

## **BRIXWORTH PARISH COUNCIL**

*Minutes of the meeting held on Tuesday, 19 March 2013 at 7.15p.m.  
in the Library/Community Centre, Spratton Road, Brixworth*

**Present:** Councillors: C Bament, I Barratt, J Bird, R Chattaway, A Hockenhull, J Hodgson, M Lacey (Chairman), Mrs S Moxon, D Parnaby, S Pointer and Mrs E Wiig, (P Williamson and Miss L Wright after co-option).

**In Attendance:** Mrs J Macken – Parish Clerk  
Cllr C Boardman - County Councillor  
Mr M Nice - Centre Manager  
Mr M Parsons - BRANE  
1 member of the public

*The Chairman welcomed everyone to the March meeting.*

### **13/2032 Apologies for absence –**

Apologies were accepted from Cllr K Parker.

Apologies had been received from County Cllr Millar and PCSO Hillery.

### **Declaration of Interest**

**13/2033 To Consider request by Members for a Dispensation - None**

#### ***13/2034 Members Declaration of Interest on Agenda Items only***

Cllr E Wiig declared an interest: - Member of another Local Authority and Member of the District Council Planning Committee.

Cllr S Pointer declared an interest: - Member of another Local Authority and Member of the District Council Planning Committee.

Cllr Chattaway declared an interest: - Member of BRANE

### **13/2035 Signing of the Minutes of the Last Meeting 19 February 2013**

The minutes of the last Full Council meeting held on 19 February 2013 were signed by the Chairman as a true and correct record of this meeting.

### **13/2036 Co-option of Parish Councillors**

The Council had received two applications for the parish councillor vacancies.

It was **Resolved** to co-opt Paul Williamson and Laura Wright, who were both invited to join the councillors, but would not be able to vote at this meeting.

It was noted that all the vacancies have now been filled.

*Cllr Moxon arrived*

### **13/2037 Public Open Forum**

Mr Parsons referred to the item on the agenda regarding re-establishing the neighbourhood plan working group. Mr Parsons had been involved in this group and wished to be a part of the new group. He suggested that a fresh mandate for the new group is required, which would encourage community participation and that the group needed to start as soon as possible.

Cllr Catherine Boardman introduced herself, and stated that she would be standing for election as the County Councillor candidate for Brixworth division. Cllr Boardman would intend to attend as many parish council meetings as possible and would seek to support all 22 villages.

### **13/2038 Police Representative Report**

PCSO J Hillery was unable to attend due to an emergency, however she had subsequently provided details of the latest crimes as follows: -

- 19/02/2013 Theft From Motor Vehicle - The Ridings
- 24/02/2013 Attempted Burglary - Pytchley Way
- 26/02/2013 Attempted Burglary - Brampton way
- 26/02/2013 Attempted Burglary – Shelleycoates
- 26/02/2013 Theft - Park Farm
- 27/02/2013 Theft Of Motor Vehicle - Froxhill Crescent
- 27/02/2013 Burglary Non Dwelling - Northampton Road
- 01/03/2013 Possession Control Drug - Brixworth Country Park
- 04/03/2013 Burglary Non Dwelling - Allotments Northampton Road
- 07/03/2013 Theft Of Motor Vehicle - A508

## **Planning**

### ***13/2039 Minutes of Meetings 18 & 25 February & 11 March 2013***

The Minutes of the Committee Meeting held on the 18 & 25 January and 11 March 2013 having been previously distributed, were accepted.

### ***13/2040 Letter from DDC – Approval of Neighbourhood Plan Area***

The District Council had confirmed that the application for the Brixworth Neighbourhood Area had been agreed on 28 February 2013.

### ***13/2041 Re-establishing the Neighbourhood Plan Working Group***

Following a discussion it was **Resolved** to re-establish the working group. The group is to include parish councillors and members of the community, which would be appointed to write a neighbourhood plan, which the parish Council would approve. All those involved in the previous working group are to be invited.

It was **Resolved** for the group to consider its terms of reference, which the Parish Council would then consider at the next meeting.

## Finance

### **13/2042 Income Received for February 2013**

<u>Received from</u>	<u>Details</u>	<u>£</u>
BCC	Second instalment rent St David's	435.34

### **13/2043 Bank Reconciliation as at 28 February 2013**

The bank reconciliation as at the 28 February 2013 was reported and accepted as follows:

Current Account	£11,918.81
Reserve Account	£120,504.94
Less Cheques outstanding	£849.39
Balance Carried forward as at 1.03.13	£131,574.36

### **13/2044 Income and Expenditure & Reserves Report for February 2013**

The Council accepted the Income and Expenditure and reserves report for February 2013.

Cllr Barratt reported that overall the budget is on target; there is however some overspends in some areas.

### **13/2045 To Approve Annual Subscription to CPRE**

It was **Resolved** to approve the annual subscription to CPRE at a cost of £29.00.

### **13/2046 Bills for Payment for March 2013**

A schedule of payments, to be made in March 2013 was available to each member at the meeting.

It was **Resolved** for the following accounts to be passed for payment;

<u>Chq No.</u>	<u>Minute</u>	<u>Payment To</u>	<u>Reason for Payment</u>	<u>£</u>
5055		Groundsman	Groundman's Salary Mar 2013	1,111.98
5056		Clerk	Clerk's Salary Mar 2013	1,154.96
5057		Part Time Groundsman	P/T Groundsmans wages Mar 2013	107.20
5058		Litter Picker	Litter Picker wages Mar 2013	198.00
5059		Cleaner	Cleaner Comm. Centre wages Mar 2013	272.36
5060		HM Revenue & Customs	PAYE Tax & NI Mar 2013	698.18
5061		NCC	Pension Contribution Mar 2013	411.39
5062		Mr M Lacey	Chairmans Tel. Allowance	42.50
5063		Mrs J Macken	Clerks Allowance, postage	95.86
5064		Information Commissioner	Data Controller Registration	35.00
5065		ESPO	Stationery & bucket for c/rooms	102.88
5066		Trade UK	Materials for groundsman	177.66
5067	12/1891	Wicksteed Leisure Ltd	Replacement tiles/matting - St Davids Playarea	1,020.60
5068	12/1964.	NCALC	Code of Conduct Training	58.00
5069		Lovell Hardware	Materials for groundsman	184.14
5070		CPRE	Annual subscription	29.00
5071		AH Blason & Son	Fuel	60.00
5072		Mr I Barratt	Parish Cllr travel expenses	5.85
				<b>5,765.56</b>

### ***13/2047 Review the Effectiveness of the Internal Control***

A copy of the effectiveness of the Internal Control has been previously circulated to members.

It was **Resolved** to approve the effectiveness of the Internal Control.

### ***13/2048 Printing and Distributing of Newsletter***

Details for printing and distributing an additional newsletter to the parish, which had been produced by Cllr Barratt, had been previously circulated to members. It was noted that it would cost in the region of £300. It was suggested that this could be used for to provide details on special projects, in between publications of the Bulletin.

Cllr Barratt agreed to design a mock-up of the suggested newsletter, to circulate to members.

### ***13/2049 DDC's Recommendation Regarding Parish Allowances***

The District Council's recommendation for parish councillor allowances had been received which stated that 'the survey was sent to all parish councils and produced a very good response rate with 32 Parishes responding. Of these, 30 disagreed with the principle of paying allowances. Due to this overwhelming view, the Parish Remuneration Panel was of the opinion that it would not propose a scheme for parish allowances. Individual Parish Councils are free if they wish to ignore this recommendation, and introduce their own scheme of allowances. If a scheme is introduced at a parish council, an individual councillor can choose to 'opt out' if they so wish. The Panel did support the payment of travel and subsistence allowances, for those parish councils that wished to.' It was noted that only elected members would be eligible for a parish councillor allowance.

### ***13/2050 To Consider Allowances for Elected Members and Reimbursement of Parish Councillor Expenses***

A discussion ensued and concerns were raised when councillors incur costs whilst acting on behalf of the council (i.e printing large volumes of documents). It was noted that the Clerk would in most instances print off large quantities of documents, as required.

It was **Resolved** that the parish council would reimburse all councillors for exceptional minor expenses incurred, whilst acting on behalf of the parish council through the Chairman's allowance.

It was **Resolved** to maintain the current mileage allowance for members and employees at 45p.

### ***13/2051 Report on Code of Conduct Training 27 February 2013***

Cllr Chattaway and the Clerk had attended the Code of Conduct training held by NCALC on 27 February 2013. Notes from the session had been previously circulated to members.

### ***13/2052 Formal Thank You for County Councillor***

It was **Resolved** to formally thank County Cllr Millar by sending a letter and presenting him with a gift up to the value of £30.00, using the Chairman's allowance.

### **Recreation and Amenities Development**

#### ***13/2053 To Consider Quotations for the Removal and Replacement of Fencing – St David's Recreation Ground***

Three quotations had been received for the removal and replacement of fencing on St David's Recreation ground play area, which were as follows:-

Contractor A £6,325.00

Contractor B £8,249.00

Contractor C £8,157.95

It was **Resolved** to accept the quotation from Mancraft fencing at a cost of £6,325.00. The cost to be taken from the General Reserves.

### **Highways and Environment**

#### ***13/2054 To Approve Cost for Replacement Man hole cover for Village Hall Car Park***

It was noted that there is a problem with toys falling down the village hall car park drain, located in the play area. Following a discussion this was delegated to the Highways committee to make a decision on what action is required.

#### ***13/2055 To Receive an Update on Community Speedwatch Scheme***

The Clerk reported that there are 25 volunteers for the scheme, 12 of which attended a training session on 16 March 2013. The programme is to commence as from 6 April 2013.

#### ***13/2056 To Consider Additional Cut of Grass Verges at £560***

The Clerk reported that any additional cutting of the grass verges would cost £560.00 as opposed to £400.00 in previous years; this was mainly because of additional areas requiring cutting (i.e. David Wilson estate).

It was **Resolved** to approve one additional cut at a cost of £560.00 and to consider any additional cuts as required.

### **13/2057 Parish Councillor Surgeries Update**

Cllr Hockenhill and Cllr Pointer agreed to attend the surgery on Saturday, 6 April 2013.

### **General Correspondence for Discussion**

#### ***13/2058 Email – DDC Neighbourhood Planning Service***

Details of neighbourhood planning services are to be forwarded on to the new neighbourhood plan group.

#### ***13/2059 Email – Daventry District Housing (DDH)***

The Assistant Director of DDH had contacted the parish council offering to attend a meeting to provide details of their work within the District. This was noted.

### ***13/2060 Email – Co-operative Group***

The Regional Planning Manager of the Co-op group offered to meet with someone from the council, to discuss current issues and priorities. Cllr Wiig and Cllr Pointer agreed to arrange a meeting and it was suggested to invite him to the Annual Parish meeting.

### ***13/2061 Email – Northampton Association of Youth Clubs***

The Daventry Youth Development Worker had contacted the parish council to explain her role working for the Northants Association of Youth Clubs which is aiming to support youth groups, provide training for youth leaders and run training and activity centres. It was suggested that they contact the Brixworth Youth Club to offer their support.

### ***13/2062 Letter – Barratt Homes – Removal of Hedgerow***

The Parish Council received a letter on the 4 March 2013, advising that some hedgerow removal works was to commence on 4 March 2013. This information was immediately passed on to Parish Councillors and Cllr Barratt went to inspect the hedge, working from maps used for the planning application.

On inspection Cllr Barratt found two bird nests, which were deep in the hedge and as Cllr Barratt approached, a bird flew out, which was probably a blue tit. Cllr Barratt contacted Barratt's and raised his concerns that a nest is in use within the part of the hedge to be removed. Barratt's said that an ecologist would inspect the hedge first and Cllr Barratt asked to be present, which was agreed. On 6 March the hedge was removed and no one had contacted Cllr Barratt.

According to RSPB, English Nature and Defra as from 1 March there should be no removal of hedges due to the nesting season.

It was **Resolved** to write to Barratt's to ask why Cllr Barratt was not invited to attend to show where the nests were, which they had agreed and why the work was commenced after 1 March against all guidelines.

### **13/2063 Correspondence for information only**

The Chairman reported that the correspondence file was available for circulation to members.

### **13/2064 Date of Next Meetings**

The next Full Council Meeting is to be held on 23 April 2013 in the Library/Community Centre.

### **Urgent Matters For Report Only**

#### ***13/2065 BCF Quiz 12 April 2013***

BCF are to hold a quiz on 12 April 2013 in the community centre. The parish council was invited to enter a team/s.

#### ***13/2066 Central Sports – Erection of Marquee***

Central sports asked for permission to erect a marquee for a function to be held on 23 March 2013, this was agreed.

***13/2067 Planting of snowdrops***

Cllr Hodgson suggested planting snowdrops around the village. This is to be considered at the Recreation meeting.

***13/2068 Parish Councillor Attendance at Council Meetings***

It was suggested to publish the attendance of members at council meetings.

There being no other business the meeting closed at 9.50pm

..... Chairman

Signed as a true record of the above meeting.

Dated: 23 April 2013