



## **Brixworth Parish Council**

**Minutes of the meeting held on Tuesday 25th April 2017**

**The Community Centre, Spratton Road, Brixworth**

**Councillors:** Councillor Alex Coles (Chairman) Councillor Jackie Bird, Councillor Neal Brown, Councillor Elaine Coe, Councillor Stuart Coe (from 7.33pm), Councillor James Collyer, Councillor Stephen James, Councillor Anthony Jennings, Councillor Sandra Moxon, Councillor Kevin Parker and Councillor Peter Saxton

**In Attendance:** Peter Rowbotham (Parish Clerk)

**Members of the Public – Two**

### **17/3734 Welcome**

The Chairman welcomed everyone to the meeting and reminded attendees of the fire procedures. He also reminded Councillors that the meeting was being recorded.

### **17/3735 Apologies for Absence**

Apologies had been received from Councillor Barratt. The reason offered was that he had felt in the past that he had been prevented from speaking fully about an agenda item. The Parish Council did not accept the apologies for absence.

### **17/3736 Declarations of Interest**

Councillor Jennings declared a non-pecuniary interest regarding the item relating to Brixworth Juniors Football Club. (Minute 17/3744)

### **17/3737 Minutes of the previous Meeting**

The minutes of the Council meeting held on 28<sup>th</sup> March 2017 were agreed and signed as a true and accurate record.

### **17/3738 Public Open Forum**

Mr Nice was attending the meeting in his capacity as a representative of the Brixworth Heritage Group and requested permission to speak later in the meeting on the 'Brixworth Finds'. This was agreed by the Chair.

### **17/3739 To Receive a Police Representative Report**

The Brixworth ASB and Crime report had been received for March 2017. This report was received by the Parish Council.

The next Police Surgery would be held at the Community Centre on Saturday 29<sup>th</sup> April. Councillor Coles and Councillor Brown would be speaking to the Police Representative on the day to raise the community safety issues that have been highlighted by residents. The Media and Communications Committee would promote the surgery.

### **17/3740 Parish Council Surgery of 4<sup>th</sup> March 2017**

Councillor Jennings and Councillor Pittam had hosted a Council Surgery and reported the following issues:

- Litter in old Harborough Road
- Sewerage overflow in Silver Street caused by fly tipping of waste oil.

A review would be carried on the Parish Council litter bins by the Parish Clerk. The Media and Communications Committee would consider publicising the review and asking for public feedback. This would be built into the Posting Plan.

The report was accepted by the Council.

#### **17/3741 Parish Council Surgery of 6<sup>th</sup> May 2017**

The next Parish Council surgery would take place on Saturday 6<sup>th</sup> May 2017.

Councillor Parker and Councillor Jennings would be hosting the Surgery.

#### **17/3742 Planning**

The list of decisions for the Brixworth planning applications for March 2017 was received by the Council.

The minutes of the Planning Committee of 13<sup>th</sup> March 2017 were also received by the Council.

#### **17/3743 Media and Communications**

The minutes of the Media and Communications Committee of 15<sup>th</sup> March 2017 were received by the Council.

It was agreed to purchase uniforms for staff with 'Brixworth Parish Council' marked on them. Subject to budget provision it was agreed to allocate £300 for the procurement. This was proposed by Councillor Brown and seconded by Councillor Bird. Unanimous.

The Brixworth Bulletin items needed chasing up by the Clerk to meet the deadlines for the Summer edition.

#### **17/3744 Recreation**

Brixworth Juniors had applied for a Special Event Agreement to use St David's Recreation Ground on 11<sup>th</sup> June 2017. This was for the end of season awards and 6 a side football games.

The Parish Council did not have any objection to an awards ceremony but did want any organised football in the close season to allow adequate time for maintenance.

It was agreed that the Brixworth Juniors Football Club be notified that the request to play football on that day be refused on the grounds that the pitches needed resting.

This was proposed by Councillor James and seconded by Councillor Elaine Coe.

Councillor Jennings had declared a non-pecuniary interest in the item and had abstained.

#### **17/3745 Environment – Clean Green Project**

The paper from the Project Coordinator of the Clean and Green Project had been circulated and was received by the Council.

#### **17/3746 Personnel Sub Committee**

The Council noted the private and confidential note regarding the Parish Clerks Appraisal. This report was received by the Council.

#### **17/3747 Rolling Budget**

The Rolling Budget report for April 2017 was received by the Council.

#### **17/3748 Bills for Payment**

The Council resolved to pay the bills for April. These are as follows:

<b>Direct Debit Payments</b>		<b>£</b>	<b>£</b>	<b>£</b>
EE	Parish Clerks telephone - 15th monthly	18.00	3.60	21.60
EON	Electricity -monthly - 1st	61.90	3.10	65.00
BT	Information Point Telephone Quarterly	117.16	23.43	140.59
BT	Telephone Bill	63.70	12.74	76.44

Retrospective Approvals		Net Amount	VAT	Total
				-
<b>BACS Payments</b>				
Staff	Salaries / Pay Roll (net)	3,240.80		3,240.80
HMRC	PAYE	979.35		979.35
LGSS	Pension Scheme	570.59		570.59
Peter Rowbotham	Expenses & Allowance	182.17		182.17
NCALC	Subscriptions and Audit Services	1,707.09		1,707.09
EON	Electricity Tantree Way Footpath lights	97.36	4.87	102.23
R&G	Mowing of Recreation Grounds	380.42	76.08	456.50
Mower Shop	Sealant and Fuel Mixing Bottle	23.76	4.75	28.51
ESPO	Laser Jet Ink Cartridge	39.50	7.90	47.40
AH Blaston	Diesel, Petrol, Oil, Wipers (Mower & Van)	125.13	25.09	150.22
Olive Branch	Refreshments Annual Meeting	10.00		10.00
<b>Total Expenditure this month</b>		<b>£7,616.93</b>	<b>£161.56</b>	<b>£7,778.49</b>
<b>Receipts (Mar)</b>				
31-Mar	Interest on Reserve Account	0.76		0.76
<b>Total Income this month</b>				
<b>Bank Transfer</b>				
24-Apr	Transfer from Reserve Account to Current Account	5,000.00		5,000.00
<b>Total from Reserves this month</b>				<b>£ 5,000.00</b>

It was agreed to query the EON electricity bill for Tantree Way. Further details would be requested by the Clerk. The payments listed, subject to this query being resolved, was proposed by Councillor Coles and seconded by Councillor Brown. Unanimous.

### **17/3749 Bank Reconciliation**

The Council noted the bank reconciliation report.

	<i>Cash Book Balance as Statement 31<sup>st</sup> March 2017</i>	<i>Unreconciled Report</i>	<i>Total Balance</i>
<i>Current Account</i>	£3,847.66		£3,847.66
<i>Capital Reserve Account</i>	£85,228.14		£85,228.14
<i>Total</i>	£89,075.80		£89,075.80

### **17/3750 Clerks Report**

The Parish Clerks Report was noted by the Council.

The Best Village Competition Judges visit was set for 16<sup>th</sup> May and this would reflect the range of Community Organisations backed by the active volunteers. Councillor Brown and Councillor Moxon offered to help with the

presentation.

The Clerk had shared his email correspondence regarding ASB with the local PCSO. The Parish Council was unhappy with the response received. The Parish Council also expressed disappointment that the PCSO had left the Neighbourhood Policing Team without any formal notification.

It was agreed to raise the issues at the Police Surgery and based upon this response, a letter be sent to Sergeant Dobbs at Daventry Police.

It was agreed that the Chair and/or the Clerk write the letter and the Council be kept informed of any response.

This was proposed by Councillor Brown and seconded by Councillor Saxton.

#### **17/ 3751 Brixworth Finds**

Mike Nice from the Brixworth Heritage Group had submitted a paper on the Brixworth Finds.

It was agreed that the Parish Council notes the current position and approves that the Brixworth Heritage Group retains its status as a working group of the Parish Council. This will enable the group to seek funds for suitable display equipment for the project.

This was proposed by Councillor Brown and seconded by Councillor Elaine Coe. Unanimous.

#### **17/3752 Vice Chair**

The Parish Council noted the report regarding the Vice Chair position.

#### **17/3753 Grant Application**

Councillor Bird declared a non pecuniary interest in this item.

Further information had been requested from the Central Sports Club but this had not been received. This matter would be deferred until the necessary paperwork had been submitted.

#### **17/3754 Consultations**

The Council had been asked for comments on the Definitive Footpaths within the Parish. It was agreed that the Neighbourhood Planning Group would complete this on behalf of the Council. This would be carried out in conjunction with Councillor Moxon.

The Centrebus 60 bus service was under review. It was agreed that a wider consultation with the community should take place via social media. This would be done and any comments received would be fed back to Northamptonshire Highways. It was requested that for any future changes then an extended deadline should always be requested. This was proposed by Councillor Stuart Coe and seconded by Councillor Brown.

#### **17/3755 General Correspondence**

The list of general correspondence was noted by the Council.

#### **17/3756 Legal Update**

The Parish Council had noted that both the Chair and the Clerk had completed the ACAS Equalities Training.

There was an option to host a two hour equalities training course at a cost of £300. The alternative was to utilise the ACAS training services.

It was agreed that all Councillors without existing equalities certificates be requested to complete the on line ACAS Equalities Training. All councillors who complete this training should supply a copy of the completion certificate to the Parish Clerk.

This was proposed by Councillor Brown and seconded by Councillor Stuart Coe.

#### **17/ 3757 Exclusion of Press and Public**

The Council resolved 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

This was proposed by Councillor Brown and seconded by Councillor Jennings. Unanimous.

**17/3758 Litter Picking Function**

The Council resolved not to take on the responsibility for urban litter picking from the Daventry District Council. It was hoped to review this position during the next financial year.

This was proposed by Councillor Brown and seconded by Councillor James. Unanimous.

**17/3759 Dates of Future Meetings**

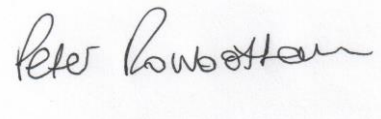
Planning – 15<sup>th</sup> May 2017  
Annual Council Meeting – 16<sup>th</sup> May 2017  
Media and Communications – 17<sup>th</sup> May 2017  
Full Council – 23<sup>rd</sup> May 2017

**17 3760 Urgent Matters for Report Only**

There was no urgent business to report.

**The meeting closed at 9.21 pm**

*Signed as a true and accurate record*



**Councillor Alex Coles**  
**Chairman**  
**Brixworth Parish Council**  
23<sup>rd</sup> May 2017

**Peter Rowbotham**  
**Parish Clerk**  
**Brixworth Parish Council**  
10<sup>th</sup> May 2017

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