



Brixworth Parish Council

Councillors are hereby summoned to attend the Parish Council meeting to be held on
Thursday 21st December 2017 at 715pm
in the Village Hall, Holcot Road, Brixworth, Northampton NN6 9BS

The press and public are also invited to attend

AGENDA

Click the link below to view the supporting papers
bit.ly/bpc-2017-12

**Supporting
Papers**

1. **Welcome**
2. **Apologies for absence and acceptance of any 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 30th November 2017 **A**
 - 4.2 Full Council meeting of 11th December 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 To note the '[Sponsor a PCSO' correspondence](#)'.
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 2nd December 2017 **C**
 - 7.2 Agree those Parish Councillors attending the Surgery on Saturday 6th January 2018

- 8. Planning**
- 8.1 Receive the list of planning decisions for November 2017 **D**
- 8.2 Receive the minutes of the Planning Committee of 20th November 2017. **E**
- 8.3 To note the revised conservation area boundary and [adopted Conservation Area Plan](#). **F**
- 9. Media & Communications Committee**
- 9.1 To change the Terms of Reference to allow 5 (from 4) nominated members of the Parish Council
- 9.2 Subject to 9.1 being approved, appoint a Parish Councillor to the Media & Communications Committee.
- 10. Finance**
- 10.1 To clarify the correct legal power for expenditure on Christmas tree and lights **G**
- 10.2 Receive the financial transactions and authorise payments for December 2017 **H**
- 10.3 Receive the rolling budget **I**
- 10.4 Receive the Bank Reconciliation Report as at 30th November 2017 **J**
- 10.5 Receive a statement of the Parish Council's Reserves as at 30th November 2017 **K**
- 10.6 Receive a report on scrutiny of financial records and proper arrangements for the approval of expenditure (Internal Control)
- 10.7 Appoint a Parish Councillor to the Finance Working Group. (vacancy)
- 11. Personnel**
- 11.1 Receive a report on the Appraisal Process **L**
- 12. Expenditure**
- 12.1 Agree to the purchase of Vehicle Activated Speed Sign **M**
- 12.2 Agree to the purchase of a laptop computer and annual subscription to Microsoft Office for the Parish Clerk (revised price) **N**
- 13. Urban Grass Cutting**
- 13.1 To consider undertaking urban grass cutting for 2018/2019
- 14. Parish Clerks Report**
- 14.1 Receive the Clerk's Report **O**
- 15. To receive details of recent consultations**
- 15.1 Consider and respond to the County Council Medium Term Financial Plan including a review of Northamptonshire Libraries **P**
- 15.2 Town & Country Planning (Environmental Impact Assessment) Regulations 2017 – Request for a Formal EIA Scoping Opinion – Land at Overstone Green (Via DDC) **Q**
- 15.3 To consider any observations on recent planning applications. (Unable to meet DDC deadline if the Council waits until next Planning Committee)

Application No.	Description	Location
DA/2017/1028	Demolition of existing conservatory. Construction of two storey rear extension.	24, Grass Slade, Brixworth, Northamptonshire, NN6 9HZ
DA/2017/0936	Replace roller shutter door with glazed aluminium section and double glazed door set. Two additional windows to ground floor rear elevation and one window to first floor front elevation.	10, Staveley Way, Brixworth Industrial Estate, Brixworth, NN6 9EU
DA/2017/1210	Installation of external metal extract duct	Charter House 35, Spratton Road, Brixworth, NN6 9DS

16. Employment Tribunal

16.1 To consider publishing a full report now that the final legalities have been concluded.
[\(See minute 16/055mc from the Media and Communication Committee meeting of 13th July 2016\)](#)

17. To note General Correspondence - for information only (Not for discussion)

17.1 Correspondence listed at Appendix R

R

18. To note the dates of future meetings

18.1 Planning Committee –Monday 8th January 2018

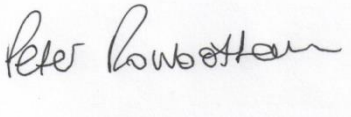
18.2 Media and Communications Committee – Wednesday 17th January 2018

18.3 Full Council (Budget Setting) – Thursday 18th January 2018

18.4 Full Council – Thursday 25th January 2018

19. Urgent matters for report only

(Notified to the Chairman before the meeting)



Mr Peter Rowbotham
Clerk to the Council
15th December 2017

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