



## Brixworth Parish Council

Councillors are hereby summoned to attend the Parish Council meeting to be held on  
Thursday 30<sup>th</sup> November 2017 at 7.15pm  
in the Village Hall, Holcot Road, Brixworth, Northampton NN6 9BS

*The press and public are also invited to attend*

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### AGENDA

Click the link below to view the supporting papers  
[bit.ly/bpc-2017-11](http://bit.ly/bpc-2017-11)

*Supporting  
Papers*

1. **Welcome**
2. **Apologies for absence and acceptance of apologies for absence**
  - 2.1 To consider any received apologies.
3. **Declarations of Interest**
  - 3.1 Members' declarations of interests on agenda items only
4. **To sign the minutes of the previous meeting**
  - 4.1 Full Council meeting of 26<sup>th</sup> October 2017 A
  - 4.2 Full Council meeting of 15<sup>th</sup> November 2017 B
5. **Public Open Forum Session**
  - 5.1 This is an opportunity for Parish Residents and members of other Councils, once recognised by the Chairman, to make brief representations or ask questions of the Parish Council. Each will be allowed three (3) minutes to address the Parish Council via the Chairman.
  - 5.2 Although the Parish Council will endeavour to answer all questions put to it, persons asking questions should not expect immediate answers, but rather a formal written response in due course.
  - 5.3 Those who wish to comment on an agenda item are encouraged to do so at this time or they may ask the Chairman to be allowed to speak when the subject is raised.
6. **To receive reports on Community Safety matters**
  - 6.1 Receive the ASB and Crime Summary for October 2017 C
7. **To receive a report from the last Councillors Surgery and agree the Councillors for the next Surgery**
  - 7.1 Consider a written report from the Parish Council Surgery of Saturday 4<sup>th</sup> November 2017 D
  - 7.2 Agree those Parish Councillors attending the Surgery on Saturday 2<sup>nd</sup> December 2017

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|---|--|----------|
| <b>8. Planning</b>  |  |          |
|   | 8.1 Receive the list of planning decisions for October 2017  | <b>E</b> |
|   | 8.2 Receive the minutes of the Planning Committee of 9 <sup>th</sup> October and 30 <sup>th</sup> October 2017.  | <b>F</b> |
| <b>9. Media and Communications</b>  |  |          |
|   | 9.1 Receive the minutes of the Media & Communications Committee of 18 <sup>th</sup> October 2017   | <b>G</b> |
| <b>10. Finance</b>  |  |          |
|   | 10.1 Receive the financial transactions and authorise payments for November 2017   | <b>H</b> |
|   | 10.2 Receive the rolling budget  | <b>I</b> |
|   | 10.3 Receive the Bank Reconciliation Report as at 31 <sup>st</sup> October 2017  | <b>J</b> |
|   | 10.4 Receive a statement of the Parish Council's Reserves as at 31 <sup>st</sup> October 2017  | <b>K</b> |
|   | 10.5 To note the appointment of PKF Littlejohn LLP as external auditors for 2017 - 2022  |          |
| <b>11. Expenditure</b>  |  |          |
|   | 11.1 Agree that the 'Brixworth First Responders' be the local group who will benefit from the proceeds of the 2018 Brixworth Calendar. (Photographic Society Community Project)  |          |
|   | 11.2 Consider a grant application for £630 for a defibrillator cabinet – Brixworth Juniors FC  | <b>L</b> |
|   | 11.3 Agree to renew the Insurance for the Councils Van   |          |
|   | 11.4 Agree to the purchase of a laptop computer including Microsoft Office Subscription for the Parish Clerk   | <b>M</b> |
| <b>12. Parish Clerks Report</b>   |  |          |
|   | 12.1 Receive the Clerk's Report  | <b>N</b> |
|   | 12.2 Consider the Clerks request for annual leave – 27 <sup>th</sup> December – 8 <sup>th</sup> January (inc)  |          |
|   | 12.3 Consider sending a representative to the DDC Parish & Town Council's Meeting to be held on Thursday 14 December 2017 at 6.30pm  |          |
|   | 12.4 Consider attending an NCALC Emergency Planning Course   | <b>O</b> |
|   | 12.5 Consider a letter of support for the Brixworth Music Festival Committee to enable a DCC grant of £500 for the 2018 event.   |          |
| <b>13. Policy Review</b>  |  |          |
|   | 13.1 Review and adopt the Grants Policy  | <b>P</b> |
|   | 13.2 Adopt a Document Retention Policy   | <b>Q</b> |
| <b>14 To receive details of recent consultations</b>                                  |  |          |
|   | 14.1 Consider and respond to the County Council Medium Term Financial Plan including a review of Northamptonshire Libraries  | <b>R</b> |
|   | 14.2 Consider and comment on the Annual waiting restriction review 2017-18 – proposal for Silver Street, Brixworth   | <b>S</b> |
|   | 14.3. To consider and comment on the revised Settlements and Countryside Local Plan Part 2 – DDC   | <b>T</b> |
|   |  | <b>U</b> |
|   | 14.4 To consider and comment on an Advice Note on Neighbourhood Planning and the Historic Environment - Historic England   | <b>V</b> |
| <b>15. To note General Correspondence - for information only (Not for discussion)</b> |  |          |
|   | 15.1 Correspondence listed at Appendix W   | <b>W</b> |
| <b>16. To consider the exclusion of the press and public (if required)</b>            |  |          |
|   | 16.1 Consider to resolve to exclude the press and public from the meeting as it would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. This is in accordance with the Public Bodies (Admission to meetings) Act 1960 |          |

**17. To receive any legal updates and agree instructions for the Solicitor**

17.1 To receive legal update

17.2 To agree any other actions to be taken in respect of the ongoing legal matters, and agree instructions for the Solicitor

**18. To note the dates of future meetings**

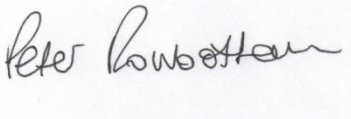
18.1 Planning Committee –Monday 11<sup>th</sup> December 2017

18.2 Media and Communications Committee – Wednesday 17<sup>th</sup> January 2018

18.3 Full Council – Thursday 21<sup>st</sup> December 2017

**19. Urgent matters for report only**

(Notified to the Chairman before the meeting)



**Mr Peter Rowbotham**

**Clerk to the Council**

26<sup>th</sup> November 2017

10 Shelland Close  
Market Harborough  
Leicestershire  
LE16 7XU  
Tel : 079 8314 1786  
Email:Clerk@brixworthpc.org.uk