

Brixworth Parish Council

Minutes of the meeting held on Tuesday 20th December 2016 at 7.15p.m.

In the Library/Community Centre, Spratton Road, Brixworth

Present: Councillors: A Coles (Chairman), S Moxon, S James, K Parker, N Brown, J Bird, P Saxton, J Pittam, S Coe, E Coe, J Collyer and A Jennings.

In Attendance: Mrs E Baker – Parish Clerk
Mr Mike Nice – Centre Manager
Six members of the public

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.

16/3586 Apologies for absence

Apologies were received and accepted from Cllr Barratt

16/3587 Members' declaration of interests on agenda items only

Cllr Coles declared an interest on item 10e.

16/3588 Signing of the Minutes of the Parish Council Meetings

Extraordinary Meeting 7th November 2016
Extraordinary Meeting 15th November 2016
Full Council Meeting 22nd November 2016
Extraordinary Meeting 5th December 2016
Extraordinary Meeting 12th December 2016

The minutes from the meetings above were agreed and signed.

16/3589 To receive an update from the Recruitment Working Group.

Cllr Bird gave an update from the Recruitment Working Group and following the interviews of three candidates an offer of a permanent position, subject to references, was made to Mr Peter Rowbotham. As Mr Rowbotham was in attendance at the meeting the members of the Parish Council introduced themselves to him. The present Clerk last working day will be Friday 30th December. There will be a handover period over the next week. The Chairman thanked the Recruitment Working Group for their hard work.

16/3590 To consider co-option of Councillor

It was approved that Anthony Jennings be co-opted onto the Council.

Proposed Cllr Coles
All in favour.

Seconded Cllr Brown

It was agreed that Cllr Stephen James be the mentor for Cllr Jennings.

16/3591 Public Open Forum

A representative from the Brixworth and Scaldwell Scouts informed the Council about the World Challenge Award the Scouts will be taking part in next year and asked the Parish Council for ideas for community based projects that the Scouts could take part in. There are

two Scout packs, one on a Monday with 18 Scouts and the other on Wednesday with 12 Scouts. The Scouts will be holding two meetings in the January 2017, where organisations within Brixworth will be invited to present their ideas to the Scouts for them to use which project they would like to run. The Chairman thanked the Scout leader for attending the meeting and said that the item would be discussed later on in the meeting.

16/3592 To receive the Police Representative Report

The police reports for November was received.

Planning

16/3593 To receive the planning refusals and approvals for November 2016

The planning refusals and approvals for November 2016 were received.

16/3594 To receive the minutes from the Planning Meeting held on 7th November 2016

The minutes from the meeting held on 7th November 2016 were received.

Finance

16/3595 Bank Reconciliation as at 30th November 2016

	<u>Cash Book Balance as Statement 30.11.16</u>	<u>Unreconciled Report</u>	<u>Total Balance</u>
Current Account	13,113.44		13,133.44
Capital Reserve Account	124,655.48		124,655.48
Total	137,768.92		137,768.92

16/3596 Parish Council Reserves as at 30th November 2016

Earmarked and Restricted Reserves Total £73,925.93

Cash at Bank 30/11/2016 £137,768.92

Less Earmarked/Restricted Reserves £73,925.93

General Reserves Total £63,842.99

16/3597 To receive the Clerk's Report

The Chairman informed the meeting that since the Clerk's report had been circulated two of the action points for the Media and Communication Group had now been addressed. The Clerk's report was received.

16/3598 To receive the rolling budget for November 2016

The rolling budget for September was received.

16/3599 To receive a report on audit of accounts by the Verification Officer from April 2016 to end of August 2016.

Cllr Saxton informed the meeting that he had examined the accounts for the period from April 2016 and the end of August 2016 and had found no discrepancies.

Cllr Coe arrived at the meeting at 7.34pm.

16/3600 To receive an update from the Finance Working Group.

Cllr James informed the meeting that the Finance Working Group had a meeting in early December to finalised the budget, which was 95% completed. The final part to be confirmed

is the list of aspirations, which will need to be discussed at the next meeting on 10th January 2017. It was agreed that the Clerk circulate the latest version of the budget to all the Council members so that they can send any comments before the 10th January meeting.

16/3601 To receive responses to the open letter published in the December Brixworth Bulletin

The response to the open letter was received. Cllr Brown informed the meeting that the a post is going to be sent out on Social Media reminding residents to send their comments to the Clerk by the 31st December 2016.

16/3602 To approve the bills for payment for December 2016

It was agreed that the bills for payment for December 2016 be paid.

Proposed Cllr Bird

Seconded Cllr James

All in favour.

Direct Debit Payments

Raspberry	Clerk Telephone	38.23
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Payment	Payment To	Reason for Payment	
BACS	Staff	Wages /Salaries for December	4,378.66
BACS	NCC	Pension Contributions for Dec	546.91
BACS	Brixworth Bulletin	Bulletin 50	200.00
BACS	Brixworth Bulletin	Bulletin 51	350.00
BACS	Clerk	Allowance and Expenses	228.08
BACS	Hassett Fencing Ltd	Repair to St David's fence	207.90
BACS	Maxwell Amenity	Moss Killer	55.14
BACS	Royal British Legion	Poppy Wreath	25.00
BACS	Trade UK	Groundsman Items	26.47
BACS	Trade UK	Groundsman Items	59.97
BACS	Lovells	Groundsman Items November	100.66
BACS	Lovells	Groundsman items Jul, Aug, Oct	109.72
BACS	Espo	Stationery and Batteries	45.04
BACS	Espo	Batteries & Stationery	90.12
BACS	Milestone	Christmas Lights	375.00
BACS	Milestone	Christmas Lights	180.00
BACS	Milestone	Labour and fixing plugs	321.25
BACS	BCC	HallHire	550.00
BACS	Ascomi	NP Hosting and Domain name	33.00
BACS	Eon	Light Maintenance	38.24
BACS	Richmond Hydrochem	Chlorination check The Ashway	535.20
BACS	AH Blason	Fuel November	60.90
BACS	AH Blason	Fuel December	118.39
BACS	Enterprise	St Davids Bin Emptying	271.91
BACS	R&G	Gang Mow and Verti-draining	1,316.84
BACS	Shelley Signs	Heritage Sign	1,950.00
	Cll S Moxon	Councillor Expenses	4.60
			£12,217.23

Income November 2016

Bank Interest Oct	£6.41
Bank Interest Nov	£2.19
NCC Highway Verge Cutting	£1,371.23
	£1,379.83

Highways and Environment

16/3603 To resolve to organise and confirm dates for Community Litter Picks in Brixworth during 2017.

It was agreed that Cllr Moxon continue to organise two litter picks, one in the Spring and the other in the Autumn.

Proposed Cllr Coles

Seconded Cllr Bird

All in favour

16/3604 To receive an update on the provision and installation of Christmas trees in the village.

The report on the provision and installation of the Christmas trees was received. It was agreed that the trees be taken down on no later than the 6th January 2017. The Chairman explained that the overspend was required in order for the trees to be installed and for the lights to work. Cllr Brown thanked all the people who had been involved in the project. Cllr James informed the meeting that an amount of money for Christmas lights and trees had been budgeted for in the 2017/2018 budget. He asked Cllr Moxon and Cllr Bird to check the budget to see if enough funds had been put aside.

16/3605 To agree action to be taken following complaints of blocked drains in Frog Hall.

Cllr Parker informed the meeting that he had spoken some of the residents in Froghall and that a site meeting had been arranged between Daventry District Council, Anglian Water and the residents to investigate the problem. Cllr Parker is attending the site meeting and will give a report at the January Full Council Meeting.

Cllr S Coe arrived at the meeting at 8.04pm.

16/3606 To agree action to be taken following complaint of HGVs using Frog Hall due to signs directing traffic away from Church Street.

It was agreed that Cllr Moxon contact TomTom and Garmin to inform them that the road is not suitable for HGVs and the Clerk contact the residents to ask them to make a note of the types of lorries, registration numbers and times the lorries are using Froghall so that the businesses can be contacted and asked if they can request smaller delivery vehicles.

Cllr Coles left the meeting at 8.10pm.

It was agreed that Cllr James chair the meeting.

16/3607 To agree action to be taken following request for a grant to provide a disabled parking space in Parkfield Road.

It was agreed that Cllr Parker liaise with the resident as he has experience of dealing with this type of request at Daventry District Council.

Proposed Cllr Brown

Seconded Cllr Bird

Nine in favour Cllrs S Moxon, S James, K Parker, N Brown, J Bird, P Saxton, J Pittam, E Coe and J Collyer.

One abstention Cllr S Coe.

16/3608 To receive the minutes from the Media and Communication Meeting held on 12th October 2016.

The minutes from the meeting were received.

16/3609 To discuss an email from the Scout leaders for Brixworth and Scaldwell Scouts regarding ideas for the World Challenge Award in 2017 and to agree Parish Council members attendance at a meeting to discuss the ideas.

It was agreed that a working group consisting of Cllr Moxon, Bird and E Coe be established to prepare the proposal for hanging baskets to be put up in the village and present it to the Scouts.

Proposed Cllr Moxon

Seconded Cllr Bird

All in favour.

16/3610 To receive Christmas letter from Sgt Dobbs and contact information on how best to contact the Police.

The Christmas letter from Sgt Dobbs and the contact information was received.

16/3611 To receive the Public Consultation from Northamptonshire County Council regarding the Reconfiguration and recommissioning of services for the treatment and recovery of drug and alcohol addictions. Closing date 20th January 2017.

The consultation from Northamptonshire County Council was received.

16/3612 To receive report from December Surgery and to agree Parish Councillors for the next surgery on 7th January 2017

The December surgery report was received. It was agreed that Cllr E Coe and Cllr Parker host the January 2017 surgery.

16/3613 General Correspondence not for discussion (Members File for Circulation only).

- a) Winter Countryside Voice 2016
- b) CPRE Field Work Winter 2016
- c) CPRE Outlook November 2016
- d) NCALC Update November – December 2016
- e) Northamptonshire Countryside Design Guide.

16/3614 Dates of the next meetings.

- a) Planning meeting 9th January 2017
- b) Media and Communication meeting 11th January 2017
- c) Full Council meeting 24th January 2017
- d) Planning meeting 30th January 2017

16/3615 Urgent Matters for Report Only.

There were no urgent matters for report only.

The Chairman thanked the Clerk for all her hard work during the past few years and wished her good luck in her new job.

It was agreed that the press and public be excluded from the meeting for the following item.

Proposed Cllr Coles

Seconded Cllr James

All in favour.

The press and public left the meeting at 8.42pm

The press and public were invited back into the meeting at 8.51pm

16/3616 To receive a legal update and agree instructions for the Solicitor.

The legal update was received. There were no instructions to be agreed.

There being no further business the meeting closed at 8.51pm Chairman