

Brixworth Parish Council

Minutes of the meeting held on Thursday 21 December 2017

Village Hall, Holcot Road, Brixworth

In Attendance:

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 Frances Maria Peacock and Councillor Peter Saxton

Apologies: Councillor Braham-Nichol, Councillor Sandra Moxon, Councillor Kevin Parker

Absent:

Also Present: Peter Rowbotham (Clerk)

**Members of
the Public: – 5**

17/3971 Welcome

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

17/3972 Apologies for Absence

Apologies for absence had been received from Councillor Braham-Nicoll, Councillor Moxon and Councillor Parker, The apologies were accepted by the Parish Council.

17/3973 Declarations of Interest

Councillor Brown declared a non-pecuniary interest in agenda item 10.2 – Authorisation of Payments.
Councillor Elaine Coe declared a non-pecuniary interest in agenda item 15.1 – County Council Medium Term Financial Plan (including a review of Northamptonshire libraries)

17/3974 Minutes of the Previous Meeting

The minutes of the Parish Council meetings of 30th November and 11th December 2017 were agreed as a true and accurate record. This was proposed by Councillor Brown and seconded by Councillor James. Unanimous.

17/3975 Public Open Forum

A local resident expressed concern regarding the state of the local footpaths/ rights of way. He thought that the maintenance levels were inadequate and the signage also needed improving. The paths were maintained by Northants County Council. The speaker was asked to call in at the monthly Parish Council surgery to talk through

his concerns and ideas for improvements with Parish Councillors.

A representative from the Friends of Brixworth Library outlined the work to date in response to the County Council consultation exercise. She requested that the Parish Council raise the profile of the local campaign. The Parish Council would continue to promote the County Council's consultation exercise. It would also be submitting its own comments on the draft proposals.

17/3976 Community Safety

The Parish Council noted the 'Sponsor a PCSO' correspondence.

17/3977 Parish Council Surgery

The Parish Council received the report from Councillor Bird and Councillor James Collyer on the surgery held on Saturday 2nd December 2017.

As a result of continuing negative comments within the community the appearance of The Red Lion public house would be placed on the next Planning Agenda.

17/3978 Next Parish Council Surgery

The next Parish Council surgery would take place on Saturday 6th January 2017. Councillor Stuart Coe and Councillor Collyer would be attending.

17/3979 Planning

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

The minutes of the Planning Committee held on 20th November 2017 was received by the Council.

17/3980 Brixworth Conservation Area

The Parish Council noted the revised Conservation Area boundary and the adopted Conservation Area Plan.

17/3981 Media and Communications

The Terms of Reference document for the Media & Communications Committee was changed to increase the membership from 4 members to 5. This was to reduce the chances of the meeting being inquorate.

The appointment of the fifth member to the Committee was deferred until the January Meeting.

This change was agreed by the Parish Council. Proposed by Councillor Brown and seconded by Councillor Bird.

17/3982 Christmas Tree Expenditure

The Parish Council noted the advice that Section 144 Local Government Act 1972 was adequate for the purchase of Christmas Trees and Lights and it also noted that minute number 17/3912 should have stated this.

17/3983 Financial Transactions including Payments for Approval – November 2017

The list of financial transactions and payments for December 2017 was approved by the Parish Council. This was proposed by Councillor Coles and seconded by Councillor Saxton. Councillor Brown abstained.

		Net Amount	VAT	Total
		£	£	£
Direct Debit Payments				
EON	Elec monthly - Ashway Changing Rooms (1st)	43.81	2.19	46.00
Talk Talk	Broadband and Telephone monthly (11th)	38.95	7.79	46.74
EE & T Mobile	Parish Clerks telephone monthly (15th)	15.79	3.16	18.95
Retrospective Payments				
		0.00	0.00	0.00

BACS Payments				
Staff	Net Salaries and Wages (4 week month)	3,324.15	0.00	3,324.15
HMRC	PAYE	954.75	0.00	954.75
LGSS	Pension Scheme	570.59	0.00	570.59
Peter Rowbotham	Employment related Expenses	112.23	0.00	112.23
Ian Topham	Printing of Brixworth Calendars	635.13	127.03	762.16
AH Blason & Sons	Derv/ Petrol	127.50	25.50	153.00
Zurich	Motor Insurance	509.10	0.00	509.10
R&G	Grass Cutting & Hedge Trimming	976.31	195.26	1,171.57
Royal British Legion	Remembrance Day Contribution	25.00	0.00	25.00
Amey/ Enterprise	Trade Bins at St David's	235.69	47.14	282.83
Lovell Hardware	Groundsman's Materials	79.07	15.81	94.88
Lovell Hardware	Groundsman's Materials	33.60	6.72	40.32
ESPO	Batteries & Litter pickers	142.13	28.43	170.56
Hassett Fencing	The Ashway Replacement Fencing	478.12	95.62	573.74
Brixworth Bulletin	Advert	350.00	0.00	350.00
Screwfix	Cable Ties and Ladder Clamps	18.99	3.79	22.78
B&Q Tradepoint	Bolts and Rawlplugs	14.90	2.99	17.89
Community Centre	Annual Fee for use of facilities	500.00	0.00	500.00
Brixworth Juniors FC	Grant for defib cabinet (Minute 17/3848)	610.00	0.00	610.00
U3A	Grant for table tennis table (Minute 17/3926)	300.00	0.00	300.00
Cheque Payments				
Nil		0.00	0.00	0.00
Total Expenditure this month		10,095.81	561.43	10,657.24
Receipts				
Interest	Capital Account	3.02	0.00	3.02
Total Income this month		3.02	0.00	3.02
Bank Transfer				
Nil		0.00	0.00	0.00
Total transferred this month		0.00	0.00	0.00

17/3984 The Rolling Budget for December 2017

The Rolling Budget for December 2017 (Period 9) was received by the Parish Council.

17/3985 Bank Reconciliation at 30th November 2017

The Bank Reconciliation report as at 30th November 2017 was received by the Parish Council. The actual cash at the bank stood at £160,163.72.

17/3986 Reserves as at 30th November 2017

The Statement of Reserves was received by the Council. There was £87,594.87 in earmarked and restricted funds. The balance in General Reserves was £72,568.85.

17/3987 Verification of Invoices

Councillor Saxton had carried the verification of invoices. Subject to minor issues there was no concerns to raise. The Parish Council received this verbal report.

17/3988 Finance Working Group

Following a recent Parish Councillor resignation, there was now a vacancy on the Finance Working Group. It was agreed that Councillor Saxton be appointed. This was proposed by Councillor Coles and seconded by Councillor James. Unanimous.

17/3989 Speed Activated Sign

Councillor James had prepared and circulated the Project Proposal for the installation and running of a vehicle speed activated sign. The Parish Council deferred this to the meeting on 25th January 2018 in order to receive statistical evidence that the sign would have a positive impact within the community.

17/3990 Laptop Computer

The previous price quoted for the Dell Laptop had expired. It was agreed that a Dell laptop be purchased at the revised price of up to £789 (plus VAT) with Microsoft Office at a cost of £94.30 per month. This was proposed by Councillor Brown and seconded by Councillor James. Unanimous.

17/3991 Urban Grass Cutting

The Parish Council agreed to carry out the urban grass cutting on behalf of Northamptonshire County Council for 2018. The terms and conditions remained the same. The amount payable to Brixworth Parish Council will be £1371.23. This was proposed by Councillor Brown and seconded by Councillor Bird. Unanimous.

17/3992 Clerks Report

The Parish Clerks report for December 2017 was received by the Parish Council.

17/3993 Consultation – County Council Medium Term Financial Strategy (including a review of the Library service)

A letter had been compiled by the Media & Communications expressing the Parish Council's views on the Northamptonshire County Council Library proposals. This was part of the budget planning process for 2018/2019.

It was agreed that the letter be sent as soon as practical. This was proposed by Councillor Brown and seconded by Councillor Stuart Coe. Unanimous.

17/3994 Consultation – Environmental Impact Assessment – Land at Overstone Green, Northampton

It was agreed to refer this to the Neighbourhood Planning Group to comment. This was proposed by Councillor Coles and seconded by Councillor Peacock. Unanimous.

17/3995 Consultation – Planning Application DA/2017/1028**Demolition of existing conservatory. Construction of two storey rear extension. 24, Grass Slade, Brixworth, Northamptonshire, NN6 9HZ**

The Parish Council had no objections to this proposal. Proposed by Councillor Coles and seconded by Councillor James. Unanimous.

17/3996 Consultation- Planning Application 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**

The Parish Council objected to this proposal on the basis that the new ground floor window was next to the back door which was thought to be contrary to the Building Regulations. This was proposed by Councillor James and seconded by Councillor Brown.

17/3997 Consultation- Planning Application DA/2017/2010
Installation of external metal extract duct
Charter House 35, Spratton Road, Brixworth, NN6 9DS

The Parish Council objected to this proposal. The proposal was considered visually intrusive on an important locally listed building within the adopted Brixworth conservation area. It would also have a negative effect on the amenities of occupiers of adjoining properties. This was proposed by Councillor Peacock and seconded by Councillor James. Unanimous.

17/3998 Employment Tribunal

The Parish Council considered publishing a full report on this matter now that the final legalities had been conducted. Following a full discussion of the various options the Council agreed that a report should be prepared on the lessons learnt.

It was proposed that Councillor Stuart Coe set up a working group to consider the Parish Council's policies and procedures to ensure that the cause and outcomes of the Employment Tribunal would not reoccur. Councillor Saxton would work with Councillor Stuart Coe. The Parish Council requested to receive monthly updates on progress. This was proposed by Councillor Stuart Coe and seconded by Councillor Saxton.

This was a recorded vote:

For the motion: Councillor Barratt, Councillor Elaine Coe, Councillor Stuart Coe, Councillor Collyer, Councillor James, Councillor Peacock and Councillor Saxton

Against the motion: Councillor Bird and Councillor Brown.

Abstained : Councillor Coles

17/3999 General Correspondence

The list of correspondence was noted by the Parish Council.

17/4000 Dates of Future Meetings Future Meetings

- Planning Committee –Monday 8th January 2018
- Media and Communications Committee – Wednesday 10th January 2018
- Full Council (Budget Setting) – Thursday 18th January 2018
- Full Council Thursday 25th January 2018

17/4001 Personnel

It was reported that the Clerks appraisal had been completed. Nine completed forms had been returned.

17/4002 Urgent Matters for report only

Nothing to report.

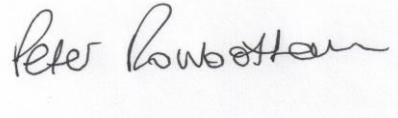
The meeting closed at 9.20pm

17/4003 Urgent Matters for Report Only

No urgent matters had been raised.

The meeting closed at 21.20pm

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' and 'R'.

Councillor Alex Coles
Chairman
Brixworth Parish Council
25th January 2018

Peter Rowbotham
Parish Clerk
Brixworth Parish Council
18th January 2018
Telephone: 079 8314 1786
E Mail: clerk@brixworthpc.org.uk