

**THE ANNUAL MEETING OF BOZEAT PARISH COUNCIL WAS HELD ON MONDAY, 16th
MAY 2022, FOLLOWING PUBLIC PARTICIPATION AT 7pm AT TLC, DYCHURCH
LANE, BOZEAT.**

PRESENT: - Cllrs Cooke [Chairman]; Brown; Duckles; Dudley-Smith; Foward; Gibbins; Morris; Pollard and Pritchard

PUBLIC: - No members of the public were present at the meeting; apologies were received from North Northants Councillors.

1. Election of Chairman.

Cllr Cooke nominated Cllr Skittrall to serve as Chairman for the coming year, this was seconded by Cllr Pritchard and unanimously agreed.

2. Apologies.

It was resolved to accept apologies for absence received from Cllrs Docker and Skittrall.

3. Declarations of interest.

Cllrs Brown and Dudley-Smith declared non-pecuniary interests in planning application 12/00038/CCDVOC, agenda item 10.

4. Election of Vice-Chairman.

Cllr Gibbins nominated Cllr Cooke to serve as Vice-Chairman for the coming year, this was seconded by Cllr Pollard and unanimously agreed.

5. Review of roles and responsibilities.

Amendments were noted.

6. Minutes.

The minutes from the meeting of Bozeat Parish Council held on 11th April 2022 were proposed as correct by Cllr Foward, this was seconded by Cllr Pritchard and a vote was taken = 8 for with 1 abstention – motion carried.

7. Matters arising.

- a. Circulating documents – one pack is currently in circulation.
- b. Website migration – it was noted that work continues on this project.
- c. Emergency Plan review – it was noted that this project is on hold.
- d. Santa Pod – Cllr Skittrall had reported that he had met with representatives of Santa Pod and action had already been taken to identify and alleviate issues within the village. Representatives will attend the next Parish Council meeting so that issues can be discussed.
- e. Laptop/software – this project is currently on hold.
- f. Training – first aid [the Clerk attended a course on 20th April]; play equipment inspection [this will take place week commencing 27th June] and new councillor training.
- g. Community assets – update on the application for the Red Lion to be included on the list – the Clerk reported that the delay in hearing about this application may be because the unitary authorities are currently updating the application procedures.
- h. Skate ramp repairs – Cllr Gibbins reported that work will begin tomorrow.
- i. Audit of local council adopted policies and procedures – this project is currently on hold.

8. Council services.

- a. Cemetery – general report – Cllr Cooke proposed that a report [Appendix A] be accepted and this was agreed.

- b. Cemetery – one application for permission to place a new memorial in the Cemetery had been received and it was resolved to approve this.
- c. Cemetery – to receive an update on maintenance works [purchase of noticeboards and signs; war memorial cleaning; tree safety assessments]. It was agreed to remove the purchase of signs from the agenda as these are no longer required.
- d. Cemetery – to consider the purchase of land in order to extend the cemetery.
- e. Cemetery – to consider extending the Garden of Remembrance on section C – it was resolved to accept the recommendations included in the cemetery report [Appendix A].
- f. Cemetery – memorial inspections – to note that inspections are in progress.
- g. Allotments – general report – no issues were reported, there has not been a recent inspection.
- h. Allotments – to receive an update on maintenance works [replacement noticeboards] – this is in hand.
- i. Allotments – Allens Hill hedge and fence – a revised quote for the replacement fence had been received, costing £1130 and Cllr Brown proposed that this quote be accepted. This was seconded by Cllr Foward and agreed. Cllr Pollard asked that any trees be preserved, if possible.

9. Local environment.

- a. Highways – Cllr Foward proposed that his report [Appendix B] be accepted, this was agreed. Updates were provided on the yield sign at the junction of Allens Hill and London Road and the Dag Lane drain. The Clerk to check that proposals for parking restrictions on Dychurch Lane and Harrold Road were approved. Cllr Duckles reported that he had received a report that the new no cycling sign in Court Lane may have been placed on private land and impedes vehicular access, Cllr Foward to investigate.
- b. Highways – to consider making a contribution towards the cost of signage for a proposed speed limit of 20mph close to the primary school. It was reported that the signs are likely to cost around £11000 each and two would be required, re-purposing the existing sign outside the school would also cost too much. It was resolved to accept the proposals suggested by the Highways Officer.
- c. Street Lights – no issues were reported.
- d. Parish Paths Warden/Rights of Way – difficulty using a stile on the route to Grendon and issues with identifying the correct route on TA7 were noted, Cllr Pritchard to investigate.
- e. Village Warden – Cllr Cooke proposed that a report [Appendix C] be accepted, this was seconded by Cllr Foward and agreed.
- f. Verge mowing – a complaint about verge mowing in Little Close was noted.
- g. Village Green – update on the project to install bollards in order to prevent unauthorised parking – noted that this project is in hand.
- h. Climate Emergency and wildlife conservation area – it was resolved to order 2 x 500 packs of wildflower seed balls costing a total of £90 to hand out at Jubilee events.
- i. New litter bin for outside the village shop – Cllr Cooke proposed that delegated powers be given to Cllr Gibbins to spend up to £500 on the purchase of an additional litter bin for outside the village shop. This was seconded by Cllr Foward and agreed.

10. Planning.

- a. Current/new planning applications – Cllr Cooke proposed that a report [Appendix D] be accepted, and this was agreed. Cllr Cooke proposed that this Parish Council writes to North Northants Council offering full support, in principle, to planning application NW.22/0321/FUL, subject to agreeing the build specification for the proposed village hall that is included. This was agreed. Cllr Brown asked that the Parish Council also supports planning application 12/00038/CCDVOC and this was agreed.

11. Representative's reports.

- a. Bozeat Playing Field – Cllr Gibbins proposed that his report [Appendix E] be accepted and this was agreed. It was reported that it has only been possible to obtain one quote for the work required to extend and resurface the car park so far, others are being sought. It was suggested that a grant be sought from North Northants Council towards the cost of this project and that the Parish Council may be able to offer a loan to cover any shortfall in funding.
- b. Bozeat Primary School – no issues were reported.
- c. JAG meetings – no meetings have been held recently.
- d. Police Liaison – it was noted that meetings will not be held but information will be provided.
- e. Public transport – Cllr Pollard reported that the W8 service bus broke down recently. A new Village Hopper bus is now in service.
- f. NNC Parish Forum meeting – no recent meetings.
- g. Parish Asset Mapping – the Clerk reported that she hoped to make a start on this project this week, the main upload will be submitted at the end of May. The Parishes Online service could be useful for recording assets owned and managed by the Parish Council and it was agreed to include this on the agenda for the next meeting.

12. Police.

- a. Crimes – no local crimes were reported since the last meeting. A Police Surgery is to take place at Wollaston tomorrow. It was reported that the Community Police Officer now has access to the Pavilion as well as TLC when in the village.

13. Local events.

- a. 13-15 May 2022 – Waendel Walk weekend – it was reported that this event seemed successful with a good number of walkers passing through the checkpoint
- b. 2-6 June 2022 - The Queen's Platinum Jubilee – A5 flyers were handed out for delivery. It was resolved that the Clerk should obtain a card for Bookers Cash and Carry to enable easier purchasing of items for both the Jubilee and the Village Fete. It was further agreed that two large flasks costing no more than £20 each be purchased to enable easier and safer supply of hot water.
- c. 27th August 2022 – Summer Fete.

14. Finance

- a. Payments – Cllr Brown proposed that a report [Appendix F] be accepted and the payments listed on it be approved, this was seconded by Cllr Foward and agreed.
- b. Audit of 2021-2022 accounts – Cllr Gibbins proposed that the Internal Auditor's Report be received and noted and this was seconded by Cllr Foward and agreed. Section 1, the Annual Governance Statement, of the Annual Return was completed and approved. Cllr Gibbins proposed that Section 2, the Accounting Statements] be approved, this was seconded by Cllr Foward and agreed.

15. Correspondence.

It was resolved to acknowledge receipt of correspondence received since the last meeting, as listed on Appendix G.

16. Items for the next agenda.

- Santa Pod traffic issues.
- Summer Fete charging structure for stall-holders.
- Parishes Online subscription.
- CCTV for the Village Green.
- Purchase of planters for the Village Green.

17. Date and time of next meeting.

The next meeting of Bozeat Parish Council will take place on Monday, 20th June 2022 at TLC, Dychurch Lane, Bozeat following Public Participation at 7pm.

There being no further business the Chairman declared the meeting closed.

Signed Chairman. 20th June 2022.