

Brixworth Parish Council

Minutes of the meeting held on Thursday 28th February 2019

Village Hall, Holcot Road, Brixworth

In Attendance:

Councillors: Councillor Stephen James, Councillor Ian Barratt, Councillor Bob Campbell, Councillor Elaine Coe, Councillor Stuart Coe, Councillor James Collyer, Councillor Alan Lovell, Councillor Tom Mitchell, Councillor Sandra Moxon and Councillor Kevin Parker.

Apologies: Councillor Alexa Dunkley and Councillor Frances Maria Peacock.

Absent:

Also Present: Peter Rowbotham (Clerk)

**Members of
the Public: – 1**

19/ 4449 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/ 4450 Apologies for Absence

Apologies for absence had been recorded from Councillor Dunkley and Councillor Peacock. These were accepted by the meeting.

19/ 4451 Declarations of Interest

None declared.

19/ 4452 Minutes of the Previous Meeting (31st January 2019)

The minutes of 31st January 2019 were approved as a true and accurate record. This was proposed by Councillor Parker and seconded by Councillor Moxon. Unanimous.

19/ 4453 Public Open Forum Session

Mr Nice from the Brixworth Heritage Group outlined the proposed purchase of a display cabinet for use within the Doctor's Surgery at an approximate cost of approximately £500. The cabinet would contain archaeological finds from the Barratts Housing Site. The cabinet would be financed from external funds raised by the Heritage Group, which are currently held within the Council's earmarked reserves. The cabinet will be owned and insured by the Parish Council.

19/ 4454 Community Safety Data

The December 2018 crime figures had indicated a total of 17 reported crimes. This is a decrease from 17 in 2017 and 62 in 2016. The Parish Council noted the available online data.

19/ 4455 Speed Indicator Device

The data from the Speed Indicator Device had been presented for Holcot Road (Outbound). 56% of the traffic was within the permitted limit of 30mph, with 30% driving between 30 and 35 mph. The peak times for speeding was outside of the core day time hours. (after 8pm)

19/ 4456 Parish Council Surgery – 5th January 2019

Councillor Campbell and Councillor Parker had attended the Parish Council Surgery held on Saturday 5th January 2019. A written report had been submitted and the points raised for action had been dealt with by the Clerk via the NCC Street Doctor system. The ownership and availability of the Library and Community Centre Car Park was asked to be clarified. The Clerk would investigate this matter.

19/ 4457 Next Parish Council Surgery

Councillor Parker and Councillor Lovell would be hosting the next Parish Council Surgery which was to be held on Saturday 2nd March 2019.

19/ 4458 Planning Decisions – January 2019

The list of planning decisions for January 2019 was received by the Parish Council.

19/ 4459 Planning Committee Minutes

The minutes of the Planning Committee of 28th January 2019 were received by the Parish Council meeting.

19/ 4460 Media and Communications Committee

The Parish Council agreed that Councillor Lovell be a member of the Media and Communications Committee. This was proposed by Councillor Moxon and seconded by Councillor Elaine Coe. Unanimous.

19/ 4461 Personnel Working Group

The report of the Personnel Committee was received by the Parish Council.

The Redundancy Policy would be presented again after further consideration and discussion with the Personnel Working Group.

The Parish Council agreed that Councillor Stuart Coe be a member of the Personnel Working Group. This was proposed by Councillor Parker and seconded by Councillor James. Unanimous.

19/ 4462 Brixworth Sports Council

The Sports Council had been looking at several options to invest the Section 106 money wisely to the maximum benefit to the Brixworth community. It was exploring several aspirational projects including the acquisition of more sports fields, extending The Ashway Changing Rooms, additional facilities at the Community Centre and improving the St David's Recreation Ground, perhaps with a Multi-Use Games Area. (MUGA). Match funding may be required to deliver any of the initiatives.

Any expenditure incurred would be through the usual procurement procedures as specified within the Parish Council's Financial Regulations.

The progress report was noted by the Parish Council.

19/ 4463 Financial Transactions including Payments for Approval – February 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 Financial Regulation 5.3. This was proposed by Councillor Parker 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)	50.95	10.19	61.14	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)					
		0.00	0.00	0.00	PHA 1875 s164
Debit Card Payments (On line purchase) - Financial Regs 6.10 & 6.19					
Red Bus Cartridges	Toner	62.13	12.43	74.56	LGA 1972 s111
Payments for approval - Financial Regulation 5.2 (via BACS)					
Staff	Net Salaries and Wages (4-week month)	3,564.12	0.00	3,564.12	LGA 1972 s112
HMRC	PAYE	984.90	0.00	984.90	LGA 1972 s112
LGSS	Pension Scheme	606.35	0.00	606.35	LGA 1972 s112
Peter Rowbotham	Expenses	0.00	0.00	131.30	LGA 1972 s112
R&G	Grounds Maintenance Contracted Services	212.01	42.40	254.41	LGA MP 1976 s19
Tradepoint B&Q	Timber - shelving for storage area	79.46	15.89	95.35	LGA 1972 s111
MSE	Light Repair in the Office	50.00	10.00	60.00	LGA 1972 s111
Stanair Door Services	Industrial Door on St David's Garage	1,018.30	203.66	1,221.96	LGA 1972 s111
Anglian Water (Wave)	The Ashway Changing Rooms Water & Sewerage	45.67	0.00	45.67	PHA 1875 s164
Amey EMS Limited	Trade Waste Rental Jan Feb - St David's	11.92	2.38	14.30	PHA 1875 s164
On Demand Printing	Printing of Council Papers	63.00	0.00	63.00	LGA 1972 s111
Brandmotive	Artwork for Council Logo	100.00	20.00	120.00	LGA 1972 s111
Westcotec	Additional Brackets & Clips for Speed Sign	107.50	21.50	129.00	RTRA 1984 s72
Cheque Payments					
Nil					
Total Expenditure this month		7,072.74	346.74	7,550.78	

Receipts					
Interest	Capital Account (31st January 2019)	17.44	0.00	17.44	LGA 1972 s111
Grant	Heritage Group	450.00	0.00	450.00	LGA1972 s144/145
Total Income this month		467.44	0.00	467.44	
Bank Transfer - Capital to Revenue					
		0.00	0.00	0.00	LGA MP 1976 s19
Total transferred to revenue this month		0.00	0.00	0.00	
Bank Transfer - Revenue to Capital					
Total transferred to capital this month		0.00	0.00	0.00	

19/ 4464 Rolling Budget for February 2019

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

19/ 4465 Bank Reconciliation

The Bank Reconciliation report as at 31st January 2019 was noted by the Parish Council. The Revenue (Current) Account indicated a balance of £86,839.32. The Capital (Reserve) Account indicated a balance of £100,204.25.

19/ 4466 Council Reserves

The Statement of Reserves as at 31st January 2019 was received by the Parish Council. There was £38,535.84 held within Restricted Funds and £61,553.51 held within Earmarked Reserves. The balance shown, after virements and commitments, was estimated at £32,500. The Parish Council noted the report.

19/ 4467 Street Naming and Numbering

The new residential development at Holcot Road was at a stage where a street name was required. The District Council had asked that the Parish Council consider the matter and come forward with two names for the developer to consider. The Parish Council agreed that Hamson Close and Bartlet's Well be submitted for consideration. This was proposed by Councillor Mitchell and seconded by Councillor Moxon. Unanimous.

19/ 4468 Parish Clerks Report

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

19/ 4469 Provision of a Fire Proof Storage Cupboard

The Parish Council agreed to the purchase of a fire proof cupboard for the storage of legal documents at the Community Centre & Library. The purchase is in accordance within the powers contained within the Local Government Act Section 111. This was proposed by Councillor James and seconded by Councillor Stuart Coe. Unanimous.

19/ 4470 General Correspondence

The general correspondence for February was noted by the Parish Council.

Ref	Subject	From
01	Budget Press Release	Northampton County Council

19/ 4471 Exclusion of Press and Public

The press and public were excluded from the meeting as it would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. This was in accordance with the Public Bodies (Admission to meetings) Act 1960. This was proposed by Councillor James and seconded by Councillor Parker.

The Meeting was closed to the press and public from 819pm.

19/ 4472 Legal Matters

The Parish Clerk provided an update on the formal complaints that were in progress. The verbal report was noted.

The meeting re opened to the press and public at 828pm.

19/4473 Any Other Urgent Business

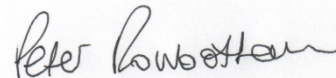
There was no urgent business.

19/ 4474 Date of Future Meetings

- Full Council (Complaints hearing) – Thursday 7th March 2019
- Planning Committee – Monday 11th March 2019
- Media and Communications Committee – Wednesday 27th March 2019
- Full Council – Thursday 28th March 2019

The meeting finished at 830pm

Signed as a true and accurate record



Councillor Stephen James
Chairman
Brixworth Parish Council
 28th March 2019

Peter Rowbotham
Parish Clerk
Brixworth Parish Council
 20th March 2019
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