



A MEETING OF BOZEAT PARISH COUNCIL WILL BE HELD ON MONDAY, 16th SEPTEMBER 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 19th August 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 – update.
 - d. Santa Pod traffic issues – to receive any further survey forms, note any issues with recent events and consider a way forward.
 - 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 these have been ordered and to arrange the installation of both nameplates.
 - h. Bleed kit – to note that a kit has been ordered for the Playing Field.
 - i. Pensions Regulations – to note the required procedures.
 - j. Maintenance of chairs used for village events.
- 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].
 - c. Cemetery – to consider repairs to the surface of the access lane.
 - d. Cemetery – swift and bat boxes for the cemetery lodge.
 - e. Cemetery – purchase of new burial register.
 - f. Allotments – general report.
 - g. Allotments – to receive an update on maintenance works [replacement plan for noticeboard].
 - h. Allotments – boundary issues.
 - i. Allotments – Annual Meeting and rent collection [16th November 2024].
- 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; overgrowth on TA22.
- d. Village Warden.
- e. St Mary's Road – to note that the dog fouling notices have been installed.
- f. Village Green – replacement of failed tree.
- g. Speed Monitoring Equipment – purchase of replacement equipment and training in setting it up and data collection.

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 – issues with disabled access to services.
- e. NNC parish and ward meetings.
- f. BEES Group.
- g. LAP meetings.
- h. NorthantsCALC Annual Conference [5th October] – to appoint two delegates.

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

10. Police – to note any local crimes that are notified to the council.

11. Meetings calendar for 2025 – to approve the meeting dates for 2025.

12. Skate Ramp repairs.

13. Review of Fixed Asset Register – to consider updating the register.

14. Village Risk Assessments – to receive reports.

15. Printing – to approve the purchase of a replacement toner cartridge costing £287.64 including VAT.

16. Local events.

- a. 10th November 2024 – 10:15am Remembrance Sunday service at St Mary's Church.
- b. 11th November 2024 – 11am Remembrance Day event at the cemetery.
- c. 16th November 2024 – 10am Annual Meeting of allotment tenants.
- d. 21st November 2024 – NNC Town and Parishes Forum.
- e. 30th November 2024 – Switching on of Christmas Tree lights.
- f. 16th December 2024 – 80th anniversary of the death of Lt John Ahern – commemorative event.

17. Finance

- a. Payments – to receive a report and to approve payments to be made this month.
- b. Bank account – additional signatories.

Continued ...

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

19. 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.

20. To receive any items for the next agenda.

21. Date and time of next meeting – to note that the next meeting of Bozeat Parish Council will be held on Monday, 21st October 2024. The meeting will be held at TLC, Dychurch Lane, Bozeat and immediately following Public Participation.

Signed by Mrs L Payne, Clerk to Bozeat Parish Council.

**A MEETING OF BOZEAT PARISH COUNCIL WAS HELD ON MONDAY,
16th SEPTEMBER 2024, IMMEDIATELY FOLLOWING PUBLIC PARTICIPATION
AT 7pm. THE MEETING WAS HELD AT TLC, DYCHURCH LANE, BOZEAT.**

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PRESENT: - Cllrs Skittrall [Chairman], Duckles, Moulds, Pollard, and Steel.

PUBLIC: - No members of the public were present at the meeting.

1. Apologies.

It was resolved to accept apologies for absence received from Cllrs Brown, Cooke, Docker; Foward, Gibbins and Pritchard.

2. Declarations of interest.

No new declarations of interest were received.

3. Minutes.

The minutes from the meeting of Bozeat Parish Council held on 19th August 2024 were proposed as correct by Cllr Duckles, this was seconded by Cllr Pollard and a vote was taken = 3 for with 2 abstentions, motion carried.

4. Matters arising.

- k. Circulating documents – it was noted that one pack is currently circulating and a Solar Farm pack is being held by the Chairman.
- l. Training – the Clerk gave a report on a Lunchtime Lowdown session on confidential items and noted recommended actions. It was agreed to provide Cllr Moulds with details of Off To A Flying Start courses.
- m. Doctor's surgery – the Chairman reported that this issue has been passed to the NNC member for Health and Wellbeing and he also discussed it with Sarah Bool MP. The issue has now been raised with the Integrated Care Board (ICB).
- n. Santa Pod traffic issues – no further survey forms received. Santa Pod has sent notification out for recent events which have included fireworks. The Chairman to continue to try to contact Neale Saunders from Santa Pod Raceway.
- o. IT and Website – it was noted that the email system has been migrated to a new host.
- p. Emergency Plan review – in hand.
- q. Commemorative nameplates – it was noted that these have not yet been received.
- r. Bleed kit – it was noted that the kit for the playing field has been ordered and a donation towards costs received from Bozeat W.I.
- s. Pensions Regulations – the required procedures were noted.
- t. Maintenance of chairs used for village events – noted that this work will be completed before the chairs are required for the next event.

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5. Council services.

- j. Cemetery – general report received. Concern was raised over a hammer that has been placed on a grave, and it was agreed to leave it in situ for the time being, the Clerk to contact a relative and suggest that it be fixed down so it can't be easily

removed.

- k. Cemetery – to receive an update on any outstanding maintenance works [extension to the Garden of Remembrance]. It was noted that the work has been completed and agreed to remove this item from the agenda.
- l. Cemetery – to consider repairs to the surface of the access lane. It was noted that R & G are to be consulted and asked for a quote.
- m. Cemetery – swift and bat boxes for the cemetery lodge. The Chairman reported that bat boxes have to be cleaned by someone who has the relevant licence and it was resolved to defer installation of bat boxes pending more information.
- n. Cemetery – purchase of new burial register – the Clerk reported that this is pending.
- o. Allotments – general report. It was noted that the Manager is to write to two tenants about untidy plots. She has contacted tenants where foliage has impacted the boundary fence to the south of the allotments and asked them to clear their boundaries.
- p. Allotments – to receive an update on maintenance works [replacement plan for noticeboard]. Noted that Cllr Brown has this in hand.
- q. Allotments – boundary issues. It was agreed that tenants will be reminded that they are required to keep the boundary of their plot clear at the annual meeting.
- r. Allotments – Annual Meeting and rent collection [16th November 2024 from 10am].

6. Local environment.

- h. Highways – it was resolved to accept a report, noting that the VDS equipment is likely to be installed within the next few weeks.
- i. Street Lights – no lights were reported as faulty.
- j. Parish Paths Warden/Rights of Way – Cllr Duckles noted that the proximity of the new houses currently being built at the former Nene Milling site may add weight to our request for a 40mph speed limit for the A509 Bozeat Bypass. Cllr Duckles to put together a report for submission to NNC. It was reported that both NNC and Greatwell Homes have denied ownership of the footway that runs from Hewletts Close to TA22, where a pedestrian fell on uneven slabs recently. It was agreed to ask Cllr Brown to complete a Land Registry search for the owner of the footway. It was noted that it is difficult to understand where some of the rights of way run and agreed that the Clerk should share the list of footpaths she produced some time ago.
- k. Village Warden – it was resolved to accept a report.
- l. St Mary's Road – it was noted that the dog fouling notices seem to be working as the amount of mess visible is much lower. Agree to remove this from the agenda.
- m. Village Green – it was agreed to remind the Odd Job man to remove the tree.
- n. Speed Monitoring Equipment – it was noted that the new equipment has been received and placed on Allens Hill, the original equipment is currently on London Road. Noted that a training session needs to be arranged.
The Clerk reported receipt of a complaint about bonfires in the village and it was agreed to publish information from NNC's website in our next Bozeat Matters report and send to the resident.

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7. Planning.

- c. Current/new planning applications – Cllr Skittrall proposed that his report [Appendix A] be accepted, this was seconded by Cllr Steel and agreed. The Chairman

reported that he would be working on a response to changes in the national planning policy framework based on the suggested comments in his report.

- d. Solar Farm proposals – the Chairman reported that comments have been sent to the Scoping Report and the Statement of Community Consultation. He has also discussed this proposal with Sarah Bool MP.

8. Representatives' reports.

- i. Bozeat Playing Field Association – no report received.
- j. Bozeat Primary School – no report but Cllr Duckles will attend a meeting on 27th September.
- k. Police Liaison – no report received.
- l. Public transport – it was noted that residents using a disability scooter or wheelchair are unable to use the Village Hopper service as the buses are too small, residents are encouraged to use the Wellibus service instead. Cllr Pollard reported that he had put new timetables in all the cases in the village.
- m. NNC parish and ward meetings – it was noted that NNC will hold a Town and Parish Forum on 21st November.
- n. BEES Group – Cllr Duckles reported that he has cut the grass in Court Lane twice recently and the grass at the junction of Harrold Road and Allens Hill. A letter received from a resident expressing concerns about the churchyard was noted and it was agreed to request permission share this with the Conservation Group and NNC.
- o. LAP meetings – a schedule of meetings was received.
- p. NorthantsCALC Annual Conference [5th October] – it was noted that Cllr Steel and the Clerk are booked to attend.

9. Village Hall Working Party.

The Chairman reported that the working party had visited the Harrold Centre and investigated how it is managed and funded. It was noted that works appears to have begun on the building and the Chairman reported that he will chase up a site meeting with the builders.

10. Police.

No crimes were noted since the last meeting. It was noted that Northants Police are hoping to re-launch a Street Watch scheme.

11. Meetings calendar for 2025.

It was agreed to approve a list of meeting dates for 2025, noting that the April meeting will be earlier than usual in order to avoid Easter Monday.

12. Skate Ramp repairs.

It was agreed to accept a report. Cllr Duckles proposed that a quote of £1670 for repairs received from Rampchild be accepted, this was seconded by Cllr Steel and agreed.

13. Review of Fixed Asset Register.

It was noted that this register forms part of the audit requirements but that some

items included need to be removed. It was noted that the council doesn't currently include depreciation and agreed that the Chairman, Vice-Chairman and Clerk should

meet to review the register and consider it in relation with the insurance coverage for items included.

14. Village Risk Assessments.

It was noted that the templates have been sent to the Village Warden but that Cllrs Docker and Steel together with the Clerk had completed the risk assessment of the cemetery, a report was noted as received. It was noted that some areas of tarmac have lifted offering a trip hazard and a section of railings have separated offering a pinch hazard. It was resolved to create an odd job reflecting all minor works in the cemetery and to investigate repairs to the railings.

15. Printing.

The Clerk reported that the toner cartridge had run out and a new one ordered costing £287.64. The cost of toner for the council's printer/photocopier was discussed and it was reported that the cartridge was last replaced in October 2023. It was agreed to formally approve the purchase of the toner cartridge, costing £287.64 but to keep a record of the amount of printing done each month. It was also resolved to add to the next agenda the purchase of a shredder for the secure disposal of council paper waste.

16. Local events.

- a. 10th November 2024 – 10:15am Remembrance Sunday service at St Mary's Church.
- b. 11th November 2024 – 11am Remembrance Day event at the cemetery.
- c. 16th November 2024 – 10am Annual Meeting of allotment tenants.
- d. 21st November 2024 – NNC Town and Parishes Forum.
- e. 30th November 2024 – Switching on of Christmas Tree lights. It was resolved to invite children from Bozeat School to play handbells and Bozeat Bellringers to ring the church bells. It was suggested that the council supplies mulled wine and mince pies or alternatively to ask the landlady at the Red Lion if she would like to provide refreshments. The Chairman to investigate slow cookers for the mulled wine.
- f. 16th December 2024 – 80th anniversary of the death of Lt John Ahern – commemorative event. It was suggested that, when the plane crash relics have been located, they could be displayed locally in a case, agreed to investigate this. It was resolved to remind members to wear formal dress for this event.

17. Finance.

- c. Payments – Cllr Skittrall proposed that a report [Appendix B] and the payments and fund transfers listed on it be approved, this was seconded by Cllr Duckles and agreed.
- d. Bank account – additional signatories – it was noted that the bank has approved the addition of Cllrs Duckles and Steel to the list of signatories on the account.

18. Correspondence.

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

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

- Audit of local council adopted policies and procedures.

Continued ...

- 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.

20. To receive any items for the next agenda.

- Purchase of a shredder.
- Provision of keys to the Cemetery lodge for the Vice-Chairman.

21. Date and time of next meeting.

It was noted that the next meeting of Bozeat Parish Council will be held on Monday, 21st October 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, 21st October 2024.