



## **Brixworth Parish Council**

### **Minutes of the meeting held on**

**Thursday 30<sup>th</sup> January 2020**

### **Community Centre & Library, Spratton Road, Brixworth**

#### **In Attendance:**

**Councillors:** Councillor Stephen James, Councillor Ian Barratt, Councillor Elaine Coe, Councillor Stuart Coe, Councillor Lynne Compton, Councillor Lina Howarth, Councillor Alan Lovell, Councillor Tom Mitchell, Councillor Sandra Moxon, Councillor Kevin Parker and Councillor Frances Peacock.

**Apologies:** Councillor James Collyer

#### **Absent:**

**Also Present:** Peter Rowbotham (Clerk)

**Members of  
the Public:** 2

Apologies received from District Councillor Jonathan Harris and District Councillor Nick Bunting

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#### **20/ 4856 Welcome**

Councillor James welcomed everyone to the meeting of the Parish Council. He notified every one of the evacuation procedures. Councillors were also reminded that the meeting was being recorded.

#### **20/ 4857 Apologies for Absence**

Apologies for absence had been recorded from Councillor Collyer.

It was agreed to accept the apologies. This was proposed by Councillor Moxon and seconded by Councillor Parker. Unanimous.

#### **20/ 4858 Declarations of Interest**

None declared.

#### **20/ 4859 Minutes of Previous Meeting (19<sup>th</sup> December 2019)**

The minutes of the Parish Council meeting of 19<sup>th</sup> December 2019 were agreed as a true and accurate record. This was proposed by Councillor Lovell and seconded by Councillor Mitchell. Unanimous.

**20/ 4860 Minutes of Previous Meeting (16<sup>th</sup> January 2020)**

The minutes of the Parish Council meeting of 16<sup>th</sup> January 2020 were agreed as a true and accurate record, subject to one amendment. District Councillor Harris had none been in attendance. This was proposed by Councillor Lynne Compton and seconded by Councillor Elaine Coe. Unanimous.

**20/ 4861 Public Open Forum**

An update was provided regarding the popularity of the village Heritage Trail. This was an example of good practise.

A written submission had been made regarding the parking difficulties on Holcot Road. This would be considered as a separate item for consideration.

**20/ 4862 Highways – Holcot Road**

A local resident had written to the Parish Council concerning the parking issues on Holcot Road, Brixworth. The Parish Council would investigate further the possible use of plastic bollards, refurbishment of the former railway bench (and two others within the Village) together with associated paving and the use of wildflowers within the area.

**20/ 4863 Parish Council Surgery – 4<sup>th</sup> January 2020**

The Parish Council had held a Surgery on Saturday 4<sup>th</sup> January 2020. Councillor Elaine Coe and Councillor Collyer had attended this. A report had been submitted. The issues raised included parking issues on Holcot Road, speeding on Church Street and the lack of dropped curbs around the village. The report was noted by the Parish Council.

**20/ 4864 Parish Council Surgery – 1st February 2020**

The Parish Council would be holding a Surgery on Saturday 3<sup>rd</sup> February 2020. Councillor Bird and Councillor Compton would be attending this. A report would be submitted to the next Parish Council meeting.

**20/ 4865 Finance - Transactions including Payments for Approval- January 2020**

The list of financial transactions and payments for December 2019 was approved by the Parish Council. All invoices for payment had been examined, verified and certified by the Parish Clerk in accordance with the Financial Regulation 5.3. This was proposed by Councillor Parker and seconded by Councillor Peacock. Unanimous.

		Net Amount	VAT	Total	Powers
		£	£	£	
<b>Direct Debit Payments - Financial Reg 6.7</b>					
E.ON	Elec monthly - Ashway Changing Rooms (2nd)	110.48	5.52	116.00	LGA MP 1976 s19
TalkTalk Business	Broadband (7th)	50.95	10.19	61.14	LGA 1972 s111
EE Limited	Mobile Phone (15th)	16.87	3.37	20.24	LGA 1972 s111
<b>Retrospective Payments - Financial Reg 5.5. (via BACS)</b>					
Ratcliff Land Surveys	The Ashway and St David's Drawings	1,575.00	315.00	1,890.00	PHA 1875 s164
<b>Debit Card Payments (Online purchase) - Financial Regs 6.10 &amp; 6.19</b>					
O2	Pre-Pay Top Up Groundsman's Phone	20.83	4.17	25.00	LGA1972 s111
Curry's Online	Printer Cartridges	66.66	13.33	79.99	LGA1972 s111

Payments Processed this month but agreed last month – Financial Regulation 5.2 (BACS)					
Nil		0.00	0.00	0.00	
Payments for approval - Financial Regulation 5.2 (via BACS)					
Staff	Net Salaries and Wages (5-week month)	3,891.31	0.00	3,891.31	LGA 1972 s112
HMRC	PAYE	1,114.99	0.00	1,114.99	LGA 1972 s112
LGSS	Pension Scheme	696.70	0.00	696.70	LGA 1972 s112
WG Law	Professional Services	1,250.00	250.00	1,500.00	LGA 1972 s222
Lovell Hardware	Misc. Groundsman's Materials	143.66	28.73	172.39	LGA 1972 s111
Tradepoint B&Q	Saw, Timber and Post Crete	31.41	6.27	37.68	LGA 1972 s111
Bates Wells	Village Car Park Lease	500.00	100.00	600.00	RTRA 1984 ss57 & 63
Zephyr Flags	Flagpole repair	450.00	90.00	540.00	LGA 1972 s137
SLCC	Subscription	227.00	0.00	227.00	LGA 1972 s111
E. ON	Footpath Lighting Maintenance	24.69	4.94	29.63	PCA 1957 s3
E.ON	Electricity for Footpath Lighting	152.75	7.64	160.39	PCA 1957 s3
Amey	Trade Waste Rental @St David's - Jan 20 13 weeks	216.32	43.26	259.58	LGA 1972 s111
KF Troop	Summer Planting	350.00	0.00	350.00	LGA 1972 s144
KF Troop	Spring Bulbs	50.00	10.00	60.00	LGA 1972 s144
Peter Rowbotham	Employment related expenses	125.33	0.00	125.33	LGA 1972 s112
Cheque Payments					
Nil					
<b>Total Expenditure this month to date</b>		<b>11,064.95</b>	<b>892.42</b>	<b>11,957.37</b>	
Receipts					
Brixworth Seniors FC	Pitch Hire St David's Recreation Ground	927.91	0.00	927.91	LG MP Act 1976 s19
Capital Account	Interest	21.53	0.00	21.53	LGA 1972 s111
<b>Total Income this month</b>		<b>927.91</b>	<b>0.00</b>	<b>927.91</b>	
Bank Transfer - Capital to Revenue					
		0.00	0.00	0.00	
<b>Total transferred to revenue this month</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Bank Transfer - Revenue to Capital					
		0.00	0.00	0.00	
<b>Total transferred to capital this month</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

**20/ 4866 Finance – Rolling Budget**

The Rolling Budget for January 2020 was received by the Parish Council.

**20/ 4867 Finance – Bank Reconciliation Report**

The Bank Reconciliation report as at 29<sup>th</sup> November 2019 was noted by the Council. The Revenue (Current) account indicated a balance of £110,113.47. The Capital (Reserve) account indicated a balance of £122,190.69.

**20/ 4868 Finance - Parish Council's Reserves**

The Statement of Reserves was received by the Parish Council. There was £42,566.22 held within Restricted Funds and £73,756.61 within Earmarked Reserves. General Reserves was in the region of £77,356.26. The s106 money held by Daventry District Council was approximately £254,425.

**20/ 4869 Finance – Budget for 2020/ 2021**

The Parish Council agreed that the 2020/ 2021 budget be set at £195,809. This was proposed by Councillor Peacock and seconded by Councillor Mitchell. Unanimous.

**20/ 4870 Finance - Precept for 2020/ 2021**

The Parish Council agreed that the precept for 2020/ 2021 be set at £166,449. The budget deficit of £9,900 would be met from the Parish Council General Reserves. The precept for a Band D property would remain at £79.19. This was proposed by Councillor Barratt and seconded by Councillor Howarth. Unanimous.

**20/ 4871 Procurement – Tree Work**

The Parish Council had the powers to have trees in parks, open spaces and highway verges. It has a duty to maintain them in the interests of public safety. (Public Health Act 1875 s164 and Open Spaces Act 1906 ss9 & 10) Following a tree survey 25 separate actions had been identified and tenders had been sought from reputable Arboricultural Contractors. The Parish Council agreed that the lowest submitted tender from the Brampton Valley Group be accepted in the sum of £2,230. This was proposed by Councillor James and seconded by Councillor Compton. Unanimous.

**20/ 4872 Community Safety – Reported Crime Data**

The crime figures for November 2019 had been noted by the Parish Council. The figures had indicated a total 19 reported crimes compared to 17 for the same period in 2018.

**20/ 4873 Community Safety – Speed Indicator Device (SID)**

The data from the Speed Indicator Device based on Station Cottages was noted by the Parish Council.

**20/ 4874 Community Safety – Daventry Neighbourhood Policing**

Sgt Dobbs, District Neighbourhood Sergeant of the Daventry Rural Policing Team, was leaving his role to take up another post within the Policing Sector. The Parish Council noted his good work locally and asked that good wishes be forwarded onto him.

**20/ 4875 Media and Communications – Minutes**

The Parish Council received the minutes of the Media & Communications Committee of 19<sup>th</sup> November 2019.

**20/ 4876 Planning – Decisions for December 2019**

The Parish Council noted the list of planning decisions issued in December 2019.

**20/ 4877 Planning – Minutes for 16<sup>th</sup> December 2019**

The Parish Committee received the minutes of the Planning Committee of 16<sup>th</sup> December 2019.

**20/ 4878 Planning – Minutes for 6<sup>th</sup> January 2020**

The Parish Committee received the minutes of the Planning Committee of 6<sup>th</sup> January 2020.

**20/ 4879 Planning – Settlements and Countryside Local Plan (Part 2) for Daventry District 2011- 2029**

The Parish Council had noted the outcome of the Inspectors Report following the Public Enquiry. The case to retain the area of Special Landscape area had been dismissed. The Brixworth Neighbourhood Plan Working Group would be meeting to discuss the implications on the Neighbourhood Plan.

**20/ 4880 Environment - Wildflowers**

Councillor Mitchell provided a verbal update on the wildflower feasibility project. It was hoped to utilise an area outside of the Village Hall. It was noted that visibility splays on highway verges must be maintained. An item would be brought back to the Parish Council to determine procurement of seeds and arrangements for planting and maintenance.

**20/ 4881 Highways – Urban Grass Cutting for 2020**

The Parish Council agreed to accept the opportunity to cut the highway grass (including link footways and Rights of Way) under the provision of Section 137 of the Local Government Act 1972. The Parish Council will receive £1,371.23 towards the cost of carrying out this work. This was proposed by Councillor James and seconded by Councillor Barratt. Unanimous.

**20/ 4882 Consultations**

The Parish Council noted the following consultations –

- X7 Bus Service
- Active Parks Project
- Carers Services Questionnaire
- Temporary Accommodation Policy

Councillors were able to respond as individuals by using the web link on the agenda. The Clerk would ascertain the reason for the planned changes to the X7 bus service.

**20/ 4883-Armed Forces Covenant**

The Parish Council agree that it should sign the Armed Service Covenant to support the Armed Services Community. This was proposed by Councillor Elaine Coe and seconded by Councillor Mitchell. Unanimous.

**20/ 4884 Parish Clerks Report**

The Parish Council received the report of the Parish Clerk.

**20/ 4885 Correspondence**

The list of Correspondence was noted by the Parish Council.

Subject	From
Civic Update	Civic Voice
Planning Workshop	CPRE
CEO Bulletin	NALC
Parish Elections	DDC

**20/ 4886 Exclusion of the press and public**

The Parish Council agreed to exclude the press and public 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 in closed session from 8:27pm*

#### **20/ 4887 Legal Matters – County Court**

The Parish Council received and noted a verbal update on the recent County Court judgement. The Parish Council agreed to engage an Advocate for the Appeal Hearing planned for 28<sup>th</sup> February 2020. This is in accordance with the Local Government Act 1972 s 222. This was proposed by Councillor James and seconded by Councillor Bird. Unanimous.

At the request of Councillor Moxon, and in accordance with Standing Order 2 (s) the voting on this matter was recorded.

- For the motion: Councillor James, Councillor Elaine Coe, Councillor Stuart Coe, Councillor Lynne Compton, Councillor Lina Howarth, Councillor Alan Lovell, Councillor Tom Mitchell, Councillor Sandra Moxon and Councillor Kevin Parker.
- Abstentions: Councillor Barratt and Councillor Peacock.
- Against the motion: None

#### **20/ 4888 Grants- Brixworth Music Festival**

The Parish Council agreed to request that the Brixworth Music Festival return the grant overpayment of £351.20 which had been made in respect of a financial contribution towards the purchase of a piano. This was proposed by Councillor James and seconded by Councillor Stuart Coe. Unanimous.

*The meeting returned to open session at 8.50pm*

#### **19/ 4889 Dates of Future Meetings**

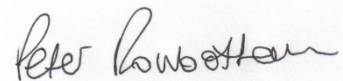
- Planning Committee – Monday 17<sup>th</sup> February 2020
- Media & Communications Committee – Wednesday 26<sup>th</sup> February 2020
- Council - Thursday 27<sup>th</sup> February 2020

#### **19/ 4890 Any Other Urgent Business**

The Chairman requested that Parish Councillors commit to using the newly allocated .gov email addresses. The Parish Clerk was requested to recirculate the sign on details. Technical support was available for those Parish Councillors who needed help in setting up the new email addresses.

***The meeting finished at 8.53pm***

**Signed as a true and accurate record**



**Councillor Stephen James  
Chairman  
Brixworth Parish Council  
27<sup>th</sup> February 2020**

**Peter Rowbotham  
Parish Clerk  
Brixworth Parish Council  
17<sup>th</sup> February 2020  
Telephone: 079 8314 1786**

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