



Brixworth Parish Council

Minutes of the meeting held on Tuesday 28th February 2017

The Community Centre, Spratton Road, Brixworth

Councillors: Councillor Alex Coles (Chairman), Councillor Ian Barratt, Councillor Jackie Bird, Councillor Neal Brown, Councillor Elaine Coe, Councillor Stuart Coe, Councillor James Collyer, Councillor Stephen James, Councillor Sandra Moxon and Councillor Kevin Parker.

In Attendance: Peter Rowbotham (Parish Clerk)

Members of the Public – Six

17/3651 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

17/3652 Apologies for Absence

Councillor Saxton and Councillor Pittham had offered apologies due to work commitments. Councillor Jennings offered his apologies due to illness. The meeting accepted the apologies

17/3653 Declarations of Interest

No declarations of interest had been declared.

17/3654 Minutes of the previous Meeting

The minutes of the meeting held on 24th January 2017 were agreed as a true and accurate record. This was proposed by Councillor Coles and seconded by Councillor Brown.

17/3655 Public Open Forum

The public had no issues to raise in the Open Forum.

17/3656 Police Representative Report

The ASB and Crime report for Brixworth had been received covering January 2017. This report was received.

17 /3657 Parish Councillors Surgery

Councillor Bird and Councillor Collyer had attended the surgery on 4th February 2017. The following issues were raised by members of the public:

- Traffic Calming on Holcote Road – It was thought that the chicane was dangerous. There was a request that a bollard be placed near the kerb. Councillor Moxon, as the Parish Councils representative on Highways matters, would raise this matter with the Northants County Council and feedback to the resident.
- There was a request for the use of a speed camera outside of the school.
- Concerns were raised on both litter and dog fouling.
- Car parking on verges was a concern on Parkfield Road.

Additional related issues were raised within the meeting:

Concern regarding car parking congestion around the service area behind the shops. This would be brought back to the next meeting. Councillor Brown would speak to the landowner.

A member of the public thought that Holcot Road needed a 'Stop' sign at the junction – not a 'Give Way'. Councillor Moxon will raise this with Northants County Council.

The next Parish Council surgery is to take place on Saturday 4th March and Councillors Bird and Collyer would be present.

17/3658 Planning : Land south of Brixworth

This land is administered by Saville's and Merchant Venturers. Concern was expressed both with the permissive footpath closures and the planting of trees which would eventually change the landscape and views of the area. The Neighbourhood Planning Steering Group had this in hand and was monitoring the situation. Daventry District Council did not have the powers to control these changes to the landscape.

17/3659 Planning Decisions

The list of planning decisions of January 2017 were received by the Council.

17/3660 Minutes of the Planning Committee

The minutes of the Planning Committee for 28th November and 30th January were received by the Council. Councillor Stuart Coe noted the concerns regarding the permissible footpaths in the minutes of 30th January and asked about possible solutions. Councillor Coles confirmed that the permissible footpath scheme had now ended. The Neighbourhood Planning Steering Group was engaging local farmers and landowners on behalf of the Parish Council. Alternative funding may become available which could then be used to replace the lost permissible footpath funding.

17/3661 Minutes of the Media and Communications Committee

The minutes 14th December 2016 and 11th January 2017 were received by the Council.

17/3662 Report of the Recreation Working Group.

Although concerns were expressed regarding the financial costs on the playing fields it was a priority for the Parish Council to provide playing fields for everyone, especially children. The existing Recreation Grounds were not intended to be used exclusively by the Football Club. The current level of football use was thought high which was proving unsustainable. There was no easy solution to the problem of over use which had mainly impacted on the goal mouth areas. Managing expectations remained challenging during a time when the demand was increasing. A written report had been submitted from the Recreation Working Group recommending dissolving this Group and strengthening up the structure to tackle the new challenges.

It was agreed that it was appropriate for the full Council to lead on Recreation matters. To enable a review of the playing hours it was requested that the Clerk seek further information from the Junior Football Club on usage and teams etc. The Clerk was also asked for a position statement on the various legal documents relating to the Recreation Grounds. This was proposed by Councillor Coles and seconded by Councillor Brown. Unanimous.

17/3663 Storage at St David's Recreation Ground.

The Parish Council has been working with the Junior Football and Cricket Clubs to create storage space at the Recreation Ground. The Council had been asked to provide two skips at a maximum cost of £280 to assist in the clearance of a small site which had accumulated grass cuttings. This could be funded from an underspend in the budget.

It was agreed to fund the two skips at a maximum cost of £280. This was proposed by Councillor Parker and seconded by Councillor Brown. Four Councillors voted for the motion, three against with three abstentions.

17/3664 Special Events on Council Owned Land – Fees & Charges

The Special Events Agreement form included charges for a deposit and rent.

The Clerk was asked to benchmark this charge with other Councils for the next review.

It was proposed by Councillor Brown that a returnable deposit of £500 and a rent fee of £100 per day be charged to any profit organisations, non-residents or charities/ organisations that are not based within the Parish. There would be no charge for Brixworth residents and local groups. This was seconded by Councillor Bird. This was agreed by the Council. Councillor Moxon opposed.

17/3665 Grass Cutting of Highway Verges

Subject to clarity on any changes compared to the previous years agreement, it was agreed to enter into the agreement with Northants County Council to carry out the 2017 highway verge grass cutting with an income of £1371.23. This was proposed by Councillor Coles and seconded by Councillor Brown. Councillor Parker abstained.

17/3666 Urban Litter Picking

Daventry District Council has asked if the Parish Council would consider taking on the litter picking function in its urban area. It was agreed to declare an informal interest but more information was required before proper consideration could be given.

This was proposed by Councillor Brown and seconded by Councillor James. Councillor Parker abstained.

17/3667 Commuter Traffic

An e mail had been received expressing concern re the traffic using the village as a 'rat run'.

The correspondence was noted and would be acknowledged. A copy would be forward to County Councillor Irvine Swift.

17/3668 Paint Means Poo

Councillor Moxon would submit a written report to the March meeting.

17/3669 Litter Campaigns

Councillor Moxon reported that the community litter pick was planned for Saturday 18th March 2017 and marketing resources were being used from the Great British Spring Clean event.

17/3670 Hanging Baskets

Councillor Moxon reported that work was ongoing with the Scouts developing this project.

17/3671 Auditor arrangements

The Auditor, selected by Northants CALC for 2016/17 would be David Linnell. The external Auditor would be BDO. This was noted.

17/3672 Systems of Internal Control

A document outlining the 'Systems of Internal Control' had been circulated. This was noted by the Council.

17/3673 Financial Regulation 2.6

It was agreed to add 'the named individual internal auditor shall serve no more than four years' to Financial Regulation 2.6.

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

17/3674 The Rolling Budget

The Rolling Budget was received by the Council.

17/3675 Bills for Payment February 2017

The following bills were approved for payment:

Retrospective Approval		Net Amount	VAT	Total
XMA Limited	Ink Cartridges - Overdue invoice	£ 31.30	£ 6.26	£ 37.56
Direct Debit Payments				
EE	Clerks telephone - monthly	£15.41	£3.08	£18.49
EON	Electricity -monthly - 1st	£ 61.90	£3.10	£65.00
Raspberry Communications	Cancelled			
BACS Payments				
R&G	Aerate Pitches	£ 282.52	£ 56.50	£ 339.02
Hassett Fencing	Fencing Materials	£ 32.01	£ 6.40	£38.41
Information Commissioner	Data Protection renewal	£ 35.00	£ -	£35.00

Raspberry Communications	Call Charges up to 31 January 2017	£ 31.00	£ 6.20	£37.20
Raspberry Communications	Contract Termination Costs	£607.35	£ -	£ 607.35
Peter Rowbotham	Monthly allowance and expenses	£108.91	£ -	£108.91
Lovell Hardware	Materials	£ 121.88	£ 24.38	£146.25
Hassett Fencing	Posts	£19.59	£ 3.92	£ 23.51
Anglian Water	Water and Sewerage at The Ashway	£ 50.10	£ -	£ 50.10
ESPO	Cleaning Materials	£ 33.96	£ 6.79	£40.75
Staff	Salaries/ Pay roll	£3,722.13	£ -	£3,722.13
HMRC	PAYE	£ 1,014.17	£ -	£1,014.17
LGSS	Pension Payments	£ 570.59	£ -	£ 570.59
AH Blason & Son	Headlamp unit - Vehicle	£ 120.00	£ 24.00	£144.00
AH Blason & Son	New tyre - Vehicle	£ 58.50	£ 11.70	£ 70.20
AH Blason & Son	New bulb. Diesel	£40.70	£8.15	£ 48.90
Total Expenditure		£ 6,957.02	£160.48	£7,117.54

Proposed by Councillor Brown and seconded by Councillor James.

17/3676 Bank Reconciliation at 31st January 2017

	Cash Book Balance as Statement 31st January 2017	Unreconciled Report	Total Balance
<i>Current Account</i>	2,466.39		2,466.39
<i>Capital Reserve Account</i>	£100,227.37		£100,227.37
<i>Total</i>	£102,693.76		£102,693.76

The Bank Reconciliation for February 2017 was noted

17/3677 Parish Council Reserves as at 31st January 2017

Cash at Bank at 31 st January 2017	£102,693.76
Less Earmarked/Restricted Reserves	£ 69,495.99
General Reserves Total	£ 33,197.77

The Parish Council reserves were noted by the Council.

17/ 3678 Admin

The Parish Clerks report for February was noted by the Council.

17/3679 Annual Meeting of Parish Council – Tuesday 16th May 2107

Preparations were in hand for the Annual Meeting. Councillor Coles, indicated that he would be standing down as Chairman of the Council at this meeting.

17/3680 Circus – Request for a site

It was agreed that more information be sought from the Circus before proper consideration could be given. This was proposed by Councillor Moxon and seconded by Councillor Stuart Coe. Councillor Brown opposed. Councillor Bird abstained.

17/3681 Funding for the photo society

A request had been received from the Brixworth Photographic Society for financial support to produce local calendars.

It was agreed that £800 be contributed to the project, subject to the agreement of a suitable beneficiary. This payment was made in accordance with the Local Government Act 1972, Section 137.

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

17/3682 ACRE Best Village Competition

It was agreed to enter the 'larger villages' section in the 2017 best village competition

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

During the following item the meeting became 'out of time' exceeding the 2.5 hours. The Parish Council agreed to extend the meeting in order to complete the business. This was proposed by Councillor Coles and seconded by Councillor Moxon. This was carried with six Councillors in favour and four opposed.

17/3683 Christmas Tree Project

The Parish Clerk had submitted a report on the 2016 Christmas Tree Project.

The Chair requested that any concerns regarding this project should be directed in writing to the Parish Clerk who would then look into all of the matters raised.

17/3684 Consultations

The consultation regarding the NCC Prioritisation Framework was noted.

17/3685 Correspondence

The list of correspondence was noted.

17/3686 Legal Updates

It was noted that the County Court telephone hearing on 20th February had been vacated. The date for the Employment Tribunal Costs Hearing was set for Monday 5th June 2017. Noted.

17/3687 Dates of Future Meetings

Planning – 13th March 2017

Media and Communications – 15th March 2017

Full Council – 28th March 2017

17/3688 Urgent Matters for Report Only

There were no urgent items to report

The meeting closed at 948pm

Signed as a true and accurate record

Councillor Alex Coles
Chairman
Brixworth Parish Council
28th March 2017

Peter Rowbotham
Parish Clerk
Brixworth Parish Council
20th March 2017
Telephone : 079 8314 1786
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