

Brixworth Parish Council

Minutes of the meeting held on Thursday 28th March 2019

Village Hall, Holcot Road, Brixworth

In Attendance:

Councillors: Councillor Stephen James, Councillor Bob Campbell, Councillor Elaine Coe, Councillor James Collyer, Councillor Alexa Dunkley and Councillor Sandra Moxon,

Apologies: Councillor Ian Barratt, Councillor Stuart Coe, Councillor Alan Lovell, Councillor Tom Mitchell, Councillor Kevin Parker and Councillor Frances Peacock.

Absent:

Also Present: Peter Rowbotham (Clerk)

Members of the Public: – 5

19/ 4485 Welcome

Councillor James welcomed everyone to the meeting of the Parish Council. He notified attendees of the evacuation procedures. He also reminded all Councillors that the meeting was being recorded.

19/ 4486 Apologies for Absence

Apologies for absence had been recorded from Councillor Barratt, Councillor Stuart Coe, Councillor Lovell, Councillor Mitchell, Councillor Parker and Councillor Peacock.

19/ 4487 Declarations of Interest

None declared.

19/ 4488 Minutes of the Previous Meeting (28th February 2019)

The minutes of 28th February 2019 were approved as a true and accurate record. This was proposed by Councillor Campbell and seconded by Councillor Elaine Coe.

19/ 4489 Public Open Forum Session

A local resident outlined the resubmitted planning application for an employment site on land to the West of Mercedes Avenue. He thought that it was important that Parish Councillors be familiar with the site before considering the application in the Planning Committee. He invited Parish Councillors to have a visit.

A local resident thought that the Speed Indicator Sign (SID) had been miscalculating the speed of passing vehicles. This would be checked out and advice sought from the supplier.

19/ 4490 Community Safety Data

The January 2019 crime figures had indicated a total of 20 reported crimes. This is a decrease from the 24 reported crimes in 2018. The Parish Council noted the available online data.

19/ 4491 Speed Indicator Device

The data from the Speed Indicator Device had been presented for Harborough Road (Inbound). This was received by the Parish Council.

19/ 4492 Parish Council Surgery – 2nd March 2019

Councillor Lovell and Councillor Parker had attended the Parish Council Surgery held on Saturday 2nd March 2019. A written report had been submitted and the points of action had been dealt with by the Clerk.

19/ 4493 Next Parish Council Surgery – 6th April 2019

The next surgery was to take place at the Community Centre 20th Anniversary event. Cover would be needed for a 6-hour period and the Clerk would email Parish Councillors to compile a rota.

19/ 4494 Planning Decisions – February 2019

The Parish Council noted the planning decisions issued during February 2019.

19/ 4495 Planning Committee Minutes

The minutes of the Planning Committee of 18th February 2019 were received by the Parish Council.

19/ 4496 Developer Correspondence

Correspondence had been received from a developer who had acquired land in Brixworth. An informal meeting had been requested to discuss development options. The Parish Council agreed that it would not wish to meet with the developer as any development site was likely to be contrary to the adopted Brixworth Neighbourhood Plan. This was proposed by Councillor James and seconded by Councillor Campbell. Unanimous.

19/ 4497 Media and Communications Committee Minutes

The minutes of the Media and Communications Committee of 19th December 2018 were received by the Parish Council.

19/ 4498 St David's Recreation Ground - Sands United Football Club

Sands United FC, a charity football team, had been using St David's Recreation Ground as its home ground throughout the 2018/2019 season. The Parish Council needed to formalise the position to ensure that the club had all the appropriate arrangements in place, including insurance. The Parish Council has the power to provide a wide range of recreational facilities in accordance with the Local Government (Miscellaneous Provisions) Act 1976 s19. It was agreed that an agreement be put in place, on the basis of a review in one year. This would be at the same pitch hire rate as the existing users, but with an 80% charity discount applied. This was proposed by Councillor Elaine Coe and seconded by Councillor Moxon.

19/ 4499 St David's Recreation Ground - Special Event

This was not considered as the organiser had decided not to go ahead with the proposed Easter Egg hunt.

19/ 4500 St David's Recreation Ground - Boot Camp

An application has been received to use part of the St David's Recreation Ground for a 'Boot Camp'. The Parish Council has the power to provide a wide range of recreational facilities in accordance with the Local Government (Miscellaneous Provisions) Act 1976 s19. It was agreed that the grounds could be used as a Boot Camp at the rate of £10 per session. This will be subject to an annual review. This was proposed by Councillor James and seconded by Councillor Dunkley. Unanimous.

19/ 4501 Financial Transactions including Payments for Approval- March 2019

The list of financial transactions and payments for February 2019 was approved by the Parish Council. All invoices for payment had been examined, verified and certified by the Parish Clerk in accordance with the Financial Regulation 5.3. This was proposed by Councillor Moxon and seconded by Councillor Elaine Coe. Unanimous.

		Net Amount	VAT	Total	Powers
		£	£	£	
Direct Debit Payments - Financial Reg 6.7					
EON	Elec monthly - Ashway Changing Rooms (1st)	100.00	5.00	105.00	LGA MP 1976 s19
Talk Talk Business	Broadband and Telephone monthly (7th)	51.10	10.22	61.32	LGA 1972 s111
EE & T Mobile	Parish Clerks telephone monthly (15th)	16.43	3.29	19.72	LGA 1972 s111
Retrospective Payments - Financial Reg 5.5. (via BACS)					
NSP Screen Print	Neighbourhood Watch Signs	197.50	39.50	237.00	LGRA 1997 s31
Debit Card Payments (On line purchase) - Financial Regs 6.10 & 6.19					
Movari Software	Video Editor Software to load Meeting Recordings	29.95	0.00	29.95	LGA 1972 s111
Wave AW Business	Water Rates - The Ashway	45.67	0.00	45.67	LG MP 1976 s19
Payments for approval - Financial Regulation 5.2 (via BACS)					
Staff	Net Salaries and Wages (4-week month)	3,564.32	0.00	3,564.32	LGA 1972 s112
HMRC	PAYE	984.70	0.00	984.70	LGA 1972 s112
LGSS	Pension Scheme	606.35	0.00	606.35	LGA 1972 s112
Peter Rowbotham	Expenses	170.11	0.00	170.11	LGA 1972 s112
R&G	Grounds Maintenance Contracted Services	616.54	123.30	739.84	LGA MP 1976 s19
Tradepoint B&Q	Paints for Spratton Road Rec	138.23	27.65	165.88	LGA MP 1976 s19
Tradepoint Screwfix	Groundsman's Materials	86.59	17.32	103.91	LGA MP 1976 s19
Blasons	Fuel	50.83	10.16	60.99	LGA 1972 s111
Hassett Fencing	Seed and Top Soil - Play Safer Surface Repairs	45.82	9.16	54.98	PHA 1875 s164
NCALC	Flying Start Training - Councillor Mitchell	42.00	0.00	42.00	LGA 1972 s111
Safelincs	Fireproof Cupboard	814.00	162.80	976.80	LGA 1972 s111

On Demand Printing	Printing - Complaints Papers	25.00	0.00	25.00	LGA 1972 s111
Troops	Winter Planting for entrance planters	250.00	0.00	250.00	LGA 1972 s144
Amey	Trade Waste Rental - up to 10 March	2.98	0.60	3.58	PHA 1875 s164
Brixworth Bulletin	Spring edition	350.00	0.00	350.00	LGA 1972 s142
Maxwell Amenity	Weedkiller - general use around village	44.35	8.87	53.22	LGA 1972 s111
EON	Street Lights Maintenance	24.69	4.94	29.63	PCA 1957 s3
Brixworth Village Hall	Hire for Meetings	90.00	0.00	90.00	LGA 1972 s111
Cheque Payments					
Nil					
Total Expenditure this month		8,347.16	422.81	8,769.97	
Receipts					
Brixworth Juniors	Football Pitches - St David's & Ashway	1,459.94	0.00	1,459.94	LGA 2003 s93
National Lottery	Heritage Grant	450.00	0.00	450.00	LGA 1972 s144, 145
Wave AW Business	Refund - incorrect account used	45.67	0.00	45.67	LGA 1972 s111
Nat West	Interest on Capital Account (28 Feb)	15.37	0.00	15.37	LGA 1972 s111
Total Income this month		1,970.98	0.00	1,970.98	
Bank Transfer - Capital to Revenue					
		0.00	0.00	0.00	
Total transferred to revenue this month		0.00	0.00	0.00	
Bank Transfer - Revenue to Capital					
Heritage Grant	Transfer of Grant to Capital Budget	450.00	0.00	450.00	LGA 1972 s111
Pocket Park	Annual Maintenance Contribution	250.00	0.00	250.00	PHA 1987 s164
Reconcile Balance	Reconciliation capital budget with bank account	69.73	0.00	69.73	LGA 1972 s111
Total transferred to capital this month		769.73	0.00	769.73	

19/ 4502 Rolling Budget for March2019

The Rolling Budget for March 2019 was received by the Parish Council. No issues were highlighted.

19/ 4503 Bank Reconciliation

The Bank Reconciliation report as at 28th February 2019 was noted by the Parish Council. The Revenue (Current) Account indicated a balance of £77,081.03 The Capital (Reserve) Account indicated a balance of £100,219.62

19/ 4504 Council Reserves

The Statement of Reserves as at 28th February 2019 was received by the Parish Council. There was £38,285.84 held within Restricted Funds and £62,553.51 held within Earmarked Reserves. The balance shown, after virements and commitments, was estimated at £50,583.30. The Parish Council noted the report.

19/ 4505 Procurement of Glass Exhibition Cabinet

The Parish Council's Heritage Group had enabled the external funding for a glass exhibition cabinet to display the archaeological finds from the Barratts site. The power to purchase was contained within the Local Government Act 1972 section 137. The Parish Council agreed to purchase the cabinet at a cost of £465. This was proposed by Councillor James and seconded by Councillor Elaine Coe. Unanimous.

19/ 4506 Procurement of Replacement Groundsman's Equipment

Following a break in at the Groundsman's storage area it was now necessary to replace the essential equipment for the new maintenance season. This included a strimmer, hedge trimmer and blower. The power to purchase is contained within the Local Government Act 1972 s111. The break in was subject to a successful insurance claim. The cost of the items would be £821,23. The Parish Council agreed to purchase the replacement items. This was proposed by Councillor James and seconded by Councillor Moxon. Unanimous.

19/ 4507 Consultation – Review of Polling Districts, Polling Places and Polling Stations

It was reported that Daventry District Council was conducting a review of Polling Districts, Places and Stations that fall within Daventry District in accordance with Section 17 of the Electoral Registration and Administration Act 2013. The review would conclude on 9th August 2019. Comments needed to be submitted by 12th April. The review would seek to establish how suitably placed the polling stations are within each electoral area making specific reference to both disability and accessibility issues. Parish Councillors were asked to respond to this consultation on an individual basis.

19/ 4508 Highways – Bus Stop Feasibility

As requested by the Parish Council, the Clerk has met representatives from the Highway Authority to discuss the possibility of a new bus stop/ shelter near to the Doctors Surgery. A range of options had been considered including relocating bus stops and increasing the number of stops. None of the options were deliverable. In the circumstances no further action was considered necessary.

19/ 4509 Highways – New Bus Shelters at Scaldwell Road

The Clerk has met with NCC and Mercedes to discuss the possibility of having sponsored street furniture on Scaldwell Road. This is now progressing. The Clerk was requested to contact Daventry District Council to determine the type of bins (including a recycling option) that could be installed on this site.

19/ 4510 Parish Council Car Park, rear of the Village Hall

Councillor Moxon had circulated a written report updating Parish Councillors of the current issues. Clarity was being sought from Shoosmiths regarding legal representation and access to the Parish Council's own documents. There was also a lack of agreements and permissions for the site which would be addressed. There was also an existing legal agreement for access across the site. The Chair of the Village Hall, who was present at the meeting, agreed to send through a copy of the existing written permissions for the site. The Parish Council would be working to complete the agreement with the Village Hall on the terms as agreed at the meeting on 20th December 2018. (Minute 18/ 4402) within a six-month period. The report was noted by the Parish Council.

19/ 4511 Parish Clerks Report

The Parish Clerk's report was received by the Parish Council.

19/ 4512 General Correspondence

The general correspondence for March 2019 was noted by the Parish Council.

Ref	Subject	From
01	Budget Press Release	Northants County Council

19/ 4513 Any Other Urgent Business

There was no urgent business.

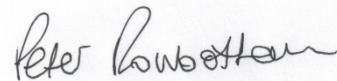
19/ 4514 Date of Future Meetings

- Planning Committee – Monday 1st April 2019
- Media and Communications Committee – Wednesday 24th April 2019
- Full Council – Thursday 25th April 2019

The Annual Parish Meeting would take place on Thursday 4th April 2019

The meeting finished at 853pm

Signed as a true and accurate record



**Councillor Stephen James
Chairman
Brixworth Parish Council
28th March 2019**

**Peter Rowbotham
Parish Clerk
Brixworth Parish Council
17th April 2019
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