



## **Brixworth Parish Council**

**Councillors are hereby summoned to attend the Parish Council meeting to be held on  
Thursday 25<sup>th</sup> March 2021 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.**

Join the meeting direct by using [this link to Microsoft Teams](#)  
(No installation required – Just use the Browser Option)

Audio Link also available. Call the meeting:  
Telephone: 020 4534 2863  
Phone Conference ID: 804 638 644#

## **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 previous meetings:**
  - 4.1 Parish Council meeting of 25<sup>th</sup> February 2021
  - 4.2 Parish Council meeting of 18<sup>th</sup> March 2021
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  
B**

## PART ONE - FOR DECISION

- |            |                                     |  |                                  |
|------------|-------------------------------------|--|----------------------------------|
| <b>6.</b>  | <b>Finance</b>                      | 6.1 Consider the payments for March 2021.  | <b>C</b>                         |
| <b>7.</b>  | <b>Planning</b>                     | 7.1 Consider the District Council's response to the review of the Neighbourhood Plan and consider any actions.<br>7.2 Consider changing the remit of the Neighbourhood Planning Steering Group to a 'Strategic Planning Working Group.' (Agree in principle)   | <b>D</b>                         |
| <b>8.</b>  | <b>Highways</b>                     | 8.1 Consider requesting early participation in a 20mph advisory speed limit scheme.  | <b>E</b>                         |
| <b>9.</b>  | <b>Recreation Grounds</b>           | 9.1 Consider a request a request to extend the football season beyond 31 <sup>st</sup> May 2021. Notes of the Sports Working Group of 17 <sup>th</sup> March 2021 are shown at Appendix F.<br>9.2 Consider replacing the ball stop fence at St David's Recreation Ground<br>9.3 Consider a request to use the St David's Recreation Ground for a fitness class                                 | <b>F</b><br><b>G</b><br><b>H</b> |
| <b>10.</b> | <b>Environment</b>                  | 10.1 Consider any actions to tidy up the private land at Ferro Fields (Councillor Bird)<br>10.2 Consider a standardised litter bin for use on Parish Council land.<br>10.3 Consider any further actions regarding the adoption of the Church Street BT Box.  | <b>I</b>                         |
| <b>11.</b> | <b>Events</b>                       | 11.1 Note the Centenary of the British Legion and consider any actions. (Deferred from last meeting) (Councillor James)<br>11.2 Note VE Day Celebrations marking the 75th anniversary and consider any actions. This takes place on Friday 8 <sup>th</sup> May 2021 (Councillor James)<br>Link: <a href="http://rbli.shop">Royal British Legion Industries Shop   All Products (rbli.shop)</a> |                                  |
| <b>12</b>  | <b>Annual Meeting of the Parish</b> | 12. Confirm the Annual Meeting of the Parish set for 22 <sup>nd</sup> April and consider discussion items  |                                  |
| <b>13.</b> | <b>Public Transport</b>             | 13.1 Note the new route of a rural bus service and consider a contribution towards its subsidy.  | <b>J</b>                         |

## PART TWO - FOR INFORMATION

- |            |                         |   |                                  |
|------------|-------------------------|---|----------------------------------|
| <b>14.</b> | <b>Finance</b>          | 14.1 Receive the latest rolling budget<br>14.2 Receive the Bank Reconciliation Report<br>14.3 Receive the statement of the Parish Council's Reserves      | <b>K</b><br><b>L</b><br><b>M</b> |
| <b>15.</b> | <b>Community Safety</b> | 15.1 Note the reported crime data for Brixworth for January 2021<br>15.2 Note the data downloaded from the Parish Council's Speed Indicator Device. (SID) | <b>N</b>                         |
| <b>16.</b> | <b>Planning</b>         | 16.1 Receive the planning decisions for February 2021<br>16.2 Receive the minutes of the Planning Committee of 15 <sup>th</sup> February 2021             | <b>O</b><br><b>P</b>             |

17. **Media & Communications**  
17.1 Receive the minutes of the Media & Communications Committee of 10<sup>th</sup> February 2021 **Q**
18. **Parish Clerks Report**  
18.1 Receive the Parish Clerk's Report **R**
19. **General Correspondence**  
19.1 Note the Correspondence listed at Appendix S **S**
20. **Dates of Future Meetings**  
20.1 To note the dates of the next cycle of meetings.
- Planning - 29<sup>th</sup> March 2021
  - Media & Communications – 14<sup>th</sup> April 2021
  - Planning – 19<sup>th</sup> April 2021
  - Council – 29<sup>th</sup> April 2021

**PART THREE – CONFIDENTIAL**

21. **To consider the exclusion of the press and public**  
21.1 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 21.1)***

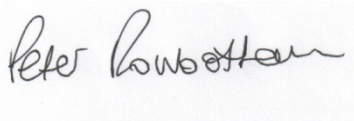
22. **Legal Matters**  
22.1 Receive any legal updates and consider any actions to be taken.  
22.2 Receive an update on tree work carried out on Foxhill Crescent and consider any necessary actions.

***The Press & Public to be invited back into the meeting***

**PART FOUR – URGENT MATTERS**

23. **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**  
21<sup>st</sup> March 2021

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

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**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 Tom Mitchell, Councillor Kevin Parker, and Councillor Frances Maria Peacock.



**A****Brixworth Parish Council****Minutes of the meeting held on  
Thursday 25<sup>th</sup> February 2021****Video Conferencing****In Attendance:**

**Councillors:** Councillor Stephen James, Councillor Ian Barratt, Councillor Jackie Bird, Councillor Elaine Coe, Councillor Stuart Coe, Councillor James Collyer, Councillor Lynne Compton, Councillor Tom Mitchell, Councillor Sandra Moxon and Councillor Kevin Parker (from 730pm)

**Apologies:** Councillor Frances Peacock.

District Councillor Bunting was unable to attend the meeting.

**Absent:**

**Also Present:** Peter Rowbotham (Clerk) and Ciara Wanstall (Assistant Clerk)

District Councillor Harris.

**Members of  
the Public:** 21

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**21/5324 Welcome**

Councillor James 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 James reminded everyone that the meeting was being recorded.

**21/5325 Apologies for Absence**

Apologies for absence had been recorded from Councillor Peacock. The submitted apology had been accepted by the meeting.

**21/5326 Declarations of Interest**

None declared.

**21/5327 Minutes of Previous Meeting (28<sup>th</sup> January 2021)**

The minutes of the meeting held on 28<sup>th</sup> January 2021 were agreed as a true and accurate record. These would be signed as soon as practical. This was proposed by Councillor James and seconded by Councillor

Bird. Unanimous.

### **21/5328 Public Open Forum**

A member of the public promoted the current proposal for the mixed-use 'gateway' development comprising commercial, business and service uses on land north of the Cricket Club at Northampton Road. The view was expressed that this application had public support and small local businesses would benefit from working within a 'hub' which could improve the health and wellbeing of local business people.

A contrary view was expressed by a member of the public that this development was not appropriate for Brixworth and raising the profile of this planning application at this stage was a marketing exercise.

The planning application (DA/2020/0747) was currently with the Daventry District Council for determination. The Parish Council had objected to this proposal as it had contravened a range of planning policies. The land was outside the village confines, on land denoted as highly sensitive to change and in a local green space. It was not known when the decision would be taken by the local planning authority.

District Councillor Harris reported that the new West Northants Unitary Council was considering its budget for 21/22. The increase in Council Tax for the new authority had been set at 4.99%.

### **21/5329 Finance - Transactions including Payments for Approval – February 2021**

The list of financial transactions and payments for February 2021 was approved by the Parish Council. All invoices for payment had been examined, verified and certified by the Parish Clerk in accordance with the Financial Regulation 5.3. This was proposed by Councillor Parker and seconded by Councillor Bird. Unanimous.

			Net Amount	VAT	Total	Powers
			£	£	£	
<b>Direct Debit Payments - Financial Reg 6.7</b>						
01	Peninsula Business Systems	Support Services (29th Jan)	271.62	54.32	325.94	LGA 1972 s111
02	E. ON	Elec monthly - Ashway Changing Rooms (1st)	117.14	5.86	123.00	PHA 1875 s164
03	Lex Autolease	Lease Van (1st)	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 (15th Feb)	20.43	4.09	24.52	LGA 1972 s111
<b>Retrospective Payments - Financial Reg 5.5. (via BACS)</b>						
			0.00	0.00	0.00	LGA 1972 s111
<b>Debit Card Payments (Online purchase) - Financial Regs 6.10 &amp; 6.19</b>						
06	Royal Mail	Postage (25th Jan)	0.85	0.00	0.85	LGA 1972 s111
07	Royal Mail	Postage (29th Jan)	3.40	0.00	3.40	LGA 1972 s111
08	SLCC Enterprises	Arnold Baker Local Council Admin Book	123.80	0.00	123.80	LGA 1972 s111
09	Microsoft	Second 365 Licence for Assistant Clerk	19.47	0.00	19.47	LGA 1972 s111
10	O2	Prepay mobile phone top up	16.67	3.33	20.00	LGA 1972 s111
<b>Payments Processed this month but agreed last month - Financial Regulation 5.2 (via BACS)</b>						
			0.00	0.00	0.00	
<b>Payments for approval - Financial Regulation 5.2 (via BACS)</b>						
11	Staff	Net Salaries and Wages (4-week month)	4,016.59	0.00	4,016.59	LGA 1972 s112

12	HMRC	PAYE	957.37	0.00	957.37	LGA 1972 s112
13	LGSS	Pension Scheme	675.63	0.00	675.63	LGA 1972 s112
14	Peter Rowbotham	Employment Related Expenses	68.75	0.00	68.75	LG(FP)A 1963 s5
15	R&G	Grounds Maintenance Contract	362.79	72.56	435.35	PHA 1875 s164
16	AH Blason & Son	Fuel	50.00	10.00	60.00	LGA 1972 s111
17	Parish Council Web Sites	Web Site Training	45.00	9.00	54.00	LGA 1972 s111
18	Bakers Waste	Trade Waste at St David's	42.87	8.57	51.44	PHA 1875 s164
19	Tradepoint B&Q	Groundsman's materials	29.95	6.00	35.95	PHA 1875 s164
20	Wave	Water Charges The Ashway Changing Room	38.59	0.00	38.59	PHA 1875 s164
21	LPC	Professional Services County Court	1,000.00	200.00	1,200.00	LGA 1972 s222
22	Indigo Computers	IT Support - Outlook and New PC Set Up	60.00	12.00	72.00	LGA 1972 s111
23	Vohkus (Crown Procurement)	Lap Top Assistant Clerk	757.96	151.59	909.55	LGA 1972 s111
24	Brixworth Comm Centre	Annual Cleaning Grant	1,209.00	0.00	1,209.00	LGA 1972 s133
<b>Cheque Payments</b>						
	Nil		0.00	0.00	0.00	
<b>Total Expenditure this month to date</b>			<b>10,178.41</b>	<b>595.42</b>	<b>10,773.83</b>	
<b>Receipts</b>						
25	Brixworth Cricket Club	Annual Fee for Cricket Square (pro rata)	380.00	0.00	380.00	PHA 1875 s164
26	Brixworth Juniors FC	Annual Fee for Football Pitches (pro rata)	419.45	0.00	419.45	PHA 1875 s164
27	Nat West	Interest (January 29th)	1.26	0.00	1.26	LGA 1972 s111
<b>Total Income this month</b>			<b>800.71</b>	<b>0.00</b>	<b>800.71</b>	
<b>Bank Transfer - Capital to Revenue</b>						
28	Realign Account with budget		4,419.26	0.00	4,419.26	LGA 1972 s111
<b>Total transferred to revenue this month</b>			<b>4,419.26</b>	<b>0.00</b>	<b>4,419.26</b>	
<b>Bank Transfer - Revenue to Capital</b>						
29	Realign Account with budget		0.00	0.00	0.00	LGA 1972 s111
<b>Total transferred to capital this month</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

### 21/5330 Finance – Verification Report

The Verification Officer had completed his report for quarter 1 of the financial year 2020/2021. The Parish Council agreed to accept the recommendations of the Verification Officer –

1. There should be increased care and awareness in specifying what is being purchased.
2. Financial Regulations should be followed at all times with any limits being adhered to.

3. Quotations be obtained and evidenced where stipulated within the Financial Regulations.
4. Any additional items purchased for the lease can be retained upon expiration of the lease.
5. All payments be submitted to the Parish Council in accordance with the Financial Regulations.

Additional items raised included the use of the Living Wage logo and the safety issues regarding the storage of fuel.

#### **21/5331 Planning – Brixworth Design Statement**

The Parish Council agreed that the Neighbourhood Plan Steering Group be requested to revise the Brixworth Design Guide to bring this document in line with the latest government guidance. This was proposed by Councillor James and seconded by Councillor Mitchell. Unanimous.

#### **21/5332 Highways – Reinstatements**

The Parish Council agreed that the Parish Clerk would contact the County Council Highways team and express concern regarding the quality of the reinstatements carried out by the public utilities within the village. This was proposed by Councillor James and seconded by Councillor Moxon. Unanimous.

#### **21/5333 Legal - Assets**

The Parish Council agreed that Tollers be instructed to register the third parcel of land at St David's Recreation Ground. The fees will be a minimum of £600 plus any additional charges. There is budget provision for this work. Upon registration of St David's and the Village Car Park, the remaining land identified on the asset list will be registered as soon as practical and as the finances permit. This was proposed by Councillor James and seconded by Councillor Bird. Unanimous.

#### **21/5334 Recreation Grounds – Litter**

Litter Picking was identified as a priority. Volunteers had collected a significant number of bags from around the village. The Personnel Working Group would look at the level of Council resources spent on litter picking. The Media & Communications would look at an anti-litter campaign with support from the Keep Britain Tidy Group. A further report would be submitted to a future meeting.

#### **21/5335 Recreation Grounds – Procurement of Electricity**

Eon currently provided the electricity supply to The Ashway changing rooms. The annual usage was estimated to be 5,101 kWh. The Council has the power to provide and equip buildings for the use of clubs having athletic, social, or educational objectives in accordance with s.19 of the Local Government Miscellaneous Provisions Act 1976.

The Parish Council agreed to accept the quote provided by Clear Utility Solutions (partners with Northants CALC) for a 3-year term which had been in the region of £73.68 per month.

This was proposed by Councillor James and seconded by Councillor Compton. Unanimous.

#### **21/5336 Training & Development**

The Parish Council agreed to the funding for the CILCA training for the Parish Clerk. The cost of the CILCA fees was £410 and there was budget provision for this. The Parish Council has the power to allocate funds towards training and development of staff and councillors, under S111 of the Local Government Act 1972. This was proposed by Councillor Barratt and seconded by Councillor Compton. Unanimous.

#### **21/5337 Environment – Sakura Project**

The Parish Council has been gifted 10 cherry trees to be planted within the Parish. These trees were given to the UK by Japan, and planted across the country in parks, gardens and schools to celebrate Japan's relationship with the UK. It was agreed that these trees be planted on the Spratton Road Recreation Ground by the Grounds Maintenance contractor. The Parish Council has the power to provide and maintain recreation

grounds in accordance with the Public Health Act 1875 s164. This was proposed by Councillor Collyer and seconded by Councillor Compton.

#### **21/5338 Environment - Wildflowers**

The Parish Council had been successful in obtaining a £1,000 grant from Daventry District Council towards wildflowers. It is agreed that the wildflowers be sowed on the Holcot Road (near the Village Hall as previously agreed) and on the grass verge at the Northampton Road (West – within 30mph area). The Parish Councils Grounds Maintenance contractor would carry out the work. The Parish Council has the power to plant adjacent to the highway verge in accordance with the Highways Act 1980 s96. This was proposed by Councillor James and seconded by Councillor Barratt. Unanimous.

#### **21/5339 Environment – Planters**

The Parish Council agreed to the purchase of 2 Barrier Baskets for Spratton Road complete with brackets for use in the Summer of 2021 and beyond. The Parish Council has the power to plant adjacent to the highway in accordance with the Highways Act 1980 s96. This was proposed by Councillor James and seconded by Councillor Bird. Unanimous.

#### **21/5340 Environment – Annual Tree Survey**

The Parish Council noted the annual tree survey and agreed to delegate to the Parish Clerk, in consultation with the Chairman, to accept the lowest quotation to enable the highlighted work to be carried out as soon as practical. (This would waive Financial Regulation 4.1 if necessary) The Parish Council has the power to maintain open spaces and its recreation land in accordance with the Open Spaces Act 1906 s15 and the Public Health Act 1875 s164. This was proposed by Councillor James and seconded by Councillor Parker. Unanimous.

#### **21/5341 Street Scene – BT Box**

The Parish Council noted the report which outlined the implications, including the removal of the pay phone service, together with the conditions, to enable the transfer of the traditional BT 'red' box on Church Street. The Parish Council had the power to accept this asset transfer in accordance with The Local Government Act 1972 s139.

The Parish Council agreed that BT be asked to bring the call box up to an acceptable standard before consideration could be given to taking on the responsibility. The Parish Council also asked for an assessment to be undertaken of the potential costs relating to a future repairs and maintenance programme. A report would be presented to a future meeting of the Parish Council. This was proposed by Councillor James and seconded by Councillor Moxon. Unanimous.

#### **21/5342 British Legion Centenary**

The Parish Council received a report on the proposed local initiatives to mark the centenary of the British Legion and its Poppy Appeal. This could possibly be an application for a grant with a potential project cost of up to £5,500. Any expenditure would be incurred in accordance with the s137 of the Local Government Act. The Parish Council asked that this matter be deferred to the next meeting to receive further information on the proposals.

#### **21/5343 Meeting Diary for 2021/2022**

The Parish Council agreed to the meeting diary for 2021/2022. The meeting dates would be posted on the Parish Council web site. This was proposed by Councillor James and seconded by Councillor Parker. Unanimous.

#### **21/5344 Finance -Rolling Budget**

The rolling budget for February 2021 was received by the Parish Council. There were no issues or concerns.

**21/5345 Finance – Bank Reconciliation Report**

The Bank Reconciliation report as of 29th January 2021 was noted by the Council. The Revenue (Current) account indicated a balance of £84,551.87. The Capital (Reserve) account indicated a balance of £191,557.89.

**21/5345 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 £142,847.03 within Earmarked Reserves. General Reserves was indicated at £91,661.13 (55% of the precept) The s106 money agreed and held by Daventry District Council for the St David's projects was £171,250. The s106 funding for indoor sport identified for the Community Centre and held by the Daventry District Council was £72,634.

**21/5346 Community Safety – Crime Data**

The Parish Council noted the crime data for December 2020. There had been 28 reported crimes compared to 19 in 2019 and 17 in 2018.

**21/5347 Community Safety – Speed Indicator Device (SID)**

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

**21/5348 Planning – Decisions for January 2021**

The Parish Council noted the list of planning decisions issued by the Local Planning Authority during January 2021.

**21/5349 Planning – Committee Minutes for 25<sup>th</sup> January 2021**

The Parish Council received the minutes of the Planning Committee of 25<sup>th</sup> January 2021.

**20/5350 Media & Communications – Minutes for 13<sup>th</sup> January 2021**

The Parish Council received the minutes of the Media & Communications Committee of 13<sup>th</sup> January 2021.

**21/5351 Parish Clerks Report**

The Parish Council received the report of the Parish Clerk.

**20/5352 Correspondence**

The recent correspondence was noted by the Parish Council.

Number	Subject	From
01	E Bulletin	ACRE
02	Flood Maintenance Update	EA
03	Good Food Network Event	ACRE
04	Voluntary Sector News	DDC
06	Chief Executives Bulletin	NALC

**21/5352 Dates of Future Meetings**

- Planning – 8<sup>th</sup> March 2021
- Media & Communications Committee – 10<sup>th</sup> March 2021

- Council – 25<sup>th</sup> March 2021

**21/5353 Exclusion of Press and Public**

The Parish Council agreed to exclude the press and public from the meeting as it would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. This was in accordance with the Public Bodies (Admission to meetings) Act 1960. This was proposed by Councillor James and seconded by Councillor Moxon.

*The meeting was in closed session from 9.20pm*

**21/5354 Legal Matters**

The Parish Council received an update regarding the ongoing County Court case.

*The meeting was back in open session from 9:21pm*

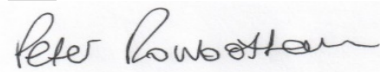
**21/5355 Urgent Matters**

None.

***The meeting finished at 9:22pm***

**Signed as a true and accurate record.**

**Councillor Stephen James  
Chairman  
Brixworth Parish Council  
25<sup>th</sup> March 2021**



**Peter Rowbotham  
Parish Clerk  
Brixworth Parish Council  
12<sup>th</sup> March 2021  
Telephone: 079 8314 1786  
E Mail: parish.clerk@brixworthparishcouncil.gov.uk**

**B****Brixworth Parish Council****Minutes of the extraordinary meeting held on  
Thursday 18<sup>th</sup> March 2021****Video Conferencing****In Attendance:**

**Councillors:** Councillor Stephen James, Councillor Ian Barratt, Councillor Jackie Bird, Councillor Elaine Coe, Councillor Stuart Coe, Councillor Lynne Compton, Councillor Tom Mitchell, and Councillor Sandra Moxon.

**Apologies:** Councillor James Collyer, Councillor Kevin Parker, and Councillor Frances Peacock.

**Absent:** 0

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

**Members of the Public:** 0

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**21/5356 Welcome**

Councillor James 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 James reminded everyone that the meeting was being recorded.

**21/5357 Apologies for Absence**

Apologies for absence had been recorded from Councillor Collyer, Councillor Parker, and Councillor Peacock. The submitted apologies had been accepted by the meeting.

**21/5358 Declarations of Interest**

None declared.

**21/5359 Public Open Forum**

There were no members of the public present.

**21/5360 Date of Next Meeting**

- Council – 25<sup>th</sup> March 2021



**21/5361 Exclusion of Press and Public**

The Parish Council agreed to exclude the press and public from the meeting as it would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. This was in accordance with the Public Bodies (Admission to meetings) Act 1960. This was proposed by Councillor James and seconded by Councillor Moxon.

*The meeting was in closed session from 7.35pm*

**21/5362 s106 Project – Proposed MUGA, St David's Recreation Ground**

The Parish Council agreed that the St David's MUGA contract be reissued utilising the new ESPO Framework. This is to be reissued after 1<sup>st</sup> April 2021 and the tenderers be allowed 6 weeks to respond. The Design Brief would be amended to specify that the extended sports area must not lead to a loss of any car parking space. The Parish Council may provide recreational facilities as it thinks fit in accordance with the Local Government Miscellaneous Provisions Act 1976 s19. This was proposed by Councillor James and seconded by Councillor Moxon. Unanimous.

**21/5363 s106 Project – Proposed Play Park, St David's Recreation Ground**

The Parish Council agreed, subject to the satisfactory clarification of some outstanding issues, that the St David's Play Park contract be let to Kompan Limited in accordance with the existing framework agreement 115\_17 (Outdoor Playground Equipment, Fitness and Sport Facilities). The value of the works to be £150,000 exclusive of VAT. This Contract would be subject to the receipt of the s106 funds and subject to the receipt of planning permission. The Clerk and the Chairman was authorised to sign the appropriate contract documentation and be authorised to seek planning permission once the Play Park design had been finalised and agreed by the Working Group. The Parish Council has the power to provide and maintain land for public recreation in accordance with the Public Health Act 1875 s164. This was proposed by Councillor James and seconded by Councillor Moxon. Unanimous.

**21/5364 Legal Matters**

There were no legal matters to report.

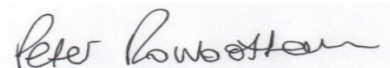
*The meeting was back in open session from 8:30pm*

**21/5365 Urgent Matters**

Updates on the Play Park and MUGA consultation exercise were to be posted on the Parish Council web site.

***The meeting finished at 8:35pm***

**Signed as a true and accurate record.**



**Councillor Stephen James  
Chairman  
Brixworth Parish Council  
25<sup>th</sup> March 2021**

**Peter Rowbotham  
Parish Clerk  
Brixworth Parish Council  
19<sup>th</sup> March 2021**

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# Brixworth Parish Council - Financial Transactions

C

**March 2021**

			Net Amount	VAT	Total	Powers
			£	£	£	
<b>Direct Debit Payments - Financial Reg 6.7</b>						
01	Peninsula Business Systems	Support Services (1st March)	271.62	54.32	325.94	LGA 1972 s111
02	E.ON	Elec monthly - Ashway Changing Rooms (1st)	117.14	5.86	123.00	PHA 1875 s164
03	Lex Autolease	Lease Van (1st)	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 (15th Feb)	19.83	3.96	23.79	LGA 1972 s111
<b>Retrospective Payments - Financial Reg 5.5. (via BACS)</b>						
			0.00	0.00	0.00	LGA 1972 s111
<b>Debit Card Payments (On line purchase) - Financial Regs 6.10 &amp; 6.19</b>						
06	Land Registry	Property Search - tree ownership	6.00	0.00	6.00	LGA 1972 s111
<b>Payments Processed this month but agreed last month - Financial Regulation 5.2 (via BACS)</b>						
07	Peter Rowbotham	CILCA Entry Fee	410.00	0.00	410.00	LGA 1972 s111
<b>Payments for approval - Financial Regulation 5.2 (via BACS)</b>						
08	Staff	Net Salaries and Wages (4 week month )	3,982.99	0.00	3,982.99	LGA 1972 s112
09	HMRC	PAYE	990.97	0.00	990.97	LGA 1972 s112
10	LGSS	Pension Scheme	675.63	0.00	675.63	LGA 1972 s112
11	Peter Rowbotham	Employment Related Expenses	46.20	0.00	46.20	LG(FP)A 1963 s5
12	R&G	Grounds Maintenance Contract	1,237.23	247.44	1,484.67	PHA 1875 s164
13	AH Blason & Son	Fuel	30.34	6.07	36.41	LGA 1972 s111
14	Bakers Waste	Trade Waste at St David's	51.08	10.23	61.31	PHA 1875 s164
15	Tradepoint B&Q	Groundsmans materials - Ashway Changing Rm	59.63	11.93	71.56	LG(MP)A 1976 s19
16	Tradepoint B&Q	Groundsmans materials - ROSPA Work	53.49	9.41	62.90	PHA 1936 s164
17	Tradepoint Screwfix	Groundsmans materials - stock	33.34	6.66	40.00	PHA 1875 s164
18	BHA Trees	Site visits, inspections and tree reports	550.00	110.00	660.00	PHA 1875 s164
19	Tollers	Legal Work - Cricket Club	956.00	191.20	1,147.20	LG(MP)A 1976 s19
20	NALC	Training - Staff Emergency Planning Training	38.00	0.00	38.00	LGA 1972 s111
21	Brixworth Bulletin	Parish Council Pages	350.00	0.00	350.00	LGA 1972 s142
22	Euromec	200 hour service - Kubota mower	265.00	53.00	318.00	LGA 1972 s111
<b>Cheque Payments</b>						
	Nil		0.00	0.00	0.00	
<b>Total Expenditure this month to date</b>			<b>10,435.02</b>	<b>768.18</b>	<b>11,203.20</b>	
<b>Receipts</b>						
23	Brixworth All Saints FC	Annual Fee for Football Pitch (Discounted)	105.55	0.00	105.55	PHA 1875 s164
24	Brixworth Comm Centre	Cleaning Recharge	1,209.00	0.00	1,209.00	LGA 1972 s133
25	NCC	Grass Cutting Contribution	1,371.23	0.00	1,371.23	LGA 1972 s136
26	Nat West	Interest (February 26th)	1.47	0.00	1.47	LGA 1972 s111
<b>Total Income this month</b>			<b>2,687.25</b>	<b>0.00</b>	<b>2,687.25</b>	
<b>Bank Transfer - Capital to Revenue</b>						
27	Realign Account with budget		0.00	0.00	0.00	LGA 1972 s111
<b>Total transferred to revenue this month</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Bank Transfer - Revenue to Capital</b>						
	Realign Account with budget		0.00	0.00	0.00	LGA 1972 s111
<b>Total transferred to capital this month</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

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

Signed Parish Clerk
Signed Auth Signatory 1
Signed Auth Signatory 2
Date



## **Brixworth Neighbourhood Plan**

As the Parish Council is aware, the current Neighbourhood Plan is currently actively under review. The proposed changes were thought to 'minor' and documentation had been submitted to the Daventry District Council.

It is thought that this Neighbourhood Plan review was the first such review within the District so this is a learning exercise for both parties.

The District Council have responded to the Parish Council's submission. It had returned a Statement of Modifications which has since been passed onto the Steering Group. Table 1 in the Statement was based upon the submitted tracked changes document and set out a summary of the proposed changes and the District Councils view on whether or not it agrees with the Parish Council on the nature of the changes.

It is important to note that in considering the nature of the changes the District Council had regard to the Regulations and National Planning Policy Guidance to ensure that the decisions and review were robust. In terms of taking the review forward the Statement sets out a couple of options for the Parish Council.

It is hoped to provide a verbal report at the meeting.

## **Brixworth Neighbourhood Development Plan Review March 2021**

### **Consideration of Minor (Non-material)/Major (Material) Changes to the Made Brixworth Development Neighbourhood Plan (2 December 2016)**

#### **1. Background**

- 1.1 The purpose of this statement is for the Council to issue a formal decision on the nature of the changes proposed to the “made” Brixworth Neighbourhood Development Plan. In doing so, it has had regard to the definition of the categories of modifications set out in the National Planning Policy Guidance.
- 1.2 There is no requirement to review or update a made neighbourhood plan. However, there are circumstances where it could become out of date, for example where it conflicts with policies in a local plan that was adopted after it was made. In such cases, the most recent plan policy takes precedence. There may be other circumstances, particularly if a plan has been in force for a period of time, where other material considerations could mean that the evidence base which underpins aspects of the neighbourhood plan are out of date and policies are consequently less robust.
- 1.3 The Council has produced a Review Toolkit to guide neighbourhood plan steering group through the review process. The Toolkit breaks the process into three stages, the first of which involves screening the made neighbourhood plan for consistency against the National Planning Policy Framework (NPPF), which was revised in 2018 and 2019 and the Settlements and Countryside Local Plan (Part 2) for Daventry District (SCLP), which was adopted in February 2020. It also advises groups to consider whether new evidence and monitoring activities in the neighbourhood area might need to be taken into consideration. Groups are advised to undertake the screening and to submit the results to the Council for consideration.
- 1.4 The Brixworth Neighbourhood Development Plan was made in December 2016 and covers the period 2011-2029. The making predates both the NPPF revisions and the adoption of the SCLP. Brixworth Parish Council as the qualifying body (QB), has undertaken the screening process. No public consultation has been undertaken to date. The Parish Council submitted the following documents to the Council on 29 January 2021.:
  - a) Review Neighbourhood Development Plan
  - b) Tracked changes document setting out the changes to policy and supporting text, the reason for each change and an opinion on the nature of the change

## **2. Changes to the Brixworth Neighbourhood Development Plan**

- 2.1 The Review Neighbourhood Development Plan has introduced a number of changes. Table 1 below is based on submitted document (b) and sets out a summary of the changes which have been made to both policies and supporting text, each change has been numbered. It includes the opinion of the QB as to whether the changes are minor or material and an explanation of the Council's interpretation of the changes and whether it agrees with the view of the QB.
- 2.2 The full details of the changes are set out in document (b). It should be noted that if a policy or supporting text is not listed, it is not proposed to be changed.

**Table 1: Changes to the Brixworth Neighbourhood Development Plan**

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
1	Foreword	Changes to reflect outcome of the referendum and making of the NP in 2016. Reference made to NPPF 2019 and SCLP adoption in 2020 and the need for a review to ensure consistency with both.	Minor	Agreed
		Statement that the Steering Group considers the changes to be minor.	Minor	Agreed
		Update of steering group membership and advisors.	Minor	Agreed
2	Para 1.3	Update to reflect adoption of SCLP and replacement of the Daventry District Local Plan 1997	Minor	Agreed
3	Para 1.5	Update to reflect making of NP in 2016.	Minor	Agreed
		View that modifications do not change the basis of the NP and are considered minor to reflect SCLP	Minor	Agreed
4	Para 1.7	Additional text to explain that the steering group has revised the NP	Minor	Agreed
5	Para 1.8	Update to reflect adoption of SCLP	Minor	Agreed
6	Para 2.2	Update to reflect revision of NPPF and PPG	Minor	Agreed
7	Para 2.3	Update to reflect the current development plan	Minor	Agreed
8	Para 2.4	Update to reflect adoption of SCLP	Minor	Agreed
9	Para 2.5	Update to reflect adoption of SCLP	Minor	Agreed
10	Para 2.6	Update to reflect fact that NP is made	Minor	Agreed
11	Para 3.3	Update of housing completions	Minor	Agreed
12	Para 3.6	Update to reflect completion of development referred to in NP	Minor	Agreed

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
13	Para 3.9	Update to reflect planning permissions	Minor	Agreed
14	Para 3.11	Update to reflect creation of additional parking spaces at community centre	Minor	Agreed
15	Para 3.12	Update on need for and completion of new GP surgery	Minor	Agreed
16	Para 3.13	Update on primary school capacity	Minor	Agreed
17	Para 3.16	Update on electrical supply issue	Minor	Agreed
18	Para 3.17	Deletion of text referring to Special Landscape Area (SLA) in order to be consistent with SCLP	Minor	Agreed
19	Para 3.19	Additional text to clarify that at the time the NP was prepared the SLA designation applied to part of the neighbourhood area  Additional text to clarify that the area no longer designated as SLA is still recognised as a local landscape designation through the SCLP	Minor  Minor	Agreed  Agreed
20	Para 3.21	Additional text to outline archaeological finds discovered during construction of housing estate and surgery	Minor	Agreed
21	Para 3.25	Additional text to update that discussions have taken place between the parish council, DDC and local clubs. Confirms which community facilities will benefit from developer contributions	Minor	Agreed
22	Para 4.9	Update to quotation from Primary School Governors regarding values	Minor	Agreed
23	Para 4.10	Update on completion of new GP surgery	Minor  Minor	Agreed  Agreed

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
		Update to quotation from GP practice and patient participation group regarding new surgery, its capacity and use		
24	Para 4.13	Change to text to clarify consultation was undertaken in respect of draft NP	Minor	Agreed
25	Para 4.16	Change to text to clarify that a consultation statement was prepared for the submission NP	Minor	Agreed
26	Para 5.2	Update to commentary regarding concerns about capacity of community infrastructure to meet further development	Minor	Agreed
27	Para 5.3	Change to text to reflect previous comments about impact of development on countryside	Minor	Agreed
28	Para 5.4	Additional text referencing WNJCS policy R1 and explanation that there is no need to change the basis of the NP policies because of the rural housing requirement, completions and 5 year housing land supply (5YHLS), despite the provisions of SCLP policy RA1	Minor	Agreed
29	Para 6.1	Update to reflect the current development plan	Minor	Agreed
30	Para 6.2	Deletion of text relating to Saved Policy HS11 and substitution with WNJCS policy S1	Minor	Agreed
31	Para 6.3	Deletion of text relating to Saved Policies HS11 and HS14 and substitution with reference to WNJCS policy S3, rural housing requirement and policy R1.	Minor	Agreed.
32	Para 6.4	Change to reflect adoption of the SCLP	Minor	Agreed Agreed



Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
		Statement that steering group has worked with DDC to ensure NP is in general conformity with the adopted SCLP		
33	Para 6.5	Deletion of text relating to WNJCS policy R1 and change to reflect adoption of the SCLP	Minor	Agreed
		Confirmation that proposals will be considered against the development plan	Minor	Agreed
34	Para 6.6	Additional text to clarify R1 is a WNJCS policy	Minor	Agreed
35	Para 6.8	Additional text to explain that the SCLP designates Brixworth as a Primary Service Village, that Policy RA1 applies and sets out the main points of the policy	Minor	Agreed
36	Para 6.9	Update on progress against rural housing requirement	Minor	Agreed
37	Para 6.11	Update on 5YHLS	Minor	Agreed
38	Para 6.12	Update to Table 1 detailing housing commitments	Minor	Agreed
39	Para 6.13	Update of population growth figures	Minor	Agreed
40	Para 6.14	Change to reflect adoption of the SCLP	Minor	Agreed
41	Para 6.15	Deletion of text relating to completed housing development	Minor	Agreed
42	Para 6.21	Clarification that at the time the NP was prepared and made the SLA designation applied to part of the neighbourhood area	Minor	Agreed.  It is recommended that the previous Daventry District Local Plan is referred to as the "Daventry District Local Plan (1997)" for clarity.
43	Para 6.24	Additional text to emphasise that protection of countryside is still a key part of the NDP, based on	Minor	This is considered to be a material change which does

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
		<p>landscape evidence and latest rural housing requirement position</p> <p>Additional text includes an extract from Examiner's report regarding importance of views to character and setting</p>	Minor	<p>not change the nature of the plan and does not require a referendum. It is more than a factual update and implies that a reassessment of the land has been undertaken and includes a quote from the examiner. This is not necessary because views are already protected in the NP.</p> <p>If the QB wishes this to be a minor modification all the additional text in this paragraph should be removed.</p>
44	Para 6.29	Update on completion of housing development, new GP surgery and school provision	Minor	Agreed
45	Para 6.30	<p>Update to clarify the relevant classification of Brixworth, progress against the rural housing requirement, 5YHLS and % growth at the time the NDP was made</p> <p>Additional text to clarify that at the time the NDP was prepared the SLA designation applied to part of the neighbourhood area</p>	<p>Minor</p> <p>Minor</p>	<p>Agreed</p> <p>Agreed. Recommend that the previous Daventry District Local Plan is referred to as the "Daventry District Local Plan (1997)" for clarity.</p>

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
		Additional text to a point about residents' concerns about further development, that in undertaking the review the steering group consider the NDP is still relevant and no changes are needed other than referring to the SCLP	Minor	This is considered to be a material change which does not change the nature of the plan and does not require a referendum. It expresses a view that has not been supported by community consultation. If the QB wishes this to be a minor amendment the additional sentence starting "When reviewing the Neighbourhood Development Plan in 2020" should be removed.
46	Para 6.31	Change to reflect adoption of the SCLP	Minor	Agreed
47	Para 6.35	Change to reflect creation of new parking spaces at the community centre as a result of developer contributions from housing development	Minor	Agreed
48	Para 6.37	Change to reflect adoption of the SCLP	Minor	Agreed
		Deletion of text referencing the Saxon Church because the SCLP does not specifically protect its foreground	Minor	Agreed
		Additional text references policy ENV1 which recognises local landscape designations in NDPs; related to this, deletion of reference to SLA	Minor	It is considered that the way this is drafted is a material change which does not

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
		Additional text to refer to SCLP policy RA6 in relation to development in open countryside in order to be consistent with the SCLP	Minor	<p>change the nature of the plan and does not require a referendum. It implies that policy ENV1 F specifically supports the Brixworth local landscape designation, which is incorrect. It should be amended to say that ENV1 F supports identification of local landscape designations in NDPs to remain a minor modification.</p> <p>In making reference to RA6 the change ignores RA1 B which sets out other prescribed circumstances where development in open countryside is allowed. This is considered to be misleading. In order to be consistent with the SCLP the NDP needs to provide a full picture of the types of development allowed outside the confines. Unless this is addressed the change is not considered to be a minor change. It is</p>

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
				<p>therefore recommended that reference is added for completeness, which could be achieved by the insertion of the following text (or similar) before the last sentence of the paragraph: <u>“Policy RA1 A of the SCLP aims to focus development within the confines, however, there are specific circumstances where development outside the confines would be allowed, which are set out in part B of this policy”</u>.</p> <p>It is also recommended that the word “only” is removed from the last sentence in relation to RA6.</p>
49	Para 6.40	Change to reflect revised NPPF	Minor	Agreed
50	Para 6.42	Change to insert abbreviation for WNJCS	Minor	Agreed
51	Para 6.43	Additional text to clarify that the area no longer designated as SLA is still recognised as a local landscape designation through the SCLP	Minor	Agreed

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
52	Para 6.45	Change to reflect adoption of the SCLP and acknowledgement that this has made it necessary to consider implications for the NP.	Minor	Agreed
		Additional text to explain that as well as policy 2, development will need to meet provisions of SCLP policies RA1 and RA6.	Minor	Agreed
		However, NDP is still considered relevant and consistent with the development plan and Framework, thus only minor changes are proposed	Minor	This expresses the view of the steering group that the NDP is still relevant. However, this has not been confirmed by public consultation. If the QB wishes this to be a minor amendment the last two sentences should be removed.
53	Policy 2	Change to criterion A.4. to reflect revised NPPF	Minor	Agreed
		Change to criterion B.d. to delete reference to SLA designation and update policy reference to SCLP ENV1	Minor	Agreed
		Change to criterion B.f. to insert full title of the WNJCS	Minor	Agreed
54	Para 6.50	Change to text stating that the steering group has reassessed and confirmed important views identified in the village design statement	Minor	It is considered that this is a material change which does not change the nature of the plan and does not require a

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
				referendum. It goes beyond factual changes because it makes a statement that the review has involved a reassessment of the views by the steering group. However, this has not been confirmed by community consultation. If the QB wishes this to remain a minor modification the additional text should be removed.
55	Para 6.51	<p>Additional text to confirm that the area no longer designated as SLA is still recognised as a local landscape designation</p> <p>Additional text includes an extract from Examiner's report which concludes that the views were special</p>	<p>Minor</p> <p>Minor</p>	<p>Agreed</p> <p>This is considered to be a material change which does not change the nature of the plan and does not require a referendum. It is more than a factual update and furthermore it is not necessary because views are already protected in the NDP. If the QB wishes this to remain a minor modification the additional text beginning</p>

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
				with “When the Examiner assessed” should be removed.
56	Table 3	<p>View 4 Deletion of reference to the SLA and a permissive footpath Change to reflect SCLP relevant policies</p> <p>View 5 Change to text to substitute reference to the SLA with the local landscape designation</p> <p>Additional text to confirm that despite planting of trees on part of the land within the view, the importance of the area to the setting of the village is not diminished</p>	<p>Minor</p> <p>Minor</p> <p>Minor</p>	<p>Agreed</p> <p>Agreed</p> <p>It is considered that this is a material change which does not change the nature of the plan and does not require a referendum because it is more than a factual change because it expresses an opinion that despite tree planting the area is still important. However, this has not been confirmed by an update of the evidence base or community consultation. If the QB wishes this to remain a minor modification the final sentence starting</p>



Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
				"However, the importance" should be deleted.
57	Para 6.54	Change to reflect adoption of the SCLP and relevant policies	Minor	Agreed
58	Para 6.59	Changes to reflect adoption of the SCL and relevant policies,	Minor	Agreed
59	Para 6.74	Change to reflect revised NPPF	Minor	Agreed
60	Para 6.77	Additional text to reference conservation area appraisal and management plan which was undertaken after the NP was made and resulted in a change to the conservation area boundary	Minor	Agreed
61	Para 6.78	Change to reflect adoption of the SCLP and relevant policy	Minor	Agreed
62	Para 6.80	Change to NPPF reference	Minor	Agreed. However, recommend that the word "strategic" is deleted, the NPPF sets out the Government's planning policies.
63	Para 6.84	Changes to reflect fact that a heritage trail has been created	Minor	Agreed
64	Para 6.87	Change to reflect adoption of the SCLP and relevant policies	Minor	Agreed
	Policy 11	Change to part 1 to reflect adoption of the SCLP and relevant policies	Minor	Agreed
65	Reviews	Change to reflect fact that a review has been undertaken and the reason for the review	Minor	Agreed
66	Conclusion	Para 1:	Minor	Agreed

Change/ modification reference	Policy or paragraph	Summary of changes to Brixworth Neighbourhood Plan	Qualifying Body View	Local Planning Authority View
		<p>Change to text to reflect that it applies to the Made NP</p> <p>Para 2: New paragraph containing additional text explaining the review process and conclusion that the NP remains relevant</p>	Minor	<p>It is considered that most of the text is inappropriate for the review. The final sentence expresses an opinion of the steering group that has not been confirmed by community consultation. If the QB wishes this to remain a minor modification the text starting with “We concluded that the modifications” should be replaced with something like <u>“This review has made a number of minor amendments to reflect factual changes since the Plan was first Made in December 2016”</u>.</p>
		<p>Para 3: New paragraph expressing the view that the steering group believes that they represent views of the community in light of the NPPF and updated development plan</p>	Minor	<p>The second sentence expresses an opinion of the steering group. However, this has not been confirmed by community consultation. If</p>

<b>Change/ modification reference</b>	<b>Policy or paragraph</b>	<b>Summary of changes to Brixworth Neighbourhood Plan</b>	<b>Qualifying Body View</b>	<b>Local Planning Authority View</b>
				the QB wishes this to remain a minor modification the whole paragraph is removed for it to remain a minor modification.

### **3. Nature of the Changes**

- 3.1 Officers are authorised under the Scheme of Delegation to issue a statement to the QB on the nature of the modifications contained in the review of the Brixworth NDP. This statement considers whether the changes represent material or non-material amendments to the made NDP.
- 3.2 National Planning Policy Guidance was reviewed in 2019 and introduced the following categories:
- Minor (non-material) modifications to a neighbourhood development plan or order are those which would not materially affect the policies in the plan or permission granted by the order. These may include correcting errors, such as a reference to a supporting document, and would not require examination or a referendum.
  - Material modifications which do not change the nature of the plan or order would require examination but not a referendum. This might, for example, entail the addition of a design code that builds on a pre-existing design policy, or the addition of a site or sites which, subject to the decision of the independent examiner, are not so significant or substantial as to change the nature of the plan.
  - Material modifications which do change the nature of the plan or order would require examination and a referendum. This might, for example, involve allocating significant new sites for development.

### **4. Reasons for decision**

- 4.1 Table 1 sets out the changes with views of both the QB and the Council on the nature of the changes. The QB has concluded that, in undertaking the screening of the made NDP against the NPPF and adopted SCLP, the changes that are proposed to the NDP are wholly minor and fall into the first category set out in the PPG.
- 4.2 The Council agrees that the majority of the changes fall into the first category, that they are minor in nature and would not materially affect the policies in the plan. These changes include:
- i. Factual information including the outcome of the 2016 referendum and steering group membership.
  - ii. The reason for the review.
  - iii. The revised NPPF and development plan, including policy references reflecting the adoption of the SCLP.
  - iv. Update on extant residential planning permissions and proposals that have subsequently been built.
  - v. Update on capacity of local community infrastructure.
  - vi. The current status of the local landscape designation.
- 4.3 The Council disagrees with the QB on a number of changes and considers that they fall into the second category of modification i.e. material modifications that do not change the

nature of the plan but would require an examination but not a referendum. Such changes include the following with relevant change references in brackets:

- i. Steering group opinions that particular issues remain important, are still a concern of residents, and that they continue to represent the views of residents, however, these opinions are not supported by public consultation (43, 45 (part), 66 (part)).
- ii. Additional arguments for the designation of important views including extracts from the Examiner's report and an opinion that land within the views remains important to the character and setting of the village despite subsequent tree planting. The opinions of the steering group have not been supported by public consultation or a review of the landscape evidence 43, 54, 55 (part), 56 (part).
- iii. Misinterpretation of policy ENV1 of the SCLP, which does not specifically protect land at Brixworth (48 (part)).
- iv. Inconsistency with the SCLP which misrepresents the full range of circumstances where development outside the confines is allowed (48 (part)).

4.4 The Local Planning Authority View in Table 1 provides an explanation and a recommendation of how the text could be amended for the change to remain minor. The Council has also commented where a policy or supporting text could be improved for clarity or accuracy.

4.5 An alternative option would be for the QB to retain the changes and to progress with the review by undertaking Regulation 14 consultation and submitting the NP to the Council for Regulation 16 consultation and examination. The Council would be prepared to discuss both options with the QB.



Simon Bowers

Executive Director (Business)

Date 18 March 2021



### **Pilot 20mph Scheme**

Jason Smithers the current Cabinet Member For Place, Highways And The Environment at the County Council had mentioned in an E Bulletin about a review which included a proposal to trial temporary 20mph advisory speed signs in villages. There had been lots of contact made already on this matter.

NCC are just finalising the detail for the pilot which is taking place in West Haddon. If successful, it is hoped to invite other Parishes to register their interest in being part of the 20mph advisory speed limit scheme. At the same time it is hoped to invite Parishes that take part in the trial to complete and collate a resident survey to provide the highway authority with observations about driver behaviour in our community. More information will be forthcoming.

In the meanwhile the Parish Council may wish to consider its level of interest and possible locations. (Froxhill Crescent/ School and Harborough Road/ post Coop may be worthy of consideration) It could also consider contributing to any scheme which was likely to increase its chances of success of being implemented.

It is assumed that this scheme will be picked up and continued by the new West Northants Unitary Council.

The Parish Councils views are requested.



**Sports Liaison Working Group – 17<sup>th</sup> March 2021**

**Video Conferencing**

Present	
<p><b>Brixworth Parish Council:</b> Councillor Ian Barratt, Councillor Elaine Coe, Councillor Sandra Moxon and Peter Rowbotham</p> <p><b>Brixworth All Saints Football Club:</b></p> <p><b>Brixworth Cricket Club</b> – Mike Parsons and Martin Batchelor</p> <p><b>Brixworth Juniors Football Club</b> – Simon Compton</p> <p><b>Sands United Football Club</b> – Peter Allen</p> <p><b>Brixworth Central Sports Club</b> – Jackie Bird</p> <p>Councillor Elaine Coe chaired the meeting</p>	
1.	<b>Apologies for Absence</b>
1.1	Rob Kelly (Brixworth All Saints Football Club) and Martin Jones (Central Sports)
2.	<b>Extending the Football Season</b>
2.1	A request had been received to extend the football season beyond the end of season date of 31 <sup>st</sup> May. This was a provisional request as the season extension was subject to a League vote by the member clubs. Any extension, which includes cup games was likely to last until 20 <sup>th</sup> June 2021.
2.2	The Brixworth All Saints and the Juniors Girls Team will complete the season as planned by 31 <sup>st</sup> May 2021. Any fixtures planned for St David's during May would have to find alternative pitches to accommodate the cricket season. The request is that The Ashway be made available by the Parish Council.
2.3	The proposal was asking that football training continues throughout the summer – with a break of up to 5 weeks. (Dates to be confirmed) The new season starts on 4 <sup>th</sup> September.
2.4	The Cricket Club is willing to work around the football at St David's but the team needs full access to the cricket area by 11.15pm. The Cricket season runs from 1 <sup>st</sup> May to 31 <sup>st</sup> September.
2.5	Sands United home games in May are on Sundays and would not affect the cricket.
2.6	Councillor Moxon pointed out the existing charges were based upon a determined level of use and discounted for various reasons including COVID. The proposed arrangements would increase activity on the open space, which should also be available to all of the community to use.
2.7	Councillor Barratt pointed out that if the football clubs were seen as good neighbours then this would mitigate any issues that may negatively impact the residential area.

<b>3.</b>	<b>View of the Working Group</b>
3.1	The Cricket Season at St David's Recreation Ground will run as normal from 1 <sup>st</sup> May until 30 <sup>th</sup> September 2021. Cricket will take priority at St David's. Any football pitches used on a Saturday at St David's during May 2021 should be vacated by 11.15am.
3.2	Sands United should be able to complete their season at St David's with Sunday Football. The posts will be removed after this date after 31 <sup>st</sup> May.
3.3	Brixworth All Saints should be able to complete their season by using The Ashway during 31 <sup>st</sup> May 2021. The posts will be removed after this date.
3.4	The Ashway could be used for competitive football until 20 <sup>th</sup> June 2021. The posts will be removed after this date.
3.5	Brixworth Juniors could continue to train from until a summer break (to be determined). The date for the new season, and its pre-season training, set for 1 <sup>st</sup> September, needs to be confirmed.
3.6	To confirm its understanding, the Parish Council would welcome a diary of the Brixworth Junior training and match schedule before its meeting on 25 <sup>th</sup> March. Financial implications can be discussed at a later date.
<b>4.</b>	<b>Other Issues to raise</b>
4.1	None
<b>5.</b>	<b>Correspondence</b>
5.1	Nothing to report.
<b>6.</b>	<b>Date of Next Meeting</b>
6.1	Wednesday 21 <sup>st</sup> April at 8pm

The meeting ended at 8.21pm





### **Ball Stop Fence – St David's Recreation Ground**



The Ball Stop fence at St David's (thought to be around 8 metres high) is deteriorating. The wire mesh netting is no longer effective and some of the telegraph poles are in need of replacement. (One snapped at the base recently) The fence is approximately 90 metres long.

As we have learnt from the MUGA procurement exercise the cost of ball stop fences, which meet the requirements for reducing noise levels, is very expensive.

The resident backing onto the football goal complains of balls entering the garden and players retrieving. Action is also needed to ensure the safety of the poles and also to maintain the efficiency of the fence.

The most pragmatic approach is to look at replacing the snapped telegraph pole and replacing the wire mesh product with a similar product. The Ground Maintenance contractor is happy to do this work, but the costs are expected to be approx. £2,000. (Clerks estimate) The netting product alone could be expensive.

As the work is over £1,000 the Parish Council is asked to approve the expenditure. As the telegraph pole is damaged the work can be deemed as dangerous and urgent. It is appropriate to have the Grounds Maintenance Contractor to carry out the work as they have previously repaired and maintained the fence.

The Council has the power to provide and manage sports grounds in accordance with the Public Health Act 1875 s164. There is budget provision for the pole repair and/or replacement fencing.

#### Options

1. Do nothing.
2. Obtain quotes for a new 90 metres stretch of ball stop fencing which meets the current standards with regard to noise deadening.
3. Repair the existing posts and replace the mesh ball stop fence. Authorise expenditure up to £2000 utilising the Grounds Maintenance contractor.

St David's Recreation Ground, Off Froxhill Crescent, Brixworth  
Replacement Ball Stop Fence (shown in orange)





### **St David's Recreation Ground – Application for Use for Outdoor Fitness Class**

A request has been received to hold fitness classes at the St David's Recreation Ground. These would take place on a Monday, Wednesday and Friday of each week and the provisional start date is 29<sup>th</sup> March 2021.

The proposed fee would be £10 per hour and Public Liability Insurance would be required from the organiser.

The Parish Council has the power to provide facilities for sport in accordance with the Local Government (Miscellaneous Provisions) Act 1976 s19.

The Parish Council is asked to formally consider this request.



### **Litter Bins – Standardisation**

The Parish Council maintains and empties the litter bins at its Recreation Grounds and Pocket Park. It has 13 litter bins.

The litter bins vary in design and functionality and are in need of a planned replacement plan. The current supplier for Daventry district is Glasdon – who are also dominant throughout the public sector.

The quote for a Glasdon Futuro replacement bin is £356.05 plus fittings. It is suggested that the Parish Council litter bins are dark blue complete with the Parish Council logo.

The Parish Council has £3,000 within its reserved budget for replacement litter bins.

The Parish Council has the power to provide and maintain litter bins in accordance with the Litter Act 1983 ss5-6.

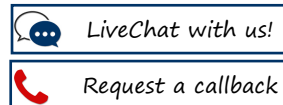
The Parish Council is asked to consider the proposal to standardise on Glasdon Litter Bins and commence a replacement programme.

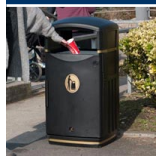
Peter Rowbotham  
 Brixworth Parish Council  
 10 Shelland Close  
 Market Harborough  
 Leicestershire  
 LE16 7XU

Account Code: 590114937

**15/03/2021**  
**EQ70046180**

Email: [alison.bradley@glasdon-uk.co.uk](mailto:alison.bradley@glasdon-uk.co.uk)



	Qty	Unit Price	Total Price
 <b>Futuro™ Litter Bin</b> supplied in Black or Dark Blue with metal liner, White Bin It graphics and 1x Brixworth Parish Council logo to the door of the unit. (Banding and fixings not included) **Visual to follow. <a href="#">Product Information</a> <a href="#">Product News</a> <a href="#">Product Warranty</a> <a href="#">Enevo Ready</a>	1	£356.05	£356.05

(Images shown are examples only, your final product will vary depending on specification)

All details will remain firm until 14/04/2021

Delivery to be confirmed upon receipt of order.

Please refer to the **Conditions of Sale**.

Carriage to LEICESTERSHIRE	£0.00
<b>Total</b> (excluding VAT)	<b>£356.05</b>

*Click here to proceed with this quote using a credit card or by paying on account*

## Company Reviews

As part of Glasdon's commitment to exceptional customer service, as well as our responsibilities as an ISO9001 certified company, we invite customers to complete a Customer Satisfaction review.

We ask customers to rate our performance on a scale of 1-5: how we handled their initial enquiry, delivery performance, product quality, after sales service and overall satisfaction with the process.

[Please read some of our reviews here...](#)

## Brochures



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Originator Alison Bradley  
Company GUK  
Division GD  
Date 18/03/2021  
Account # 590114937  
Account Name Brixworth Parish Council  
Enquiry # / Sales Order # EQ70046180

DESIGNER : LM

PRODUCT : Futuro

JOB TYPE :

☒ Printed Self-adhesive vinyl.



**Glasdon U.K. Limited**

Preston New Road  
BLACKPOOL  
Lancashire  
FY4 4UL

Tel: (01253) 600410

Fax: (01253) 792558

E-mail: [sales@glasdon-uk.com](mailto:sales@glasdon-uk.com)

Web: [www.glasdon.com](http://www.glasdon.com)





## **Rural Bus Services**

Nine local Parish Councils have been working with the County Council to ensure a rural bus service connecting villages up with Brixworth.

In summary the timetable will look similar to the existing one save that the 7.06 bus will be removed as it has very little use and will save money. Some of the buses will be diverted along the A508 to Brixworth but the Guilsborough school buses would still service Chapel Brampton. This would have several benefits to the villages on the 59/60 route in that Brixworth has many more facilities than elsewhere eg: a library, new Saxon Spires Surgery, shopping parade and a link via the X7 bus to Market Harborough and Leicester. It would also potentially have an increased user from Kingsthorpe to Brixworth as it passes the large development at Buckton Fields as well as Boughton and Pitsford. This could be important for the continued financial viability of the service. The Cold Ashby loop off the A5199 would be discontinued and small adjustments made in the timetable to cater for the journey changes.

The draft timetable is shown below.

The Parish Council's lead on the rural bus services is the Chairman of Spratton Parish Council. He has asked if the Brixworth Parish Council would support the work of the other Parish Council's and also assist financially towards the ongoing bus subsidies. The Parish Clerk has asked for a list of participating Councils together with a list of existing financial contributions.

The Parish Council has the power to spend on Community Transport Schemes in accordance with the Local Government and rating Act 1972 s26-29. There is currently no budget provision although the use of reserves is an option to consider.

The Parish Council is asked to consider the request.



**Service 60**  
**DRAFT TIMETABLE**      **April 2021**

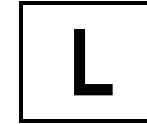
		<i>M, W, Th</i>		<i>Tu, F</i>	<i>M, W, Th</i>		<i>Tu, F</i>	
Northampton	Bus Station	07 40	09 10	09 10	11 00	...	14 30	17 35
Kingsthorpe	Waitrose	07 50	09 20	09 20	11 10	..	14 40	17 45
Brixworth	Co-Op				11 24	...	14 54	17 59
Chapel Brampton	Cedar Hythe	07 57	09 27	09 27		..		
Spratton	Brixworth Road				11 29	...	14 59	18 04
Spratton	Main Road	08 01	09 31	09 31		..		
Creton	The Jetty		09 35	09 35	11 33	...	15 03	
Creton	Main Road	08 05				..		18 08
Hollowell	Bus Stop	08 08		09 38	11 36	...	15 06	18 11
Guilsborough	Bus Shelter	08 12		09 42	11 40	..	15 10	18 15
Guilsborough	Academy	08 14				...		...
Thornby	Bus Shelter	...		09 47		..	15 15	..
Cold Ashby	Bus Shelter	..				...		...
Naseby	Post Box	...				..	15 21	..
Welford	Bus Shelter	..	09 50	09 55	12 00	...	15 31	...
		to Mkt H			from MH			
Welford	Bus Shelter	...	09 52	...	12 05	13 26	15 33	
Naseby	Post Office	..	10 02	..	12 15			
Cold Ashby	Bus Shelter	...		...				
Thornby	Bus Shelter	..	10 06	..	12 19	13 36	15 43	
Guilsborough	School	...		...			15 45	
Guilsborough	Bus Shelter	08 20	10 12	..	12 25	13 42	15 49	
Hollowell	Bus Stop	08 23	10 15	...	12 28	13 45	15 52	
Creton	Main Road	08 26	10 18	..	12 31	13 48	15 55	
Creton	The Jetty		10 20	...	12 33	13 50		
Spratton	Main Road			..			15 59	
Spratton	Brixworth Road	08 30	10 24	...	12 37	13 54		
Chapel Brampton	Cedar Hythe			..			16 03	
Brixworth	Co-Op	08 35	10 29	...	12 42	13 59		
Kingsthorpe	Waitrose	08 49	10 43	..	12 56	14 13	16 09	
Northampton	Bus Station	09 00	10 54	...	13 07	14 22	16 17	







## Bank Reconciliation - 26 February 2021



### SUMMARY

30-Jan-21	Revenue (Current) Account	84,551.87
30-Jan-21	Capital (Reserve) Account	191,557.89
	<b>bank balance</b>	<b>£ 276,109.76</b>

### RECEIPTS

Precept Income from DDC		
VAT rebate from HMRC		
NCC Grass Cutting		
Sports Income	£	905.00
Heritage Grant		
Interest from Capital (Reserve) Account	£	1.47
Community Centre Recharged items		
Community Centre Recharged cleaning	£	1,209.00
Other -refund		
Other - bank reject		
Other Income		
Community Infrastructure Levy		
<b>Total cash in</b>	<b>£</b>	<b>2,115.47</b>

### EXPENDITURE

Employment Expenses (Wages/ Salaries plus mileage)	£	5,755.14
Value of all other transactions this month	£	6,520.61
<b>Total cash out</b>	<b>£</b>	<b>12,275.75</b>

**Total: £ 265,949.48**

Prepared by the Parish Clerk & Responsible Financial Officer

\* error this month on the bank statement

### ACTUAL CASH IN BANK ACCOUNTS

26-Feb-21	Revenue (Current) Account	78,809.38
26-Feb-21	Capital (Reserve) Account	187,140.10
	<b>bank balance</b>	<b>£ 265,949.48</b>

### UNPRESENTED CHEQUES

v	No unpresented cheques	£ -
	<b>Total unpresented cheques</b>	<b>£ -</b>

**£ 265,949.48**

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

	Balance as at 31 March 2020	2020/ 2021 Budget Allocation	Spend	Commitments	Balance
<b>Restricted Funds</b>					
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 (St Davids)	10,280.38	13,240.88	0.00	0.00	23,521.26
	<b>40,316.22</b>	<b>13,240.88</b>	<b>0.00</b>	<b>0.00</b>	<b>53,557.10</b>
<b>Earmarked Reserves</b>					
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	7,500.00	985.00	0.00	15,334.55
Projects (St Davids)	0.00	45,000.00	0.00	0.00	45,000.00
Community Grants	9,180.01	5,000.00	5,250.00	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	3,077.50	2,000.00	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 (St Davids)	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	1,209.00	0.00	2,791.00
Events	0.00	2,500	0.00	0.00	2,500.00
	<b>74,182.53</b>	<b>82,550.00</b>	<b>11,575.50</b>	<b>2,310.00</b>	<b>142,847.03</b>

<b>To reconcile with Capital Bank Account:</b>	<b>£ 114,498.75</b>	<b>£ 95,790.88</b>	<b>£ 11,575.50</b>	<b>£ 187,138.63</b>
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#### Section 106 (Held by Daventry DC)

Indoor Sports - Youth & Adult (Feb 2022) CC	72,634.00	0.00	0.00	72,634.00
Outdoor Sports - Youth (Feb 2022) St Davids	105,987.00	0.00	0.00	105,987.00
Parks and Gardens (Sept 2022) St Davids	65,263.00	0.00	0.00	65,263.00
	<b>£ 243,884.00</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 243,884.00</b>
Toucan Crossing NCC (Sept 2027)	32,500	0.00	0.00	£ 32,500.00

### Monthly Summary

Revenue Account (actual)	£	78,809.38	
Capital Account (actual)	£	187,140.10	
<b>Total Cash in Bank</b>	<b>£</b>	<b>265,949.48</b>	
Less Earmarked & Restricted	£	187,138.63	
Less forecast capital commitments	£	2,310.00	
<b>Less forecast revenue commitments</b>	<b>£</b>	<b>11,203.20</b>	
<b>Add forecast Income</b>	<b>£</b>	<b>15,000.00</b>	
Identified as General Reserves	£	80,297.65	48% of precept

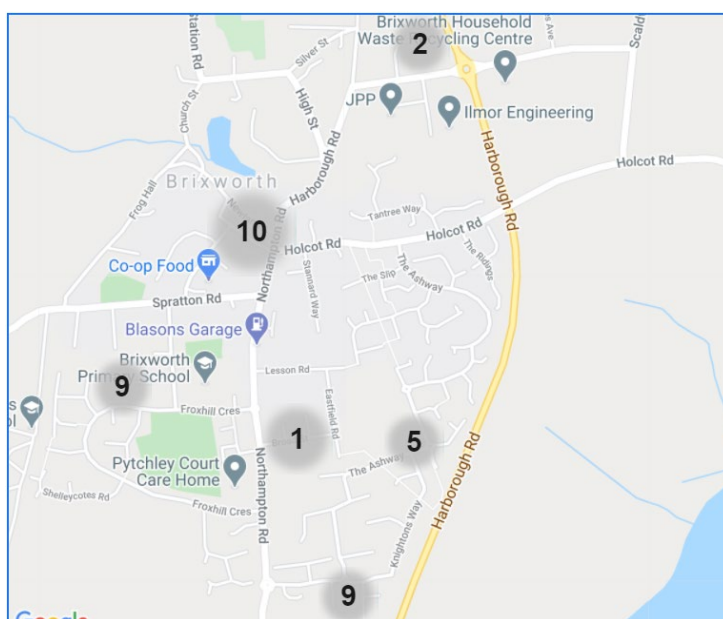
Section 106 held by Daventry DC	£	243,884.00
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Section 106 for use by NCC	£	32,500.00
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### Reported Crime for January 2021

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



#### Trend

2019	2020	2021
24	35	36

Violence and sexual offences	19
Other theft	6
Burglary	5
All other crime	6



# Paper N – Paper for the Brixworth Parish Council of 25<sup>th</sup> March 2021

SID Number of Cars by time

Holcote Road Outbound

March 2021

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Week Day Avg	Weekend Avg
0 - 1	10	2	1	360	8	118	21	76.2	69.5
1 - 2	0	2	5	0	5	60	2	2.4	31
2 - 3	3	5	132	231	2	82	3	74.6	42.5
3 - 4	13	10	113	30	6	11	9	34.4	10
4 - 5	26	19	202	55	47	11	7	69.8	9
5 - 6	90	87	85	59	60	33	8	76.2	20.5
6 - 7	223	178	170	345	170	39	19	217.2	29
7 - 8	720	552	540	839	460	127	81	622.2	104
8 - 9	660	450	535	556	504	205	118	541	161.5
9 - 10	343	288	313	329	322	310	233	319	271.5
10 - 11	231	215	261	263	391	357	310	272.2	333.5
11 - 12	320	273	284	353	326	395	372	311.2	383.5
12 - 13	295	299	261	315	339	402	385	301.8	393.5
13 - 14	289	255	278	346	386	472	368	310.8	420
14 - 15	294	287	299	312	366	482	329	311.6	405.5
15 - 16	325	316	313	305	364	378	296	324.6	337
16 - 17	382	400	372	413	405	323	423	394.4	373
17 - 18	370	324	319	468	341	249	212	364.4	230.5
18 - 19	183	180	190	175	242	159	284	194	221.5
19 - 20	84	99	108	103	136	129	104	106	116.5
20 - 21	60	65	54	64	76	96	62	63.8	79
21 - 22	38	53	145	57	66	62	46	71.8	54
22 - 23	22	26	29	30	49	60	19	31.2	39.5
23 - 24	10	5	11	8	35	20	5	13.8	12.5
Totals	4991	4390	5020	6016	5106	4580	3716		
% of Total	14.8%	13%	14.8%	17.8%	15.1%	13.5%	11%		





# Paper N for the Brixworth Parish Council meeting of 25<sup>th</sup> March 2021

## SID – Number of Speeding Cars

### Holcot Road Outbound –

March 2021

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Week Day Avg	Weekend Avg	
0 - 1	4	2	1	3	4	3	4	2.8	3.5	3
1 - 2	0	0	0	0	3	2	2	0.6	2	2
2 - 3	1	3	2	1	1	1	3	1.6	2	2
3 - 4	9	4	4	0	3	3	4	4	3.5	3
4 - 5	19	11	11	21	17	7	8	15.8	7.5	3
5 - 6	45	40	30	28	30	24	6	34.6	15	3
6 - 7	134	96	82	92	111	25	8	103	16.5	3
7 - 8	365	259	227	201	265	72	48	263.4	60	3
8 - 9	356	180	207	266	252	97	58	252.2	77.5	3
9 - 10	154	97	89	161	150	126	105	130.2	115.5	3
10 - 11	84	78	82	103	127	150	111	94.8	130.5	3
11 - 12	112	75	109	106	127	174	162	105.8	168	3
12 - 13	112	97	110	116	138	169	169	114.6	169	3
13 - 14	118	89	114	154	164	165	176	127.8	170.5	3
14 - 15	106	111	104	128	146	170	151	119	160.5	3
15 - 16	123	118	110	126	147	153	120	124.8	136.5	3
16 - 17	169	203	159	199	202	120	108	186.4	114	3
17 - 18	171	154	137	154	153	113	89	153.8	101	3
18 - 19	98	89	86	74	105	77	70	90.4	73.5	3
19 - 20	45	49	42	42	67	52	54	49	53	3
20 - 21	37	22	27	17	27	39	26	26	32.5	3
21 - 22	18	18	27	21	27	30	24	22.2	27	3
22 - 23	16	20	21	21	20	15	16	19.6	15.5	3
23 - 24	2	3	5	4	3	10	4	3.4	7	3



# Paper N for the Brixworth Parish Council meeting of 25<sup>th</sup> March 2021

## SID – Number of Speeding Cars

### Holcot Road Outbound –

March 2021

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Week Day Avg	Weekend Avg	
0 - 1	4	2	1	3	4	3	4	2.8	3.5	3
1 - 2	0	0	0	0	3	2	2	0.6	2	2
2 - 3	1	3	2	1	1	1	3	1.6	2	2
3 - 4	9	4	4	0	3	3	4	4	3.5	3
4 - 5	19	11	11	21	17	7	8	15.8	7.5	3
5 - 6	45	40	30	28	30	24	6	34.6	15	3
6 - 7	134	96	82	92	111	25	8	103	16.5	3
7 - 8	365	259	227	201	265	72	48	263.4	60	3
8 - 9	356	180	207	266	252	97	58	252.2	77.5	3
9 - 10	154	97	89	161	150	126	105	130.2	115.5	3
10 - 11	84	78	82	103	127	150	111	94.8	130.5	3
11 - 12	112	75	109	106	127	174	162	105.8	168	3
12 - 13	112	97	110	116	138	169	169	114.6	169	3
13 - 14	118	89	114	154	164	165	176	127.8	170.5	3
14 - 15	106	111	104	128	146	170	151	119	160.5	3
15 - 16	123	118	110	126	147	153	120	124.8	136.5	3
16 - 17	169	203	159	199	202	120	108	186.4	114	3
17 - 18	171	154	137	154	153	113	89	153.8	101	3
18 - 19	98	89	86	74	105	77	70	90.4	73.5	3
19 - 20	45	49	42	42	67	52	54	49	53	3
20 - 21	37	22	27	17	27	39	26	26	32.5	3
21 - 22	18	18	27	21	27	30	24	22.2	27	3
22 - 23	16	20	21	21	20	15	16	19.6	15.5	3
23 - 24	2	3	5	4	3	10	4	3.4	7	3



# Paper N for the Brixworth Parish Council meeting of 25<sup>th</sup> March 2021

## SID – Number of Speeding Cars

### Holcot Road Outbound –

March 2021

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Week Day Avg	Weekend Avg
0 - 1	4	2	1	3	4	3	4	2.8	3.5
1 - 2	0	0	0	0	3	2	2	0.6	2
2 - 3	1	3	2	1	1	1	3	1.6	2
3 - 4	9	4	4	0	3	3	4	4	3.5
4 - 5	19	11	11	21	17	7	8	15.8	7.5
5 - 6	45	40	30	28	30	24	6	34.6	15
6 - 7	134	96	82	92	111	25	8	103	16.5
7 - 8	365	259	227	201	265	72	48	263.4	60
8 - 9	356	180	207	266	252	97	58	252.2	77.5
9 - 10	154	97	89	161	150	126	105	130.2	115.5
10 - 11	84	78	82	103	127	150	111	94.8	130.5
11 - 12	112	75	109	106	127	174	162	105.8	168
12 - 13	112	97	110	116	138	169	169	114.6	169
13 - 14	118	89	114	154	164	165	176	127.8	170.5
14 - 15	106	111	104	128	146	170	151	119	160.5
15 - 16	123	118	110	126	147	153	120	124.8	136.5
16 - 17	169	203	159	199	202	120	108	186.4	114
17 - 18	171	154	137	154	153	113	89	153.8	101
18 - 19	98	89	86	74	105	77	70	90.4	73.5
19 - 20	45	49	42	42	67	52	54	49	53
20 - 21	37	22	27	17	27	39	26	26	32.5
21 - 22	18	18	27	21	27	30	24	22.2	27
22 - 23	16	20	21	21	20	15	16	19.6	15.5
23 - 24	2	3	5	4	3	10	4	3.4	7



## Paper O for the Council Meeting of 25<sup>th</sup> March 2021

### Brixworth Parish Council

#### Planning Decisions – February 2021

Ref No.	Description	Location	BPC Comment	DDC Decision
DA/2020/1107	Single storey rear extension.	19, Broadlands, Brixworth, Northamptonshire, NN6 9BH	Support	Approval Householder App
DA/2020/1105	Alterations to existing vehicular access and parking area and new pedestrian access.	Sunnybank, Station Road, Brixworth, Northamptonshire, NN6 9DF	Support	Approval Householder App
DA/2020/1037	Extension to existing tec-stone building	Haddonstone Ltd, Harborough Road, Brixworth, Northamptonshire, NN6 9EU	Support	Approval Full
DA/2020/1005	Non illuminated fascia sign.	103, Northampton Road, Brixworth, Northamptonshire, NN6 9DX	Support	Approval Advertisement
DA/2020/0948	Change of use of land to garden land.	42, Knightons Way, Brixworth, Northamptonshire, NN6 9UE	Object	Approval Full
DA/2020/0923	Siting of temporary farm workers log cabin.	Willow Tree Farm, Merry Tom Lane, Chapel Brampton (Brixworth Parish), Northamptonshire, NN6 8AQ	Support	Approval Full

**P**

## **Brixworth Parish Council**

### **Minutes of the meeting of the Planning Committee**

**Monday 15<sup>th</sup> February 2021**

#### **Video Conferencing**

**Councillors:** Councillor Frances Peacock, Councillor Ian Barratt, Councillor Jackie Bird, Councillor Stephen James, Councillor Sandra Moxon and Councillor Kevin Parker

**In Attendance:** Peter Rowbotham (Parish Clerk)

**Apologies for  
Absence:** Councillor Tom Mitchell and Councillor Lynne Compton

**Absent:** Councillor Elaine Coe, Councillor Stuart Coe, Councillor James Collyer,

**Members of  
the Public** 1 (Member of the Neighbourhood Planning Group)

#### **21/2029P Welcome**

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

#### **21/2030P Apologies for Absence**

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

#### **21/2031P Members' Declaration of Interests**

None.

#### **21/2032P Minutes of the Meeting of 25<sup>th</sup> January 2021**

The minutes of the Planning Committee of 25<sup>th</sup> January 2021 were agreed as a true and accurate record. This was proposed by Councillor Parker and seconded by Councillor James. The minutes would be signed by the Chairman as soon as practical.

#### **21/2033P**

**DA/2021/0065**

**Works to a tree subject to Tree Preservation Order DA 8.**

Initialled.....

**3, Pytchley Close, Brixworth, Northamptonshire, NN6 9EW**

The Parish Council had no objections to the proposal. This was proposed by Councillor Parker and seconded by Councillor James.

**21/2034P****DA/2021/0067****Remove tree within a conservation area****11, High Street, Brixworth, Northamptonshire, NN6 9DD**

The Parish Council had no objections to the proposal. This was proposed by Councillor Parker and seconded by Councillor James.

**21/2035P Any Other Urgent Business**

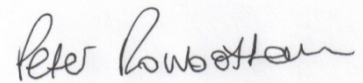
The Parish Council was updated regarding the recent correspondence with the Local Planning Authority on the Neighbourhood Plan Review. As a result of the correspondence some wording within the submitted document would need changing but these were all minor issues. There were no significant changes to the original submitted document. The report was noted by the Parish Council.

**20/2036P Date of Next Meetings**

Monday 8<sup>th</sup> March 2021.

*The meeting finished at 7.50pm*

Signed as a true and accurate record



Councillor Tom Mitchell  
Chairman of the Planning Committee  
Brixworth Parish Council  
8<sup>th</sup> March 2021

Peter Rowbotham  
Parish Clerk  
Brixworth Parish Council  
1<sup>st</sup> March 2021  
Telephone: 079 8314 1786

Email [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)

Initialed.....



## **Brixworth Parish Council**

### **Minutes of the meeting of the Media & Communications Committee**

**Wednesday 10<sup>th</sup> February 2021**

#### **Video Conferencing**

##### **In Attendance:**

**Councillors:** Councillor Elaine Coe, Councillor Jackie Bird & Councillor Sandra Moxon.

**Apologies:** None

**Absent -** None

**Also Present:** Peter Rowbotham (Parish Clerk) and Ciara Wanstall (Assistant Parish Clerk)

**Members of  
the Public:** 0

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##### **21/430MC Welcome**

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

##### **21/431MC Apologies for Absence**

None received.

##### **21/432MC Declarations of Interest**

None declared.

##### **21/433MC Minutes of the last meeting (13<sup>th</sup> January 2021)**

The minutes of the last meeting held on 13<sup>th</sup> January 2021 were agreed as a true and accurate record. This was proposed by Councillor Elaine Coe and seconded by Councillor Bird. Unanimous.

##### **21/434MC Brixworth Bulletin**

The proposed content for the next edition of the Brixworth Bulletin had been updated and was now classified as the final version. The document was reviewed and agreed that it was ready for publication. The Clerk would check to see if the Purdah restrictions would affect content.

There was also to be a separate Bulletin article on the St David's project which Councillor Moxon had contributed. This article would be shared with the Clerk.



**21/435MC Posting Plan.**

The posting plan would be reviewed at the next meeting.

**20/436MC Community Engagement**

The Committee thought that it was important to engage the community on the s106 projects. With the current COVID-19 restrictions good use would be made of both social media and the web site. The Clerk would progress the consultation exercise upon receipt of the submitted tenders.

**20/437MC Items Referred from the Parish Council**

None

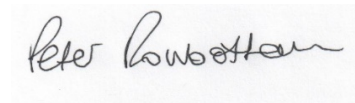
**20/438MC Any Other Business**

None

**20/439 MC Date of Next Meeting**

Wednesday 10<sup>th</sup> March 2021 at 6.45pm

***The Meeting finished at 6.58pm***



**Councillor Elaine Coe (Chair)**  
**Chairman of the Media & Communications Committee**  
**Brixworth Parish Council**  
10<sup>th</sup> March 2021

**Peter Rowbotham**  
**Parish Clerk**  
**Brixworth Parish Council**  
3<sup>rd</sup> February 2021  
Telephone: 079 8314 1786  
Email: [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)



# Paper for the Brixworth Parish Council Meeting of 25<sup>th</sup> March 2021



## **Report of the Parish Clerk**

**March 2021**

### **1. Overview**

Homeworking has been continuing. There are signs that the measures in place for COVID could be extended a further 6 months – this may include continuing with Microsoft Teams.

There has been another full range of meeting of meetings this month. This includes three meetings of the St David's MUGA and Play Park Working Group plus Sports Working Group. I have considerable time of the s106 projects. Work is underway preparing the ESPO contract which needs completing by 31<sup>st</sup> March 2021.

As it's the end of the financial year I will spending more time on financial matters and less time on projects.

### **2. Legal Updates**

The legal work is all progressing.

The Cricket Club lease is progressing. The draft document is with the Cricket Club for comment.

The Village Hall Car Park lease should also be on its way to the VH Committee's solicitors. I am awaiting confirmation on this.

The County Court case was heard on Tuesday 23<sup>rd</sup> March and I will report back at the meeting.

### **3. Assets**

The 10 cherry trees have been planted at the Spratton Road Recreation Ground.

The Ashway Changing Rooms have been painted and the benches all repaired.

There has been a complaint received regarding the pigeons at the Library and Community Centre. This was referred to the NCC Property Team.

Other Asset issues raised in other reports.

#### 4. Service Requests

What	Where	Action
Land ownership	Leeson Road	Call Back
Planning Enforcement	Vineyard Gardens	Refer to DDC
Advice on Grounds Maintenance	Nr Millennium Gardens	Refer to R&G
Parking across a private access way	Off Holcot Road	Advised to contact Anglian Water
Litter Signs		To organise
Trees	Froxhill Crescent	Researched

#### 5. Meetings Attended this Month

- 5.1 R&G –Cherry Trees - Planting
- 5.2 Media & Communications Committee
- 5.3 Planning Committee
- 5.4 Parish Council
- 5.5 St David's MUGA and Play Park Working Group x3
- 5.6 Sports Working Group

#### 6. Training & Development

- CILCA Personal Statement

#### 7. Community Engagement

Posts

Web Site	Elections
Social Media	New Council
	COVID
	Becoming a Councillor
	Play Park and MUGA consultation
	Meetings
	Census
	Free School Meals during Easter

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Peter Rowbotham  
Parish Clerk

## 8. Actions from the previous Council Meetings

Minute	Item	Action	Status
20/5087	BT Box	Adopt	Progressing
20/5090	Village Benches	Quotes for refurb	To progress
20/5091	Wildflowers	Highway licence	Progressing
20/5092	Legal documents	Apply to Land Registry	Progressing
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
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	Progressing
19/4754	CCTV	Install at St David's	Procurement
19/4832	30 mph roundel	E Mail to NCC	Complete
	Parking	Approach owners	Progressing
20/4862	Holcot Road	Range of improvements	Bench scheme underway
20/4880	Wildflowers	Progress Schemes	Progressing
20/4890	Emails	Set up .gov addresses	To progress after election

## 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  
Invoices  
Payments

### PRIORITY 3. Tasks with Deadlines

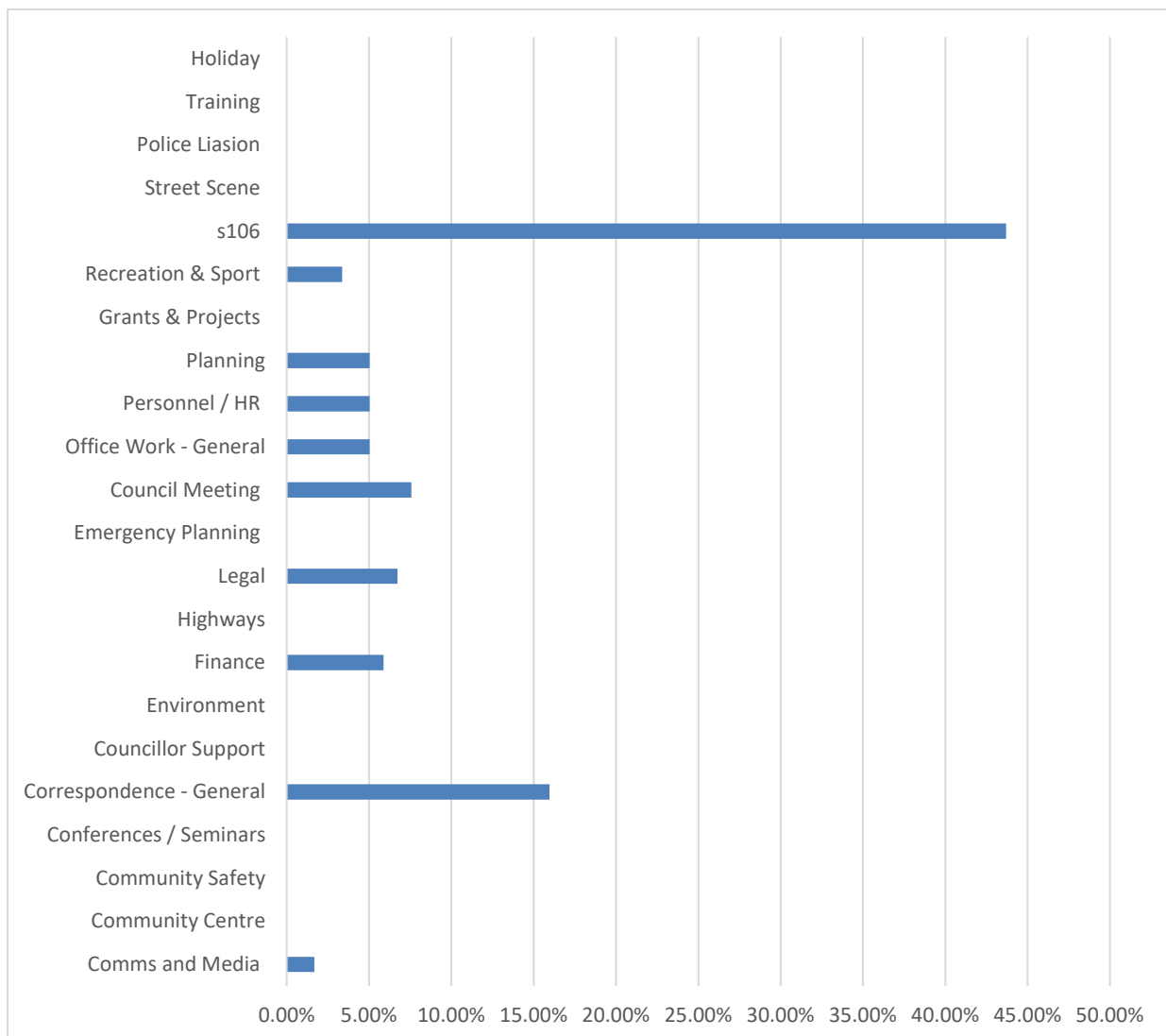
Staff Appraisals –  
S106 projects – ESPO Framework  
Village Hall Car Park  
Progress my CILCA  
Health and Safety Review

### PRIORITY 4. Tasks without deadline

Litter Bin Audit

Web Site & Email  
 Bus Shelter partnership with Mercedes  
 Emergency Planning – review document with Mike Nice  
 Funding bid – Toucan Crossing  
 Protective clothing for staff  
 Staffing Structure  
 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  
 Clean Up Spratton Road Shops  
 Clear out the meeting room – ongoing  
 Clear out the meeting room – ongoing

## 9. Breakdown of my time – March 2021



Paper S – Brixworth Parish Council meeting of 25<sup>th</sup> March 2021



**General Correspondence**

*Correspondence not already included within the agenda*

Number	Subject	From
01	March E Bulletin	ACRE
02	Cyber Security	NALC
03	Voluntary & Community Sector Forum Meeting	Daventry Volunteer Centre





## MONTHLY

### MONTHLY BULLETIN

*The new look bulletin will now be sent out monthly. If you would like anything featured in the next edition email [acre@northantsacre.org.uk](mailto:acre@northantsacre.org.uk)*



### WELCOME TO MARCH

*"It was one of those March days when the sun shines hot and the wind blows cold: when it is summer in the light, and winter in the shade."*

— Charles Dickens,  
'Great Expectations'.





## MEMBERSHIP 2021

### **Renewal Forms available Online:**

Parish Council Membership  
<https://forms.gle/Yqwt5aRKGzMrFyWa7>

Community Facilities  
Membership  
<https://forms.gle/Pa4DK2pmWDjnEpyW6>



## COMMUNITY FESTIVAL

*Due to the current pandemic we have had to make the decision to reschedule the community festival.*

*This will now take place on  
Sunday 5th September  
11am -3pm*

*\*subject to restrictions  
[CLICK HERE](#) for more  
information*



## CLOCKS GO FORWARD

*A reminder that the clocks go forward an hour on Sunday 28th March at 1am.*

*Do not forget to change them,  
spring is on the way!*



## PARISH COUNCIL NETWORKING EVENT

*Developing sustainable food resources in rural areas.*

*Online Event*

*Thursday 11th March 2021 at 10am.*

*[BOOK HERE](#) or email:*

*[acre@northantsacre.org.uk](mailto:acre@northantsacre.org.uk)*

## VILLAGE HALLS SAFEGUARDING EVENT

*The aim of the training is to reinforce that safeguarding is everyone's responsibility and to provide basic awareness of adult and children safeguarding.*

*To book email: [frances.harris@northantsacre.org.uk](mailto:frances.harris@northantsacre.org.uk)*



## LET'S TALK GOOD NEIGHBOURS

*Find out more about Good Neighbours, Zoom Event.*

*March 30th, 2021 10:30 AM*

*Join Zoom Meeting*

*<https://us02web.zoom.us/j/85151147849>*

*Meeting ID: 851 5114 7849*

*or email:*

*[acre@northantsacre.org.uk](mailto:acre@northantsacre.org.uk)*







## MOTHERS DAY

*Sunday 14th March*

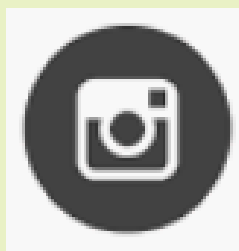
*'Mother's hold their children's hands for a short while but their hearts forever'*

*Happy Mother's Day, we hope you have a wonderful day!*

## HAPPY EASTER

*"Easter brings the best surprises. Baby chicks and buds in bloom with spring sunshine that fills your room"*

*Happy Easter from all of the team at Northamptonshire ACRE.*



## SOCIAL MEDIA

*Find us and follow us on a number of social platforms. Do not forget to LIKE and SHARE!*

*Facebook, Twitter, Instagram and LinkedIn*

[www.northantsacre.org.uk](http://www.northantsacre.org.uk)

**From:** National Association of Local Councils <newsletter@nalc.gov.uk>  
**Sent:** 09 March 2021 11:38  
**To:** Peter Rowbotham  
**Subject:** 📧 NALC BREAKING NEWS



# NALC launches a new guide on cyber security



NALC has launched *The Good Councillor's guide to cyber security* in partnership with Microshade VSM.

The guide aims to help local (parish and town) councils understand the importance of cyber security better and provide practical advice on minimising risks to the council. The

guide features information on understanding the most common threats such as phishing, viruses, loss of data and how some simple steps can help protect the council's data and equipment.

The guide pays particular attention to smaller councils, which may have just one device that holds all current and historical information on the council's activities. If that device is lost or broken, a few simple, pre-emptive steps to minimise risks and back up data could transform a crisis into a manageable situation.

The COVID-19 pandemic has seen an unprecedented transformation of local councils as they have moved to remote meetings and home working. These changes have allowed local councils to continue supporting communities through these challenging times. However, with these benefits, there are many challenges. One of these is cyber security, and the local council sector must understand it to safeguard the council's good work for its communities.

You don't need to be a technical expert to safeguard your council. With this guide, along with a small investment of time and resource, your council can reduce these risks.

[Find out more about the guide](#)



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Dear Colleagues,

Please see below an agenda for our next **Daventry VCSE Forum meeting on Friday 16<sup>th</sup> April 2021 from 1.00 pm to 2.30pm via Zoom:**

**Carella Davies is inviting you to a scheduled Zoom meeting.**

**Topic: Daventry Voluntary & Community Sector Forum Meeting**

**Time: Apr 16, 2021 01:00 PM London**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/4043854824>**

**Meeting ID: 404 385 4824**

Please can you email me to let me know if you will be joining the meeting: [carella@daventryvolunteers.org.uk](mailto:carella@daventryvolunteers.org.uk).

Many thanks.

*Carella*

Carella Davies

CEO Daventry Volunteer Centre

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**Daventry Voluntary and Community Sector Forum**

***Friday 16<sup>th</sup> April 2021, From 1.00pm – 2.30pm***

**Zoom Meeting**

**AGENDA**

1. Welcome and introductions
2. Speakers:
  - Kerri Marshall-Duckett - VCSE Assembly Developments
  - Helen Blackburn and Emma Bailey – Social Prescribers for Daventry and District
3. Information Exchange and Discussion Session
4. Any Other Business
5. Date and Time of next Forum meeting – To be arranged