



Brixworth Parish Council

Minutes of the meeting held on Tuesday 25th July 2017

The Community Centre & Library, Spratton Road, Brixworth NN6 9DS

Councillors: Councillor Alex Coles (Chairman), Councillor Stephen James, Councillor James Collyer, Councillor Anthony Jennings, Councillor Sandra Moxon, Councillor Peter Saxton, Councillor Kevin Parker and Councillor Caitlin Braham-Nicoll

Apologies: Councillor Neal Brown, Councillor Stuart Coe, Councillor Elaine Coe, Councillor Ian Barratt and Councillor Jackie Bird (away)

Absent: Councillor Justyna Pittam

In Attendance: Peter Rowbotham (Parish Clerk) and Rhian Morgan, Heritage Policy Officer of Daventry District Council

Members of the Public – 2

17/3843 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.

17/3844 Apologies for Absence

Apologies had been submitted by Councillor Bird, Councillor Brown, Councillor Stuart Coe, Councillor Elaine Coe and Councillor Barratt. These apologies were accepted by the Parish Council.

17/3845 Declarations of Interest

Councillor Jennings declared an pecuniary interest in an item identified within the Clerks Report. (Land at Pytchley Way)

17/3846 Minutes of the Previous Meeting of 27th June 2017

The minutes of the Parish Council of 27th June 2017 were signed as true and accurate record of the meeting.

17/3847 Public Open Forum

There were no issues raised within the Public Forum.

17/ 3848 Dispensation Request

A dispensation request had been received from Councillor Braham-Nicoll to speak and vote at Parish Council/ Committee meetings on matters relating to the Brixworth Community Centre. The request was from 25th July 2017 for a four year period. The dispensation request was agreed. This as proposed by Councillor Coles and seconded by Councillor James.

17/3849 Police Representative Report

The Brixworth ASB and Crime report had been circulated for June 2017. The activity report was received by the Parish Council.

17/3850 Portable Speed Sign

A portable road sign for the village had been included within the 17/18 budget for implementation. A meeting was to be held on 26th July 2017 and feedback would be provided to the next meeting on 29th August 2017.

17/3851 Parish Council Surgery of 3rd June 2017

A written report had been submitted for the surgery held of 3rd July 2017. Overhanging trees had been reported and the Clerk had processed this through the County Council Street Doctor system.

17/3852 Next Parish Council Surgery

The next Parish Council surgery would take place on Saturday 5th August 2017. Councillor Parker and Councillor Braham-Nicoll would be hosting this Surgery.

17/3853 Planning

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

The minutes of the Planning Committee held on 26th June 2017 would be presented to the meeting on 29th August 2017.

Rhian Morgan, Heritage Policy Officer of Daventry District Council presented an overview of the work by Daventry District Council on the Appraisal & Management Plan for the Brixworth Conservation Area.

The revised Conservation Area had been extended in some parts but rationalised in others. Brixworth Hall Park and the Swedish Houses were now included. The Parish Council can also put forward its own suggestions for a local list – which offers extra weight on the preservation of local historic assets. Some areas had also been identified for improvements and opportunities would be taken for enhancements.

The Parish Council would comment to Daventry District Council within the deadline and the matter would be placed on the Planning Committee agenda. The eight week consultation exercise would end on Monday 4th September 2017.

17/3854 Media and Communications

The meeting of the Media and Communications Committee scheduled for 14th June 2017 had not taken place as it had not been quorate.

17/3855 Parks and Recreation

The Parish Council had the responsibility for the maintenance of the Millennium Gardens. It was currently in an overgrown state and needed some radical work to cut back the hedges and shrubs. It was agreed that the urgent work be carried out by R&G at a one off cost of up to £690. Financial Regulation 10.3 was waived. This was proposed by Councillor Coles and seconded by Councillor James.

It was agreed that the maintenance work for 17/18 should be carried out by R&G at a cost of £636. Financial Regulation Order 10.3 was waived. This was proposed by Councillor James and seconded by Councillor Parker.

The spending was within budget and the Parish Council has the power to incur this expenditure under the Public Health Act of 1875 and the Open Spaces Act of 1906.

The annual ROSPA Inspection Report had been received. The Tennis Courts had been included in the inspection and several items highlighted for attention which would be attended to. The longer term future use of the Tennis Courts would be determined by the Brixworth Sports Council. A further report on the Tennis Courts would be brought back to a future meeting.

17/3856 Financial Transactions including payments for approval – June 2017

The financial transactions for July 2017 were noted by the Council. The Parish Council resolved to pay the bills for July 2017. This was proposed by Councillor James and seconded by Councillor Saxton Unanimous

Direct Debit Payments		£	£	£
EE	Parish Clerks telephone - 15th monthly	18.89	3.78	22.67
EON	Electricity -monthly - 1st	55.24	2.76	58.00
Approved at last meeting		Net Amount	VAT	Total
William Graham Law	Counsel's Fee	600.00	120.00	720.00
BACS Payments				
Staff	Salaries and Wages (4 week month)	3,460.35	0.00	3,460.35
HMRC	PAYE (less overpayment)	8.40	0.00	8.40
LGSS	Pension Scheme	570.59	0.00	570.59
Peter Rowbotham	Employment related Expenses	161.28	0.00	161.28
Peter Rowbotham	Office related expenses	23.99	0.00	23.99
Screwfix	Security Chain	18.33	3.66	21.99
Amey	Trade Bin St David's - quarterly	235.69	47.14	282.83
AH Blason & Son	Fuel	126.25	25.25	151.50
Supaskips	Skip - St David's	120.83	24.17	145.00
Mower Shop	Deflector	21.25	4.25	25.50
Fenland Leisure	Swing Seat	36.92	7.38	44.30
Joseph Hodgeson	Roundabout work	75.00	0.00	75.00
R&G	Mowing	724.22	144.85	869.07
Screwfix	Door closer & swarfega	21.64	4.33	25.97
NALC	Chairmanship training	72.00	0.00	72.00
NALC	Flying Start	42.00	0.00	42.00
EON	Street Lighting	31.87	6.37	38.24
Plantscape	Planters, liners and brackets	1,102.95	220.59	1,323.54
The Mower Shop	Mixing Bottle	5.00	1.00	6.00
ESPO	Files	10.16	2.03	12.19
ROSPA	Playground inspections	210.00	42.00	252.00
Total Expenditure this month		5,458.01	659.56	8,412.41
Receipts (June)				
Interest	Capital Account	0.66	0.00	0.66
Total Income this month		0.66	0.00	0.66
Bank Transfer				
From Revenue	to cover the capital budget	1,363.93	0.00	1,363.93
Total from Revenue to Capital this month				1,363.93

17/3857 Rolling Budget for July 2017

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

17/3858 Bank Reconciliation as at 30th June 2017

The Bank Reconciliation report was received by the Parish Council.

Revenue Account (current)	£42,736.30
Capital Account	£80,230.94
Total bank balance at 30 June 2017	£122,967.24

17/3859 Parish Council s Reserves as at 30th June 2017

Total Cash in Bank	£122,967.24
Earmarked and Restricted	£ 81,594.87
Balance	£ 41,372.37

17/3860 Clerks Report

The Parish Clerk's Report was noted by the Council.

17/3861 Cover for the Parish Clerk

The Parish Council noted the leave arrangements for the Clerk during August. The Clerk from Moulton Parish Council would cover telephone and email contact. The Clerk from Pitsford Parish Council would cover the minute taking of the Planning Committee.

17/3862 Village of the Year

Thanks were recorded to the different groups who had participated in the competition. The Village had been highly commended by the judges and a feedback report would be received. This would be shared with the Parish Council.

17/3863 Consultations

Details of the proposed changes to the Governance of the Fire and Rescue Service had been received. Future public consultations would be promoted on the Parish Councils Social Media pages.

17/3864 General Correspondence

The list of general correspondence was noted by the Council.

17/ 3865 Legal Updates

There were no updates to report.

17/3866 Dates of Future Meetings

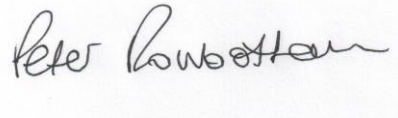
- Planning –7th August 2017
- Media and Communications – 23rd August 2017
- Full Council – 29th August 2017

17/3867 Urgent Matters for Report Only

No urgent matters had been raised.

The meeting closed at 8.12 pm

Signed as a true and accurate record

A handwritten signature in black ink that reads "Peter Rowbotham". The signature is written in a cursive style with a large initial 'P'.

Councillor Alex Coles
Chairman
Brixworth Parish Council
29th August 2017

Peter Rowbotham
Parish Clerk
Brixworth Parish Council
24th August 2017

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