

BUGBROOKE PARISH COUNCIL

**Minutes of the Monthly Meeting of the Full Council held on
Monday 12th December 2016 at 7.30 p.m, at the Community Centre, Bugbrooke.**

PRESENT:

Councillor John Curtis BEM -	Chairman	Councillor David Harries, BEM
Councillor John Bignell		Councillor Paul Henson
Councillor Phil Bignell		Councillor Alan Kent
Councillor Robb Collett		Councillor Brian King
Councillor Ken Gardner		Councillor Mrs Catherine Parry
Councillor Mrs Teresa Garlick		Councillor Terry Ward
	<u>IN ATTENDANCE</u>	
		5 Members of the public
		<u>ABSENT:</u>
Apologies were accepted from:	Reason:	Excluded from 6 month rule
Councillor Brian Curtis	Personal	Yes
PC16/12/248	<u>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</u>	
	Apologies were received and accepted as above. The apology from Councillor Brian Curtis was excluded from the six month rule.	
PC/16/12/249	<u>DECLARATIONS OF INTEREST</u>	
	Councillors Mrs Garlick and Kent declared an interest in item 13(2) – grant application and Councillor Mrs Parry declared an interest in item 6B – planning application relating to 31 High Street	
PC/16/12/250	<u>TO SIGN AND APPROVE THE MINUTES OF THE MEETING HELD ON 14th November 2016</u>	
	The minutes of the meeting held on 14 th November were approved as a correct record of that meeting and were duly signed and initialled by the Chairman.	
PC/16/12/251	<u>PARISH COUNCIL VACANCY</u>	
	The Clerk reported that following the November meeting she had received a letter from Councillor David Jeffrey giving notice of his resignation from the Parish Council. The Clerk had prepared and posted the legal notices and notified South Northants Council. Confirmation had now been received from the Returning Officer that she had not received any applications by residents for an election and therefore the Parish Council could now proceed to fill the vacancy by Co-option. Applicants for the previous casual vacancy would be invited to re-apply and notices inviting others to apply would be posted on the noticeboards around the village; the Bugbrooke Link website and on facebook. Applications were to be received by 3 rd January and would be considered at the meeting on 9 th January 2017. It was agreed that the Clerk be requested to send a letter of thanks to Councillor Jeffrey for his many years of service on the Parish Council	
PC/16/12/251	<u>REPORTS OF ISSUES PREVIOUSLY RAISED.</u>	
	The Clerk advised that the new dog waste bin for Spencer Close had arrived and would be	

	installed at the agreed location as soon as the weather permitted.				
PC/16/12/252	<u>PUBLIC QUESTION TIME 7.35 – 7.47 p.m.</u>				
	County Councillor Kirkbride advised that following the accident outside Campion school when a child was injured, it had been ascertained that NCC Highways would not install a pedestrian crossing outside the school. Instead CC Kirkbride requested that the Parish Council give consideration to supporting the removal of the bus stop to remove the temptation to race across the road. The majority of Councillors indicated that they would be against such a proposal as the stop was well used by local residents. Councillors expressed a general dissatisfaction with Campion school and the behaviour of the pupils generally and CC Kirkbride agreed to ask the Head Teacher to attend the next Parish Council meeting to give the Parish Council an opportunity to discuss the issues.				
PC/16/12/253	<u>PLANNING</u>				
	A. The Clerk reported that there had still been no response from SNC regarding the Parking Consultation. Councillor Harries advised that a transport officer had now been appointed.				
	B. Planning Applications and Decision				
	STAT US	APP NO AND APPLICANT	LOCATION	PROPOSAL	PC COMMENTS OR SNC DECISION
	New	S/2016/2905/FUL	31 Badgers Close	Rear Conservatory	Support the application
	F.I.O	S/2016/2924/TCA	31 High Street	To remove dying Robinia at rear of property & remove Conifer on rear boundary	
PC/16/12/254	<u>DISTRICT COUNCILLORS UPDATE.</u>				
	The District Councillors had nothing significant to report.				
PC/16/12/255	<u>POLICE AND NEIGHBOURHOOD WATCH MATTERS.</u>				
	The police had been requested to attend at the Primary school at the beginning and end of the day to remind drivers of parking regulations and the prohibition of parking on zig-zags. Councillor Mrs Pope had reported that a visitor to a property in Quakers Close had reversed into the lighting column. The Clerk had contacted the police with the vehicle registration number to ascertain contact details for the vehicle owner.				
PC/16/12/256	<u>PLAYING FIELDS AND COMMUNITY CENTRE</u>				
	A – Community Centre – Councillor Harries advised that the contract for the new fencing had been awarded and would be carried out in the near future. He also reported that a seat was to be installed close to the play area. B – Resurfacing of the Play Area. The Clerk reported that she was meeting with the project manager from Wicksteed in the new year to discuss the resurfacing of the play area. However, as access to the site would have to be via the playing fields, they would have to be made aware that no damage must be cause to the pitches themselves and that if necessary the works should be delayed until the Spring.				
PC/16/12/257	<u>PARISH MATTERS</u>				

A	<p>Monthly Inspection Sheets</p> <p>Monthly inspections sheets were received for only 3 areas – 1, 2 and 4. Councillors were respectfully reminded that it is very important that all areas are inspected every month and if for any reason they are unable to complete the inspection, it is up to individual Councillors to arrange for it to be carried out by another Councillor for the same area.</p>
B	<p>Hedges/Trees.</p> <p>The Clerk reported that the overgrown hedges at 9 Butts Hill Crescent and 21 Chipsey Avenue had been reported to NCC Highways. An inspection had been carried out and both hedges had recently been cut but they would continue to monitor the situation. Councillor Kent reported that the issue of the ivy encroaching from South Northants Homes land onto the adjoining wall and up the lamp column and been dealt with within a week of being reported and the Clerk was requested to pass on the Parish Council's thanks.</p>
C	<p>Footpaths.</p> <p>The Footpaths Committee had recommended that a plaque should be erected on the new kissing gate on KD12 in memory of Sue Pace and all her work over the years for the benefit of all footpath users in the parish.</p> <p>It was unanimously agreed that such a plaque should be erected It was further proposed and unanimously agreed that the plaque should read as follows:- – subject to approval of the wording by Mr Tony Pace.</p> <p>“In memory of Sue Pace, dedicated Parish Path Warden and Bugbrooke Parish Council Footpath Committee Chairman May 1999 – May 2015”</p>
D	<p>Emergency Planning.</p> <p>Nothing to report.</p>
E	<p>Street Lighting.</p> <p>The Clerk reported that an updated schedule had been submitted to Western Power for a new unmetered supply certificate.</p>
F	<p>Highways and Transport.</p> <p>Councillors expressed extreme concern over the presence of temporary traffic lights in the village as a result of work carried out by Western Power, but not completed.</p>
G	<p>Extended Millennium Green and Car Park.</p> <p>There was nothing to report and the Clerk stated that unless requested to do so, she would not include this item in the agenda for future meetings.</p>
H	<p>Patient Participation Group.</p> <p>Councillor Mrs Garlick advised that there was no new information to be reported at present.</p>
I	<p>Hoarstone Brook.</p> <p>The Chairman proposed that a letter be sent to the Environment Agency to urge that the dredging works be carried out as a matter of urgency. The flow was no longer as effective as it had been and a flooding incident would occur if no action was taken very soon.</p>
PC/16/12/258	<p>PARISH COUNCIL MOWING CONTRACT.</p>
	<p>The Clerk reported that of the six invited companies, only three had tendered for the new mowing contract. The tenders were opening at the meeting and were as follows:-</p> <p>The Ground Care Company - £570 per cut RTM Landscapes - £375 per cut PW Warden Environmental - £265 per cut. – the existing contractor</p> <p>The contract was duly awarded to PW W Environmental. The Clerk was requested to confirm the award of the contract; draw attention to the changes to the areas to be mowed</p>

	and requested that litter such as grass and cans be removed before mowing to prevent the spread of debris.
PC/16/12/259	<u>PARISH COUNCIL WEBSITE</u> The Clerk reported that the website was due to go live in early January.
PC/16/12/260	<u>APPLICATIONS FOR GRANT FUNDING.</u> Two grant funding applications had been received:- A – Granpart – a local support group for grandparents estranged from grandchildren - £380 awarded to aid with publicity and room hire. B – Friends of St Michael and All Angles Church, Bugbrooke - £429 for the purchase of an additional mower for maintenance of the churchyard. Both applications were approved.
PC/16/12/261	<u>TWINNING</u> The Chairman advised that a visit to Vohl by Bugbrooke Football Club was to take place in May 2017
PC/16/12/262	<u>DISABLED ACCESS TO DOCTOR'S SURGERY</u> The Clerk had circulated details of a response from the surgery, which reaffirmed that they would not agree to the creation of an access point from the adjacent footpath.
PC/16/12/263	<u>PARKING IN THE VILLAGE.</u> There continued to be areas in the village where parking was an issue, but members of the Jesus Fellowship had gone to great lengths to ensure that for future events that appropriate parking arrangements would be in place. Councillors expressed their thanks for this action but also reminded all residents that it was up to everyone to parking with consideration for others, and to remember that there was not automatic right to be able to park immediately outside a particular property.
PC/16/12/264	<u>CALENDAR OF PARISH COUNCIL MEETINGS FOR 2017</u> The Clerk had circulated a calendar of meetings for 2017 with the agenda. The dates were unanimously agreed and details would be posted on all the noticeboards.
PC/16/12/265	<u>NCC PATHFINDER 2 FLOOD RESILIENCE PROJECT</u> The Chairman reported that he and Councillor Collet, together with the Clerk had attended a meeting on 29 th November with two members of the Pathfinder 2 project. They had advised that there was to be a survey of the whole catchment area affecting the village and that this would take place in January 2017. There would be community events later in the year to advise residents on the progress of the project.
PC/16/12/266	<u>BUS SHELTER – KISLINGBURY ROAD OPP JOHNS ROAD.</u> The Clerk advised that NCC had stated that subject to the provision of three quotations from appropriate contractors, they would be prepared to provide the Parish Council with the funding to renovate the shelter. It was agreed that the shelter would require a new roof and gutters, repainting inside with anti-graffiti paint, repointing of brickwork and clearing growth and old posts from around the shelter. Councillors Henson, Gardner and Ward agreed to meet at the shelter to agree on the programme of works to be requested. It was further agreed that the Clerk should request quotations from PW and MC Building Services, Gardener Builders and Dale Walton.

PC/12/16/267	TELEPHONE BOX ON ELM TREE BANK. The Clerk reported that she had successfully arranged for an engineer to visit to replace the handset and replace the glass in the box and that the box would be painted in the early part of next year.				
PC/12/16/268	URBAN MOWING CONTRACT FOR 2017				
	RESOLUTION	It was proposed by Councillor Kent and seconded by Councillors Mrs Pope that the Parish Council should undertake mowing of grass verges on behalf of NCC in payment of the sum of £702.82. Agreed unanimously			
PC/12/16/269	PRECEPT FOR 2017 – 2018				
	RESOLUTION	It was proposed by Councillor Ward and seconded by Councillor Collett that the precept demand to be submitted to SNC for 2017 – 2018 should be for £72,000.00. The resolution was unanimously agreed.			
PC/16/12/270	FINANCIAL MATTERS				
A	A financial statement for month ending 30 th November had been circulated with the Agenda, and the figures were as follows:-				
	Current Account as at 31.10.16			£60,142.54	
	CCLA Deposit Fund as at 30.11.16			£30,000.00	
	Interest from CCLA			£ 7.46	
	Total available.			£90,150.00	
	Less November Payments			£ 7,181.02	
	Outstanding uncleared cheque			£ 56.10	
	Total funds at 30.11.16			£82,912.88	
PC/16/12/271	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	£509.67	83.10	Parish Councils Act 1957 s3; Highways Act 1980 s301
DD.	BT Business	Parish Office Telephone and Broadband	£137.68	22.94	Telecommunications Act 1984 S97
374	Bugbrooke Link	Annual advertising fee	£70.00		Local Gov't Act 1972 S112
375	Bugbrooke Friends of the Church	Ace Lane Light and annual maintenance contribution	£540		General Power of Competence
376	S.N Community Responders	Contribution for holding defibrillator training	£50		General Power of Competence
(I.B.)	HM Revenue & Customs	Tax - SBB November +NIC (38.48)	252.88		HMRC requirement
(I.B.)	A.H.Contracts	Nov dog and litter Bins	£432.55	72.09	Litter Act 1983 s5,6
(I.B.)	Mrs S Bramley-Brown	Clerk's salary– November 16 less tax + expenses mileage and overtime	£991.25		Local Gov't Act 1972 S112
(I.B.)	Aylesbury Mains	Lantern conversion PL112	£402.00	67.00	Highways Act 1980 S96
(I.B.)	NCALC	Risk Management Training	£34.00		Local Gov't Act 1972 S112
(I.B.)	Browne Jacobson	Legal fees for vesting of MG	1,245.00	£200	General Power of Competence

(I.B.)	Kay Iqbal	November bus shelters	£100		Parish Councils Act 1957 s3
(I.B.)	SLCC + ALCC	Clerk's annual membership subscription	£149.00		Local Gov't Act 1972 S112
(I.B.)	JRB Enterprise	Spencer Close Dog Bin	£139.20	23.20	Litter ACT 1983.SS 5,6
(I.B.)	Ludus Leisure	Ratification of payment made in November for play area rope replacement	£139.20	23.20	Local Gov't Act 1972 S112
		RESOLVED:	That these invoices be paid		
		ACTION:	Clerk		
PC/16/12/2	DATE OF NEXT MEETING –Monday 9th January 2017 at 7.30 p.m. to be followed by Councillors post Christmas Social event.				

*There being no further business the Chairman closed the
meeting at 8.46 p.m.*

End of Minutes

CHAIRMAN:.....

DATE:.....