

## **Brixworth Parish Council**

*Minutes of the meeting held on Tuesday 15<sup>th</sup> December 2015 at 7.15p.m.*

*In the Library/Community Centre, Spratton Road, Brixworth*

**Present:** Councillors: A Coles (Chairman), S James, M Lacey, S Moxon, P Saxton, J Bird and K Parker

**In Attendance:** Mrs E Baker – Parish Clerk  
Mr John Marshall – Deputy Parish Clerk  
6 members of the public.

**Absent:** Cllr J Hodges and I Barratt

*The Chairman welcomed everyone to the December meeting and reminded everyone of the locations of the emergency exits. He also reminded members of the public as to when they were able to address the council and that the meeting was being recorded.*

### **15/3137 Apologies for absence –**

#### **To Approve Apologies Received for the December Full Council Meeting**

The apologies were received and accepted for Cllr D Parnaby.

Proposed Cllr Lacey

Seconded Cllr Bird

All in favour.

### **15/3138 Declaration of Interest**

There were no declarations of interest.

### **15/3139 Signing of the Minutes of the Parish Council Meeting**

The minutes from the meeting held on 10<sup>th</sup> November were agreed and signed.

The minutes from the meeting held on 17<sup>th</sup> November were amended.

15/3105 the date was changed from 23<sup>rd</sup> to 21<sup>st</sup> December. The minutes were agreed and signed.

### **15/3140 Public Open Forum**

Brixworth Junior FC asked if the Parish Council could look into the football club using the Spratton Road Recreation ground for some of the youth football. It was agreed to put the request on the January agenda.

### **15/3141 to receive the Police Representative Report**

The police were not in attendance at the meeting. The crime report was received.

### **15/3142 to receive an update of legal proceedings.**

Cllr Parker read out a statement.

Our solicitor has raised with us a request – demand even – from the claimant’s solicitor that we consider whether an offer to settle can be agreed between the two sides. We need to discuss this issue tonight and because that decision will, of necessity involve aspects of strategy and tactics I am going to propose a motion to exclude the press and public on the grounds that the business that follows is confidential, at this time.

Cllr Parker Proposed that the press and public be removed from the meeting for the following agenda item.

Cllr Lacey seconded the proposal to remove the press and public.

6 in favour Cllrs James, Parker, Lacey, Coles, Bird and Saxton

1 abstention Cllr Moxon

The recording equipment was turned off and the members of the public present left the room.

A member of the public asked if matters that are known to require exclusion of the public could be discussed during a special meeting, rather than removing the press and public during a full council meeting.

At 8.06pm 5 members of the public returned to the room.

It was proposed that the Council delay making a decision and revisit it at a special meeting in January 2016.

Proposed Cllr Lacey

Seconded Cllr James

All in favour

Mr John Marshall Deputy Clerk left the meeting 8.09pm.

## **Planning**

### **15/3143 to receive the planning approvals and refusals for November 2015**

The planning approvals and refusals for November 2015 were accepted.

### **15/3144 Planning Applications**

- I. DA/2014/0937 Demolition of existing and construction of two storey dwelling with detached garage at Church End, Brixworth Hall Park, Brixworth.

Following a discussion it was proposed that the Parish Council support the recommendations in Dr Paula Jones' letter and ascertain with the Daventry District Council Case Officer whether the latest amended plan supersedes the information on the original application form.

Proposed Cllr Coles

Seconded Cllr Lacey

All in favour

- II. DA/2015/1099 Construction of two detached garages, one with studio above at Lake House, Brixworth Hall Park, Brixworth.

It was agreed that the Parish Council object to the application subject to the application form include the materials being used and the garages are repositioned further away from the wall.

Proposed Cllr James

Seconded Cllr Lacey

All in favour

- III. DA/2015/0822 (Amended) Two storey side extension and new entrance porch (re-submission) at 32 Damherst Piece, Brixworth.

It was agreed that the Parish Council object to the amended application due to over massing of the area and their original objections still stand.

Proposed Cllr Coles

Seconded Cllr James

6 in favour Cllrs Coles, James, Parker, Lacey, Saxton and Bird

1 abstention Cllr Moxon

**15/3145 To receive the draft Housing Supplementary Planning Document Consultation details**

The draft Housing Supplementary Planning Document Consultation was noted. It was agreed that the Clerk forward the email to the Neighbourhood Plan Steering Group for comment.

**Finance**

**15/3146 Bank Reconciliation as at 30<sup>th</sup> November 2015**

	<b><u>Cash book balance as statement 30.11.15</u></b>	<b><u>Unreconciled report</u></b>	<b><u>Total balance</u></b>
<b>Current Account</b>	11,763.07		11,763.07
<b>Capital Reserve Account</b>	120,768.19		120,768.19
<b>Total</b>	<b>132,531.26</b>		<b>132,531.26</b>

**15/3147 Parish Council Reserves as at 30<sup>th</sup> November 2015**

Earmarked and Restricted Reserves Total	£78,945.41
Cash at Bank 30/11/2015	£132,531.26
Less Earmarked/Restricted Reserves	£78,945.41
<b>General Reserves Total</b>	<b>£53,585.85</b>

**15/3148 Bills for Payment for December 2015**

<b>Payment</b>	<b>Payment To</b>	<b>Reason for Payment</b>	
BACS	Staff	Wages /Salaries for December	4,389.10
BACS	HMRC	PAYE Tax & NI Dec 2015	1,086.62
BACS	NCC	Pension Contributions for Dec	529.98
BACS	Deputy Clerk	Allowance and Expenses	64.40
BACS	Clerk	Allowance and Expenses	223.11
BACS	ESPO	Paper	13.68
BACS	Northants CALC	Code of Conduct Course x2	68.00
BACS	Fenland Leisure	Replacement chains for swing	96.40
BACS	R&G	Maintenance to hedges	1,697.96
BACS	Robert Keith Planner	Neighbourhood Plan support	1,625.00
BACS	Brixworth Bulletin	Bulletin 47	350.00
BACS	Eon	Lighting maintenance	38.24
BACS	First Responders	Grant	1,000.00
BACS	AH Blason	Fuel	63.00
			<b>11,245.49</b>

**Income November 2015**

Bank Interest	£4.54
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It was agreed that the bills for payment in December be paid.

Proposed Cllr Lacey

Seconded Cllr Bird

All in favour

**15/3149 to receive the Clerks Report**

The Clerks report was accepted by the Parish Council. (Attached to the minutes).

**15/3150 To receive an update from the Finance Working Group**

Cllr James informed the meeting that the current expenditure is in line with expectation and the group are still working on the budget for 2016/2017. The group have a meeting in January to finalise the budget for agreement at the January 2016 Full Council meeting.

**15/3151 To receive a report on audit of accounts by the Verification Officer**

Cllr Saxton informed the meeting that he had carried out an audit on the payments from April 1<sup>st</sup> to 31<sup>st</sup> October 2015.

He had checked approximately 40 items which worked out at a sample of every 1 in 5 items. He checked the invoice against the bank statement and checked that they had been signed by two Councillors. He did not find any discrepancies during the audit.

**15/3152 To approve support for the Brixworth Heritage Group to apply for funding in Parish Council name.**

It was agreed that the Parish Council set up a working group for the Brixworth Heritage Trail and the working group, of which Mike Nice and Dennis Coles are members, apply for funds in the Parish Council's name.

Proposed Cllr James

Seconded Cllr Saxton

5 in favour. Cllrs James, Saxton, Moxon, Bird, Lacey and Parker

1 abstention Cllr Coles.

**15/3153 To approve Clerk's Annual Subscription to SLCC £105.00.**

The Clerk's Annual Subscription to the SLCC of £105.00 was approved.

**15/3154 to approve donation to British Legion Poppy Appeal for the Parish Council wreath**

A donation of £25.00 was agreed for the British Legion Poppy Appeal.

**15/3155 to approve quote for repairs to car park at St David's Recreation Ground**

The quote from JB Building Services of £145.00 was approved.

**Highways and Environment**

**15/3156 To consider the idea of providing a free supply of dog mess bags in the Information Point to help residents comply with the new regulations**

It was agreed that the Parish Council will not supply the dog poo bags.

Proposed Cllr Parker

Seconded Cllr Lacey

All in favour

**15/3157 To approve the installation of a white edge line outside Old Hare and Hounds, Church Street**

The installation of a white edge line outside the Old Hare and Hounds was approved.

Proposed Cllr Lacey

Seconded Cllr Parker

All in favour

**15/3158 To report on response from Northamptonshire Highways regarding letter from resident concerns about parking and traffic on Northampton Road.**

The Parish Council noted the response. The response has been forwarded to the resident.

**Recreation and Amenities**

**15/3159 To discuss request from Brixworth Junior Football Club for a storage unit at St David's Recreation Ground.**

It was agreed to defer the request until the January meeting to allow the football club to get the measurements of the storage container.

**15/3160 To discuss request from Brixworth Junior Football Club for a lease to use St David's and The Ashway recreation grounds.**

It was agreed that the football club confirm the further details such as minimum length of time required for the lease to enable them to get funding before the request was discussed.

**15/3161 To approve the request for slitting St David's recreation ground from Brixworth Junior Football Club.**

It was agreed that the Clerk speak to R&G to get their opinion on any required work to improve the ground.

**15/3162 to report on damage to St David's recreation ground as a result of a lorry getting stuck on the grass. To discuss and agree securing the entrance from St David's Close onto the recreation ground.**

Cllr Bird informed the meeting what had happened as she was in attendance when the lorry got stuck. It was agreed that the Clerk write to Bookers to inform them of the cost to repair the ground and get a quote from R&G for the repairs.

**15/3163 to receive an update on the future of the former Surestart Building following a site visit on 8<sup>th</sup> December 2015**

The report on the visit was noted.

**15/3164 to receive notification from Northamptonshire County Council regarding Open Market Review Consultation – request for information on broadband infrastructure provision in Northamptonshire**

The email was noted.

**15/3165 to received email from Northamptonshire County Council regarding Brampton Valley Way (Disposal of public open space) Consultation**

A response has been prepared by the Neighbourhood Plan Steering Group.

**15/3166 to receive an email from Daventry District Council regarding open space, sport and recreation review of West Northamptonshire**

The email was noted.

**15/3167 to receive email from Northamptonshire County Council regarding the draft budget and council plan consultation 2016-17**

The email was noted.

**15/3168 To receive a report and confirm the date of the surgery in January 2016 and agree volunteers for the next Surgery.**

The report was noted. It was agreed that the January surgery be held on 9<sup>th</sup> January 2016. Cllr Bird and Cllr James will attend the surgery.

**15/3169 General Correspondence not for Discussion (Members File for Circulation only)**

- a) Countryside Voice Winter edition
- b) NCALC Update – November edition

**15/3170 Dates of the next meetings.**

Planning meeting	Monday 11 <sup>th</sup> January 2016
Extraordinary Meeting	Tuesday 12 <sup>th</sup> January 2016
Full Council Meeting	Tuesday 26 <sup>th</sup> January 2016

**15/3171 Urgent Matters for Report Only**

The Chairman informed the meeting that the Brixworth Parish Council noticeboard next to Troop & Son will be removed for during the first week of January for a short period of time whilst the fence is being repositioned.

There being no further business the meeting closed at 10.00pm ..... Chairman