

BRIXWORTH PARISH COUNCIL

*Minutes of the meeting held on Tuesday, 23 April 2013 at 7.15p.m.
in the Library/Community Centre, Spratton Road, Brixworth*

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

In Attendance: Mrs J Macken – Parish Clerk
PCSO J Hillery - Northants Police
Mr M Nice - Centre Manager
Mr M Parsons - BRANE
Two members of the public

The Chairman welcomed everyone to the April meeting.

13/2081 Apologies for absence –

Apologies were accepted from Cllr K Parker and Cllr J Bird.

Declaration of Interest

13/2082 To Consider request by Members for a Dispensation

It was resolved to grant a dispensation to Cllr Wright and Cllr Williamson in order to allow members to speak and vote at parish council/committee meetings on matters relating to the Brixworth Community Centre, which is a registered charity and to which the Parish Council is the sole trustee.

13/2083 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, Member of the District Council Planning Committee and Neighbourhood Plan Steering group

Cllr Chattaway declared an interest: - Member of BRANE and Neighbourhood Plan Steering Group

Cllr Lacey declared an interest – Member of the Neighbourhood Plan Steering group

Cllr Parnaby declared an interest – Member of the Neighbourhood Plan Steering group

Cllr Barratt declared an interest – Member of the Neighbourhood Plan Steering group

13/2084 Signing of the Minutes of the Last Meeting 19 March 2013 and Grants Meeting 16 April 2013

The minutes of the last Full Council meeting held on 19 March 2013 and Grants meeting held on 16 April 2013 were signed by the Chairman as a true and correct record of these meetings.

13/2085 Public Open Forum

Mr Parsons referred to the item on the agenda regards the terms of reference for the Neighbourhood Plan steering group. The group has put forward a recommendation for the council to approve.

13/2086 Police Representative Report

PCSO J Hillery reported the following: -

- 6.4.13 Burglary Sands hairdressers – Cash taken
- 10.4.13 St David's Road – Neighbour dispute
- 12.4.13 Burglary Oriodan Bond shop – Nothing taken

Sgt Anstead is on long term sick leave and Sgt Valentine will be stepping in until a new Sergeant is appointed.

13/2087 Report on graffiti in village

The Council was concerned about the increase in graffiti in the village. At a recent meeting the Local Police had agreed to tackle this issue as one of its priorities. PCSO Hillery informed the council that one of the best ways to deal with this matter is for the graffiti to be removed immediately. Cllr Moxon had produced a list of the areas which had graffiti. It was **Resolved** to send letters to residents and to contact the relevant authorities asking them to remove the graffiti from their property.

13/2088 Report on Action Day – 24 April 2013

It was noted that the Local Police has organised a Day of Action on Wednesday, 24 April 2013 between 2-6pm in the Library/Community Centre. Representatives from the Police, crime prevention, Fire service, Neighbourhood Watch and Speedwatch would be present. Several Parish Councillors agreed to attend.

Planning

13/2089 Minutes of Meetings 8 April 2013

The Minutes of the Committee Meeting held on the 8 April 2013 having been previously distributed, were accepted.

13/2090 Working group to work with Barratts on the new Northampton Road development

Cllr Pointer reported that Barratt's had suggested for a working group to be set up to discuss aspects of the new development (i.e. allotments, open spaces and car park).

It was **Resolved** for Cllr Pointer to co-ordinate with Cllr Chattaway and arrange a meeting with Barratt's. It was suggested to invite Mr Troop and representatives from Brane and the allotments and to keep a record of the proceedings.

13/2091 Brixworth Neighbourhood Plan Steering Group

The Brixworth Neighbourhood Plan Steering Group had prepared a document outlining the groups recommended composition, terms of reference, principles and methodology in preparing a neighbourhood plan (copy of which had been previously circulated to members). It was **Resolved** to approve the groups recommendation. It was noted that Cllr Parnaby is the Chairman, Cllr Chattaway the Vice Chairman and Mr Mike Parsons is the Secretary for the group.

Finance

13/2092 Income Received for March 2013

Received from	Details	£
Community Centre	Cleaners Cost	2872.06
Natwest	Bank Interest	12.68
AFC Crown	Hire of Ashway C/rooms	214.32
		<hr/>
		3,099.06

13/2093 Bank Reconciliation as at 31 March 2013

The bank reconciliation as at the 31 March 2013 was reported and accepted as follows:

Current Account	£7,493.67
Reserve Account	£120,517.62
Less Cheques outstanding	£1,975.49
Balance Carried forward as at 1.04.13	£128,907.86

13/2094 Income and Expenditure & Reserves Report for March 2013

The Council accepted the Income and Expenditure and reserves report for March 2013. Cllr Barratt reported that the actual income was 99% and expenditure was 96% of the budgeted target. Any overspends on areas had been cancelled out by underspends in other areas.

13/2095 To Accept Minutes of Meeting 16 April 2013

The Minutes of the Committee Meeting held on the 16 April 2013 having been previously distributed, were accepted.

13/2096 Report on the Financial Year End 31 March 2012

The Council's year-end figures had been previously circulated to members.

Income for the year: -

Parish Council	103,728
Reserves	10,970
Total	114,698

Expenditure for the year: -

Parish Council	100,239
Reserves	23,786
Total	124,025

Opening Balance as at 1.4.12	142,044
Less deficit	9,327
Balance as at 31.3.13	132,717

The General Reserves as at 1.4.13 are approximately £65,000, which is 67% of the Councils precept for the year. The Council ensures that the General Reserves is maintained at a three months operating level, in the case of an emergency and that the District Council failed to provide the Parish Council with the precept set.

It was noted that the Council has received the sum of £7,237.92 from Carter Jonas (via Brian Barber Associates) for reimbursement of the cost of the professional fees incurred relating to the planning appeal. The Clerk was asked to obtain a breakdown of these costs.

13/2097 Annual Subscription to NCALC

It was **Resolved** to approve the annual subscription to NCALC at a cost of £874.25.

13/2098 NCALC Internal Audit Service

It was **Resolved** to approve the cost of £265.00 to NCALC for the Internal Audit for 2013-14.

13/2099 Bills for Payment for April 2013

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

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

Direct Debit Payments				£
		Payment To	Reason for Payment	
		British Gas Business	Elec. Chgs Jan. - Mar 12- Changing/Rooms	330.76
<u>Chq No.</u>	<u>Minute</u>	<u>Payment To</u>	<u>Reason for Payment</u>	
5073		Groundsman	Groundman's Salary Apr 2013	1,164.74
5074		Clerk	Clerk's Salary Apr 2013	1,178.56
5075		Part Time Groundsman	P/T Groundsmans wages Apr 2013	220.60
5076		Litter Picker	Litter Picker wages Apr 2013	247.70
5077		Cleaner	Cleaner Comm. Centre wages Apr 2013	340.45
5078		HM Revenue & Customs	PAYE Tax & NI Apr 2013	705.83
5079		NCC	Pension Contributions - Apr 13	426.19
5080	13/012f	Mrs J Macken	Postage, grass turf - play area, hard drive	117.14
5081	13/030/33r	Mr J Hodgson	Snowdrop & bluebell bulbs	265.50
5082		Lovell Hardware	Materials for groundsman	62.66
5083		The Mower Shop	Parts for mower	37.09
5084		E.ON Energy	Street Light Electricity - Jan - Mar 13	58.50
5085		Anglian Water	Water Chgs C/Rooms Jan - Apr 13	60.09
5086		Trade UK	Materials for groundsman	67.56
5087		ESPO	Cleaning materials / goal post brackets	94.84
5088		Northants CALC	Annual Subs & Internal Audit Service	1,139.25
5089	13/1995	Brixworth Bulletin	Spring newsletter	200.00
5090		Enterprise Managed svs Ltd	Emptying bin - St Davids 1.4.13 - 30.6.13	276.43
5091		Hodson & Hall	Mill. Gdn. Maintenance Mar & April 13	90.00
5092		Wicksteed Leisure Ltd	Replacment part for swing	35.52
5093	13/09r	Supaskips	Skip hire	145.00
5094		A H Blason & Son	Fuel	102.08
5095	13/2073	Brixworth Cricket Club	Community Grant	1,000.00
5096	13/2076	Brixworth Scout Group	Community Grant	700.00
5097	13/2077	Brixworth Youth Foundation	Community Grant	1,000.00
5098	13/2078	Friends of All Sainst Church	Community Grant	500.00
5099	13/2079	Friends of Brixworth Library	Community Grant	600.00
				11,166.49

It was agreed that the payment for a community grant to Brixworth Central Sports Club for £2,000 is to be deferred until planning permission for the proposed porch has been granted.

Recreation and Amenities Development

13/2100 To Accept Minutes of Meeting 26 March 2013

The Minutes of the Committee Meeting held on the 26 March 2013 having been previously distributed, were accepted.

It was noted that the committee had agreed for Brixworth All Saints FC to sublet the pitch on St David's to other teams for no financial gain and for one off's. It was agreed to relook at this agreement again in six month times.

13/2101 Annual Grounds Maintenance to Sports Grounds

It was **Resolved** to approve the annual sports grounds maintenance at a cost of £4,493.

13/2102 Report on damage to clothing caused by wet paint in St David's Playground and to Consider procedure to deal with these types of incidents

Cllr Pointer reported that on Saturday, 6 April 2013 a couple of residents received paint on their clothing after having sat on the newly painted red bench in the play area on St David's recreation ground. The bench had been painted that morning and the grounds staff had erected 'wet paint' signs before they left, however the 'wet paint' signs had been removed by an unknown person by the time the residents sat on the bench. The residents contacted Cllr Pointer who erected more wet paint signs. It was noted that the bench had been temporarily fenced off and that the Groundstaff were concerned that the red paint had not dried compared to the blue paint which was touch dry in 2-3 hours.

The council was sad to learn that the signs had been removed and as a consequence members of the public had received paint from the bench onto their clothing. It was agreed that in future, where practical, a fence will be erected around any newly painted items.

As a gesture of goodwill and without prejudice it was **Resolved** to reimburse the residents for the cost of the damaged clothing upon a photo of the damaged goods, as evidence and a copy of the receipt for the clothing.

Highways and Environment

13/2103 To Accept Minutes of Meeting 9 April 2013

The Minutes of the Committee Meeting held on the 9 April 2013 having been previously distributed, were accepted.

13/2104 To Consider Cleaning the Village Hall Car Park Drains Two – Three times a Year

It was noted that currently the Parish Council pays for the drains in the village hall car park to be cleaned once a year, to prevent them from blocking and overflowing.

Following a discussion, including the history and problems with the drains, it was **Resolved** to increase the cleaning of the car park drains to twice a year.

13/2105 Parish Councillor Surgeries Update

Cllr Hockenhill and Cllr Pointer agreed to attend the surgery on Saturday, 4 May 2013.

13/2106 Annual Report and Summer Newsletter

It was resolved to approve the Annual Report and Summer Newsletter 2013 for inclusion in the Brixworth Bulletin at a cost of £350.00.

General Correspondence for Discussion

13/2107 Letter from Barratts – Removal of hedge along Northampton Road

A response had been received from Barratt's with regards to the removal of the hedge along Northampton Road which had been previously circulated to members. In addition a copy of a letter from the Ecologist who had carried out a survey on the hedge prior to the tree work on site had also been circulated. The letter states that 'no active or nest-building activity was found within the sections scheduled for removal'. Following a discussion it was agreed to obtain guidance regarding the council's concerns from NCALC and CPRE.

13/2108 NCC Highways – Bus Assets and Shelters in Northants

A letter from NCC Highways had been received asking the Parish Council to confirm which bus shelters it is responsible for in the village. It was agreed to advise NCC Highways that the Parish Council is responsible for all the bus shelters in the village and that one of the wooden shelters on Spratton Road has recently been removed.

13/2109 Correspondence for information only

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

13/2110 Date of Next Meetings

The next meetings were noted as follows:-

Annual Parish Meeting – Tuesday, 30 April 2013

Annual General Meeting – Tuesday, 7 May 2013

Full Council Meeting – Tuesday, 21 May 2013

Urgent Matters For Report Only

13/2111 Welcome to new Vicar

It was agreed to send a welcome letter to the new Vicar Rev.Chloe Willson-Thomas who was installed on Saturday, 20 April 2013.

13/2112 Community Right to Challenge

Cllr Barratt asked for this item to be discussed at the next Full Council meeting.

There being no other business the meeting closed at 9.40pm

..... Chairman

Signed as a true record of the above meeting.

Dated: 21 May 2013