



**A MEETING OF BOZEAT PARISH COUNCIL WILL BE HELD ON MONDAY, 17th JUNE 2024, IMMEDIATELY FOLLOWING PUBLIC PARTICIPATION AT 7pm.
THE MEETING WILL BE HELD AT TLC, DYCHURCH LANE, BOZEAT.**

***PLEASE NOTE THAT MEETINGS MAY BE RECORDED**

A G E N D A

- 1. To consider accepting apologies for absence.**
- 2. To record any new declarations of interest** from members in items to be discussed.
- 3. To approve the minutes** from the meeting of Bozeat Parish Council held on 20th May 2024.
- 4. Matters arising from the previous meeting/s: -**
 - a. Circulating documents – to note the progress of any packs that are circulating.
 - b. Training – to agree any training courses requested by members of the council and receive reports on any attended.
 - c. Doctor's surgery – to note that a follow-up letter was sent to Gen Kitchen MP and the issue has been raised at recent LAP meetings.
 - d. Santa Pod traffic issues – to receive any further survey forms.
 - e. IT and Website – to report any issues.
 - f. Emergency Plan review – to note that work has begun on a new plan.
 - g. Commemorative nameplates - to note that both families have been contacted with draft wording for the plaques.
 - h. Signs for the Village Produce Show.
 - i. Casual vacancy – to consider applications for co-option to the council.
 - j. List of Roles and Responsibilities – to check and review the updated list.
 - k. Purchase of Union flags – to approve the purchase of two new flags, costing £209.27.
 - l. Bleed kits – adoption of W.I. donated kit.
- 5. Council services – to receive reports.**
 - a. Cemetery – general report.
 - b. Cemetery – to receive an update on any outstanding maintenance works [extension to the Garden of Remembrance; additional access to the car park].
 - c. Cemetery – to consider repairs to the surface of the access lane.
 - d. Allotments – general report.
 - e. Allotments – to receive an update on maintenance works [replacement plan for noticeboard].
- 6. Local environment – to receive the following reports.**
 - a. Highways – including parking restrictions and speed reduction near the primary school and on Mile Street.
 - b. Street Lights – to report/note any lights that are not working.

- c. Parish Paths Warden/Rights of Way – request for 40mph speed limit for the A509 Bozeat Bypass in order to improve safety when crossing the road.
- d. Village Warden.
- e. St Mary's Road – measures to reduce dog fouling in the area.
- f. Village Green – to renewing the energy agreement with e-on Next for the electrical cabinet.
- g. Speed Monitoring Equipment – to note that the current equipment is not working and consider whether or not to repair or replace the equipment [there is an option to purchase equipment used for demonstrations only costing £520 including delivery].

7. Planning – to receive a report.

- a. Current/new planning applications.
- b. Solar Farm proposals – to receive reports from recent events and formulate a response to any future planning application.

8. Representatives' reports – to receive the following reports.

- a. Bozeat Playing Field Association.
- b. Bozeat Primary School.
- c. Police Liaison.
- d. Public transport.
- e. NNC parish and ward meetings.
- f. BEES Group.
- g. LAP meetings.

9. Village Hall Working Party – to accept a report.

10. Chairman's Expenses – to consider making a payment towards expenses incurred by the Chairman for the year ended 20th May 2024.

11. Bleed kit/s and contents

- a. To consider purchasing and installing a bleed kit at the Playing Field, subject to the agreement of BPFA.

12. Provision of lockable bollard on Court Lane – to consider the purchase and installation of a lockable bollard on Court Lane to prevent vehicular access.

13. Police – to receive reports.

- a. Crimes – to note any crimes that are notified to the council.

14. Local events.

- a. 6th June 2024 – 80th anniversary of D-Day – report from this event.
- b. 14th July 2024 - Summer Fete at the Playing Field, to incorporate a Meet The Village event.
- c. 17th August 2024 – Annual Produce Show.
- d. 30th November 2024 – Switching on of Christmas Tree lights.
- e. 16th December 2024 – 80th anniversary of the death of Lt John Ahern – commemorative event.

15. Finance

- a. Payments – to receive a report and to approve payments to be made this month.
- b. Audit of 2023-2024 accounts – to note that the Annual Return has been submitted.
- c. Insurance policy – to note that the council has agreed to accept a further 3-year deal with Zurich Municipal.

Continued ...

d. Mobile phone – to set up a budget to pay the costs and agree a virement of £200 from the bank charges budget to cover anticipated costs for this financial year.

16. Correspondence – to acknowledge receipt of correspondence received since the last meeting.

17. On hold – to note the following agenda items are on hold

- Audit of local council adopted policies and procedures.
- Thank You event for village volunteers.
- Cemetery – tree safety assessments.
- Cemetery – repairs to railings – to consider replacing sections with a new hedge.
- Village Green CCTV and planters.

18. To receive any items for the next agenda.

19. Date and time of next meeting – to note that the next meeting of Bozeat Parish Council will be held on Monday, 15th July 2024. The meeting will be held at TLC, Dychurch Lane, Bozeat and immediately following Public Participation.

Signed by Lyndis Payne, Clerk to Bozeat Parish Council.

A MEETING OF BOZEAT PARISH COUNCIL WAS HELD ON MONDAY, 17th JUNE 2024, IMMEDIATELY FOLLOWING PUBLIC PARTICIPATION AT 7pm. THE MEETING WAS HELD AT TLC, DYCHURCH LANE, BOZEAT.

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PRESENT: - Cllrs Duckles [Vice-Chairman in the Chair] Brown; Cooke; Docker; Foward; Gibbins; Pollard and Steel.

PUBLIC: - One member of the public was present at the meeting.

MATTERS RAISED BY THE PUBLIC: -

- New village hall – location and parking.

1. Apologies.

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

2. Declarations of interest.

No new declarations of interest were reported.

3. Minutes.

The minutes from the meeting of Bozeat Parish Council held on 20th May 2024 were proposed as correct by Cllr Gibbins, this was seconded by Cllr Steel and a vote was taken = 7 for with 1 abstention, motion carried.

4. Matters arising.

- a. Circulating documents – one pack is currently circulating.
- b. Training – the Clerk reported that she had attended a Casual Vacancies and Co-option course and Cllr Steel reported that she had attended a Cemetery Management course recently.
- c. Doctor's surgery – it was noted that a General Election has been called and, due to parliamentary boundary changes, the current MP will no longer serve Bozeat. Cllr Steel reported that she had joined the PPG for the practice and had attended a meeting recently where it was reported that there will not be a return of Doctor's services at the Bozeat surgery, only nurse clinics, dispensary services and meetings will be offered. This issue is to be raised at the next LAP meeting.
- d. Santa Pod traffic issues – the Clerk to contact Neale Saunders at Santa Pod Raceway.
- e. IT and Website – Cllr Brown noted that the website contact form doesn't require home addresses to be included, only email addresses. It was agreed to ask the website designer to amend the online form so a home address is required.
- f. Emergency Plan review – noted that work is ongoing.
- g. Commemorative nameplates – it was noted that both families have given approval to

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the wording of the nameplates, the Clerk to order these and arrangements to be made to fix them.

- h. Signs for the Village Produce Show – it was noted that these have been ordered.
- i. Casual vacancy – Cllr Gibbins reported that a village resident had expressed interest in joining the parish council and it was agreed to invite them to attend the next

meeting.

- j. List of Roles and Responsibilities – it was resolved to add Police Liaison Representative to the list.
- k. Purchase of Union flags – Cllr Steel proposed that the purchase of two new flags, costing £209.27, be formally approved, this was seconded by Cllr Pollard and agreed.
- l. Bleed kits – adoption of W.I. donated kit – it was resolved that delegated powers be given to the Chairman and Clerk to organise the immediate purchase of any items used to ensure the kit is fully stocked at all times. It was further resolved that any expenditure be taken from the Local Community budget.

5. Council services.

- a. Cemetery – general report – Cllr Steel reported that she had inspected the cemetery following a complaint about the grass cutting, but had no concerns about the standard of work. A complaint about potential damage to a headstone and surround had been investigated and it was agreed that any repairs required could be done using the Odd Job contract as the damage appears minor.
- b. Cemetery – to receive an update on any outstanding maintenance works [extension to the Garden of Remembrance; additional access to the car park – noted that work is underway on this project].
- c. Cemetery – to consider repairs to the surface of the access lane.
- d. Allotments – a report was noted. Cllr Duckles noted the inclusion of £13000 on the list of S106 allocations and recommended that this be added to the agenda at a future meeting.
- e. Allotments – to receive an update on maintenance works [replacement plan for noticeboard].

6. Local environment.

- a. Highways – a report was noted and discussed. Cllr Brown suggested that the junction of Queen Street and Mill Road, where the estate is accessed from Easton Lane, be realigned when resurfacing work is undertaken. Damage cause by a recent hit-and-run incident at the junctions of Harrold Road, Church Lane and Mile Street was discussed.
- b. Street Lights – the Clerk noted that she had reported one faulty light.
- c. Parish Paths Warden/Rights of Way – request for 40mph speed limit for the A509 Bozeat Bypass in order to improve safety when crossing the road – no news. The change in designation from public right of way to highway for TA10 was discussed.
- d. Village Warden no report this month.
- e. St Mary's Road – measures to reduce dog fouling in the area – signs are now ready to be put into position.
- f. Village Green – the Clerk reported that she has now received details of the energy costs for the electrical cabinet and will arrange for a contract to be completed.

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- g. Speed Monitoring Equipment – it was reported that the current equipment now displays correctly but that it isn't possible to collect data from it. Following discussion, Cllr Duckles proposed that demonstration equipment offered by Morelock at a cost of £520 be purchased, this was seconded by Cllr Cooke and agreed. It was further agreed to order two additional batteries for the equipment costing a further

£90.

7. Planning.

- a. Current/new planning applications – Cllr Gibbins proposed that a report [Appendix A] be accepted, this was seconded by Cllr Cooke and agreed.
- b. Solar Farm proposals – it was noted that a number of events have been held recently and flyers circulated around the area. It was suggested that, if solar panels were fixed to all warehouse roofs, there would be no need for solar farms to be built.

8. Representatives' reports.

- a. Bozeat Playing Field Association – it was noted that cricket has begun at the field and a grant application submitted towards the cost of re-wiring the pavilion. It is unclear how to access the S106 funds listed for the playing field.
- b. Bozeat Primary School – a report was noted. Sports Day is being organised. The feasibility of the children be allowed to visit the allotments was being investigated.
- c. Police Liaison – nothing to report this month.
- d. Public transport – Cllr Pollard reported that all appears to be running well, Cllrs Pollard and Steel will attend a meeting organised by Cogenhoe and Whiston Parish Council to discuss potential changes to the Village Hopper service.
- e. NNC parish and ward meetings – no recent meetings held.
- f. BEES Group – a report was noted. The plants ordered have been received. It was agreed that an area behind the public seat on Town Well be planted with wild flowers, some work is required to remove ivy and cut back a privet hedge.
- g. LAP meetings – Cllr Docker is to attend the next meeting on 28th June.

9. Village Hall Working Party.

Noted that the working party had intended to meet this morning but only two members were available. Cllr Foward asked for copies of plans for the hall including dimensions and it was agreed to provide this.

10. Chairman's Expenses.

Cllr Cooke proposed that £700 be paid towards costs incurred by the Chairman for the previous year, this was seconded by Cllr Steel and agreed.

11. Bleed kit/s and contents.

To consider purchasing and installing a bleed kit at the Playing Field, subject to the agreement of BPFA. It was reported that Bozeat Playing Field Committee have agreed to host the bleed kit, which will belong to and remain the responsibility of Bozeat Parish Council. The Clerk reported that a donation of £120 has been received towards the cost of the kit from Bozeat Ladies Dinner and it was agreed to send a letter of thanks, acknowledging receipt of the donation.

12. Provision of lockable bollard on Court Lane.

The Clerk reported that she had provided details of the type of bollard required.

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13. Police – to receive reports.

Crimes – no crimes were noted locally since the last meeting, however an upsurge in the number of thefts from motor vehicles in the Wellingborough area was reported.

14. Local events.

Continued ...

6th June 2024 – 80th anniversary of D-Day – it was agreed that this event went well and was well attended by the public.

14th July 2024 - Summer Fete at the Playing Field, to incorporate a Meet the Village event. Invitations to be sent out to village organisations to take part.

17th August 2024 – Annual Produce Show – reported that this event is on track.

30th November 2024 – Switching on of Christmas Tree lights – it was resolved to investigate ordering the tree.

16th December 2024 – 80th anniversary of the death of Lt John Ahern – details of the event were outlined.

15. Finance.

- a. Payments – Cllr Brown proposed that a report [Appendix B] and the fund transfers and payments listed on it be approved, this was seconded by Cllr Foward and agreed.
- b. Audit of 2023-2024 accounts – the Clerk reported that she had submitted the Annual Return to PKF Littlejohn LLP.
- c. Insurance policy – it was noted that the council has agreed to accept a further 3-year deal with Zurich Municipal and the required policy documents have been received.
- d. Mobile phone – it was resolved to take any costs from the existing IT/Website budget.

16. Correspondence.

It was resolved to acknowledge receipt of correspondence received since the last meeting.

17. On hold – noted that the following agenda items are on hold

- Audit of local council adopted policies and procedures.
- Thank You event for village volunteers.
- Cemetery – tree safety assessments.
- Cemetery – repairs to railings – to consider replacing sections with a new hedge.
- Village Green CCTV and planters.

18. To receive any items for the next agenda.

None noted.

19. Date and time of next meeting.

It was noted that the next meeting of Bozeat Parish Council will be held on Monday, 15th July 2024. The meeting will be held at TLC, Dychurch Lane, Bozeat and immediately following Public Participation.

There being no further business, the meeting was declared closed.

Signed by the Chairman, 15th July 2024.