

Bulwick Parish Council

Parish Clerk
2 Gordon Terrace
Twywell
Northamptonshire
NN14 3AH

Telephone: 07960 214820
E-mail: clerk.bulwickpc@gmail.com
Web: www.bulwickpc.org.uk

Bulwick Parish Council Meeting Minutes - Mon 18th November 2024

Date	Monday 18 th November 2024	495	19.00 20.24
Meeting held at	St Nicholas Church, Bulwick, NN17 3ET		
Present	Cllr I Martin (Chair) Cllr A Lashmar (Vice Chair) Cllr M Beaton Cllr L Vaughan, Cllr J Sanderson Members of the public in attendance (5)		
Apologies	None		
Minutes taken by	Helen Keech - Clerk to Bulwick Parish Council		
Discussion		Action	
24.11.013	To receive and approve reasons for apologies - members to approve apologies for absence (LGA 1972 Sch12, para 40).		RESOLVED: None given
24.11.014	To receive declaration of interests - members to declare any pecuniary or prejudicial interests in relation to items on the agenda (Localism act 2011 and the relevant authorities (DPI) regulations 2012). Councillors are reminded of their obligations to declare orally their interests as per BPC Model Code of Conduct (adopted 2015).		RESOLVED: None given
24.11.015	To authorise the Chair to sign as a correct record of the proceeding: Minutes of the Extraordinary Parish Council Meeting dated 1 st August 2024. (LGA 1972 Sch12 P41(1).		RESOLVED: Signed by the chair. (JS/MB) All agreed)
24.11.016	04/1. Bulwick Village Emergency and Flood Plan - Councillor Lashmar attended an excellent inter-parish meeting with Kings Cliffe (incl 8 flood wardens) & Apethorpe. The 3 professionals present (NNC, Raynet, SEAT) stressed the need to develop local resilience. Specifically, for communications in event of prolonged power outage (Raynet support for radio-controlled communications): a plan for village response include medical resilience (we are developing this). Cllr AL will continue to liaise with local parish councils on this topic and further develop our plan.		WORK IN PROGRESS

	<p>04/2. Dog 'Pooh' Bags – Cllr Sanderson - Commented that there had been no progress on second dispenser. Consensus is an improvement of less '<i>dog matter</i>' on the streets since dispenser in place. Hopefully seconded more 'Eco-friendly' dispenser will be in place before Christmas.</p>	WORK IN PROGRESS
24.11.017	<p>Public Session (*) The council welcomes the participation of residents and will receive and process comments and questions from members of the public/press in accordance with the Bulwick Parish Council Standing Orders. Decisions '<i>cannot be made</i>' on items not on the agenda.</p> <p>Hedge cutting - Villagers commented that the hedges along Blatherwick Road had been cut. Cllrs JS commented it had taken three reports to Street Dr to get this done.</p>	NOTED
24.11.018	<p><u>COMMUNITY MATTERS</u></p> <p><u>HIGHWAYS</u></p> <p>06/1. Posts for solar panels & solar panels being installed for a speed road sign - Cllr Martin (Chair) – Cllr Martin (Chair) - <i>Ongoing issue getting Keir to install the posts (apparently waiting for Sarah Barnwell to authorise). Cllr Lee Barron has also stated he will help with the issues from highways. Kate from the 'funding grant' is chasing progress on how the money has been spent.</i></p> <p>06/2. Street Light Refurbishment – Cllr Marin (Chair) - <i>believe we have three more to refurbish in the village to heritage lights on the street light programme. Decision will be made at next BPC meeting based on footfall. Clerk to check on funds / contractor.</i></p> <p>06/3. Update / response received from Street Doctor - Clerk - <i>Cllrs confirmed that all reports Clerk had made to Street Dr had been completed.</i></p> <p>06/4. Update from A43 meeting with Cllr Lee Barron - Cllr I Martin (Chair) - <i>Currently awaiting the minutes from this meeting however, chair has been updated by PC Morgan. Residents who attended the meeting informed council that they were informed about the three solar speed signs not working and they spoke about camera signs, averaging cameras, solid white lines in centre of road and reducing speed along this area. Discussion was held over the two 'Black spots' either side of the village and contacting highways for warning signs to positioned in this area. Council felt this would have more impact if Deenethorpe Parish Council also joined forces with BPC on this project (Clerk to liaise with DPC and also offer help with completing the minutes from the A43 meeting).</i></p> <p>Village Communications - Share/Review - ME (I have a draft to share/confirm) Request from Cllr AL</p>	<p>WORK IN PROGRESS:</p> <p>WORK IN PROGRESS: (MB/JS)</p> <p>RESOLVED:</p> <p>WORK IN PROGRESS: (MB/LV)</p> <p>REFERED TO IN 2411.020b</p>

24.11.019	<p><u>PLANNING APPLICATIONS</u> (Town & Country Planning Act 1990 Sch 1 para 8.) (current information can be found on the BPC website under planning)</p> <p>Planning - Review our approach.eg it seems we do not have a Local Plan, and in light of a new government changes coming. Request from Cllr AL</p> <p>To consider the following planning applications - planning are now emailing applications to Clerk for Bulwick</p> <p>NE/24/00783/PDU Conversion of an agricultural building to two dwellings Red Lodge Farm Red Lodge Road Bulwick Corby NN17 3DX - Awaiting decision</p> <p>NE/24/00484/FUL Creation of vehicular access and hardstanding. Velaire House Bulwick Road Southwick Peterborough PE8 5BP - Awaiting decision</p> <p>Outcomes of previous applications</p> <p>NE/24/00858/FUL Install solar PV panels to both roofslopes of garage/outbuilding. The Farmhouse Nottinghams Yard Blatherwycke Road Bulwick Corby NN17 3EU - Approved</p> <p>NE/24/00515/FUL Conversion of existing outbuilding including first floor extension and two storey side extension. Velaire House Bulwick Road Southwick Peterborough PE8 5BP - Refused</p>	<p>NO OBJECTIONS (Cllrs Agreed)</p> <p>NO OBJECTIONS (Cllrs Agreed)</p>
2411.020	<p><u>CLERKS UPDATE & CORRESPONDANCE</u></p> <p>a) Flooding on Blatherwycke Road - Councillor Lashmar updated the meeting on the resident concerns and facts found about this. This was prompted by short, but severe flooding in October. Next steps to understand the cause and options were discussed. It was agreed Cllr AL would discuss the issue of the grate with Blatherwycke Estate as this was detailed by the lady from 'Christmas Cottage' as the issue.</p> <p>b) Who does what – Simple Overview for residents (Cllr AL) - <i>Parish Council Responsibilities – what we do and do not do</i> - Councillor Lashmar shared a draft document of common parish issues listed into 3 categories of where responsibility lies. Where an issue is not parish responsibility, we provide the recommended contact details eg www.fixmystreet.com. It was agreed Clerk Keech will finalise the document and post on the PC Website Noticeboard.</p> <p>c) Neighbourhood Plan (Clerk)</p>	<p>WORK IN PROGRESS</p> <p>WORK IN PROGRESS</p> <p>DEFERRED to May 2025</p>

	<p>d) Feedback from NALC survey - Cllrs unaware of training available ‘The Good Councillors Guide’ - information email to Cllrs on 02.10.2024</p> <p><u>TRAINING</u></p> <p>For Council to CONSIDER / APPROVE:</p> <p>e) To discuss clerk complete CiLCA in 2025 (registration fee £450.00 (Price correct Oct 2023). <i>Council agreed and thought this would be of benefit to the parish</i></p> <p>f) To discuss Cllrs completing ‘The Good Councillors Guide’</p> <p>g) To purchase ‘Arnold-Baker Local Council Administration’ book (£137.00 + £5.40 PP = £142.40 (Member of SLCC) Non Member £168.40) - <i>Clerk informed council that she would be the keeper of the book, but it would remain the property of the BPC</i></p> <p><u>POLICES & DOCUMENTS</u></p> <p>To adopt and approve the following:</p> <p>h) Bulwick Parish Council - Disciplinary Policy</p> <p>i) Bulwick Parish Council - Grievance Policy</p> <p>j) Bulwick Parish Council - ICO Publication Scheme</p> <p>k) Bulwick Parish Council - Declaration of acceptance</p> <p>l) Bulwick Parish Council - GDPR Cllrs Resignation List</p> <p>m) Bulwick Parish Council - Electronic Service of Summons Consent Form</p> <p>n) Bulwick Parish Council - GDPR Security Compliance Checklist</p> <p>o) Bulwick Parish Council - Member Code of Conduct</p> <p>p) Bulwick Parish Council - Members Register of interests</p> <p>q) Bulwick Parish Council - Standing Orders</p> <p>r) Bulwick Parish Council - Training Plan</p> <p>s) Bulwick Parish Council - Training Policy</p> <p>t) Bulwick Parish Council - Members / Officers Policy</p>	<p>DEFERRED to May 2025</p> <p>RESOLVED: Cllrs Approved (JS/AL)</p> <p>DEFERRED to May 2025</p> <p>RESOLVED: Cllrs Approved (LV/MB)</p> <p>RESOLVED: Cllrs Approved (MB & LV)</p>										
24.11.021	<p><u>BULWICK’S FINANCES / ACCOUNTS</u></p> <p>To note current account balance stands at £12,410.73 on 05th November 2024. (Accounts & Audit 2015 Reg 4)</p> <p>The figure above does not take into account any transactions below.</p> <p>Invoices – received and payments to be raised for the following</p> <table><tr><th>DATE</th><th>TO WHOM</th><th>REASON</th><th>COST</th><th>POWERS & DUTIES</th></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table>	DATE	TO WHOM	REASON	COST	POWERS & DUTIES						<p>RESOLVED:</p>
DATE	TO WHOM	REASON	COST	POWERS & DUTIES								

	11.11.24	Zurich	Council Insurance	£300.00	LGA 1972 S226 SS 101,111 &112	Cllrs approved (MB/JS)										
	05.11.24	DCK Payroll	Wages 11.24	£18.00	LGA 1972 S101,111 & 112											
	05.11.24	HMRC	PAYE	£65.80	LGA 1972 S101,111 & 112											
	31.10.24	Unity Bank	Service Charge	£5.40	LGA 1972 S111											
	18.10.24	EON	Street lights	£50.40	LGA 1957 S3 & LGA 1972 S14 Par 27 HWA 1980 S301											
	18.10.24	DCK Payroll	Wages 10.24	£18.00	LGA 1972 S101,111 & 112											
	18.10.24	HMRC	PAYE	£65.80	LGA 1972 S101,111 & 112											
	30.09.24	Unity Bank	Service Charge	£5.40	LGA 1972 S111											
	25.09.24	HMRC	PAYE	£65.80	LGA 1972 S101,111 & 112											
	18.09.24	DCK Payroll	Wages 09.24	£18.00	LGA 1972 S101,111 & 112											
	02.09.24	DCK Payroll	Wages Set up	£54.00	LGA 1972 S101,111 & 112											
	02.09.24	HMRC	PAYE	£184.43	LGA 1972 S101,111 & 112											
	19.08.24	SWARCO UK	VAS	£4,757.00	LG & Rating Act 1997, S31											
	16.08.24	SWARCO UK	VAS (test payment)	£1.00	LG & Rating Act 1997, S31											
	05.08.24	Hello Print	Village News letter	£43.12	LGA 1982 s142											
	02.08.24	NCALC	OTAFS course AL	£57.60	LGA 1972 S175											
	02.08.24	EON	Street lights	£50.40	LGA 1957 S3 & LGA 1972 S14 Par 27 HWA 1980 S301											
Income into Bulwick Parish Account																
	<table><tr><th>DATE</th><th>TO WHOM</th><th>REASON</th><th>COST</th><th>POWERS & DUTIES</th></tr><tr><td>None</td><td></td><td></td><td></td><td></td></tr></table>					DATE	TO WHOM	REASON	COST	POWERS & DUTIES	None					NOTED:
DATE	TO WHOM	REASON	COST	POWERS & DUTIES												
None																
To discuss having a saving account for ‘for allocated investments funds’ with current bank.																
To discuss proposed figures for budget 2025-26 Information emailed to Cllrs on 12.11.2024 - Clerk to re-look at and re-email to all Councillors for discussion and approval at next meeting																
To discuss making the Eon, DCK Payroll Solutions, HMRC & Clerks Wages direct debits as contractual payments - <i>Council liked this idea and requested adding website renewal and Bulwick Newsletter to this.</i>					RESOLVED: Cllrs Approved (JS/AL)											
					WORK IN PROGRESS											
					RESOLVED: Cllrs Approved (MB/LV)											

	To note the Local Government Service pay agreement (back dated to April 2024) to be applied all employees' wages.	RESOLVED: Cllrs Approved (IM/MB)
24.11.022	Items for next meeting or general interest <ul style="list-style-type: none"> • Budget • Precept • Street light refurbishment 	
24.11.023	Dates for future meetings - Wednesday 15 th January 2025 (7pm)	RESOLVED: Cllrs approved date
24.11.024	Close of Meeting Due to no other business the chair closed the meeting at 20.24pm	

Approved & Signed by Cllr Ian Martin on 15th January 2025

Mr Ian Martin
Chair to Bulwick Parish Council