

# 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 - Thursday 1<sup>st</sup> August 2024

Date	Thursday 1 <sup>st</sup> August 2024	494	19.00 20.06
Meeting held at	St Nicholas Church, Bulwick, NN17 3ET		
Present	Cllr I Martin (Chair) Cllr M Beaton Cllr L Vaughan, Cllr J Sanderson Cllr A Lashmar, Members of the public in attendance (6)		
Apologies	None		
Minutes taken by	Helen Keech - Clerk to Bulwick Parish Council		
Discussion		Action	
24.08.001	<b>To receive and approve reasons for apologies</b> - members to approve apologies for absence (LGA 1972 Sch12, para 40).		<b>RESOLVED:</b> None given
24.08.002	<b>To receive declaration of interests</b> - 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).		<b>RESOLVED:</b> None given
24.08.003	To authorise the Chair to sign as a correct record of the proceeding: Minutes of the Extraordinary Parish Council Meeting dated 13th June 2024. (LGA 1972 Sch12 P41(1).		<b>RESOLVED:</b> Signed by the chair. (All Cllrs agreed)
24.08.004	<b>Matters arising from the minutes, not listed on Agenda.</b>  <b>04/1. Bulwick Village Emergency and Flood Plan</b> - Cllr AL. <i>Having explored the need for a detailed plan, we have decided to simply publish on the website,</i> <i>1. A list of likely risks eg traffic diverted through village, excess water on roads, and</i>		<b>ACTION</b> Clerk to update social media forums

	<p>2. <i>A list of skills/resources the village may need to call upon if the emergency services are delayed eg resource/equipment to resolve rising water in brook, prolonged heat, fallen tree.</i></p> <p><i>This information to be promoted to villagers via Community Newsletter (done) Bulwick Chit-Chat WhatsApp and Facebook.</i></p> <p><b>04/2. Dog Poo Bags Dispenser– Cllr Sanderson</b>  <i>Cllr JS has designed a unique ‘Poo dispenser’ which has received positive feedback and has been seen being used (Well done, Cllr JS).</i>  <i>To look at using biodegradable bags for his next eco-friendly project on Church Lane.</i></p>	<p>Cllr JS is to continue with his project</p>
24.08.005	<p><b>Public Session (*)</b>  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><b><i>Straw on highways and verges</i></b> (Concerns that this will add to the struggling drainage in the village by blocking the drains). <i>This is from diverted traffic through the village last week as a result of a road traffic accident.</i></p> <p><b><i>Blocked drains throughout the village</i></b> - a continuing issue. Cllrs / villagers asked to send clerk ‘What three words’ for location of drains.</p>	<p><b>ACTION:</b>  <b>Clerk:</b>  report to street doctor for road clean.</p> <p><b>Clerk:</b>  Site visit with Highways to discuss.</p>
24.08.006	<p><b><u>COMMUNITY MATTERS</u></b></p> <p><b><u>HIGHWAYS</u></b></p> <p><b>06/1. Solar power speed sign &amp; mounting points.</b> Cllr Martin (Chair) - <i>Items have been received and are in storage with Cllr IM (currently awaiting the mounting posts to be delivered)</i></p> <p><b>06/2. Grant for Street Light Refurbishment –</b> Cllr Marin (Chair) - <i>Unfortunately we were not successful with this application, however they have given us other avenues to apply for grants.</i></p> <p><b>06/3. Update / response received from Street Doctor</b> - Clerk. <i>Pathway at Red lodge (slippery when wet) - informed work schedule, and then fixed. Faded dog poo signs - informed fixed. 2 x Fly Tipping on Deene Road - Fixed</i></p>	<p><b>WORK IN PROGRESS:</b></p> <p><b>RESOLVED:</b>  Noted</p> <p><b>RESOLVED:</b>  Noted</p>
24.08.007	<p><b><u>PLANNING APPLICATIONS</u></b> (Town &amp; Country Planning Act 1990 Sch 1 para 8.)  <b>(current information can be found on the BPC website under planning)</b></p> <p>To consider the following planning applications - None received</p> <p>Outcomes of previous applications - No updates</p>	<p><b>RESOLVED:</b>  Noted</p>

		<b>RESOLVED:</b> Noted																														
24.08.008	<p><b><u>CLERKS UPDATE &amp; CORRESPONDANCE</u></b></p> <p><b><u>TRAINING</u></b></p> <p>For Council to <b>APPROVE:</b></p> <p>a) Chair IM to attend ‘Chairperson &amp; Leadership’ course</p> <p><b><u>POLICES</u></b></p> <p>To <b>adopt</b> and <b>approve</b> the following:</p> <p>a) Bulwick Parish Council - Financial Regulations 2024 b) Bulwick Parish Council - Planning Scheme of Delegation for Parish Clerk</p> <p><b><u>May Elections 2025</u></b></p> <p>To <b>discuss</b> if the BPC need to start thinking about how we are going to advertise for parish councillors if any of BPC Cllrs are considering standing down. The BPC will need 5 councillors in 2025.</p> <p><i>Discussion held around the possibility of three councillors resigning in May 2025 and the need to make villagers aware of standing for election in May 2025 to make the BPC cohort.</i></p> <p><b>Letter from Unity Trust Bank - Informing changes to the charges applied to the account, They will now be on a monthly basis rather than quartley.</b></p>	<p><b>RESOLVED:</b> Approved by all Cllrs (MB &amp; AL)</p> <p><b>RESOLVED:</b> Approved by all Cllrs (MB &amp; LV)</p> <p>All Cllrs to promote BPC to gain potential candidates <b>NOTED</b></p>																														
24.08.006	<p>The current account balance stands at <b>£20,923.07</b> on 1<sup>st</sup> August 2024.</p> <p>The figure above does not take into account any transactions below..</p> <p><b>Invoices</b> – 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 &amp; DUTIES</th></tr><tr><td>17.06.24</td><td>E-on</td><td>Street light Maintenance</td><td>£50.40</td><td>LGA 1957 S3 LGA 1972 S14 P27 HWA 1980 S301</td></tr><tr><td>19.07.24</td><td>NCALC</td><td>‘Off to a Flying Start’ Course (AL)</td><td>£57.60</td><td>LGA 1972 S175</td></tr><tr><td>02.06.24</td><td>Hello print</td><td>Bulwick Newsletter Printing</td><td>£43.12</td><td>LGA 1982 S142</td></tr><tr><td>09.05.24</td><td>Swarco</td><td>Speed cameras</td><td>£4,758.00</td><td>LG &amp; RA 1997 S30</td></tr><tr><td>01.08.24</td><td>NCC</td><td>Posts for speed cameras</td><td>£2,310.10</td><td>LG &amp; RA 1997 S30</td></tr></table>	DATE	TO WHOM	REASON	COST	POWERS & DUTIES	17.06.24	E-on	Street light Maintenance	£50.40	LGA 1957 S3 LGA 1972 S14 P27 HWA 1980 S301	19.07.24	NCALC	‘Off to a Flying Start’ Course (AL)	£57.60	LGA 1972 S175	02.06.24	Hello print	Bulwick Newsletter Printing	£43.12	LGA 1982 S142	09.05.24	Swarco	Speed cameras	£4,758.00	LG & RA 1997 S30	01.08.24	NCC	Posts for speed cameras	£2,310.10	LG & RA 1997 S30	<p><b>RESOLVED:</b> All Councillors approved costs.</p>
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	<div>Income into Bulwick Parish Account</div> <table><tr><th>DATE</th><th>TO WHOM</th><th>REASON</th><th>COST</th><th>POWERS &amp; DUTIES</th></tr><tr><td>None</td><td></td><td></td><td></td><td></td></tr></table> <div>To discuss an outside payroll provider for Clerks wages (DK Payroll Solutions).</div> <div>Discussion held around best option for paying the clerk and NALC stating ‘best practice’ is for an outside provider.</div>	DATE	TO WHOM	REASON	COST	POWERS & DUTIES	None					<div>RESOLVED:</div> <div>Approved by all Cllrs (MB &amp; IM)</div>
DATE	TO WHOM	REASON	COST	POWERS & DUTIES								
None												
24.08.010	<div>Items for next meeting or general interest</div> <div><ul style="list-style-type: none"><li>• Posts for Solar Panels</li><li>• Solar Panels being installed</li><li>• Clarification on ‘What is’ &amp; ‘What is not’ Parish Council responsibility.</li><li>• Village Plan</li></ul></div>											
24.08.011	<div>Dates for future meetings - Monday 18<sup>th</sup> November 2024 (7pm)</div>	<div>RESOLVED:</div> <div>Cllrs agreed to date</div>										
24.08.012	<div>Close of Meeting</div> <div>Due to no other business the chair closed the meeting at 20.06pm</div>											

Approved & Signed by Cllr Ian Martin on 15<sup>th</sup> November 2024

Mr Ian Martin  
 Chair to Bulwick Parish Council