of overgrown vegetation can be made to the Clerk at this point.

Footpaths. Any issues raised at the Footpath Committee meeting will be advised.

Emergency Planning/Pathfinder II Project. Update from Councillor Ms Munday.

Highways and Transport. The Clerk has ascertained from NCC Highways that they are not permitted to paint 30MPH signs on Church Lane. At the August meeting Councillors requested that the Clerk report a number of issues with footway surfacing, particularly on Camp Hill, Pilgrims Lane and Levitts Road. This was done and we have received a response from NCC Highways that they are fully aware of the situation but that the financial pressures are now so great that they are only carrying out

highway repairs, not footways, and only where the repair is require as a matter of urgency. We can report these matters again but nothing will be done for the foreseeable future. i.e. before 2021.

Vehicle Activation Sign. The Clerk was requested to obtain prices for providing a mobile VAS sign for the village. Details received are shown on the attached briefing note.

Patient Participation Group. Update from Councillor Mrs Garlick

15. **Parish Council 125 year celebration** Councillor Gordon to provide an update.
16. **Twining - Vohl Visit** Councillors to report on the visit.
17. **Bugbrooke Community Centre Grant Application**
The Clerk has now received notification from SNC that the grant application submitted by BSACCA, should in fact have been submitted by the Parish Council as Custodian Trustee. They also notified that the closing date for the revised application would be 30th August. The Clerk consulted with the Chairman and Councillor Harries and it was agreed that in order not to further jeopardise the application, that the Clerk would prepare and submit a new application in the name of Bugbrooke Parish Council. However, SNC has also stated that it will require a copy of the Parish Council Minutes setting out the resolution to make the application, therefore Councillors will need to agree such a resolution at the meeting.
18. **Annual Insurance Renewal** The Parish Council's annual insurance is due for renewal on 1st October. Last year Councillors passed a resolution to renew its annual insurance with Inspire under a Long-Term Agreement. The cost for the year from 1.10.2019 – 40.9.20 is £1,537.78. The payment is included in the payment schedule.
19. **Grant Applications to Bugbrooke Parish Council**
One grant funding application has been received from Nether Heyford Tennis Club for £1000. A copy is attached to the Agenda. Councillors will need decide if they wish to accept applications from outside the parish, which are submitted on the basis that some of the participants are Bugbrooke residents. Depending on the decision made, it may be that the Grants Policy will need to be amended.
20. **Campion – Headteacher**
As of the 31st August Mrs Whitmore has stepped down from her post as Head Teacher. Trustees have appointed Trish Hammond as Head of Campion for one year until a well-considered permanent appointment can be made in 2020. Mrs Hammond has experience in leading schools in their drive for improvement.
21. **Committees 2019-2020** A copy of the approved Committees membership table is attached.
22. **Date of next meeting** – Monday 14th October 2019 at 7.30 p.m

End of Agenda