



Brixworth Parish Council

Minutes of the meeting held on Tuesday 23rd May 2017

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

Councillors: Councillor Alex Coles (Chairman), Councillor Neal Brown, Councillor Elaine Coe, Councillor Stuart Coe, Councillor James Collyer, Councillor Anthony Jennings, Councillor Kevin Parker and Councillor Justina Pittam

In Attendance: Peter Rowbotham (Parish Clerk)

Members of the Public – 1

17/3781 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.

17/3782 Apologies for Absence

Apologies had been received from Councillor James (Family Commitments), Councillor Saxton (Work) and Councillor Bird (Abroad). The apologies were accepted.

17/3783 Declarations of Interest

None declared.

17/3784 Minutes of Previous Meetings

The following amendments to the minutes were submitted:

25th April 2017

17/3739 – Councillor Parker (not Councillor Brown) together with Councillor Coles would be speaking to the Police Representative. This change to the minutes was proposed by Councillor Coles and seconded by Councillor Parker.

16th May 2017

17/ 3762 – Councillor Coles had signed the declaration of acceptance of office.

17/3769 – To read 'Membership shall consist of four nominated members of the Parish Council plus the Clerk'.

This following was removed from the minute 'and the Vice Chairman of the Parish Council, or the Chairman if there is no Vice Chairman'.

17/3770 – To read 'Councillor Moxon'

17 3771 – To read 'Councillor Parker'

17/3777 – To read 'Councillor Elaine Coe'

The amendments to the minutes were proposed by Councillor Coles and seconded by Councillor Brown.

Unanimous.

Subject to the changes the minutes were agreed and signed as a true and accurate record.

17/3785 Public Open Forum

Mr Nice on behalf of the Neighbourhood Planning Group recorded thanks to Councillor Parker regarding his work at the Daventry District Council regarding his handling of the recent Merry Tom Lane planning application which had been refused.

**17/3786 Police Representative Report**

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

17/3787 Letter to the Police

Proposed correspondence with Sgt Dobbs of the Northants Police was discussed by the Parish Council. It was agreed that it was essential that the Parish Council's positive relationship with the Police be maintained.

It was agreed to send the letter (as circulated) together with an additional paragraph inviting a response from Sgt Dobbs. This was proposed by Councillor Coles and seconded Councillor Parker.

17/3788 Parish Council Surgery of 4th March 2017

Councillor Parker reported that the surgery on 4th March attracted no visitors. There was, therefore, nothing to report.

17/3789 Next Parish Council Surgery

The next Parish Council surgery would take place on Saturday 3rd June 2017.

Councillors Stuart Coe and Councillor Coles would be hosting the Surgery.

17/3790 Planning

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

The minutes of the Planning Committees of 3rd April and 24th April 2017 were also received by the Council.

17/3791 Media and Communications

The minutes of the Media and Communications Committee of 12th April 2017 were received by the Council.

17/3792 Recreation - Sports Council

It was agreed to appoint Councillors Jennings, Collyer and Moxon as the three Parish Councillors to be representatives on the Brixworth Sports Council. This was proposed by Councillor Brown and seconded by Councillor Stuart Coe.

It was agreed that the appointed Councillors determine the compilation of the Sports Council. This was proposed by Councillor Brown and seconded by Councillor Stuart Coe.

It was agreed that the appointed Councillors prepare a three-month plan which would outline and clarify the Sports Council's vision, aims objectives and remit. This was proposed by Councillor Elaine Coe and seconded by Councillor Brown. Unanimous.

It was agreed that the appointed Councillors bring back a written report to the next Council Meeting to be held on 27th June 2017. This was proposed by Councillor Stuart Coe and seconded by Councillor Parker. Unanimous.

17/3793 Accounting Statement

The accounting statement was deferred to the next meeting.

17/3794 Council's Insurance Renewal

The Council's insurance renewal had been received from AON. The premium was £1,535.00 which included Insurance Premium Tax. The Parish Clerk was asked to seek two alternative quotes and was delegated to seek the renewed insurance based upon the principles of best value. This was proposed by Councillor Coles and seconded by Councillor Jennings. Unanimous.

17/3795 Rolling Budget

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

17/3796 Bills for Payment

The Council resolved to pay the bills for May 2017. These are as follows:

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Direct Debit Payments		£	£	£
EE	Parish Clerks telephone - 15th monthly	16.21	3.24	19.45
EON	Electricity -monthly - 1st	55.24	2.76	58.00
Information Commissioner	Agree to pay annual subscription by DD - £35			
Retrospective Approval		Net Amount	VAT	Total
	None			-
BACS Payments				
Eon	Street Lighting for the quarter ending 31 March	31.87	6.37	38.24
Screw Fix/ Trade UK	Roofers seal, swarfega, blue rolls and cable ties	34.61	6.90	41.51
Chubb	Emergency Lighting System at The Ashway	152.86	30.57	183.43
Aon UK Limited	Insurance Renewal	1,535.00		1,535.00
Anglian Water	Water & sewerage Charges for The Ashway	41.42		41.42
R&G	Mowing at St Davids and The Ashway	1,174.45	234.89	1,409.34
Centre for Civil Society	Accreditation balance	12.00		12.00
AH Blaston	Fuel	129.50	21.58	151.08
Staff	Salaries and Wages	3,240.80		3,240.80
HMRC	PAYE	979.35		979.35
LGSS	Pension Scheme	605.94		605.94
Peter Rowbotham	Expenses and Allowances	237.19		237.19
Total Expenditure this month		8,009.25	306.31	8,552.75
Receipts (Apr)				
27-Apr	Precept from Daventry DC (half year)	65,435.00		65,435.00
28-Apr	Interest (Reserve Account)	0.65		£ 0.65
Total Income this month		65,435.65	0.00	65,435.65

The payment list, together with details of receipts, was proposed by Councillor Stuart Coe and seconded by Councillor Parker. Unanimous.

17/3797 Bank Reconciliation as at 30th April 2017

The Parish Council noted the bank reconciliation report .

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	<u>Cash Book Balance as Statement 30th April 2017</u>	<u>Unreconciled Report</u>	<u>Total Balance</u>
Current Account	£80,229.55		£80,229.55
Capital Reserve Account	£66,506.82		£66,506.82
Total	£146,736.37		£146,736.37

17/3798 Parish Council Reserves

The Parish Councils reserves were noted.

Cash at Bank at 30 th April 2017	£146,736.37
Less Earmarked/Restricted Reserves	£69,495.99
General Reserves Total	£77,240.38

17/3799 Admin

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

17/ 3800 Consultations

None received.

17/3801 General Correspondence

The list of general correspondence was noted by the Council.

The Parish Clerk would be attending the Funding Fair on 6th June.

17/3802 Legal Update

There were no legal updates to report.

17/3803 Dates of Future Meetings

- Planning – 5th June 2017
- Media and Communications – 14th June 2017
- Planning – 26th June
- Full Council – 27th June

17/3804 Urgent Matters for Report Only

No urgent matters had been raised.

The meeting closed at 8.28 pm

Signed as a true and accurate record



Councillor Alex Coles
Chairman
Brixworth Parish Council
27th June 2017

Peter Rowbotham
Parish Clerk
Brixworth Parish Council
14th May 2017

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