



Brixworth Parish Council

**Councillors are hereby summoned to attend the Parish Council meeting to be held on
Thursday 26th November 2020 starting at 715pm**

**This will be a 'virtual meeting' using Video Conferencing in accordance with the
Local Authorities and Police and Crime Panels (Coronavirus) Regulations 2020**

Press and public can attend and participate

Please email your interest to parish.clerk@brixworthparishcouncil.gov.uk
or join the meeting direct by using this link to [Microsoft Teams](#)
(No installation required – Just use the Browser Option)

AGENDA

*Supporting
Papers*

1. **Welcome**
2. **Apologies for absence and acceptance of any apologies for absence**
 - 2.1 Consider any received apologies.
3. **Declarations of Interest**
 - 3.1 Members' declarations of interests on agenda items only
4. **Agree and sign the minutes of the previous meeting**
 - 4.1 Parish Council meeting of 29th October 2020
5. **Public Open Forum Session**
 - 5.1 This is an opportunity for Parish Residents and members of other Councils, once recognised by the Chairman, to make brief representations or ask questions of the Parish Council. Each will be allowed three (3) minutes to address the Parish Council via the Chairman. This open session is limited to 15 minutes.
 - 5.2 Although the Parish Council will endeavour to answer all questions put to it, persons asking questions should not expect immediate answers, but rather a formal written response in due course.
 - 5.3 Those who wish to comment on an agenda item are encouraged to do so at this time or they may ask the Chairman to be allowed to speak when the subject is raised.

A

PART ONE - FOR DECISION

- | | | | |
|-----|--|--|----------|
| 6. | St David's Play Park & MUGA Working Group | 6.1 Receive a report from the St David's Play Park & MUGA Working Group of 5 th November 2020 and consider any actions. | B |
| 7. | Sports Liaison Working Group | 7.1 Receive a report from the Sports Working Group and consider any actions. | C |
| 8. | Personnel Working Group | 8.1 Receive a report from the Personnel Working Group | D |
| 9. | Finance | 9.1 Consider the financial transactions and authorise the payments for November 2020 | E |
| | | 9.2 Receive a report from the joint meeting of the Finance Working Group and Councillors of the Sports Liaison Working Group | F |
| | | 9.3 Receive a report from the Finance Working Group and consider any actions | G |
| | | 9.4 Discuss the draft budget proposals for 2021 2022 (excluding wages and salaries) | H |
| 10. | Motor Insurance | 10.1 Consider and accept a quotation for the renewal of the motor insurance | I |
| 11. | S106 Project – Community Centre (Indoor Sports) | 11.1 Consider specialist support for implementing the Community Centre s106 project | J |
| 12. | Consultation – West Northants Council - Local Council Tax Reduction Scheme (sometimes known as Council Tax Support) | 12. 1 Consider a response to planned changes to the Council Tax Reduction Scheme . | |
| 13. | Community Safety - Crime Data for Brixworth | 13.1 Note the reported crime data for Brixworth (September 2020) | K |
| | | 13.2 Consider any actions as a result of the increased crime rate. | |
| 14. | Grants – Release of Funding | 14.1 Consider the release of £5,000 to the Brixworth Centre for new windows. (Agreed in principle at the Parish Council meeting on 30 th April 2020 (20/4957) | L |
| 15. | Highways - Use of Bollards to deter parking | 15.1 Note the NCC response to the use of bollards and consider any further actions | M |

PART TWO - FOR INFORMATION

- | | | | |
|-----|-------------------------|---|----------|
| 16. | Finance | 16.1 Receive the latest rolling budget | N |
| | | 16.2 Receive the Bank Reconciliation Report | O |
| | | 16.3 Receive the statement of the Parish Council's Reserves | P |
| 17. | Community Safety | 17.1 Note the data downloaded from the Parish Council's Speed Indicator Device. (SID) | Q |
| 18. | Planning | 18.1 Receive the planning decisions for October 2020 | R |
| | | 18.2 Receive the minutes of the Planning Committee of 26 th October 2020 | S |

19. Media & Communications

21.1 Receive the minutes of the Media & Communications Committee of 14th October 2020

T

20. Parish Clerks Report

20.1 Receive the Parish Clerk's Report

U

21. General Correspondence

21.1 Note the Correspondence listed at Appendix V

V

22. Dates of Future Meetings

22.1 To note the dates of the next cycle of meetings.

- Planning – 7th December 2020
- Media & Communications – 9th December 2020
- Council – 17th December 2020

PART THREE – CONFIDENTIAL

23. To consider the exclusion of the press and public

23.1 Consider the exclusion of 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 is in accordance with the Public Bodies (Admission to meetings) Act 1960

The Press & Public will be requested to leave the meeting (subject to 23.1)

24. Finance

24.1 Discuss the draft budget proposals for 2021 2022 – wages and salaries

W

25. Legal Matters

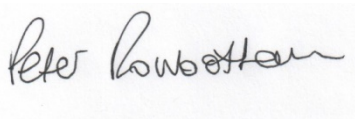
25.1 Receive any other legal updates and consider any actions to be taken.

The Press & Public to be invited back into the meeting

PART FOUR – URGENT MATTERS

26. Urgent matters for report only

Business must be urgent and must be notified to the Chairman before the meeting



Mr Peter Rowbotham
Clerk to the Council
21st November 2020

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Market Harborough
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When we do need to print, we only use 100% recycled paper

Members of the Parish Council

Councillor Stephen James (Chairman) Councillor Sandra Moxon (Vice Chairman) Councillor Ian Barratt, Councillor Jackie Bird,
Councillor Elaine Coe, Councillor Stuart Coe, Councillor James Collyer, Councillor Lynne Compton,
Councillor Lina Howarth, Councillor Tom Mitchell, Councillor Kevin Parker, and Councillor Frances Maria Peacock.

**A****Brixworth Parish Council****Minutes of the meeting held on****Thursday 29th October 2020****Video Conferencing****In Attendance:**

Councillors: Councillor Sandra Moxon, Councillor Ian Barratt, Councillor Jackie Bird, Councillor James Collyer (from 7.35pm), Councillor Lynne Compton, Councillor Tom Mitchell, Councillor Kevin Parker and Councillor Francis Peacock.

Apologies: Councillor Elaine Coe, Councillor Stuart Coe, Councillor Stephen James and Councillor Lina Howarth

Absent:

Also Present: Peter Rowbotham (Clerk)
District Councillor Bunting & District Councillor Harris

**Members of
the Public:** 2

20/5170 Welcome

Councillor Moxon welcomed everyone to the virtual meeting of the Parish Council which was being held in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) Regulations 2020.

Councillor Moxon reminded everyone that the meeting was being recorded.

20/5171 Apologies for Absence

Apologies for absence had been recorded from Councillor Elaine Coe, Councillor Stuart Coe, Councillor James, Councillor Howarth. The submitted apologies were accepted by the meeting.

20/5172 Declarations of Interest

Councillor Compton declared a non-pecuniary interest in the items relating to the Sports Liaison Working Group, the St David's storage shed and fees and charges for sports facilities

20/5173 Minutes of Previous Meeting (24th September 2020)

The minutes of 24th September 2020 were agreed as a true and accurate record. These would be signed as soon as practical. This was proposed by Councillor Bird and seconded by Councillor Parker. Unanimous.

20/5174 Public Open Forum

It was reported that the Remembrance Day gathering would be considerably downsized this year because of Covid 19. There would be no parade but a limited gathering of organisations would take place around the war memorial with flags and wreaths. Social distancing would be in place at all times.

The annual community bulb planting had taken place.

The Food Share project was progressing. The Group had fed increasing numbers using the food donated by the Coop. Twenty packed lunches had been supplied.

District Councillor Bunting informed the Parish Council of his objection to planning application DA/2020/0747, Outline application for mixed use development on land north of Cricket Ground, Northampton Road.

District Councillor Harris was in the process of reconnecting with the local volunteer groups in the light of the escalating COVID 19 situation.

20/5175 Finance - Transactions including Payments for Approval- October 2020

The list of financial transactions and payments for October 2020 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 Mitchell and seconded by Councillor Jackie Bird. A recorded vote was requested –

For - Councillor Bird, Councillor Collyer, Councillor Compton, Councillor Mitchell, Councillor Moxon, Councillor Parker and Councillor Peacock

Against -None

Abstentions – Councillor Barratt

			Net Amount	VAT	Total	Powers
			£	£	£	
Direct Debit Payments - Financial Reg 6.7						
01	Peninsula Business Systems	Support Services (29th Sep-tember)	271.62	54.32	325.94	LGA 1972 s111
02	E.ON	Elec monthly - Ashway Changing Rooms (1st)	117.14	5.86	123.00	LGA MP 1976 s19
03	Lex Autolease	Lease Van (1st)	239.58	47.91	287.49	LGA 1972 s111
04	TalkTalk Business	Broadband (8th)	50.95	10.19	61.14	LGA 1972 s111
05	EE Limited	Mobile Phone (15th)	18.73	3.75	22.48	LGA 1972 s111
Retrospective Payments - Financial Reg 5.5. (via BACS)						
	None		0.00	0.00	0.00	
Debit Card Payments (On line purchase) - Financial Regs 6.10 & 6.19						
06	Deedflow (Land Registry)	Title Deeds St David's Rec Ground	84.80	16.96	101.76	PHA 1936 s87
07	Royal Mail	Postage - 3 x 76p	2.28	0.00	2.28	LGA 1972 s111
08	Amazon	Toner Cartridges for Printer/ Copier	65.00	13.00	78.00	LGA 1972 s111
09	Amazon	Adhesive strips for fixing signs - Comm Centre	16.36	3.27	19.63	LGA 1972 s133
Payments Processed this month but agreed last month Financial Regulation 5.2 (via BACS)						
	Nil					

Payments for approval - Financial Regulation 5.2 (via BACS)						
10	Staff	Net Salaries and Wages (5 week month)	4,040.59	0.00	4,040.59	LGA 1972 s112
11	HMRC	PAYE	1,446.57	0.00	1,446.57	LGA 1972 s112
12	LGSS	Pension Scheme	783.25	0.00	783.25	LGA 1972 s112
13	Peter Rowbotham	Employment Related Expenses	47.60	0.00	47.60	LG(FP)A 1963 s5
14	Blasons	Fuel for Van and Mower	69.17	13.83	83.00	LGA 1972 s111
15	R&G	Grounds Maintenance & Wildflowers	2,916.00	583.20	3,499.20	PHA 1875 s164
16	Bakers Waste	Trade Waste St David's Recreation Ground	67.99	13.62	81.61	PHA 1875 s164
17	Trade UK Screwfix	Vehicle Wash Brush	4.99	1.00	5.99	LGA 1972 s111
18	Eon	Street Lighting Electricity	152.75	7.64	160.39	PCA 1957 s3
19	Online Playgrounds	Wetpour repair kit and caps for play equip	100.20	20.04	120.24	PHA 1875 s164
20	WG Law	Professional Services	1,000.00	200.00	1,200.00	LGA 1972 s222
21	Brixworth Responders	Donation - in return for Defib services	120.00	0.00	120.00	PHA 1936 s234
22	Lovell Hardware	Sundry Items	65.29	13.06	78.35	LGA 1972 s111
23	PKF Littlejohn	Annual Audit	400.00	80.00	480.00	LGA 1972 s111
Cheque Payments						
	Nil		0.00	0.00	0.00	
Total Expenditure this month to date			12,080.86	1,087.65	13,168.51	
Receipts						
24	Brixworth Community Centre	Recharge for COVID 19 items	57.22	0.00	57.22	LGA 1972 s 133
25	Nat West	Interest (30 September 2020)	1.42	0.00	1.42	LGA 1972 s111
Total Income this month			58.64	0.00	1.42	
Bank Transfer - Capital to Revenue						
26	Nat West	Pocket Park s106	250.00	0.00	250.00	LGA 1972 s111
27	Nat West	Contribution from Reserves	9,900.00	0.00	9,900.00	LGA 1972 s111
Total transferred to revenue this month			10,150.00	0.00	10,150.00	
Bank Transfer - Revenue to Capital						
	Nil		0.00	0.00	0.00	LGA 1972 s111
Total transferred to capital this month			0.00	0.00	0.00	

20/5176 Finance – Report of the Working Group

The Parish Council noted the report of the Finance Working Group following its meeting of 20th October 2020. It also noted that the Finance Working Group was considering an Investment Strategy for future consideration. The Parish Council noted that a special budget meeting was planned to be held on Thursday 12th November

2020. (This is subject to the availability of the Chairman who was unwell at present) All fully costed funding bids needed to be submitted to the Working Group by Monday 2nd November 2020.

20/5177 Finance – Annual Governance & Accountability Return (AGAR) 2019/2020

The Parish Council had received the outcome letter from PJF Littlejohn LLP. Based upon the information contained in Sections 1 and 2 of the Annual Governance and Accountability Return the Auditor was of the opinion that all was in accordance with the proper practices and that no other matters had come to their attention. As part of the annual AGAR approval process it was agreed to have the paperwork checked by the Verification Officer before being signed off by the Chairman. The Parish Council also agreed that the Notice of Conclusion be issued and displayed. This was proposed by Councillor Compton and seconded by Councillor Bird.

20/5178 Sports & Recreation – St David's Play Park & MUGA Working Group

The Parish Council noted the written reports from the meetings of 8th & 28th October 2020 and the ongoing work of the St David's Play Park & MUGA Working Group. The Group's Terms of Reference and Project Plan (v1) was agreed by the Parish Council. The Parish Council noted that a residents' consultation exercise was to be undertaken on the MUGA. This was proposed by Councillor Bird and seconded by Councillor Compton. Unanimous.

20/5179 Sports & Recreation – Sports Liaison Working Group

The Parish Council agreed to receive the report from the Sports Liaison Working Group which had met on 20th October 2020. The Parish Council agreed that:

1. The Parish Clerk be authorised to vary the Grounds Maintenance Contract in September/ October of each year if in his opinion additional grass cutting was required.
2. The Parish Clerk investigates the complaint of foul language on the football pitch and reports back to the Parish Council.
3. The St David's Play Park & MUGA Working Group notes the request for a higher ball stop fence and the use of a storage facility.

This was proposed by Councillor Bird and seconded by Councillor Mitchell. Councillor Compton abstained.

20/5180 Sports & Recreation – St David's Recreation Ground – Storage Shed Light

The Parish Council agreed to permit the Brixworth Juniors Football Club to install internal lighting to its storage shed subject to this being to the full financial cost to the club. A plan would be required from the club to illustrate the cable run. This was proposed by Councillor Moxon and seconded by Councillor Bird. Councillor Compton abstained.

20/5181 Sports & Recreation – Fees & Charges 2021/ 2022

The Parish Council received the report on Fees and Charges for the use of the sports pitches. This was received as part of the budget process. The Parish Council agreed that the Councillors from the Finance Working Group and the Councillors from the Sports Liaison Group meet together to discuss the fees and charges in detail. This was proposed by Councillor Moxon and seconded by Councillor Bird. Councillor Compton abstained.

20/5182 Sports & Recreation – Community Centre (Indoor Sport)

The Parish Council received an update on the Community Centre s106 project. The s106 application form had been submitted to the Daventry District Council but a detailed costed scheme was now required to progress the grant further. The supporting technical work and drawings would need to be carried out by a specialist company. The Parish Council agreed that the three current written submissions be analysed by Councillor

Mitchell and Councillor Peacock and that a further report be submitted. This was proposed by Councillor Moxon and seconded by Councillor Bird. Unanimous.

20/5183 Sports & Recreation - St David's Recreation Ground – Cricket Wicket Legal Agreement

The Parish Council agreed that consideration of the proposed legal agreement should be deferred to the next meeting.

The Parish Council agreed that the Parish Clerk appoint a solicitor to act on its behalf regarding this matter. The Parish Council has the power to provide recreational facilities in accordance with the Local Government (Miscellaneous Provisions) Act 1976 s19. This was proposed by Councillor Moxon and seconded by Councillor Compton. Unanimous.

20/5184 Events – Remembrance Sunday

The Parish Council agreed to acquire a wreath in return for a £35 contribution to the Royal British Legion. The Parish Council had the power to contribute towards the Royal British Legion in accordance with the Local Government Act 1972 s137. This was proposed by Councillor Moxon and seconded by Councillor Mitchell. Unanimous. .

20/5185 Thomas Roe Trust - Vacancy

The Parish Council had been asked to nominate a second representative to the Thomas Roe Trust. It was agreed that Councillor Mitchell be appointed to the Trust. This was proposed by Councillor Moxon and seconded by Councillor Compton. Unanimous.

20/5186 Spratton Road Recreation Ground - Trees

A resident had asked the Parish Council to cut back an Ash Tree within the Spratton Road Recreation Ground as it was affecting the adjoining property. It was agreed to ask the Tree Officer at Daventry District Council for his views on this matter and report back. This was proposed by Councillor Moxon and seconded by Councillor Mitchell.

20/5187 Parking Issues

Ongoing issues with car parking at Holcot Road, Harborough Road and Hunters Way had been raised as concerns by local residents.

The new residential development on Holcot Road had new bollards installed on the grass verge to the front of the site. The planning consent would to be checked for compliance although the verge appeared to be outside of the curtilage of the property.

The Hunters Way land being used for parking was thought to be owned by the adjoining business. It was agreed that the Parish Clerk would contact the owner to ask about the possibility of the Parish Council deterring car parking on this land. This was proposed by Councillor Moxon and seconded by Councillor Parker. Unanimous.

The grass verges on Northampton Road were being used by builders and residents for car and van parking. This area could also be further affected by the Red Lion appeal decision which was due for release in mid November.

The Parish Council agreed that the County Council be asked, if it would agree in principle, to the wider use of bollards on highway verges. This was proposed by Councillor Moxon and seconded by Councillor Mitchell. Unanimous.

20/5188 Finance -Rolling Budget

The rolling budget for October 2020 was received by the Parish Council. There were no issues or concerns.

20/5189 Finance – Bank Reconciliation Report

The Bank Reconciliation report as of 30th September 2020 was noted by the Council. The Revenue (Current) account indicated a balance of £163,538.53. The Capital (Reserve) account indicated a balance of £157,082.60

20/5190 Finance - Parish Council's Reserves

The Statement of Reserves was received by the Parish Council. There was £53,557.10 held within Restricted Funds and £94,582.03 within Earmarked Reserves. General Reserves was indicated at £107,702.50 The s106 money held by Daventry District Council was £254,425.

20/5191 Community Safety – Reported Crime Data

The crime figures for August 2020 indicated 29 local crimes had been reported. This compared with 23 in 2019 and 17 in 2018.

20/5192 Community Safety – Speed Indicator Device (SID)

The data from the Speed Indicator Device (Station Road Inbound) was noted by the Parish Council.

20/5193 Planning – Decisions for September 2020

The Parish Council noted the list of planning decisions issued by the Local Planning Authority during September 2020.

20/5194 Planning – Committee Minutes for 14th September 2020

The Planning Committee received the minutes of the Planning Committee of 14th September 2020.

20/5195 Planning – Committee Minutes for 5th October 2020

The Planning Committee received the minutes of the Planning Committee of 5th October 2020.

20/5196 Media & Communications – Minutes for 9th September 2020

The Parish Council received the minutes of the Media & Communications Committee of 9th September 2020.

20/5197 Parish Clerks Report

The Parish Council received the report of the Parish Clerk.

20/5198 Correspondence

The recent correspondence was noted by the Parish Council.

Number	Subject	From
01	Village Hall Report	Village Hall Committee
02	Gully Emptying in Brixworth	Northants County Council
03	Bulletin 16 October	NALC
04	Bulletin 23 rd October	NALC
05	School terms consultation	NCC

20/5199 Dates of Future Meetings

- Media & Communications – 11th November 2020
- Council (Finance) – 12th November 2020
- Planning Committee - 16th November 2020

- Council – 26th November 2020

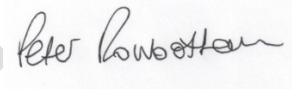
20/5200 Urgent Matters

None raised.

The meeting finished at 8.45pm

Signed as a true and accurate record

**Councillor Stephen James
Chairman
Brixworth Parish Council
26th November 2020**



**Peter Rowbotham
Parish Clerk
Brixworth Parish Council
13th November 2020
Telephone: 079 8314 1786
E Mail: parish.clerk@brixworthparishcouncil.gov.uk**

DRAFT



Brixworth Parish Council

St David's Play Park & MUGA Working Group

5th November 2020

Video Conferencing

Present	
<p>Present: Councillor Moxon, Councillor Ian Barrett and Councillor Jackie Bird.</p> <p>Apologies for Absence – Councillor Lina Howarth.</p> <p>Also present – Peter Rowbotham (Parish Clerk)</p>	
1.	Welcome
1.1	Councillor Moxon opened the meeting and welcomed Councillors to the Working Group.
2.	Apologies for Absence
2.1	Apologies had been received from Councillor Lina Howarth.
3.	MUGA – Next Steps
3.1	Consultation - Councillor Barratt had consulted those residents directly affected by the proposals. This included those adjacent properties directly in sight of the MUGA. Councillor Barratt would provide a list of addresses of those properties for record purposes. Thirty-two properties had received the A4 leaflet. The deadline for returned forms was Friday 27 th November 2020.
3.2	One resident had already raised the issue of car parking on the St David's site and the potential impact regarding on street parking. This would need to be raised with the Highway Authority. Improved 'no parking' signage may be required.
3.3	Risk Register – The Parish Clerk and Councillor Compton would work on a Risk Register for the project.
3.4	Specification – Councillor Moxon would prepare a first draft specification for the Working Group to discuss.
4.	Play Park – Next Steps
4.1	Specification – The Parish Clerk would ask Daventry District Council for any standard specifications that they may have for Play Parks. It may be possible to theme the park. The Play Park should appeal to a wide range of ages and must be accessible. The Working Group disregarded the use of wood chip safety surfacing.
4.2	Consultation – The Working Group thought the Play Park consultation would be at the post tender/ consideration stage – possibly connecting with the local school in choosing the best option.

5.	Funding & Budgets
5.1	<p>The latest s106 funding figure indicated -</p> <ul style="list-style-type: none"> • S106 Open space (parks and gardens) £65,263 • S106 Outdoor sport / youth £116,528 – with £10,817 provisionally allocated to the Cricket Club <p><i>Other existing funding -</i> CIL – Play Equipment - £23,521 Earmarked Reserves – Car Park - £6,000 Earmarked Reserves – Play Equipment - £9,000</p> <p>Request contribution from surplus within the General Reserves - £45,000 Request contribution from 21/22 Earmarked Reserves £7,000</p> <p>Total budget available for the MUGA £150,711 (Subject to Council Approval) Total budget available for the Play Park – £110,784 (Subject to Council Approval)</p> <p>Costed up bids for additional budget funding for 21/22 could be submitted for consideration.</p> <p>A MUGA scheme, with all the aspirations incorporated, could cost up to £280,000.</p> <p>The Play Park is likely to cost up to £110,000.</p>
6.	Actions from this Meeting (To be circulated via email by 3rd December 2020)
	<ul style="list-style-type: none"> • Councillor Barratt to provide a list of addresses of those properties consulted for record purposes. • The Parish Clerk and Councillor Compton would provide a Risk Register. • The Parish Clerk would ask Daventry District Council for any standard specifications that they may have for Play Parks. (Parish Clerk) • Councillor Moxon to prepare a draft specification for consideration • Request contribution from the General Reserves for the MUGA - £45,000 (Parish Clerk) • Request contribution from 21/22 Earmarked Reserves for the Play Park - £7,000 (Parish Clerk) • Request contribution from the 21/22 Earmarked Reserves for a new Ball Stop Fence. (Parish Clerk) • Ask Daventry DC regarding any further funding opportunities (Parish Clerk) • Obtain Title Deeds from the Land Registry. (Parish Clerk) Councillor Barratt to share any local knowledge on the site and its play equipment. • Make enquiries on the use of monitored CCTV equipment. (Councillor Barratt) • Confirm the Lot arrangements for the ESPO procurement. (Parish Clerk)
7.	Next Meeting
7.1	<ul style="list-style-type: none"> • Date of Next Working Group Meeting – Thursday 10th December 2020
8	Recommendations to the Parish Council
8.1	<ol style="list-style-type: none"> 1. The Parish Council notes the report and ongoing work of the St David's Play Park & MUGA Working Group 2. The Parish Council is asked to consider a £45,000 contribution from the surplus held within General Reserves for the MUGA capital project 3. The Parish Council is asked to earmark a £7,000 contribution from 21/22 budget for the Play Park capital project 4. The Parish Council is asked to request a contribution from the 21/22 Earmarked Reserves for a new Ball Stop Fence. (To be determined)



Personnel Working Group Meeting – 11th November 2020

Video Conferencing

Present	
Councillor Bird, Councillor Moxon and Peter Rowbotham (Clerk)	
Councillor Bird Chaired the meeting.	
1.	Apologies for Absence
1.1	Apologies for absence had been received from Councillor Compton.
2.	Covid in the Workplace
2.1	The provision of a safe Covid 19 office space was discussed. The existing accommodation was too small and not suitable in the current circumstances. It was agreed to approach the Library Manager to ask about using the first floor space on a temporary basis. Using this area would reduce risk.
3.	Budget 2021 2022
3.1	It was noted that the Finance Working Group had requested costed plans for further consideration. It was agreed to request 15 hours per week for the Assistant Clerk. Additional hours for an Assistant Groundsman were still to be identified. Additional street scene works was considered a priority.
4.	Recruitment of Assistant Clerk
4.1	The submitted application forms had been reviewed and scored by the Interview Panel. (JB/SM/PR) It was agreed to short list 3 candidates for interview. Interviews would take place on Tuesday 24 th November. Questions and a short test would be prepared by the Clerk. The interviews would take place using Teams although a Face to Face follow up interview may also take place after lockdown.
5.	Appraisals
5.1	A round of appraisals would take place after the lockdown had been lifted. All staff appraisals would be completed by Mid-December. Any training needs would be identified as part of this process.
6.	Date of Next Meeting
6.1	Tuesday 16 th March 2020.
7.	Recommendation to the Parish Council
7.1	The Parish Council notes the report of the Personnel Working Group



Brixworth Parish Council - Financial Transactions

E

November 2020

			Net Amount	VAT	Total	Powers
			£	£	£	
Direct Debit Payments - Financial Reg 6.7						
01	Peninsula Business Systems	Support Services (29th)	271.62	54.32	325.94	LGA 1972 s111
02	E.ON	Elec monthly - Ashway Changing Rooms (1st)	117.14	5.86	123.00	LGA MP 1976 s19
03	Lex Autolease	Lease Van (2nd)	239.58	47.91	287.49	LGA 1972 s111
04	TalkTalk Business	Broadband (9th)	50.95	10.19	61.14	LGA 1972 s111
05	EE Limited	Mobile Phone (16th)	18.73	3.75	22.48	LGA 1972 s111
Retrospective Payments - Financial Reg 5.5. (via BACS)						
06	ACRE	Councillor Training - Trust Responsibilities	25.00	0.00	25.00	LGA1972 s175
Debit Card Payments (On line purchase) - Financial Regs 6.10 & 6.19						
07	Amazon	Power Cable for Recorder	12.06	2.42	14.48	LGA 1972 s111
08	Royal Mail	Postage - 3 x 76p	2.28	0.00	2.28	LGA 1972 s111
Payments Processed this month but agreed last month - Financial Regulation 5.2 (via BACS)						
09	Royal British Legion	Poppy Wreath donation	35.00	0.00	35.00	LGA s137
Payments for approval - Financial Regulation 5.2 (via BACS)						
10	Staff	Net Salaries and Wages (4 week month)	3,461.08	0.00	3,461.08	LGA 1972 s112
11	HMRC	PAYE	1,128.77	0.00	1,128.77	LGA 1972 s112
12	LGSS	Pension Scheme	675.63	0.00	675.63	LGA 1972 s112
13	Peter Rowbotham	Employment Related Expenses	47.60	0.00	47.60	LG(FP)A 1963 s5
14	Blasons	Fuel for Van and Mower	77.50	15.50	93.00	LGA 1972 s111
15	R&G	Grounds Maintenance & Mowing	778.00	155.60	933.60	PHA 1875 s164
16	Bakers Waste	Trade Waste St David's Recreation Ground	52.16	10.45	62.61	PHA 1875 s164
17	Trade UK Screwfix	Cable ties, bin liners, boots	46.32	1.67	47.99	LGA 1972 s111
18	Wicksteed	Repairs to Rocker at St Davids	821.60	164.32	985.92	PHA 1875 s164
19	Brixworth Responders	New pads for defib at The Ashway	40.38	8.07	48.45	PHA 1936 s234
20	On Demand Printers	2021 Calendars	526.00	0.00	526.00	LGA s137
Cheque Payments						
	Nil		0.00	0.00	0.00	
Total Expenditure this month to date			8,427.40	480.06	8,907.46	
Receipts						
21	Brixworth Comm Centre	Recharge for COVID 19 items	19.63	0.00	19.63	LGA 1972 s 133
22	Nat West	Interest (30 October 2020)	1.29	0.00	1.29	LGA 1972 s111
23	Amazon	Refund - returned power cable	12.06	2.42	14.48	LGA 1972 c111
Total Income this month			32.98	0.00	35.40	
Bank Transfer - Capital to Revenue						
			0.00	0.00	0.00	LGA 1972 s111
			0.00	0.00	0.00	LGA 1972 s111
Total transferred to revenue this month			0.00	0.00	0.00	
Bank Transfer - Revenue to Capital						
24	Realign Account with budget		5,674.74	0.00	5,674.74	LGA 1972 s111
Total transferred to capital this month			5,674.74	0.00	5,674.74	

* recharged to the Community Centre

All invoices for payment have been examined, verified and certified by the Parish Clerk (Financial Reg 5.3)

Signed
Signed
Date



F

Joint Meeting of the Finance Working Group
& the Councillors from the Sports Liaison Working Group

20th October 2020

Video Conferencing

Present	
<p>Finance: Councillor Stephen James and Councillor Lynne Compton. Sports: Councillor Barratt, Councillor Elaine Coe (part) and Councillor Moxon.</p> <p>Apologies Received from Councillor Kevin Parker</p> <p>Also present : Peter Rowbotham (Parish Clerk)</p>	
1.	Appointment of a Chairman for the Meeting.
1.1	It was agreed that Councillor James would chair the meeting.
2.	Apologies for Absence
	Recorded from Councillor Parker who had a DDC meeting.
3.	Fees & Charges for Sports Clubs
3.1	<p>The Joint Working Group were aware that the decision on sports fees would need to carefully balance the promotion of health & well-being, maintaining the grounds as a general public amenity whilst also considering the financial impact on the Parish Council.</p> <p>The Working Group acknowledged that the Sports Club preference was for an annual fee, rather than a weekly calculated arrangement. The Clubs preferred the security and the exclusive use of the pitches that an annual agreement and fee offered.</p> <p>Various pricing structures were discussed. Overall, the Working Group were happy to follow fees that were broadly in line with fees for pitches within Northampton, as charged by Trilogy Leisure. The Working Group considered that the revised proposals were proportionate to the level of use. The proposals were also considered to be both fair and equitable. There were risks in attempting to introduce high percentage increases (although Juniors Fees at St David's were decreasing) but these could be justified as the fees needed to be consistent. The actual weekly increase, per player was considered minimal.</p> <p>The draft proposals for fees, starting on 1st April 2021, are as follows:</p>

	<p>St David's Recreation Ground</p> <p>Brixworth Juniors Football Club Was £951.10 Proposed £803.50</p> <p>Brixworth All Saints Football Club Was £951.10 Proposed £1,800</p> <p>Sands United Football Club Was £184.85 (with 80% discount) Proposed £1,440 (with 20% discount)</p> <p>Brixworth Cricket Club (Via Lease Agreement) Was £951.10 Proposed £1,100</p> <p>The Ashway Recreation Ground</p> <p>Brixworth Juniors Football Club Was £570.76 Proposed £820</p> <p>The above figures would be submitted to the next meeting of the Sports Liaison Working Group for comment.</p>
7	<p>Recommendations to the Parish Council</p> <ol style="list-style-type: none"> 1. The Parish Council notes the meeting report of the Joint Finance Working Group and the Councillors from Sports Liaison Working Group. 2. The Parish Council takes into account the comments of the Sports Clubs following consultation at the Sports Liaison Working Group. 3. The Parish Council considers the recommendations and sets the sports fees for 2021/2022.



Finance Working Group – 23rd November 2020

Video Conferencing

Present	
Councillor James, Councillor Compton, Councillor Parker and Peter Rowbotham (Clerk)	
1.	Apologies for Absence
1.1	None Received
2.	Draft Fees and Charges
2.1	The spreadsheet was reviewed by the Working Group. The Working Group asked whether information on membership and match fees could be obtained from clubs as part of the decision-making process. It was noted that the Parish Council would consider all of this information including the results of a consultation/ liaison meeting before coming to a conclusion on sports fees.
3.	Draft Budget Proposals
3.1	The Working Group was working towards a balanced budget with no increase in the precept. This was thought appropriate in the current climate. The predicted outturn for 20/21 and the budget for 21/22 was considered and discussed in detail. The spreadsheet was revised for circulation to the Parish Council.
4.	General Reserves
4.1	The predicted General Reserves stood at approx. £107,000. The permissible limits within the Reserves Policy was between £41k and £83k. The amount of General Reserves would require reducing by the virement of funds to support projects.
5.	Rolling Budget
5.1	The Rolling Budget for October had been circulated. There were no areas of concern. Invoices needed generating (after Covid 19 discounts) for this sports season. The mowing invoice also needed raising. As a result of the Covid 19 discounts the budget would be 'under'.
8.	Next Meeting
6.1	Tuesday 1 st December 2020 at 10am
7	Recommendations to the Parish Council
	1. The Parish Council notes the report of the Finance Working Group.

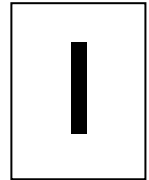
The meeting finished at 1pm



2021-2022 BUDGET PROPOSALS

	2020 -2021 Budget £	Projected 2020- 2021 Costs/Income £	Proposed 2021 -2022 Budget £	Increase on 2020-2021 Budget £	Notes	% increase on 2020- 2021 Budget	% of total spend
1.00 Staff Costs							
1.01 Clerk's Salary							
1.02 Clerks Assistant							
1.03 Employers NI							
1.04 Groundsman Salary							
1.05 PT Groundsman Salary							
1.06 Litter Picker							
1.07 Cleaner							
1.08 Local Gov. Pension Scheme							
1.09 Additional pensions							
1.10 Staffing Review (funding outcome)							
Sub Total	86,959	68,025	90,090	3,131		3.60%	47.86%
2.00 Subscriptions and Fees							
2.01 NALC Subscription	1,510	1,554	1,510	-	As NCALC fee schedule		
2.02 NALC Planning Helpline		-	600	600	New item		
2.03 CPRE Subscription	50	36	60	10			
2.04 ACRE Subscription	150	150	180	30			
2.05 SLCC Subscription	250	250	275	25			
2.06 ROSPA	250	285	275	25			
2.07 Living Wage	100	60	100	-			
2.08 SAGE Payroll Support	250	195	250	-			
2.09 SAGE Instant Accounts Support	550	480		(550)			
2.10 Scribe (New finance package)	385	385	385	-	New System		
2.11 Parish on-line mapping	100	100	100	-			
2.12 Web site, hosting and emails	1,000	576	1,000	-			
2.13 Peninsular (HR Consultants)	-	2,500	3,300	3,300	New Item		
2.14 IT Support	500	157	500	-			
2.15 Microsoft license	150	123	300	150	Office 365 x 2		
Sub Total	5,250	6,851	8,835	3,590		68.29%	4.69%
3.00 Expenses & Allowances							
3.01 Clerk's Allowance	2,750	501	2,750	-	To accommodate additional staff		
3.02 Community Allowance	200	200	200	-			
3.03 Clerk's and Assistants Telephone	240	227	480	240	Fixed contract		
3.04 Chairman's Telephone	200	200	200	-			
3.05 Parish Councillors Expenses	200	200	200	-			
Sub Total	3,590	1,328	3,830	240		6.69%	2.03%
4.00 Administration							
4.01 Audit Costs - Internal	500	345	600	100			
4.02 - External	700	400	800	100			
4.03 Print Annual Report/Parish Newsletter	1,600	1,200	1,600	-			
4.04 Insurance - Parish	1,500	1,360	1,500	-			
4.05 - Vehicles	750	900	950	200			
4.06 Stationery & Postage	350	393	350	-			
4.07 Office Equipment	1,900	1,750	1,000	(900)			
4.08 Training Budget	1,500	235	1,500	-			
4.09 Legal Expenses (Assets)	3,000	330	3,000	-			
4.10 Hall Hire	1,500	1,500	1,500	-			
4.11 Telephone costs - Information point	500	611	650	150			
4.12 General Data Protection Regulations (GDPR)	250	77	100	(150)			
4.13 LGR Costs	-	-	-	-	Deferred to 2021/22		
4.14	-	-	-	-			
Sub Total	14,050	9,101	13,550	(500)		-3.56%	7.20%
5.00 Projects & Grants							
5.01 Community Grants	5,000	5,000	5,000	-			
5.02 Projects	2,500	2,500	2,500	-			
5.03 Neighbourhood Plan	2,500	2,500	2,500	-			
5.04 Calendar	750	750	750	-	Annual grant		
5.05 Community Centre	4,000	4,000	4,000	-			
5.06 Events	2,500	2,500	2,500	-			
5.07 Brixworth Kitchen	-	500	1,000	1,000	New Item		
Sub Total	17,250	17,750	18,250	1,000		5.80%	9.70%
6.00 Legal Costs							
6.01 Barrister Fees	-		-	-			
6.02 Solicitor Fees	-		-	-			
6.03 Solicitor Disbursements'	-		-	-			
6.04 Court Costs	-		-	-			
6.05 Travel Expenses	-		-	-			
Sub Total	-	-	-	-		#DIV/0!	0.00%
7.00 Ear Marked Reserves							
7.01 Election Costs	400	400	400	-			
7.02 Street Lighting	1,500	1,500	1,500	-			
7.03 Mower Replacement	3,500	3,500	3,500	-	Replacement costs		
7.04 Van Replacement	400	400	400	-	End of lease costs		
7.05 Small Mower Replacement	-	-	-	-	Reserve has sufficient fund for replacement		
7.06 CIL Contribution	-	-	-	-			
7.07 Strimmer replacement	-	-	-	-	Reserve has sufficient fund for replacement		
7.08 St Davids Car Park	1,500	1,500	1,500	-			
7.09 Ashway Car Park	1,500	1,500	1,500	-			
7.10 Buildings/Bus shelters	2,000	2,000	2,000	-			
7.11 Litter bins (moved from Highways & Environment)	1,500	1,500	1,500	-	Replace all bins with larger and branded, contribution to DDC		
7.12 Play Equipment	3,000	3,000	3,000	-			
7.13 County Court Case			-	-			
Sub Total	15,300	15,300	15,300	-		0.00%	8.13%
8.00 Highways							
8.01 Street Lighting	1,000	907	1,000	-	Running cost		
8.02 Signs	500	900	500	-			
8.03 Footpaths/Highways	2,000	-	2,000	-			
Sub Total	3,500	1,807	3,500	-		0.00%	1.86%

2021-2022 BUDGET PROPOSALS		2020 -2021	Projected 2020-	Proposed	Increase on	Notes	% increase	% of total
		Budget	2021	2021 -2022	2020-2021		on 2020-	
		£	Costs/Income	Budget	Budget		2021	spend
		£	£	£	£		Budget	
9.00	Environment							
9.01	Trees - Survey	1,000	1,000	500	(500)	Yearly requirement		
9.02	Trees - General	1,500	1,500	500	(1,000)			
9.03	- Ashway	1,500	1,500	500	(1,000)			
9.04	- Pocket Park	1,500	1,500	500	(1,000)			
9.05	Hedge/Fencing New/Repair - St Davids	1,000	596	350	(650)			
9.06	- Ashway	1,000	768	820	(180)			
9.07	- Spratton Road	500	500	300				
9.08	Library Shrub Bed	200	200	200	-			
9.09	Flower boxes / Wild Flowers	1,500	1,000	1,000	(500)	summer/ winter bulbs		
	Sub Total	9,700	8,564	4,670	(4,830)		-51.86%	116.75%
10.00	Maintenance							
10.01	Village Enhancement /Maintenance	1,000	1,015	1,000	-			
10.02	Sundry purchases	1,000	1,103	1,000				
10.03	Xmas lighting	1,000	1,000	1,000				
10.04	Ground Maintenance - Ashway	6,500	3,780	3,200	(3,300)	check against tender		
10.05	- St Davids	8,000	4,484	5,000	(3,000)	check against tender		
10.06	- Spratton Rd.	1,500	240	-	(1,500)	check against tender		
10.07	Plant Maintenance & Replacement	-	-	-	-			
10.08	Tennis Court Maintenance	-	-	-	-			
10.09	Mower, Van Running Costs	1,000	1,988	1,000	-			
10.10	Van leases cost	2,500	2,053	2,500	-			
10.11	Fuel - Van and Mowers	1,250	914	1,250	-			
10.12	Safety Surfaces Maint/Renewal	1,000	172	1,000	-			
10.13	Millennium Garden Maintenance	1,100	656	1,100	-			
10.14	Community Centre Maintenance	-	2,000	2,000	2,000			
10.15	Difibulators	-	300	300	300	New Item		
10.16	Pocket park maintenance	1,000	1,000	1,000	-			
	Sub Total	26,850	20,706	21,350	(5,500)		-20.48%	11.34%
11.00	Recreation							
11.01	Vandalism	500	500	500	-			
11.02	Grass Cutting - St Davids	5,000	2,806	2,800	(2,200)			
11.03	- Ashway	5,000	1,936	1,800	(3,200)			
11.04	Plant Hire & other equipment / Trade waste	750	364	750	-			
11.05	Changing Rooms Running Costs	2,500	2,481	2,500	-			
11.06	Changing room maintenance	-	-	500	500	New Item		
	Sub Total	13,750	8,088	8,850	(4,900)		-35.64%	4.70%
12.00	Aspirations							
12.01		-		-	-			
12.02		-		-	-			
12.03		-		-	-			
12.04		-		-	-			
12.05		-		-	-			
12.06		-		-	-			
12.07		-		-	-			
12.08		-		-	-			
12.09		-		-	-			
12.10		-		-	-			
12.11		-		-	-			
12.12		-		-	-			
	Sub Total	-	-	-	-		#DIV/0!	0.00%
13.00	Virements							
13.01					-			
13.02					-			
13.03					-			
13.04					-			
13.05					-			
13.06					-			
13.07					-			
13.08					-			
13.09					-			
13.10					-			
	Sub Total	-	-	-	-		#DIV/0!	0.00%
	Total Expenditure	196,199	157,520	188,225	(7,769)		-4.06%	100.00%



Brixworth Parish Council

Renewal of Motor Insurance

The insurance policy is due for renewal on 4th December 2020. This policy covers the van and the mower.

The existing Insurance Company has already quoted and a further three quotes had been requested via email. The four reputable companies quoting are:

- Came & Co
- WPS
- Zurich (existing provider)
- BHIB

This expenditure is in accordance with the Local Government Act 1972 Section 111 and there is adequate provision in the budget.

Quotes received as follows –

Company	Quote (inclusive)	Notes
A	£889.62	
B	£740.99	
C	£1,010.04	
D	Awaiting email	

Recommendation

It is recommended that the Parish Council select a provider of motor insurance from 4th December 2020.

Paper J – Report to the Brixworth Parish Council on 26th November 2020



S106 Schemes – Specialist Support - Community Centre Indoor Sports

This matter has been discussed at previous meetings. The Play Park & MUGA is being delivered without external support (other than suppliers). However there is no provision for the delivery of the Community Centre project. Should the money not be spent within the timescales then it will be returned to the developer.

This project cannot be delivered without specialist support.

Community Centre Refurbishment

Based upon 60k project cost

	Proposal	Value based upon current estimates
Company A	10% of the overall construction costs	£6,000
Company B	9.2% of the overall construction costs On site Clerk of Works not allowed for (Architect supervised) Excludes out of pocket expenses, e.g. travel and Partners fees	£5,520
Company C	9.5% of the overall construction costs	£5,700

The Parish Council has the powers to appoint a specialist company to enable sports and recreational facilities in accordance with the Local Government Miscellaneous Provisions Act 1976 s19. It has the power to provide public buildings in accordance with the Local Government Act 1972 s133.

The projects are financed from its Reserves/ CIL and s106 funding. The project can only progress on the basis that Daventry District Council formally agrees the submitted proposals.

As work will be carried out before any s106 approval it is suggested that the Fees be met initially from General Reserves and allocated to an earmarked project. The fees would be recharged to the s106 scheme once the funding had been banked.

At the last meeting it was agreed that the three current written submissions be analysed by Councillor Mitchell and Councillor Peacock and that a further report be submitted. (Minute 20/5182)

The feedback is reproduced below –

Councillor Peacock in blue

Councillor Mitchel in red

Costs

All three companies have allowed for concept design, developed design, planning, tender & procurement and contract administration within their quotes. However, GSS has not allowed for a Clerk of Works, whereas the other two do. GSS has allowed for technical design within its quote, whereas YMD Boon has not and it is only implied (but not stated) by Ridge. This relates to the Building Regulations stage of the project, during which construction drawings, detailed specifications and inspection is required.

All companies have broadly followed the RIBA Workbook 2014 in respect of professional services from concept design to completion, on that basis, we can assume the same level of service will apply.

Basically, for the benefit of Councillors unfamiliar with project procedure; first, a concept for the design is developed according to the client's brief. It is then developed further, with drawings and reports being produced, before being submitted for planning consent if this is required. Once planning consent is granted, the project needs to progress towards the construction phase, and tenders for specialist contractors will be sought.

My understanding is that these works relate to the internal refurbishment of the Community Hall. I doubt very much that 'planning' will be required as the upper area existing use is multi-functional, (unless there is a restrictive existing condition that imposes obligations.)

A Clerk of Works is usually employed by the architect to oversee the quality of the construction and materials, and ensure that all works comply with the drawings and specifications. The reason why GSS may not have included this role within their quote is because they envisage the Clerk being contracted separately from outside their organisation, and contracted directly to the client. It is also possible that they do not intend to use one, and incorporate the Clerk's duties within another role instead.

GSS have stated that they will undertake periodic inspections as part of their obligation in administering the 'contract'. In my view, the role of Clerk of Works is normally used on much larger projects than this, I see no need for the expense and would strongly suggest a project of this size only requires 'periodic inspections' by the contract administrator to ensure the contractor is fulfilling his obligation in line with the design and/or other specifications and the general terms on the contract.

None of the quotes include the fees of third parties such as planning fees (payable by the client to the local authority) or other specialists which will be employed directly by the client (eg. structural engineer). This is a normal arrangement.

As mentioned above, I'm not convinced Planning Permission is required!

GSS - 9.5% of contract value (assumed to be £60 000): £5700 (exclusive of VAT)

The £5700 includes Building Regs, but does not include a Clerk of Works. It is difficult to say how much this would cost on top of this figure, but it could potentially increase the cost by around £1500 (estimate based on given breakdown of costs), which would take the total to approximately **£7200**.

This is a further point of consideration, do Building Regulations Apply??.....I enclosed a brief booklet on this matter, the definition of Building work can be found under paragraph 3(1) of The Building Regulations 2010. A check on this would be useful, changes to any electrical works need to be certified by a 'competent person' and a relevant certificate provided. In any event, should they apply, would suggest a Building Notice rather than Full Plans.

A breakdown of costs is given for each stage of the project. GSS is the only one of the three to have done this.

Hourly rates are given for additional employees who may need to work on the project for "services over and above those listed." The list does not include a Clerk of Works.

YMD Boon - 10% of overall construction costs (assumed to be £60 000): £6000 excluding VAT

It should be noted in particular that Building Regs (ie. technical design) are envisaged as a separate cost of £450, thus taking the total to £6450. Therefore, as a comparison to the other quotes, **£6450 will give you everything the others are will provide, including a Clerk of Works, plus building regs.** It is also mentioned that if an asbestos survey is required, this will cost an additional £385, although considering that the community centre was built only twenty or so years ago, it is unlikely that asbestos will be an issue.

Most unlikely, considering the age of this building than any ACM's (asbestos cement materials) were used in the construction. Do we have an 'Asbestos Register?'. See also my comments on the Building Regulation element??

There is no breakdown of costs for each stage of the project.

If additional employees are required to work on the project, no hourly rate given for their time. The other two companies have listed all the types of professionals they employ and how much per hour it will cost for each, if extra input is required.

Ridge - 9.2% of costs (assumed to be £60 000): £5520 (excluding VAT)

The **£5520** includes a Clerk or Works, and whilst there is no specific mention of technical design/Building Regs., the inclusion is implied by the appointment of a Clerk of Works and by reference to site inspections by Building Control.

There is no breakdown of costs for each stage of the project, although a detailed list of services provided is given in Appendix A.

Hourly rates are given for additional employees who may need to work on the project for "additional services which cannot be valued based on the fee quotation."

It is the figures in bold which should be considered when deciding which company represents the best value for money. With GSS there is a potential hidden cost which may raise the fee significantly to make it the highest of the three quotes (rather than second highest as is currently the case). If it is decided that this is the best company to go with, then the situation regarding the Clerk of Works will need to be clarified in advance. YMD Boon is perhaps a bit more straight forward in this respect. Where Ridge is concerned, it should be checked in advance of accepting the quote that technical design is included in the figure they have quoted. Ridge has so far given the lowest quote.

Unfortunately, neither Boon nor Ridge have given a breakdown of costs for each stage of the project to enable a comparison with the figures given by GSS.

Professional Competencies & Experience

It is worth pointing out that both GSS and Boon are architectural design practices, whereas Ridge is a firm of surveyors. However, this does not make Ridge less competent and all three companies intend to use highly qualified professionals. It is worth looking at these in a bit more detail.

Totally agree here, all companies do have the right experience and adequate competence in administering this project.

GSS

Two professionals are proposed: William Assheton who is a Chartered Architect registered with the ARB; James Webster ACIAT who is an Architectural Technologist, but not yet chartered and therefore academically qualified only. I would consider both of these people to be sufficiently qualified for the role.

The practice also has a lot of experience with community buildings, as shown in the information it supplied. It is a well-established practice and the largest in Northamptonshire.

YMD Boon

Mark Wolverson BSc who responded to the request is an Architectural Technologist, but academically qualified only. No information is given as to who would work on the project, but Mr. Wolverson would be sufficiently competent if he was to work on it himself.

The practice is well established with fifty years of experience in a variety of projects; residential, commercial/industrial, heritage/conservation and education.

Ridge

Three professionals are proposed: Edward Marlow MRICS and Alex Brown MRICS who are both Chartered Surveyors, and John Rowe MSc who is qualified to post-graduate level and is a Building Surveyor. They all have a high level of qualification and I have no doubt about their competencies.

The practice has experience with many building types; residential, commercial/industrial, retail, education and medical.

Frances is right here.....for the Council to decide. If you were to run a Cost Benefit Analysis on all three, then RIDGE would come out as being the winner.

If there are concerns about using architects, then we should go with Ridge instead which is a firm of surveyors. However, as I recommend in my email, there are certain things we must check with the companies before we accept any quotes.

The other thing I could suggest is that we go to a smaller local practice. I could recommend some.

All the comments received are of merit, however, I can say, we are talking fees here of between £5700 – circa £6500. Not a HUGE margin.

In my opinion, we have discussed this long enough, can WE run the reputational risk (BPC) of further delays and re-tendering, when we are trying so hard to provide this facility to the village?

What will we achieve by going out to tender again?

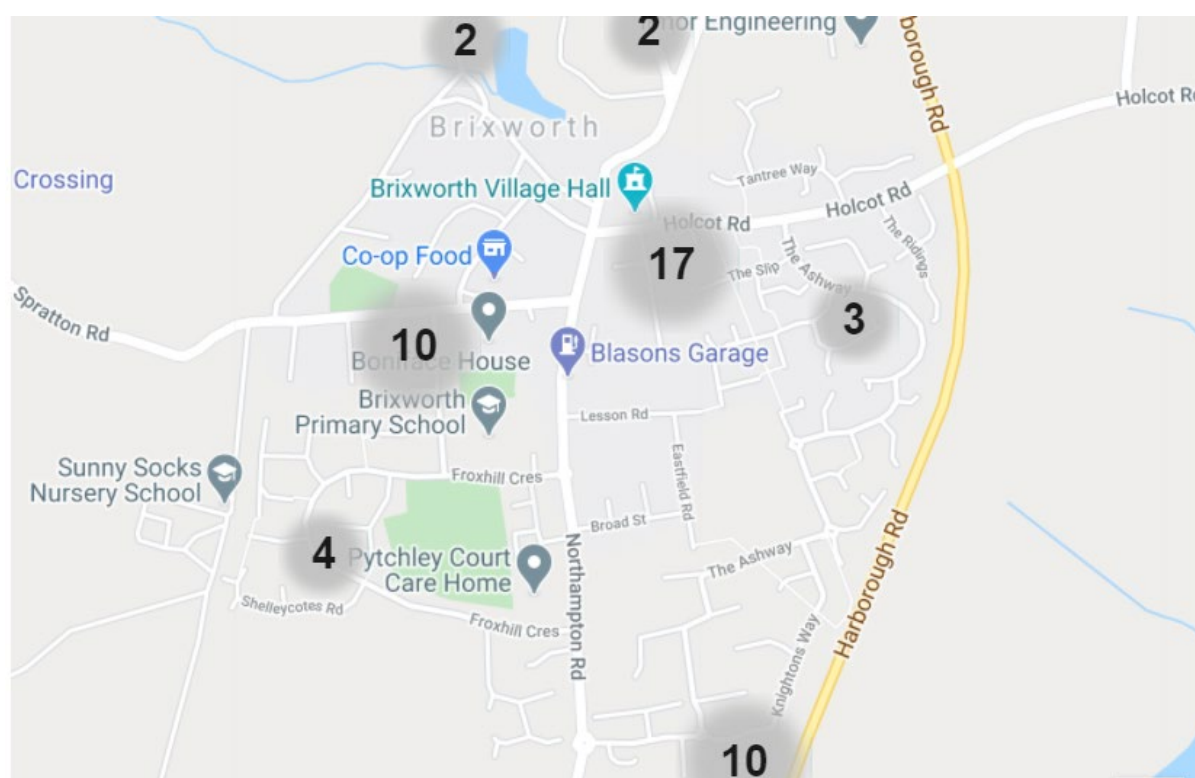
Recommendation

It is recommended that the Parish Council considers appointing a specialist company with the skills to deliver the Community Centre indoor sport refurbishment project. The pre application project work to be met from General Reserves.



Reported Crime for September 2020

<https://www.police.uk/>



Trend

2018	2019	2020
20	19	48

Further details at

<https://www.police.uk/pu/your-area/northamptonshire-police/daventry-rural/?tab=CrimeMap>

Summary of latest position

The DDC Community Safety Manager has spoken to Sgt Puckrin from the Neighbourhood Policing Team. Sgt Puckrin is now putting together a patrol plan to increase visibility over the coming days and officers from his team have already carried out letter drops and door knocks in the village.

The catalyst has been the theft of 22 car wing mirrors on the night of 1st - 2nd November; this appears to be linked with offences which stretch from Leicestershire to Northampton and Police are working with Leicestershire colleagues on the issue.

In terms of total crime for the ward, the numbers for the year to the end of October are up, although the increase is mainly in offences of violence: the total for all recorded crime was 282 (up from 239 in the 12 months to October 2019); violence rose to 134 (from 87) – if we were to take violent offences out of the equation, crime would fall slightly, from 152 to 148. (Of those 134 violent offences, 61 were stalking and harassment, 37 assault where no injury resulted and 36 assault with injury.)

Looking at the numbers over the last 12 months:

- Burglary – 35 offences (down from 51 a year ago)
- Theft of vehicles - 3 offences (3 a year ago)
- Theft from vehicles - 11 (down from 25)
- Vehicle interference - 5 (down from 11)
- Criminal damage - 26 (up from 22); of these offences 9 were vehicle related, compared to 13 a year ago.

Of course not all of the victims of crime report the incident, but these are the recorded offences. With such low numbers it is understandable that residents are concerned by 22 crimes in one night.



Application to Release funding The Brixworth Centre

20/4957 Grant Application – The Brixworth Centre

The Parish Council agreed in principle the award of a maximum grant of up to £5,000 to the Brixworth Centre. This is subject to the applicant meeting the requirements of the Parish Council Grants Policy. The Parish Council has the power to contribute towards public buildings in accordance with the Local Government Act 1972 s133. This was proposed by Councillor Stuart Coe and seconded by Councillor Mitchell. Unanimous.

Councillor James did not participate or vote in the above item.

Recommendation

The Parish Council is asked to consider the release of the committed grant funding.

APPLICATION NO. DA/2020/0399
TOWN AND COUNTRY PLANNING ACTS, ORDERS AND REGULATIONS

PLANNING PERMISSION

DATE APPLICATION VALID 17 June 2020

Name and Address of Applicant

**Mr S James
12 Church Street
Brixworth
Northamptonshire
NN6 9BZ**

Name and Address of Agent

**Mr S James
45 Stannard Way
Brixworth
Northamptonshire
NN6 9BT**

Location of Development

Brixworth Centre, 12, Church Street, Brixworth, Northamptonshire, NN6 9BZ

Description of Development

Replacement of existing windows with upvc double glazed windows to elevation fronting playground.

PLANNING PERMISSION HAS BEEN GRANTED for the above development in accordance with the application and plans submitted, SUBJECT TO THE FOLLOWING CONDITIONS AND REASONS: -

CONDITIONS

- 1. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.**
- 2. The development shall be carried out strictly in accordance with drawings Schedule of windows by T & K Home Improvements Ltd registered valid 17 June 2020.**
- 3. The development hereby permitted shall be carried out in accordance with the amended plan reference General assembly drawing DW3 deposited with the Local Planning Authority on 5 October 2020.**
- 4. Prior to the commencement of work on the windows, full details of all new internal and external joinery are to be submitted to and approved in writing by the Local Planning Authority and implemented as approved.**

REASONS

- 1. To comply with Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).**
- 2. To ensure development is in accordance with the submitted drawings and to enable the Local Planning Authority to consider the impact of any changes to the approved plans.**
- 3. To ensure that the development is carried out in accordance with agreed amendments.**
- 4. This is a locally listed building so any alterations need to be in keeping with the building. Because it can take up to 8 weeks to discharge a condition, it is recommended the details are provided at least 8 weeks before the windows need to be ordered.**

NOTES

- 1. As required by Article 35 of the Town and Country (Development Management Procedure) (England) Order 2015 (as Amended) the following statement applies:**

In dealing with this planning application the Local Planning Authority have worked with the applicant in a positive and proactive manner with a view to seeking solutions to problems arising in relation to the consideration of this planning application.

Signed

Executive Director (Resources)

Date of Decision: 29 October 2020

The Applicant's attention is drawn to the following matters:-

The attention of the applicant is drawn to the need to ensure that the development is completed in accordance with the approved plans and failure to do so could result in enforcement proceedings.

This permission is under the Town & Country Planning Acts only and if approval under the Building Regulations is necessary no work must be commenced until this further approval has been received. To obtain confirmation of this the applicant is advised to contact Building Control, Tel: 01926 456551.

NOTICE TO APPLICANT WHERE PERMISSION IS REFUSED OR GRANTED SUBJECT TO CONDITIONS

Appeals to the Secretary of State

- If you are aggrieved by the decision of your local planning authority to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990.
- If this is a decision on a planning application relating to the same or substantially the same land and development as is already the subject of an enforcement notice, if you want to appeal against your local planning authority's decision on your application, then you must do so within 28 days of the date of this notice.
- If an enforcement notice is served relating to the same or substantially the same land and development as in your application and if you want to appeal against your local planning authority's decision on your application, then you must do so within 28 days of the date of service of the enforcement notice, or within 6 months [12 weeks in the case of a householder appeal] of the date of this notice, whichever period expires earlier.
- If this is a decision to refuse planning permission for a householder application, if you want to appeal against your local planning authority's decision then you must do so within 12 weeks of the date of this notice.
- If this is a decision to refuse planning permission for a minor commercial application, if you want to appeal against your local planning authority's decision then you must do so within 12 weeks of the date of this notice.
- If this is a decision to refuse express consent for the display of an advertisement, if you want to appeal against your local planning authority's decision then you must do so within 8 weeks of the date of receipt of this notice.
- In any other case you want to appeal against your local planning authority's decision then you must do so within 6 months of the date of this notice.*
- Appeals can be made online at: <https://www.gov.uk/planning-inspectorate>. If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on tel: 0303 444 5000.
- The Secretary of State can allow a longer period for giving notice of an appeal but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.
- The Secretary of State need not consider an appeal if it seems to the Secretary of State that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order.
- If you intend to submit an appeal that you would like examined by inquiry then you must notify the Local Planning Authority and Planning Inspectorate (inquiryappeals@planninginspectorate.gov.uk) at least 10 days before submitting the appeal. [Further details are on GOV.UK](#).

Purchase Notices

A If either the local authority of the Secretary of State for the Environment refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor can he render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.

B In these circumstances, the owner may serve a purchase notice on the District Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part V, Chapter 1 of the Town and Country Planning Act 1990.

Application for Consent to Display Advertisements

A Where the local planning authority refuse consent, the applicant may by notice given in writing within eight weeks of receipt of this notice, or such longer period as the Secretary of State may allow, appeal to the Secretary of State for the Environment, in accordance with Regulation 15 of the Town and Country Planning (Control of Advertisements) Regulations 1989 as modified by Amendment (No. 2) 1990. The Secretary of State is not required to entertain such an appeal if it appears to him having regard to the provisions of the regulations, that consent for the display of advertisements in respect of which application was made could not have been granted by the local planning authority.

B A person who displays an advertisement in contravention of the regulations will be liable on summary conviction of a fine of an amount not exceeding level 3 on the standard scale and in the case of a continuing offence to a fine of £40 for each day during which the offence continues after conviction.



Highways – Use of Bollards on Verges and The Green

This matter was raised at the last Parish Council meeting on 28th October 2020.

At this meeting it was agreed that the County Council be asked, if it would agree in principle, to the wider use of bollards on highway verges.

The full response is shown below –

We generally do not permit the installation of bollards on grass verges in order to stop parking except on safety grounds, i.e. in the immediate vicinity of schools, zebra crossings etc. and it should be noted that installing bollards in one location can often simply displace the parking issue elsewhere in the immediate area. Parish Councils have however installed bollards to protect community areas, such as village greens, rather than to protect verges outside resident's properties as this would lead to numerous requests from other residents within the Parish for similar measures.

Parish Councils can arrange for the installation of their own bollards however they would need to obtain a "licence" from the County Councils Regulations Department and have to fulfil various conditions. These include the works being undertaken by an approved contractor complying with traffic management requirements, the Parish Council must have indemnity and public liability insurance and take on the maintenance liabilities for the posts / bollards in perpetuity. Also all utility companies have to be contacted to ascertain whether they have any equipment in, on or over the land in question, and whether they would grant approval for this structure to be erected over their apparatus.

Planting of certain agreed species can be licenced by our Regulations department however this depends on several factors including the underground utility equipment in the verge and can obstruct visibility from driveways etc. and also takes a considerable time to establish and needs consent of adjacent properties. It is also not generally used to deter verge parking as planting has to be set back a considerable distance from the edge of the road which would still enable parking, at least in part, on the verge. The installation of planters can be licenced but as far as I'm aware these are only generally installed at the point of the village / town nameplate where they will not be a possible danger to pedestrians and are combined with a reflective sign so there is no possibility of them being struck by a vehicle at night. Similarly these have to be set back a certain distance from the edge of the road which again may still enable parking, at least in part, on the verge.

We would need details of the locations and justification for their installation from the Parish Council and would need to ensure that this is a permanent issue rather than temporary issue. I'm happy to meet on site with a single representative of the Parish Council to discuss further if that helps (please note that I'm only doing 1 to 1 meetings at present due to Covid restrictions!).

With regard to installing bollards in a conservation area it would be best to check with DDC although if they are installed for safety reasons, and are of a "traditional" type I would not think that this should prove a problem.

Recommendation

The Parish Council is asked to consider the comments of NCC and agree any further actions.

Peter Rowbotham
Parish Clerk

2020-2021 BUDGET

2020/2021
Budget £

1.00 Staff Costs	
1.01	
1.02	
1.03	
1.04	
1.05	
1.06	
1.07	
1.08	
1.09	
1.10	
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1.93	
1.94	
1.95	
1.96	
1.97	
1.98	
1.99	
1.100	
Sub Total	86,959

2.00 Subscriptions and Fees	
2.01	1,515
2.02	50
2.03	150
2.04	250
2.05	250
2.06	150
2.07	250
2.08	550
2.09	100
2.10	1,000
2.11	1,000
2.12	500
2.13	150
Sub Total	4,869

3.00 Expenses & Allowances	
3.01	2,750
3.02	200
3.03	240
3.04	200
3.05	200
Sub Total	3,590

4.00 Administration	
4.01	500
4.02	700
4.03	1,600
4.04	1,500
4.05	750
4.06	350
4.07	1,900
4.08	1,500
4.09	3,000
4.10	1,500
4.11	500
4.12	250
4.13	1,000
Sub Total	14,650

5.00 Projects & Grants	
5.01	5,000
5.02	2,500
5.03	2,500
5.04	750
5.05	4,000
5.06	2,500
Sub Total	17,250

6.00 Legal Costs	
6.01	-
6.02	-
6.03	-
6.04	-
6.05	-
Sub Total	-

7.00 Far Market Resources	
7.01	400
7.02	1,500
7.03	3,500
7.04	400
7.05	-
7.06	-
7.07	-
7.08	1,500
7.09	1,500
7.10	2,000
7.11	1,500
7.12	3,000
Sub Total	15,300

8.00 Highways & Environment	
8.01	1,000
8.02	500
8.03	500
8.04	2,000
8.05	3,500
Sub Total	5,500

9.00 Environment	
9.01	1,000
9.02	1,500
9.03	1,500
9.04	1,500
9.05	1,000
9.06	1,000
9.07	500
9.08	200
9.09	1,500
Sub Total	9,700

10.00 Maintenance	
10.01	1,000
10.02	1,000
10.03	1,000
10.04	6,500
10.05	8,000
10.06	1,500
10.07	-
10.08	-
10.09	1,000
10.10	2,500
10.11	1,250
10.12	1,000
10.13	1,000
10.14	1,000
Sub Total	26,850

11.00 Recreation	
11.01	500
11.02	5,000
11.03	5,000
11.04	750
11.05	2,500
11.06	-
Sub Total	13,750

12.00 Aspirations	
12.01	-
12.02	-
12.03	-
12.04	-
12.05	-
12.06	-
12.07	-
12.08	-
12.09	-
12.10	-
12.11	-
12.12	-
Sub Total	-

13.00 Virements	
13.01	-
13.02	-
13.03	-
13.04	-
13.05	-
13.06	-
13.07	-
13.08	-
13.09	-
13.10	-
Sub Total	-

Total Expenditure	195,809
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14.00 Income	
14.01	166,449
14.02	200
14.03	950
14.04	210
14.05	950
14.06	1,550
14.07	-
14.08	4,000
14.09	250
14.10	10,000
14.11	1,350
14.12	-
14.13	-
14.14	9,500
14.15	-
14.16	-
14.17	-
14.18	-
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14.86	-
14.87	-
14.88	-
14.89	-
14.90	-
14.91	-
14.92	-
14.93	-
14.94	-
14.95	-
14.96	-
14.97	-
14.98	-
14.99	-
14.100	-
Sub Total	195,809

Balance	
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April	May	June	July	August	September	October	November	December	January	February	March	Accrual	Total Spent	% spent	Under/Over Spend
5,404	5,433	5,463	5,5	5,562	5,482	6,430	5,404						44,906	51.52%	(42,154)

	1553.99		36.00										1553.99	102.89%	44
													36.00	0.00%	(14)
													0.00	0.00%	(150)
													0.00	0.00%	(250)
													284.50	113.80%	36
	60.00			284.50									60.00	60.00%	(40)
	195.00												195.00	78.00%	(55)
				480.01	385.00								865.01	157.27%	315
													0.00	0.00%	(100)
	156.00			180.00									336.00	33.60%	(664)
													0.00	0.00%	-
													91.66	19.33%	(408)
	122.80												122.80	81.87%	(27)
	279	1,869		981	477								3,545	72.93%	(1,315)

	17.33	17.33	38.93	60.53	28.43	82.13	47.60	47.60					339.88	12.36%	(2,410)
													35.00	17.50%	(165)
	18.96	18.73	19.92	18.73	18.73	18.73	18.73	18.73					151.09	62.94%	(89)
													0.00	0.00%	(200)
													0.00	0.00%	(200)
	36	36	99	79	47	161	66	101					526	14.65%	(3,064)

	345.00												345.00	69.00%	(155)
													400.00	57.14%	(300)
													700.00	43.75%	(900)
1360.41					700.00								1360.41	99.69%	(140)
													0.00	0.00%	(250)
68.32	1.52	25.25	19.77	2.28	44.70	67.28	2.28						231.40	66.11%	(119)
													32.06	1.69%	(1,868)
													161.99	10.89%	(1,338)
													192.56	6.42%	(2,807)
													0.00	0.00%	(1,500)
													407.60	81.52%	(92)
	50.95	50.95	50.95	50.95	50.95	50.95	50.95	50.95					45.00	0.00%	(205)
	35.00	10.00											0.00	0.00%	-
	1,515	497	114	91	161	895	603	90					3,876	27.59%	(10,174)

	5000.00												5000.00	100.00%	-
	2500.00												2500.00	100.00%	-
	2500.00													0.00%	(2,500)
	750.00													0.00%	(750)
	4000.00													0.00%	(4,000)
	2500.00												2500.00	100.00%	-
	17,250												10,000	57.97%	(7,250)



Bank Reconciliation - 30 October 2020

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SUMMARY

30-Sep-20	Revenue (Current) Account	163,538.53	
30-Sep-20	Capital (Reserve) Account	157,082.60	
	bank balance	£ 320,621.13	

RECEIPTS

Precept Income from DDC		
VAT rebate from HMRC		
NCC Grass Cutting		
Sports Income		
Heritage Grant		
Interest from Capital (Reserve) Account	£	1.29
Community Centre Recharged items		
Community Centre Recharged cleaning	£	19.63
Other -refund		
Other - bank reject		
Other Income		
Community Infrastructure Levy		
Total cash in	£	20.92

EXPENDITURE

Employment Expenses (Wages/ Salaries plus mileage)	£	6,308.01
Value of all other transactions this month	£	6,984.98
Total cash out	£	13,292.99

Total: £ 307,349.06

Prepared by the Parish Clerk & Responsible Financial Officer

ACTUAL CASH IN BANK ACCOUNTS

30-Oct-20	Revenue (Current) Account	146,933.89	
30-Oct-20	Capital (Reserve) Account	160,415.17	
	bank balance	£ 307,349.06	

UNPRESENTED CHEQUES

No unpresented cheques	£	-
Total unpresented cheques	£	-

£ 307,349.06

Checked and Authorised

*Bank Statement Seen

*Bank Statement Seen

*Upon request - the Bank Statements can be viewed by any Parish Councillor



BRIXWORTH PARISH COUNCIL

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Statement of Reserves

November 2020

	Balance as at 31 March 2020	2020/ 2021 Budget Allocation	Spend	Commitments	Balance
<u>Restricted Funds</u>					
Pocket Park Maintenance	2,290.60	0.00	0.00	0.00	2,290.60
Crime Prevention Security	2,298.94	0.00	0.00	0.00	2,298.94
Ashway POS	1,734.00	0.00	0.00	0.00	1,734.00
Ashway/Ridings POS	23,712.30	0.00	0.00	0.00	23,712.30
Community Infrastructure Levy	10,280.38	13,240.88	0.00	0.00	23,521.26
	40,316.22	13,240.88	0.00	0.00	53,557.10
<u>Earmarked Reserves</u>					
Kubota Grass Mower	2,782.00	3,500.00	0.00	0.00	6,282.00
Van Branding & end of lease costs	1,000.00	400.00	528.00	0.00	872.00
Small Mower Replacement Fund	1,200.00	0.00	0.00	0.00	1,200.00
Strimmer Replacement Fund	600.00	0.00	0.00	0.00	600.00
Projects	8,819.55	2,500.00	985.00	0.00	10,334.55
Community Grants	9,180.01	5,000.00	250.00	5,310.00	8,620.01
Legal Costs - other	1,500.00	0.00	0.00	0.00	1,500.00
Legal Costs- County Court	10,429.28	0.00	2,077.50	3,000.00	5,351.78
Election Costs	3,745.00	400.00	0.00	0.00	4,145.00
Lighting on Parish Footpaths	6,620.00	1,500.00	0.00	0.00	8,120.00
Heritage Projects	343.50	0.00	0.00	0.00	343.50
St David's Car Park	4,500.00	1,500.00	0.00	0.00	6,000.00
Litter Bins	1,500.00	1,500.00	0.00	0.00	3,000.00
Play Equipment	6,000.00	3,000.00	0.00	0.00	9,000.00
Ashway Car Park	6,000.00	1,500.00	0.00	0.00	7,500.00
Pre Neighbourhood Plan	0.00	0.00	0.00	0.00	0.00
Post Neighbourhood Plan / Local Plan	5,983.19	2,500.00	0.00	0.00	8,483.19
Calendar	0.00	750.00	526.00	0.00	224.00
Bus Shelter Replacement	3,980.00	2,000	0.00	0.00	5,980.00
Community Centre	0.00	4,000	0.00	0.00	4,000.00
Events	0.00	2,500	0.00	0.00	2,500.00
	74,182.53	32,550.00	4,366.50	8,310.00	94,056.03

To reconcile with Capital Bank Account:	£ 114,498.75	£ 45,790.88	£ 4,366.50	£ 151,556.63
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Section 106 (Held by Daventry DC)

Indoor Sports - Youth & Adult (Feb 2022)	72,634.00	0.00	0.00	72,634.00
Outdoor Sports - Youth (Feb 2022)	116,528.00	0.00	0.00	116,528.00
Parks and Gardens (Sept 2022)	65,263.00	0.00	0.00	65,263.00
	£ 254,425.00	£ -	£ -	£ 254,425.00
Toucan Crossing NCC (Sept 2027)	32,500	0.00	0.00	£ 32,500.00

Monthly Summary

Revenue Account (actual)	£ 159,839.64	
Capital Account (actual)	£ 146,933.89	
Total Cash in Bank	£ 306,773.53	
Less Earmarked & Restricted	£ 151,556.63	
Less forecast capital commitments	£ 8,310.00	
Less forecast revenue commitments	£ 50,000.00	
Add forecast Income	£ 18,000.00	
Identified as General Reserves	£ 114,906.90	69% of precept

Section 106 held by Daventry DC	£ 254,425.00
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Section 106 for use by NCC	£ 32,500.00
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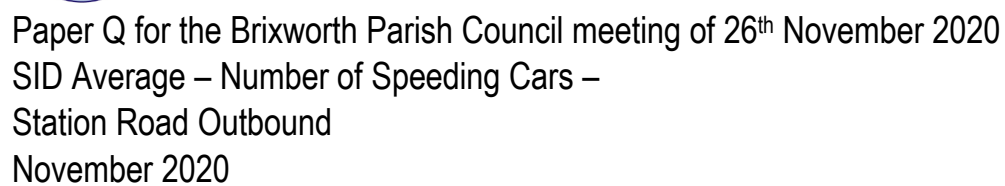
Paper Q – Paper for the Brixworth Parish Council of 26th November 2020

SID Number of Cars by time

Station Cottages Outbound

November 2020

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Week Day Avg	Weekend Avg
0 - 1	2	2	8	1	4	1	2	3.4	1.5
1 - 2	1	2	3	5	3	1	2	2.8	1.5
2 - 3	4	4	3	1	5	3	3	3.4	3
3 - 4	8	12	4	6	6	3	0	7.2	1.5
4 - 5	6	10	11	9	9	4	2	9	3
5 - 6	21	81	34	24	26	9	6	37.2	7.5
6 - 7	68	57	61	50	54	17	282	58	149.5
7 - 8	266	211	216	210	203	39	40	221.2	39.5
8 - 9	368	275	278	250	261	98	79	286.4	88.5
9 - 10	138	162	169	171	140	134	127	156	130.5
10 - 11	141	159	163	166	163	194	196	158.4	195
11 - 12	133	213	162	144	162	168	237	162.8	202.5
12 - 13	202	162	157	169	166	163	240	171.2	201.5
13 - 14	178	240	187	206	185	181	196	199.2	188.5
14 - 15	201	299	150	215	199	262	237	212.8	249.5
15 - 16	254	421	247	247	221	150	189	278	169.5
16 - 17	271	343	249	217	227	101	140	261.4	120.5
17 - 18	226	340	207	255	193	198	91	244.2	144.5
18 - 19	107	170	149	110	121	61	70	131.4	65.5
19 - 20	55	82	60	40	59	43	36	59.2	39.5
20 - 21	39	49	33	25	34	30	39	36	34.5
21 - 22	30	32	193	26	34	17	20	63	18.5
22 - 23	12	19	207	17	20	6	7	55	6.5
23 - 24	5	9	24	3	5	3	2	9.2	2.5
Totals	2736	3354	2975	2567	2500	1886	2243		
% of Total	15%	18.4%	16.3%	14.1%	13.7%	10.3%	12.3%		

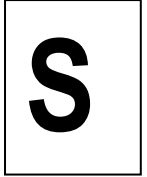
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Brixworth Parish Council

Planning Decisions – October 2020

Ref No.	Description	Location	BPC Comment	DDC Decision
DA/2020/0726	Work to tree subject of Tree Preservation Order DA8	4, Pytchley Close, Brixworth, Northamptonshire, NN6 9EW	No comments	Approval TPO
DA/2020/0699	Construction of detached garden room.	Myton 9, Northampton Road, Brixworth, Northamptonshire, NN6 9DX	Object	Refusal Householder
DA/2020/0597	Erection of new fence and hedge at side of property (retrospective)	38, The Ashway, Brixworth, Northamptonshire, NN6 9TZ	Support	Approval Householder App
DA/2020/0575	Single storey porch extension to front and raise existing roof to rear (revised scheme).	25, Lesson Road, Brixworth, Northamptonshire, NN6 9EE	Support	Approval Householder App
DA/2020/0399	Replacement of existing windows with upvc double glazed windows to elevation fronting playground.	Brixworth Centre, 12, Church Street, Brixworth, Northamptonshire, NN6 9BZ	Object	Approval Full



Brixworth Parish Council

Minutes of the meeting of the Planning Committee

Monday 26th October 2020

Video Conferencing

Councillors: Councillor Tom Mitchell, Councillor Ian Barratt, Councillor Jackie Bird, Councillor Elaine Coe, Councillor Lina Howarth, Councillor Sandra Moxon (from 8:00pm), Councillor Kevin Parker and Councillor Frances Peacock.

In Attendance: Peter Rowbotham (Parish Clerk)

Apologies for Absence: Councillor Lynne Compton and Councillor Stephen James,

Absent: Councillor Stuart Coe and Councillor James Collyer.

Members of the Public 2

20/1059P Welcome

Councillor Mitchell welcomed everyone to the online Planning Committee and reminded attendees that the meeting was being recorded.

20/1060P Apologies for Absence

Apologies for absence had been received from Councillor Compton and Councillor James. The apologies were received by the meeting.

20/1061P Members' Declaration of Interests

Councillor Howarth declared a pecuniary interest in application DA/2020/0789. (Minute 20/1065P)

20/1062P Minutes of the Meeting of 5th October 2020

The minutes of the Planning Committee of 5th October 2020 were agreed as a true and accurate record. This was proposed by Councillor Mitchell and seconded by Councillor Peacock. Unanimous. The minutes would be signed by the Chairman as soon as practical.

20/1063P

DA/2020/0747

Outline application for mixed use development comprising commercial, business and service uses within Class E; mixed use restaurant and takeaway use (sui generis); pub/drinking establishment (sui generis); hot food takeaway (sui generis).

Initialled.....

Land North of Cricket Ground, Northampton Road, Brixworth, Northamptonshire.

The Parish Council objected to the proposal. This was proposed by Councillor Mitchell and seconded by Councillor Peacock. Unanimous.

This application was on land outside the village confines, on land denoted as highly sensitive to change and in a local green Space. If approved, this application would create an unacceptable hard edge to the rural setting and alter the setting of the village of Brixworth when travelling from the south. It would create a new out of “town” feel to that part of Brixworth that is counter to the policy of promoting the Village Centre within Brixworth.

To support its objection the Parish Council highlighted the contravention of the following adopted planning policies:

- Planning Policy RA1 (g)
- Planning Policy R2
- Planning Policy R3
- Planning Policy SP1 (f)
- Planning Policy RA1 (c) 6
- Planning Policy RA2 (c)
- Planning Policy RA6 (ix)
- Planning Policy ENV1
- Planning Policy ENV5
- Neighbourhood Plan Policy 2
- Neighbourhood Plan Policy 3
- Neighbourhood Plan Policy 4
- Neighbourhood Plan Policy 5
- Neighbourhood Plan Policy 7

DA/1064P**DA/2020/0399****Replacement of existing windows with UPVC double glazed windows to elevation fronting playground. Brixworth Centre, 12, Church Street, Brixworth, Northamptonshire, NN6 9BZ**

The Parish Council objected to the proposal on the basis that it would detract from the Conservation Area. The location was also near the Brixworth All Saints Church which was a Grade 1 building. This was proposed by Councillor Mitchell and seconded by Councillor Peacock.

20/1065P**DA/2020/0789****Conversion of garage/store building to residential use. Single storey link from main dwelling to ancillary building. Internal alterations and additional windows and doors also proposed Berry Bank, Silver Street, Brixworth, Northamptonshire, NN6 9BY**

The Parish Council supported this application. It requested that the format and style of the feature window be reviewed as this was not thought to be in keeping with the main dwelling. This was proposed by Councillor Mitchell and seconded by Councillor Peacock.

Councillor Howarth abstained and had not participated in this item.

Initialled.....

20/1066P**DA/2020/0778****Insertion of front and rear dormers to form rooms in roof space
16, Stannard Way, Brixworth, Northamptonshire, NN6 9BT**

The Parish Council supported this application. This was proposed by Councillor Mitchell and seconded by Councillor Peacock. Unanimous.

20/1067P**DA/2020/0758****Demolition of existing conservatory and construction of single storey rear extension, first floor side extension
64, Stonehill Way, Brixworth, Northamptonshire, NN6 9LW**

The Parish Council supported this application. It had suggested the use of obscure glass in the gable end to protect the privacy of the adjoining property. This was proposed by Councillor Mitchell and seconded by Councillor Peacock. Unanimous.

20/1068P**DA/2020/0740****Removal of bay window to front elevation and construction of single storey front extension
53, Northampton Road, Brixworth, Northamptonshire, NN6 9DX**

The Parish Council supported this application. This was proposed by Councillor Mitchell and seconded by Councillor Peacock. Unanimous.

20/1069P**DA/2020/0373****Front extension to existing garage.
2, Waterpike, Brixworth, Northamptonshire, NN6 9UR**

The Parish Council supported this application. This was proposed by Councillor Mitchell and seconded by Councillor Elaine Coe.

20/1070P**DA/2020/0780****Work to trees subject of Tree Preservation Order TPO44
2, Lone Pine Court, Brixworth, Northamptonshire, NN6 9EH**

The Parish Council supported this application. This was proposed by Councillor Mitchell and seconded by Councillor Peacock. Unanimous.

20/1071P Planning for the Future

The 'Planning for the Future' consultation proposed reforms of the planning system to streamline and modernise the planning process. Considerable work had been undertaken by the Neighbourhood Plan Working Group to put together a comprehensive response for consideration by the Parish Council. The Parish Council agreed that these comments be submitted to the Ministry of Housing, Communities & Local Government. This was proposed by Councillor Mitchell and seconded by Councillor Elaine Coe. Unanimous.

20/1072P Statement of Community Involvement for the West Northamptonshire Strategic Plan – Consultation

A draft Statement of Community Involvement (SCI) had been agreed as a consultation document by Daventry District, South Northamptonshire and Northampton Borough Councils. The Councils had embarked on a new

Initialed.....

Strategic Plan for West Northamptonshire. The SCI set out how the Councils would engage with stakeholders and the public with the preparation of the Strategic Plan. The Parish Council welcomed and supported the proposed methods of engagement. This was proposed by Councillor Mitchell and seconded by Councillor Peacock. Unanimous.

20/1073P Any Other Urgent Business

It was reported that the District Council's Enforcement Officer had been successful in the removal of unauthorised storage containers on a site off the A508.

A planning appeal had been submitted against the District Council's decision to refuse permission for a touring caravan site adjacent to the Country Park. This would be on the agenda for the next meeting.

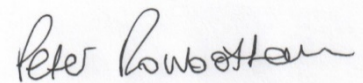
The District Council's Tree Officer had asked for informal comments on the urgent removal/ replacement of a tree in the back garden of 8 The Newlands. The Parish Council asked the Tree Officer to proceed with a pragmatic approach and authorise the tree work, as necessary.

20/1074P Date of Next Meetings

Monday 16th November 2020.

The meeting finished at 8.31pm

Signed as a true and accurate record

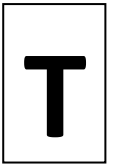


**Councillor Tom Mitchell
Chairman of the Planning Committee
Brixworth Parish Council
16th November 2020**

**Peter Rowbotham
Parish Clerk
Brixworth Parish Council
9th November 2020**

Telephone: 079 8314 1786 Email
parish.clerk@brixworthparishcouncil.gov.uk

Initialed.....



Brixworth Parish Council

Minutes of the meeting of the Media & Communications Committee

Wednesday 14th October 2020

Video Conferencing

In Attendance:

Councillors: Councillor Elaine Coe, Councillor Jackie Bird, Councillor Lina Howarth and Councillor Sandra Moxon.

Apologies:

Absent - None

Also Present: Peter Rowbotham (Parish Clerk)

**Members of
the Public:** 0

20/403MC Welcome

Councillor Elaine Coe, as Chairman, welcomed everyone to the meeting which was being recorded.

20/404MC Apologies for Absence

No apologies for absence had been received.

20/405MC Declarations of Interest

None declared.

20/406MC Minutes of the last meeting (9th September 2020)

The minutes of the last meeting held on 9th September 2020 were agreed as a true and accurate record. This was proposed by Councillor Howarth and seconded by Councillor Bird. Unanimous.

20/407MC Brixworth Bulletin

The Chairman's Chat article was being prepared. The submitted articles and artwork were tweaked by the Committee. The article on the new Assistant Clerk would be written based upon the recruitment timescales. The dates for the next quarterly meeting cycle would be checked.

The Committee agreed that subject to an informal meeting on 21st October, the content of the Brixworth Bulletin be approved. The cost of publishing the content was £350 and there was budget provision for this. The Parish Council had the power to produce Newsletters in accordance with the Local Government Act 1972 s142.

20/408MC Community Safety

The Parish Council would share any social media posts from the Police on Halloween.

20/409MC Flood Warden Scheme

This matter was referred to the Committee from the Parish Council. This was community volunteer roles to act in the event of flooding within the Village. Training and equipment was provided. The Committee asked that this be promoted via social media.

20/410 Performance Data

The latest Google Analytics data had been circulated for Councillors information. This was noted by the Committee.

20/411 MC Any Other Business

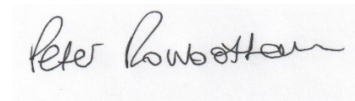
None

20/412 MC Date of Next Meeting

11th November 2020 at 645pm

The Meeting finished at 7.33pm

Councillor Elaine Coe (Chair)
Chairman of the Media & Communications Committee
Brixworth Parish Council
4th November 2020



Peter Rowbotham
Parish Clerk
Brixworth Parish Council
1st November 2020
Telephone: 079 8314 1786
Email: parish.clerk@brixworthparishcouncil.gov.uk



Paper U for the Brixworth Parish Council Meeting of 26th November 2020

Report of the Parish Clerk

November 2020

1. Overview

Homeworking has been continuing. The recent Government announcement confirms that home working will continue in the foreseeable future. The latest Government message suggests April 2021 before a return to 'normal' working.

Meetings are still being held as scheduled using Video Conferencing. The current advice is to continue with this.

There has been a full range of meetings this month. It has been busier than usual with Working Parties all working hard to deliver their objectives.

2. Updates

Short listing and interviews have taken place for the post of Assistant Clerk. The process is due to be completed this week.

I have attended a free Media awareness session which was valuable in bringing me up to date with current trends. I am hoping to use some of this learning in a review of our Media Strategy.

I have also attended a free session on Biodiversity and a workshop on preparing for a new unitary Council.

There has been ongoing telephone calls and correspondence regarding the complaints that were concluded in April 2019.

The Village Hall Car Park Licence is progressing. The Legal (Assets) Working Group have reviewed the draft document for a version ready for the Village Hall Committee to consider. There is no need for a lease as first thought.

I have chased up NCC regarding the 30 mph Roundels which are still outstanding.

The investigation of the alleged foul language on St David's Recreation Ground is still ongoing as I have had no response from the club involved.

Projects Update –

1. Telephone Box – I have visited the telephone box and it is in poor and dirty condition but still live. Parishes can only adopt a telephone box when it is redundant and surplus to requirements.

2. Northampton Road Wildflowers – are all seeded and should appear in Spring of 2021.
3. Holcot Road Wildflowers & further wildflowers on Northampton Road – a Community grant bid for funding has been submitted with a view to seeding in March 2021. This is with Daventry DC for consideration.
4. Holcot Road bollards – see email from NCC regarding the use of bollards.
5. CCTV – St David's Recreation Ground. I had contacted Northampton Borough Council for possible connection to the CCTV Control Room. No reply. I have one quote for a system linked to the cloud. I need two further quotes.
6. Ball Stop fence St David's – One quote in. Two further quotes are required.
7. War Memorial clean – Contractors to be invited to quote
8. Community Centre Indoor Sports - further report submitted to the Parish Council for action. S106 bid submitted to DDC
9. Noticeboard outside of the Community Centre – Quotes obtained. Need to find out if planning permission is needed.
10. Community Centre – new entrance matting – quotes from specialist contractors required.
11. MUGA & Play Area. S106 bid submitted to DDC. Need to move to procurement stage.
12. Remove Shrubs from The Ashway Rec to reduce ASB. Checked planning permission. Need to get quotes for cutting back and reseeded.
13. Railway Benches – need to find three contractors capable of doing the work.
14. Bollards on Hunters Way and Harborough Road – email from NCC refers.
15. Bus Shelters near Mercedes. Need to agree type of shelters and seek possible funding.
16. Replace street lanterns to LED – seek quotes from ESPO suppliers.
17. Install new financial system
18. Fully implement the H&S and HR systems.

The above projects are in addition to the legal work, meetings, correspondence, media, staffing issues and statutory tasks that need carrying out. (during Covid 19) The Clerk is contracted for 30 hours per week and the obstacle to quick and prompt delivery of these is down to lack of capacity – not time management.

Projects with deadline are prioritised. (i.e. The wildflower seeds went in October because of the deadline for the ground works. The s106 schemes are a priority because of the deadline and the possible loss of funding. The 2021 Community Calendar was required immediately) All of my tasks are listed and prioritised using Microsoft Outlook.

3. Assets

The Wicksteed 'Rocker' has been fixed by Wicksteed. The equipment was so old that Wicksteed struggled to get parts.

I have received a request for some trees at the Pocket Park to be reduced in height as they are affecting the light to near properties. I have asked the DDC Tree Officer to have a look and advise.

I will be asked our Tree Contractors to carry out the annual inspection.

4. Service Requests

- Trees – cut back at the Pocket Park
- Planning matters – Hunts Close
- Education – School admissions – referred to NCC
- Parking at Hunters Way

Peter Rowbotham
Parish Clerk

5. Meetings Attended this Month

- 5.1 Finance Working Group
- 5.2 Personnel Working Group
- 5.2 Media & Communications Committee
- 5.3 Sports Liaison Working Group
- 5.4 Parish Council
- 5.5 Planning Committee
- 5.6 Joint Finance & Sports Working Group.
- 5.7 St David's Play Park & MUGA Working Group

6. Training & Development

- Biodiversity
- Media

7. Community Engagement

Only activity through social media. Crime has been topical this month.

Posts remain varied linked to partner activities and Covid 19.

8. Actions from the previous Council Meetings

Minute	Item	Action	Status
20/5081	Verification Officer Report	Update Financial Regs	Complete
20/5082	Grounds Maintenance	Contract let	Complete
20/ 5084	Sports Group	Meeting	Complete
20/5084	Terms and conditions	Consult	Complete
20/5085	Assistant Clerk	Appoint	To progress
20/5086	S106 Specialist	Appoint	Quotes in
20/5087	BT Box	Adopt	To progress
20/5090	Village Benches	Quotes for refurb	To progress
20/5091	Wildflowers	Highway licence	Applied
20/5092	Legal documents	Apply to Land Registry	Started
19/4509	Bus Shelters – Mercedes	Clerk to meet Mercedes	To be organised
19/4582	Road Safety Data	Obtain from Road Safety Team	This data is online
19/4600	Village Hall	Appoint Solicitor	Progressing (Chased)
19/4603	Manor Farm	Consult public	Progressing
19/4664	The Ashway Crime Reduction	Look at feasibility of reducing hedge	DDC no objection (June 2020)
19/ 4731	Big Lunch	Look at feasibility	Postponed
19/4731	Good Neighbour Scheme	Promote	Outstanding. (M&C?)
19/4735	S106	Progress	Plans in place
19/4754	CCTV	Install at St David's	First quote in
19/4832	Shift Brixworth Sign	E Mail to NCC	With NCC to progress
19/4833	ANPR	Letter to PFCC	Awaiting feasibility
19/4839	Parking	Apply for TRO	Progressing
20/4862	Holcot Road	Range of improvements	Bench scheme underway

20/4880	Wildflowers	Progress Schemes	Need to set up group
20/4890	Emails	Set up .gov addresses	With IT Support
20/4895	Sports Hire Conditions	Write up and agree for new season	To be progressed
20/4896	Fees and Charges	Increase by 2.7%	
20/4905	Procurement	Appoint Personnel Specialist	Complete
20/5043	Procurement Finance System	Purchase and install	Planned for August
20/5072	Covid 19	Risk Assessments / Deep Clean	Planned for August

9. Tasks to be undertaken

PRIORITY 1. Statutory

Agenda & Minutes
Accounts
Health & Safety Inspection
Risk Assessments
Risk Register

PRIORITY 2. Financial

VAT return
New FMS System

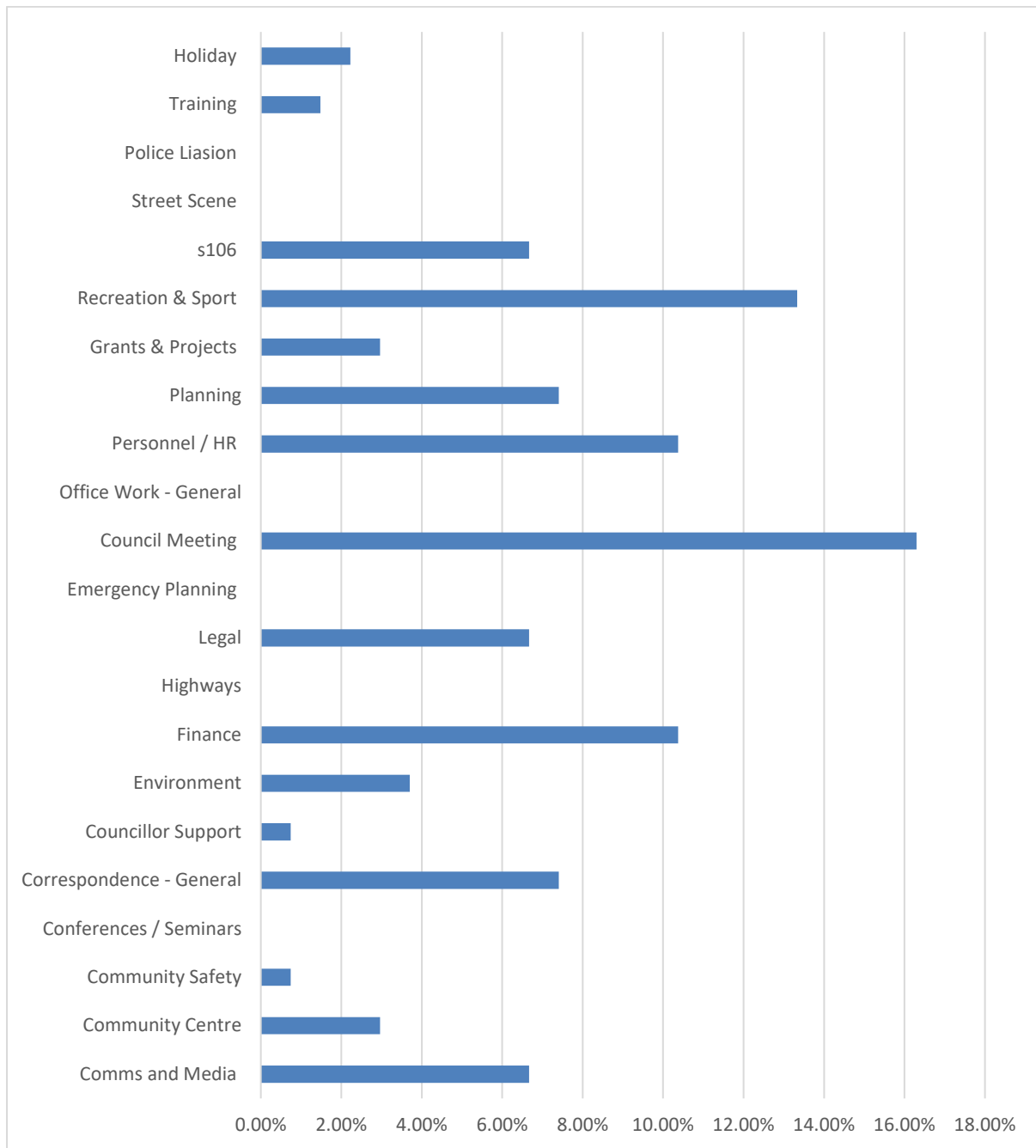
PRIORITY 3. Tasks with Deadlines

New Assistant Clerk
Staff Appraisals –
S106 projects –appoint specialist and submit
Funding bid – Toucan Crossing
Village Hall Car Park
Grounds Maintenance Contract
Bus Shelter partnership with Mercedes

PRIORITY 4. Tasks without deadline

Litter Bin Audit
Web Site & Email
Emergency Planning – review document with Mike Nice
Protective clothing for staff
Staffing Structure
Progress my CILCA
Review Policies
Develop a new budget monitoring report for the Council meeting
Check deeds for Spratton Road regarding any restrictive covenant.
Village Centre Car Parking – identify scale of the problem – check enforcement levels
Dog fouling at St David's
Wildflowers on Parish Land or Highways – next Council meeting
Clean Up Spratton Road Shops
Clear out the meeting room – ongoing
Clear out the meeting room – ongoing

9. Breakdown of my time – November 2020



Peter Rowbotham
Parish Clerk

Paper V – Brixworth Parish Council meeting of 26th November 2020



General Correspondence

Correspondence not already included within the agenda

Number	Subject	From
01	Survey on proposed Armed Forces Community Hubs across Northamptonshire	NCC
02	New real Living Wage rates announced	Citizens UK
03	Parish and Town Councils' Liaison Meeting Notes	DCC
04	Press Release	English Regional Transport Association
05	Consultation on Admission Arrangements for Northamptonshire Schools for 2022 Intake	NCC

Peter Rowbotham
Parish Clerk

From: Consult <consult@northamptonshire.gov.uk>
Sent: 02 November 2020 11:32
To: Consult
Subject: Survey on proposed Armed Forces Community Hubs across Northamptonshire

Northamptonshire County Council is working with local partners to develop 'Armed Forces Community Hubs' across Northamptonshire for members of the Armed Forces community (those currently serving, Reservists, Veterans and family members).

The proposed Armed Forces Community Hubs would provide a warm and welcoming place where any member of the Armed Forces community could for advice, help and comradeship - all free to access and attend. The Hubs would also offer activities such as walking groups and of course refreshments.

Due to the Covid-19 pandemic, we would also like to develop interactive virtual Hubs that would offer the next best thing. The virtual Hubs will allow people to chat to each other and with local community groups. Plus, we are teaming up with Adult Learning to offer online training courses such as Healthy Eating on a Budget for Families and Emotional Resilience as well as links to partner organisations. We intend to offer support and training in order for people to develop their digital skills and thus be able to access the virtual Hubs.

We would like to request your help by asking if you could complete the Armed Forces Community Hubs survey.

Give Us Your Views

Please give us your views by completing our [online survey](#).

We are keen to hear from members of the Armed Forces community, but welcome views from those in the wider community.

This survey closes at **midnight on Friday 20 November 2020**.

Details of the above and other past and present consultation and engagement activities are available on Northamptonshire County Council's [Consultation Hub](#).

You are receiving this email as a consultation partner of Northamptonshire County Council or because you have previously expressed an interest in receiving email alerts about NCC and partner consultations. If you no longer wish to receive these emails, please respond to this email.

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Northamptonshire County Council. <http://www.northamptonshire.gov.uk>

From: Paul Regan, Citizens UK <supporters@citizensuk.org>
Sent: 09 November 2020 11:30
To: brixworthpc@gmail.com
Subject: Breaking: new real Living Wage rates announced

Living Wage Week 2020

Stand up for care workers



Emma,

Today, thousands of people will get a boost in pay as a new Living Wage rate comes into force.

The real Living Wage, which is calculated independently of the Government, is a lifeline for people who work for the 7,000 accredited Living Wage employers in the UK. It's based on what it actually costs to pay for everyday essentials like food and heating.

Here's how much workers stand to earn:



But right now, half a million care workers on the frontline of this pandemic won't earn anywhere near this amount.

Care workers are literally risking their lives to care for our loved ones, working day and night. But many are trapped in “in-work poverty”, where they struggle to make ends meet despite working full-time.

Emma, can you write to your MP today and ask them if they think care workers deserve to be paid a real Living Wage?

My work in the Olympic Park, in an area with some of the highest levels of deprivation in the UK shows that you can't achieve sustainable communities if local incomes don't meet local costs – like the huge housing costs families face in East London.

Across the country, Citizens UK is successfully challenging low pay and affordable housing shortages. But in the case of care worker wages – we need Government action as well.

As politicians come out in droves to celebrate employers who do the right thing during Living Wage Week 2020, there's no better time to call on MPs to prioritise proper wages for social care workers.

Write to your MP today

It's powerful to see thousands of faith and community leaders and civil society organisations signing a petition from Citizens UK to the UK Government who can invest the extra funding needed in social care.

But the pressure we exert this week is crucial. Consider this our way of putting every politician on notice at a time when media attention is focused on the economy and the new wage rates.

In the lead up to Christmas, Citizens UK will be publishing the names of every MP who echoes our call to give workers in social care a real Living Wage.

Will we hear your MP say that care workers are #WorthTheMoney?

Let's hope we do.

Paul Regan

TELCO Citizens Member and Methodist Minister

Sent via ActionNetwork.org. To update your email address, change your name or address, or to stop receiving emails from Citizens UK, please [click here](#).

Present:-

Representatives from the following Parish/Town Councils/Meetings:

Everdon	Yelvertoft
Barby and Onley	Badby
Daventry	Brington
Old	Weedon
Stowe-Nine-Churches	Braunston
Hollowell & Teeton	Norton
Flore	Moulton
West Haddon	

Panel:

Councillor Richard Auger – Leader, Daventry District Council
Maria Taylor- Daventry District Council
Sarah Barnwell, NCC Highways
Ian Smith, Kier WSP
Supt Kevin Mulligan, Northamptonshire Police
Chief Insp Rachael Handford, Northamptonshire Police

1. Welcome and Introduction

Cllr Richard Auger welcomed everyone to the meeting and introduced the panel and speakers.

2. Highways

SB and IS provided an update on NCC Highways and welcomed questions from the audience.

Recent works have seen a programme of surface dressing in some villages and further repairs and patching works. Funding obtained via HS2 has benefitted Charwelton recently. Crick footbridge has now been delivered and installed. Funding has also been obtained from the Government for Covid-19 related schemes to encourage walking and cycling – cycle stands have been installed in various villages and towns.

IS confirmed that highway crews continue with works to fill potholes and general routine maintenance. The gritting season has now started so crews are on standby. A trial run of the gritting routes took place this week to enable drivers to familiarise themselves with the routes.

Questions:

Barby and Onley –There appears to be a lack of investment on roads going in and out of Barby and it was requested they are looked at.

IS acknowledged that these roads are not as good as they should be and are on the 'wish list' for substantial repair, however it is not yet known when works can be carried out. Funds

continue to be committed in the best possible way. RA suggested that parishes with similar concerns lobby their County Councillor.

Brington – Pointless patching works on the road between Daventry and Duston.

IS confirmed he coordinates the potholing crews so when defects are reported they are filled. All of these roads are on list of sites that when funding becomes available, they will be more substantially repaired.

Everdon – Queried the response position Highways were in, in terms of repairing potholes.

IS confirmed that KPI's were being met within the allocated timescales. Fixing times depend on severity, and major patching is funding dependant. All defaults should be reported to Street Doctor.

Moulton – Thanked Highways for their recent efforts in the village.

Flore – What is the mechanism for reporting overflowing litter bins on the A5 that are not the responsibility of DDC.

SB will forward Highways England contact details to Flore PC.

3. Police

Supt Kevin Mulligan (Area Commander) introduced himself to the meeting and confirmed he had recently taken over policing in the West from Chris Hillery. Chief Inspector Rachael Handford has recently taken over from James Willis.

KM is extremely pleased to take over the local policing area command and confirmed that the West will receive honesty and commitment from his team. KM and RH are very keen to work with communities and foster relationships, which may have suffered due to the instability of the local Inspector and Sergeant teams in recent years. A new neighbourhood Inspector will be appointed shortly, with the aim for that individual to remain in post for a minimum of 18-24 months.

Due to significant investment from the PCC, the rural crime teams will be doubling in size and, working with partners, there will be a £1.3m investment in Automatic Number Plate Recognition capability – this will not only benefit towns, but also the rural areas of the county.

Crime statistics produced by the Community Safety Partnership are attached for further reference.

Contact details for Kevin and Rachel:

Kevin.Mulligan@northants.pnn.police.uk

rachael.handford@northants.pnn.police.uk

Questions:

Although not present at the meeting, Guilsborough pre-submitted a question – Enforcement of vehicle weight restrictions

KM and RH confirmed that concerns will be investigated and dealt with where necessary. Noted that Moulton also shared similar concerns and MT suggested that these issues are fed

through to the Road Joint Action Group via Kevin Fagan kevin.fagan@daventrydc.gov.uk and he will ensure this is on the agenda.

Daventry – Improvements in communication are needed. There has been a lot of investment in Community Safety and the Town Council are trying to work closely with the neighbourhood teams but this is proving difficult and there has been a change.

KM and RH share the concerns of the Town Council, which is a contributing factor in recruiting a new Inspector. RH promised that communication would improve and urged the Town Council to get in touch to discuss their concerns.

Flore – Increase in speeding through the village now that it has been bypassed, however they wished to thank Chris Smith from the Road Safety Team – they have been fabulous.

Stowe – Could there be an ad-hoc drive by presence in rural areas to help prevent crime such as badger baiting and hare coursing etc. KM confirmed neighbourhood teams will have a local input but also advised there are partnerships in the pipeline which will aim to provide devices for remote rural locations such as tracker type setups. Response officers also use geo-fencing tools on their airwave sets to assist with intelligence led policing by ensuring officers are in the right locations.

4. Local Government Reform

RA provided a brief update of the current progress of the LGR programme. LGR is now only 5 months away from forming West Northamptonshire Council (WNC). Work is on track with the aggregation and disaggregation of services to ensure a safe and legal day one.

The role of Parishes will be important to ensure the new WNC is held accountable.

Questions:

Spratton – 1st April will see the end of the current bus contract. What proposals are there to resolve this within the new Unitary?

RA confirmed that the additional £30k funding to extend the bus contract was provided on the basis that parishes would fund thereafter. There are no future plans at present. MT added that traditional bus routes are no longer affordable in terms of precepting for Northamptonshire. Community transport can continue in its current format, which has the potential to develop into rural wheels.

5. Covid-19 Update issues/activities to date and what's to come

MT provided an update on the work carried out to date within the district – it's been a very eventful 6 months!

The Local Resilience Forum works to ensure all agencies are working together strategically and operationally and breaks down into various multi agency cells.

There has been a fantastic volunteer response in Daventry district – supporting shielded people, new Good Neighbour schemes, an additional food bank, excellent continuance of the Happy at Home project. Contact/furniture hub has been key in supporting 'everyone in' as all councils have accommodated rough sleepers and sofa surfers.

Despite HWRC's reopening several months ago, there has been an increase in environmental crimes including fly tipping which are at record levels. DDC are dedicating additional resources for the next 6 months to try to reverse this situation so please report what you see in the District and do what you can to assist us.

Other peaks in work include nuisance reports of all types (neighbour, noise, dog barking) as people are feeling the pressure after spending more time at home. Environmental Health have been supporting NCC, NHS, PHE and other agencies and businesses in managing outbreaks and all things Covid.

Housing is in even shorter supply, with demand higher than ever. It will be many months before there is a return to 'normal' support and demand, so times are very challenging at the moment.

As non-essential retail re-opened, businesses were supported with the implementation of their Covid measures and pavement licensing replaced street café licensing to assist with social distancing measures.

All front line services are busy, particularly Environmental Health and Housing, however the DDC offices have remained open throughout the pandemic.

New funding is available for Covid compliance and DDC will continue to engage and inform, with enforcement coming as a last resort in line with the Council's enforcement policy. Engagement from Parishes and Councillors will be sought as arrangements are rolled out in the coming weeks.

Work on recovery continues which involves preparing for short and medium term unemployment issues, housing and homelessness demand when court evictions recommence.

The day job has also had to continue throughout the pandemic, plus Brexit and Local Government Reform to ensure we're ready for 1 April 2021!

6. General Questions and Answers

None.

7. Date of Next Meeting

25 February 2021, 6.30pm

Apologies:-

Apologies were received from the following Parish Councils: Charwelton

English Regional Transport Association (ERTA)		
	Patrons: Sir Edmund Verney, The Rt Hon. the Lord Newby OBE + Others welcome of professional, business or other acumen and of good repute.	
	Elected Association Chairman and Campaigns Coordinator, Bedford Area Rep/Forum/Coordinator, Publications, Newsletter Editor, Social Media/Media Officer/Main Spokesperson, Co-Conference Organiser, Membership and General Advisor: Mr Richard Pill, 24c St Michaels Road, Bedford, MK40 2LT T. 01234 330090/Mobile: 07541701718. E. richard.erta@gmail.com	
	Vice Chairman ERTA Nationwide Coordinator, Secretary, Responsible for the administration of Finance, Delegated Meetings, Recruitment, Administration, Membership, Team Coordination (Great Central, Westminster, London, Northern and Southern Teams), the oversight of all forums, forwarding the route protection/reopening agendas, West Country Area Rep, Consultations, Assistant Media Officer and Railfuture Liaison Officer: Mr Simon Barber, 20 Fitzherbert House, Kingsmead, Richmond, Surrey, TW10 6HT T. 0208 940 4399, E. simon4barber@gmail.com	
	Treasurer and Business Liaison Officer: Mr Colin Crawford, 21 Clunbury Court, Manor Street, Berkhamsted, HP4 2FF T. 01255- 507332 Mobile 07836-693977 Skype 020-3239-2841 E: colin.crawford1@btconnect.com	
https://ertarail.co.uk/	http://www.linkedin.com/in/richard-pill-erta	https://ertarailvolunteer.blogspot.com/

15-11-2020

Press Release

ERTA supports the reopening of part of the Great Central and the Northampton-Market Harborough Rail Link.

Following a successful meeting on 13th November, the English Regional Transport Association (ERTA) reiterates its support for rebuilding with realignments the Great Central Rail Corridor from Calvert/Banbury to Rugby, Lutterworth and join the existing Nuneaton-Leicester rail link for East Midlands access and in reverse to places as far flung as Southampton, Oxford and Bristol. There is currently no direct link. Likewise, we support the reopening of the Northampton-Market Harborough Rail Link as it would provide rail choice to a current road-only rail desert, enable freight to access DIRFT off the West Coast Main Line Northampton Loop and enable through passenger services between Northampton and the East Midlands and them to Northampton, Milton Keynes and the new East-West Rail Corridor.

Richard Pill ERTA Media Spokesperson said following the meeting “We are under no illusion that we need to court local and professional support and buy-in to these schemes for them to succeed. Only 6 months ago Government was talking about Reversing Beeching and needs to be consistent. Development is being rolled out and unless these rail choices are provided, that new and existing development for people and goods is just flung to roads, informing congestion and delay and we believe people and places need choice, let alone environmental and health considerations. It is no time for Government to renege on pro-rail and environmental commitments.”

For details and to register for future zoom meetings, please contact Mr Simon Barber: T. 0208 940 4399, E. simon4barber@gmail.com. To join ERTA’s free, no obligation email loop send requests to richard.erta@gmail.com

End Press Release

Further Comment: Mr Richard Pill 01234 330090 / richard.erta@gmail.com You may also find our Blogspot a useful reader: <https://ertarailvolunteer.blogspot.com/>

From: Consult <consult@northamptonshire.gov.uk>
Sent: 09 November 2020 10:30
To: Consult
Subject: Consultation on Admission Arrangements for Northamptonshire Schools for 2022 Intake

Northamptonshire County Council's School Admissions Team is co-ordinating a formal consultation on the admissions arrangements for mainstream schools within the county for the September 2022 intakes (primary, junior and secondary). This consultation period allows parents, schools, religious authorities and the local community to comment on proposed admission arrangements.

CONSULTATION will take place between **9 November 2020 and 20 December 2020**.

DETERMINATION of school admission arrangements by admission authorities must be completed by **28 February 2021**.

PUBLICATION of admission policies as soon as possible after **28 February 2021** and must be completed by **15 March 2021 (published on school's website and copy to LA)**.

For more information, please visit [Northamptonshire County Council School Admissions](#).

If you have any questions or enquires about the Admission Arrangements for Northamptonshire Schools for 2022 Intake, please contact the School Admissions Team: consultationschoolad@childrenfirstnorthamptonshire.co.uk.

Give Us Your Views

Please give us your views through the [Admission Arrangements for Northamptonshire Schools for 2022 Intake Consultation page](#).

The consultation closes at **midnight on Sunday 20 December 2020**.

Details of the above and other past and present consultation and engagement activities are available on Northamptonshire County Council's [Consultation Hub](#).

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