



Brixworth Parish Council

Minutes of the meeting held on Thursday 16th November 2017
Community Centre & Library, Spratton Road, Brixworth NN6 9DS

In Attendance:

Councillors: Councillor Alex Coles (Chairman), Councillor Ian Barratt, Councillor Jackie Bird, Councillor Stephen James, Councillor Sandra Moxon, Councillor Kevin Parker and Councillor Peter Saxton

Apologies: Councillor James Collyer, Councillor Neal Brown and Councillor Caitlin Braham Nicholl

Absent: Councillor Justyna Pittam, Councillor Elaine Coe, Councillor Stuart Coe and Councillor Frances Maria Peacock

Also Present: Peter Rowbotham (Clerk) and County Councillor Irvine Swift

**Members of
the Public: – 1**

17/3926 Welcome

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

17/3927 Apologies for Absence

Apologies for absence had been received from Councillor Collyer, Councillor Brown and Councillor Braham-Nicholl.

17/3928 Declarations of Interest

None

17/3929 Finance

Councillor James, on behalf of the Finance Working Group, introduced the item and explained the process in arriving at the provisional figures. Councillor James informed the Parish Council that this was a draft document only which had been prepared for discussion. The items identified within the adopted Business Plan had been included within the draft budget. Councillor James welcomed comments and questions on the 2018-2019 budget proposals which had been circulated prior to the meeting. The following

- 1.00 Staff Costs – For discussion purposes the salaries would be grouped together to protect personal information.
- 1.02 Employee NI – are based upon the other figures within the Staff Costs Section
- 1.03 Salary Costs – lower than expected. The budget was set on expected costs which did not materialise.
- 1.08 Pensions – additional finance allowed in case of a change of circumstance
- 2.07/08 Sage Systems – Clerk to check the reasons for increase in annual subscriptions

- 4.03 Insurance – Costs have escalated leading to increased provision next year.
- 4.09 Hall Hire – May need additional amount if the charges for the Village Hall are by the hour.
- 5.00. Projects and Grants. Defined as 'special items of expenditure' which were not normally provided for by the Parish Council. This would include the s137 'free resource'. It was requested that the full amount of this budget be committed to specific projects.
- 6.00 Legal Fees. It was thought appropriate to allocate a legal budget of £1500. This was proposed by Councillor Barratt and seconded by Councillor Coles. Unanimous.
- 8.05 Trees. It was thought that there was sufficient funding for trees. There was a specific heading for trees plus budgets for locations containing trees, such as the Pocket Park.
- 8.08 Footpath/ Highways. It was noted that there had been no expenditure on this to date.
- 9.01 Village Enhancements – now contains the budget for the 2018 Christmas Lights
- 8.0 Highways and Environment – It was asked if finance should be allocated for the possible required maintenance / restoration works to the stone wall at Saxon Rise. It was thought this was the developer's responsibility as they needed to discharge the planning conditions.
- 11.00 Aspirations. It was agreed to leave the contribution to the traffic warden (11.12) and reallocate the dedicated PCSO and the Speed Sign to another financial year. This was proposed by Councillor Barratt and seconded by Councillor James.
- 11.14 ANPR – This was an efficient way of policing and the benefits to the Brixworth Community were discussed. This would be discussed at the January meeting where more information would be available.
- 12.04 Community Centre - The income from the Community Centre cleaning recharge was removed to enable the Community Centre to balance its accounts. There was a business need to increase usage of the Community Hall.

Concerns were expressed with the regard to continuing increase in precept over several years. However, it was thought that the Parish Councils increase was in line with other partners who were also financed from the collection of Council Tax.

The proposed budget within the discussion document was just under £200k. The Clerk would investigate any changes in accounting procedures if it exceeded the £200k. The Clerk would also look at the level of required contingency in relation to good practise and risk.

The Working Group was thanked for the work to date on the draft 2018/2019 budget proposals.

17/3930 Dates of Future Meetings

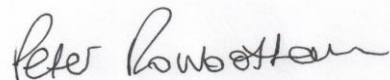
Thursday 30th November at 715pm in the Village Hall, Holcot Road, Brixworth.

17/3931 Urgent Matters for Report Only

No urgent matters had been raised.

The meeting closed at 8.41pm

Signed as a true and accurate record



Councillor Alex Coles
Chairman
Brixworth Parish Council
 30th November 2017

Peter Rowbotham
Parish Clerk
Brixworth Parish Council
 26th November 2017

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