



## **Brixworth Parish Council**

**Councillors are hereby summoned to attend the Parish Council meeting to be held on  
Thursday 29<sup>th</sup> April 2021 starting at 7:15pm**

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

Audio Link is also available. You can call into this meeting:  
Telephone: 020 4534 2863  
Phone Conference ID: 301 045 944#

## **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> 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**

## PART ONE - FOR DECISION

- |            |                                     |  |          |
|------------|-------------------------------------|--|----------|
| <b>6.</b>  | <b>Finance</b>                      | 6.1 Consider the payments for April 2021.  | <b>B</b> |
|            |                                     | 6.2 Consider the recommendations of the Finance Working Group. Notes of the Finance Working Group of 19 <sup>th</sup> April 2021 are shown at Appendix C.                        | <b>C</b> |
|            |                                     | 6.3 Consider the report and recommendations of the Verification Officer  | <b>D</b> |
|            |                                     | 6.4 Consider the revised list of regular Direct Debit payments (6.7 of Financial Regs)   | <b>E</b> |
|            |                                     | 6.5 Consider seeking specific, insured advice about the VAT implications in connection with the Community Centre, MUGA, play park and sports pitches.                            | <b>F</b> |
| <b>7.</b>  | <b>Planning</b>                     | 7.1 Note that the Planning Authority has confirmed acceptance of all of the proposed minor changes to the Brixworth Neighbourhood Plan.  | <b>G</b> |
|            |                                     | 7.2 Note that the Steering Group in its current format has completed its mandate and can now be stood down.  |          |
|            |                                     | 7.3 Consider the remit terms of reference for the new Planning Strategy Working Group  | <b>H</b> |
|            |                                     | 7.4 Agree that the existing 'Neighbourhood Plan' Steering Group be renamed to the 'Strategic Planning' Working Group.  |          |
|            |                                     | 7.5 Agree that the existing Neighbourhood Planning budget be maintained for strategic planning matters – this reserved funding being ear marked for future Planning costs.       |          |
|            |                                     | 7.6 Agree to the printing of 50 copies of the revised Neighbourhood Plan with a budget of up to £500. (existing Budget)  |          |
| <b>8.</b>  | <b>Recreation Grounds</b>           | 8.1 Consider a request to extend the football season beyond 31 <sup>st</sup> May 2021. Notes of the Sports Working Group of 21 <sup>st</sup> April 2021 are shown at Appendix I. | <b>I</b> |
| <b>9.</b>  | <b>Parks &amp; Open Spaces</b>      | 9.1 Consider the required actions following the report of a damaged stone wall at the Millennium Gardens   | <b>J</b> |
|            |                                     | 9.2 Consider the required actions following a report of potential land subsidence at Tantree Way   | <b>K</b> |
| <b>10.</b> | <b>Environment</b>                  | 10.1 Consider a standardised litter bin for use on Parish Council land   | <b>L</b> |
|            |                                     | 10.2 Bollards on Holcot Road (Councillor Barratt)  |          |
| <b>11</b>  | <b>Annual Meeting of the Parish</b> | 11.1 Reconsider a date for the Annual Meeting of the Parish.   | <b>M</b> |

## PART TWO - FOR INFORMATION

- |            |                         |   |          |
|------------|-------------------------|---|----------|
| <b>12.</b> | <b>Finance</b>          | 12.1 Receive the rolling budget 20/21   | <b>N</b> |
|            |                         | 12.2 Receive the rolling budget 21/22   | <b>O</b> |
|            |                         | 12.3 Receive the Bank Reconciliation Report   | <b>P</b> |
|            |                         | 12.4 Receive the statement of the Parish Council's Reserves                           | <b>Q</b> |
| <b>13.</b> | <b>Community Safety</b> | 13.1 Note the reported crime data for Brixworth for February 2021                     | <b>R</b> |
|            |                         | 13.2 Note the data downloaded from the Parish Council's Speed Indicator Device. (SID) | <b>S</b> |

- |     |   |   |
|-----|---|---|
| 14. | <b>Planning</b>   |   |
|     | 14.1 Receive the planning decisions for March 2021  | T |
|     | 14.2 Receive the minutes of the Planning Committee of 8 <sup>th</sup> March 2021  | U |
|     | 14.3 Receive the minutes of the Planning Committee of 29 <sup>th</sup> March 2021   |   |
| 15. | <b>Media &amp; Communications</b>   |   |
|     | 15.1 Receive the minutes of the Media & Communications Committee of 10 <sup>th</sup> March 2021   | V |
| 16. | <b>Parish Clerks Report</b>   |   |
|     | 16.1 Receive the Parish Clerk's Report  | W |
| 17. | <b>General Correspondence</b>   |   |
|     | 17.1 Note the Correspondence listed at Appendix X   | X |
| 18. | <b>Dates of Future Meetings</b>   |   |
|     | 18.1 To note the dates of the next cycle of meetings.   |   |
|     | <ul style="list-style-type: none"> <li>• Planning - 4<sup>th</sup> May 2021</li> <li>• Annual Meeting of the Parish Council – 20<sup>th</sup> May 2021</li> <li>• Planning – 24<sup>th</sup> May 2021</li> <li>• Media &amp; Communications – 26<sup>th</sup> May 2021</li> <li>• Council – 27<sup>th</sup> May 2021</li> </ul> |   |

**PART THREE – CONFIDENTIAL**

19. **To consider the exclusion of the press and public**
- 19.1 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 19.1)***

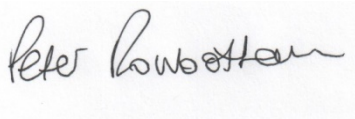
20. **Legal Matters**
- 20.1 Receive any legal updates and consider any actions to be taken.

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

**PART FOUR – URGENT MATTERS**

21. **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**  
 23<sup>rd</sup> April 2021

10 Shelland Close  
 Market Harborough  
 Leicestershire  
 LE16 7XU  
 Tel: 079 8314 1786

**Email:** [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)  
**Web Site:** [www.brixworthparishcouncil.gov.uk](http://www.brixworthparishcouncil.gov.uk)



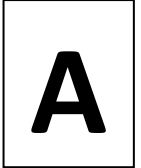
When we do need to print we only use 100% recycled paper

---

**Members of the Parish Council**

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





## **Brixworth Parish Council**

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

**Thursday 25<sup>th</sup> March 2021**

### **Video Conferencing**

#### **In Attendance:**

**Councillors:** Councillor Stephen James, Councillor Ian Barratt, Councillor Jackie Bird, Councillor Elaine Coe (from 720pm), Councillor Stuart Coe (from 733pm) Councillor James Collyer, Councillor Lynne Compton, Councillor Tom Mitchell (until 835pm) Councillor Sandra Moxon and Councillor Kevin Parker and Councillor Frances Peacock

**Apologies:** None

District Councillor Jonathan Harris was unable to attend the meeting.

#### **Absent:**

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

District Councillor Harris.

**Members of  
the Public:** 5

---

#### **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**

No apologies for absence had been received.

#### **21/5358 Declarations of Interest**

None declared.

#### **21/5359 Minutes of Previous Meeting (25<sup>th</sup> February 2021)**

The minutes of the meeting held on 25<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 Moxon.

**21/5360 Minutes of Previous Meeting (18<sup>th</sup> March 2021)**

The minutes of the meeting held on 18<sup>th</sup> March 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 Mitchell. Unanimous.

**21/5361 Public Open Forum**

A member of the public had promoted the rerouted 59/60 bus service which would soon be serving Brixworth and other parishes. It was noted that this had progressed because of a partnership of Parish Council's being led by both Creaton and Spratton.

Dialogue had been continuing with the Coop regarding the new store at the Red Lion site.

The progress on the wildflowers had been welcomed.

**21/5362 Finance - Transactions including Payments for Approval – March 2021**

The list of financial transactions and payments for March 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 James and seconded by Councillor Compton. Unanimous.

			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 Reg 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	Groundsman's materials - Ashway Changing Rm	59.63	11.93	71.56	LG(MP)A 1976 s19
16	Tradepoint B&Q	Groundsman's materials - ROSPA Work	53.49	9.41	62.90	PHA 1936 s164
17	Tradepoint Screwfix	Groundsman's 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>	

### **21/5363 Planning – Brixworth Neighbourhood Plan**

The Parish Council agreed to accept the Daventry District Council recommended changes to the submitted draft Neighbourhood Plan. This would be formally confirmed in writing with DDC as soon as possible. This was proposed by Councillor Barratt and seconded by Councillor James. Unanimous.

### **21/5364 Planning – Neighbourhood Planning Steering Group**

The Parish Council agreed in principle that the remit of the Neighbourhood Planning Steering Group be revised as its focus changes following the recent Plan review. A new term of reference would be drawn up for

consideration by the Parish Council. This was proposed by Councillor James and seconded by Councillor Mitchell. Unanimous.

#### **21/5365 Highways**

The Parish Council agreed to express an early interest in the participation of any 20mph advisory limit scheme – subject to the scheme being rolled out following the outcome of the pilot at West Haddon. This was proposed by Councillor James and seconded by Councillor Mitchell. Unanimous.

#### **21/5366 Recreation Grounds – Extending the Football Season**

A request had been received from the Brixworth Juniors to extend the football season beyond 31<sup>st</sup> May 2021. The Parish Council agreed that a schedule of football activity be requested from Brixworth Juniors Football Club. Additional charges for the extended season was also requested. A further report would be submitted to the next meeting on April 29<sup>th</sup> 2021. This was proposed by Councillor James and seconded by Councillor Moxon.

#### **21/5367 Recreation Grounds – Ball Stop Fence at St David's**

The ball stop fence at St David's Recreation Ground required urgent attention. Three support posts required replacing and the netting was no longer fit for purpose. The Parish Council agreed that this work should be completed as soon as practical and authorised the required expenditure to make the fence safe. The Parish Council maintains recreation grounds in accordance with the Public Health Act 1875 s164. A further quote from a local company would be obtained in addition to one submitted by the Grounds Maintenance Contractor. This was proposed by Councillor James and seconded by Councillor Compton.

#### **21/5368 Recreation Grounds – Fitness Class at St David's**

A request had been received to host a fitness class at St David's Recreation Ground. Subject to the Fitness Class operating within the current guidance regarding COVID 19, and the production of public liability insurance, the Parish Council agreed that a fitness class could be held at a cost of £10 per session. This was proposed by Councillor James and seconded by Councillor Bird.

#### **21/5369 Litter Bins**

The Parish Council considered its Litter Bin replacement plan for its Recreation Grounds and The Pound. The Parish Council maintains its recreation grounds in accordance with the Public Health Act 1875 s164. There was an existing earmarked budget of £3,000 for bin replacement. This matter was deferred to the next meeting.

#### **21/5370 BT Box Church Street Brixworth**

A list of repairs had been identified for BT to attend to. A Land Registry search for the ownership of the land was currently underway and a further report would be submitted in due course. The Parish Council noted the update.

#### **21/5371 Events – British Legion Centenary**

This matter was deferred until a firm proposal had been drawn up and presented to the Parish Council by the local branch of the British Legion.

#### **21/5372 Events – VE Day Celebrations**

It was agreed to purchase two wall mounted 'Tommy's' for the Community Centre and Library. This is subject to landlord's consent. This expenditure is in accordance with the Local Government Act 1973 s137. This was proposed by Councillor Bird and seconded by Councillor Elaine Coe. Unanimous.

#### **21/5373 Annual Meeting of the Parish**

It was agreed that the Annual Parish Meeting would not take place this year. This was because of the lack of community activity throughout the COVID period. This was proposed by Councillor James and seconded by Councillor Peacock.

#### **21/5374 Public Transport – Bus Service 59/60**

The Parish Council expressed an interest in making a financial contribution towards the rerouted 59/60 bus service. It was hoped that some user statistics would be available by October when the budget process for 22/23

would be underway. This was proposed by Councillor Moxon and seconded by Councillor Compton. Unanimous.

#### **21/5375 Finance -Rolling Budget**

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

#### **21/5376 Finance – Bank Reconciliation Report**

The Bank Reconciliation report as of 26th February 2021 was noted by the Council. The Revenue (Current) account indicated a balance of £78,809.38. The Capital (Reserve) account indicated a balance of £187,140.10.

#### **21/5377 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 £80,297.65 (48% 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.

#### **21/5378 Community Safety – Crime Data**

The Parish Council noted the crime data for January 2021. There had been 36 reported crimes compared to 35 in 2019 and 24 in 2018.

#### **21/5379 Community Safety – Speed Indicator Device (SID)**

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

#### **21/5380 Planning – Decisions for February 2021**

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

#### **21/5381 Planning – Committee Minutes for 15<sup>th</sup> February 2021**

The Parish Council received the minutes of the Planning Committee of 15<sup>th</sup> February 2021.

#### **20/5382 Media & Communications – Minutes for 10<sup>th</sup> February 2021**

The Parish Council received the minutes of the Media & Communications Committee of 10<sup>th</sup> February 2021.

#### **21/5383 Parish Clerks Report**

The Parish Council received the report of the Parish Clerk.

#### **21/5384 Correspondence**

The recent correspondence was noted by the Parish Council.

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

#### **21/5385 Dates of Future 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

**21/5386 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 Parker.

*The meeting was in closed session from 9.26pm*

**21/5387 Suspension of Standing Order 2 (x)**

Paragraph 2 (x) of the Standing Orders stated that a meeting should not exceed a period of 2.5 hours. In the circumstances it was agreed to suspend Standing Order 2 (x) to enable the meeting to extend beyond 945pm should this be needed. This was proposed by Councillor James and seconded by Councillor Moxon.

**21/5388 Legal Matters**

The Parish Council received an update outlining the conclusion of the County Court case.

**21/5389 Trees on Verges**

It was agreed that the Parish Council carry out a survey to confirm the number of trees on its existing schedule for annual survey and maintenance. Trees would also be highlighted for protection by TPO if considered appropriate. This was proposed by Councillor Barratt and seconded by Councillor James.

*The meeting was back in open session from 9:44pm*

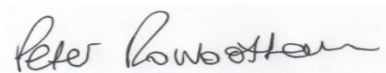
**21/5390 Urgent Matters**

None.

***The meeting finished at 9:45pm***

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

**Councillor Stephen James  
Chairman  
Brixworth Parish Council  
29<sup>th</sup> April 2021**



**Peter Rowbotham  
Parish Clerk  
Brixworth Parish Council  
21<sup>st</sup> April 2021**

Telephone: 079 8314 1786  
E Mail: [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)



# Brixworth Parish Council - Financial Transactions

B

**April 2021**

		Net Amount	VAT	Total	Powers
		£	£	£	
<b>Direct Debit Payments - Financial Reg 6.7</b>					
01	Peninsula Business Systems	Support Services (29th March)	271.62	54.32	325.94 LGA 1972 s111
02	ICO	Annual ICO Fee	35.00	0.00	35.00 LGA 1972 s111
03	E.ON	Elec monthly - Ashway Changing Rooms (1st)	117.14	5.86	123.00 PHA 1875 s164
04	Lex Autolease	Lease Van (1st)	239.58	47.91	287.49 LGA 1972 s111
05	TalkTalk Business	Broadband (7th)	50.95	10.19	61.14 LGA 1972 s111
06	EE Limited	Mobile Phone (15th)	19.49	3.90	23.39 LGA 1972 s111
<b>Retrospective Payments - Financial Reg 5.5. (via BACS)</b>					
07	Bakers Waste	Trade Waste at St David's	8.57	1.72	10.29 LGA 1972 s111
<b>Debit Card Payments (On line purchase) - Financial Regs 6.10 &amp; 6.19</b>					
08	Microsoft	365 Licences for laptops	225.60	0.00	225.60 LGA 1972 s111
09	Land Registry	Property Search - Farro Fields - 3 props	18.00	0.00	18.00 LGA 1972 s137
10	Land Registry	Property Search - Tantree Way Open Space	3.00	0.00	3.00 PHA1875 s164
<b>Payments Processed this month but agreed last month - Financial Regulation 5.2 (via BACS)</b>					
11	Royal British Legion	Tommys - Community Centre Frontage	141.78	0.00	141.78 LGA 1972 s137
<b>Payments for approval - Financial Regulation 5.2 (via BACS)</b>					
12	Staff	Net Salaries and Wages (5 week month )	4,178.49	0.00	4,178.49 LGA 1972 s112
13	HMRC	PAYE	1,226.07	0.00	1,226.07 LGA 1972 s112
14	LGSS	Pension Scheme	694.77	0.00	694.77 LGA 1972 s112
15	Peter Rowbotham	Employment Related Expenses	84.15	0.00	84.15 LG(FP)A 1963 s5
16	R&G	Wildflowers (DDC Grant aided)	950.00	190.00	1,140.00 PHA 1875 s164
17	R&G	Grounds Maintenance Contract	1,687.11	337.42	2,024.53 PHA 1875 s165
18	AH Blason & Son	Fuel	47.50	9.50	57.00 LGA 1972 s111
19	Bakers Waste	Trade Waste at St David's	68.89	13.78	82.67 PHA 1875 s164
20	Tradepoint Screwfix	Groundsmans materials - Ashway Changing Rm	10.31	2.06	12.37 LG(MP)A 1976 s19
21	NCALC	Annual Subs - inc Audit & Data Protection	1,914.21	0.00	1,914.21 PHA 1936 s164
22	Parish Council Web Sites	Domain Name renewal - upto June 2023	88.00	17.60	105.60 LGA 1972 s111
23	EON	Street Lighting Maintenance	24.69	4.94	29.63 PCA1957 s3
24	EON	Street Lighting Electricity	149.42	7.47	156.89 PCA1957 s3
25	CPRE	Annual Membership	36.00	0.00	36.00 LGA 1972 s111
26	GE Locksmiths	Brocken Lock Ashway Changing Rooms	95.00	0.00	95.00 PHA 1875 s164
<b>Cheque Payments</b>					
	Nil		0.00	0.00	0.00
<b>Total Expenditure this month to date</b>			<b>12,385.34</b>	<b>706.67</b>	<b>13,092.01</b>
<b>Receipts</b>					
27	Nat West	Interest (March 31st)	1.69	0.00	1.69 LGA 1972 s111
28	HMRC	VAT Repayment	10,800.28	0.00	10,800.28 LGA 1972 s111
<b>Total Income this month</b>			<b>10,801.97</b>	<b>0.00</b>	<b>10,801.97</b>
<b>Bank Transfer - Capital to Revenue</b>					
29	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



**Finance Working Group – 19<sup>th</sup> April 2021**

**Video Conferencing**

<b>Present</b>																											
Councillor James, Councillor Parker and Peter Rowbotham (Clerk)																											
<b>1.</b>	<b>Apologies for Absence</b>																										
1.1	Councillor Compton.																										
<b>2.</b>	<b>Budget 2021 2022</b>																										
2.1	The Rolling Budget was reviewed. The Peninsula paid invoices would be added to the sheet and shown as a vired budget as agreed by the Parish Council. The income budget was shown at 98%. There were no issues or concerns.																										
<b>3.</b>	<b>Capital Budget</b>																										
3.1	<p>The Capital budget sheet would need updated to incorporate the 21/22 budget allocation. The Calendar and Events would be transferred to the revenue budget as they are not capital items.</p> <p>The following would be transferred to capital –</p> <table border="1"> <tbody> <tr> <td>Election Costs</td><td>400</td></tr> <tr> <td>Street Lighting</td><td>1,500</td></tr> <tr> <td>Mower Replacement</td><td>3,500</td></tr> <tr> <td>Van Replacement</td><td>400</td></tr> <tr> <td>St David's Car Park</td><td>1,500</td></tr> <tr> <td>Ashway Car Park</td><td>1,500</td></tr> <tr> <td>Buildings/Bus shelters</td><td>2,000</td></tr> <tr> <td>Litter bins</td><td>1,500</td></tr> <tr> <td>Play Equipment</td><td>3,000</td></tr> <tr> <td>Community Grants</td><td>5,000</td></tr> <tr> <td>Projects</td><td>2,500</td></tr> <tr> <td>Neighbourhood Plan</td><td>2,500</td></tr> <tr> <td>Community Centre</td><td>4,000</td></tr> </tbody> </table>	Election Costs	400	Street Lighting	1,500	Mower Replacement	3,500	Van Replacement	400	St David's Car Park	1,500	Ashway Car Park	1,500	Buildings/Bus shelters	2,000	Litter bins	1,500	Play Equipment	3,000	Community Grants	5,000	Projects	2,500	Neighbourhood Plan	2,500	Community Centre	4,000
Election Costs	400																										
Street Lighting	1,500																										
Mower Replacement	3,500																										
Van Replacement	400																										
St David's Car Park	1,500																										
Ashway Car Park	1,500																										
Buildings/Bus shelters	2,000																										
Litter bins	1,500																										
Play Equipment	3,000																										
Community Grants	5,000																										
Projects	2,500																										
Neighbourhood Plan	2,500																										
Community Centre	4,000																										



<b>4.</b>	<b>Community Centre Budget</b>
4.1	It was agreed to present the original Community Centre budget for 20/21 for the new 21/22 financial year. The budget should be balanced but it was appreciated that 21/22 may be another difficult year for income, this being disrupted by the ongoing impacts of COVID.
<b>5</b>	<b>The Annual Governance &amp; Accountability Return</b>
5.1	The information would be submitted to the Internal Auditor before 6 <sup>th</sup> May. The Parish Council had been randomly selected for an in depth audit by PKF Littlejohn. 5% of Parish Councils are subject to this additional audit.
<b>7.</b>	<b>VAT</b>
7.1	There had been an issue processing the VAT returns. As a result of an error (dual submission) and a delay in HMRC processing there had been issues receiving the VAT rebate. A contact had been established at HMRC and it was hoped that the issue would be resolved shortly. A system for monitoring future claims would be introduced.
7.2	It was thought wise to seek specialist VAT advice on the s106 spending and the possible impact on fees and charges on clubs and Community Centre hirers.
<b>8.</b>	<b>Signing of Invoices</b>
8.1	Now that the restrictions are slowly being lifted it was agreed that the invoices and bank reconciliations all be signed off. This would be done on Monday 26 <sup>th</sup> April.
<b>8.</b>	<b>Next Meeting</b>
8.1	Monday 19 <sup>th</sup> July 2021 at 10am
<b>9</b>	<b>Recommendations to the Parish Council</b>
9.1	The Parish Council notes the report of the Finance Working Group.
9.2	The Parish Council agrees to update the Capital budget for 2021/2022
9.3	VAT monitoring be introduced in the monthly reports to Council.
9.4	The Parish Council consider seeking specialist advice with regard to VAT implications of the capital projects.



## Verification Officer Report, Quarter 2 2020-21

Due to the on-going situation the Council has agreed that this be conducted remotely in a covid-safe manner and on a restricted basis with the option of a Zoom or Teams meeting between the Clerk and myself if required.

Nine transactions made between July and September 2020 were selected at random. Documents examined were the monthly Authority for Payments agreed by Full Council, Copies of the Minutes showing the authorisation of payments and copies of orders, invoices and the bank statements provided by our Clerk, against the background of our Financial Regulations, Internal Controls and Banking Arrangements policies and accountancy good practice. I met our Clerk via Teams to discuss matters in more detail.

### Specific Findings

**1. Regular van payment.** This is a regular direct debit payment and this is clearly an efficient and reliable way of making this payment. But it should be included in our Banking Arrangements document to show it has been authorised as such.

Our Banking Policy lists pre-approved regular payments.

**Recommendation.** That the Council consider adding this to the authorised regular payments in the Banking Arrangement Policy. The Annual Meeting of Parish Council might be a good time to review all these payments to ensure the document is up to date. **Further Recommendation.** That Council amend Financial Regulation 6.7 to allow payments to the Brixworth Bulletin to be paid this way to avoid retrospective payments. Having to be made.

---

### 2. ROSPA Play Safety

I have concerns over this transaction.

The invoice is for £341.40 inc vat. Our Clerk set up a payment for £431.40 which is an overpayment of £90. This error should have been picked up by the process where Councillors whose responsibility it is to check invoice against payment instruction. Which is precisely to prevent this type of error happening. To make even more sure an incorrect payment is not made, we ask for TWO Councillors to each examine the paperwork for errors before authorising payment.

But the incorrect payment on the bank statement has been signed off and authorised by the two appointed Councillors. The payment payment was signed off without comment and the overpayment made. The Clerk/RFO then had to correspond with the payee for payment to be refunded, which they did, which was fortuitous.

#### Concerns.

It is not only the incorrect payment which causes me most concern. It appears that Financial Risk was not effectively managed as required under regulation 5(4) Accounts and Audit regulations 2003. Why an incorrect payment was signed off by two Councillors remains a matter for speculation.

#### Risk to the Council

**Financial Loss.** It was fortunate the supplier refunded the overpayment

**Reputational Risk.** The Council is at risk of being seen as less than competent to Auditors and members of the public. And not protecting the public purse

#### Procedure Risk

**Personal Financial Risk** It could be claimed the not following procedures correctly may result in personal responsibility for financial loss.

**Clerks time.** It is not a good use of the Clerk/RFO's time to have to correct these errors

**Previous Record** It is concerning that our Fail-safe procedures have failed again. Previous failures included an account being paid twice in quarter three, 2019-20.

### **Recommendations**

*From the evidence supplied, I am at a loss to know how this could happen. The Clerk has signed that he has checked the transaction for accuracy before payment, and two Councillors have signed paperwork to authorise this specific payment. I recommend the Council receive an explanation of events from the Clerk and two signatories to discover how this overpayment occurred.*

---

### **Other Findings.**

3. Both our System of Internal Control and requirement 5.7 of our Financial Regulations specifically ask that transactions are **signed** off by two nominated Councillors. I note that only initials are being used in payment authorisation. This is permitted under regulation 6.5 but only for cheque stubs.

**Recommendation:** *That a full signature is used by the Councillors when authorising, in line with the Financial Regulation 5.7 Their role carries a degree of accountability and a full signature will more readily clarify the identity of the approver. I agree with our Clerk's suggestion that if initials continue to be used there should be a written record of who the initials belong to so it is clear who is signing.*

---

**4. Equalities Policy** This is not a financial matter but I noticed the policy on our web site is out of date. The site says there is the 2018 edition to be reviewed in 2019. The Document List says review is due in 2020. This policy reflects past sensitivities and a displayed out of date version which hasn't apparently been re-approved could lead to embarrassment, at the least, to the Council.

**Recommendations** *That this policy be reviewed and updated at the forthcoming Annual Meeting of Council*

---

I thank Peter for his co-operation with this verification.





# Brixworth Parish Council



## Verification Officer Report, Quarter 3 2020-21

Due to the on-going situation the Council has agreed that this be conducted remotely in a covid-safe manner and on a restricted basis with the option of a Zoom or Teams meeting between the Clerk and myself if required.

Eight transactions made between October and December 2020 were selected at random. Documents examined were the monthly Authority for Payments agreed by Full Council, Copies of the Minutes showing the authorisation of payments and copies of orders, invoices and the bank statements provided by our Clerk, against the background of our Financial Regulations, Internal Controls and Banking Arrangements policies and accountancy good practice. The Clerk and myself have discussed these matters via a Teams meeting.

### Specific Findings

#### 1. October 2020

**R&G** £3499 and subsequent transactions in the list.. No order for payment was authorised by two Councillors' signatures as required by Fin Regs 6.4, though an official order was raised. In my opinion, any variance from the Fin Regs, perhaps due to Covid, should have been authorised by full council. Nothing appears to have replaced the extra risk minimisation accorded by the required signatures, thus leaving the Council open to increased risk. Payments not in accordance with the Financial Regulations open the possibility of an *ultra vires* (illegal) payment or even personal liability.

**Recommendation:** *That Council consider how best to authorise orders for payments in a Covid environment as required by the Financial Regulations. Such as emailing a scan of the invoice for electronic approval by the two checking Councillors. At present this check is not taking place. Our Clerk will arrange a retrospective signing of previous transactions lacking authorisation signatures when the Covid situation permits.*

---

**2. Baker's Waste.** We appear to be paying a surcharge for waste being in excess of 70 tonnes per annum. It seems unlikely that we produce over a tonne of rubbish a week.

**Recommendation.** *The Clerk will investigate who is using the bin and consider the use of specifically coloured bags to ensure only authorised bags are collected.*

---

**3. On demand printers.** This was authorised by a section 137 payment., Free resource payments (it has to be as we do not have the General Power of Competence) should be specifically authorised by resolution by a meeting as the resource is finite. It seems unlikely that Brixworth would reach the limit allowed under Section 137 but the expenditure still needs to be specifically authorised.

**Recommendation.** *That expenditure under LGA section 137 be specifically minutes as using that source of funding.*

---

#### 4. Troops Greengrocers

No written order can be found for this transaction..

**Recommendation.** *That orders be drawn up for all purchases in line with our Financial Regulations.*

---

**5 The Minutes** including the financial transaction record for December 2020 are still marked "Draft" along with a number of others.

**Recommendation.** *As previously requested, that the Draft watermark is removed from all published documents once full Council have approved them. The legality lies with the signed copy held by the Clerk in the Minute Book, so I consider this to a matter of compliance with process rather than any legal risk.,*

---

## 6. Geosphere.

This was paid and approved retrospectively.

The Invoice is dated 26<sup>th</sup> November 2020, payment due by 26<sup>th</sup> December 2020. It was paid on 3<sup>rd</sup> December 2020. There was a full meeting of Council on 17<sup>th</sup> December allowing ample time to pay it following the proper procedure. I can see no reason for it needing to be paid retrospectively

**Recommendation** *That care is taken to hold invoices for for approval by full council as per financial regulations unless a retrospective payment is justified under those regulations. Otherwise, the Council loses its opportunity to debate or question the payment.*

---

**7. Mower Shop.** An order was raised by the groundsman. The contact email address given was Brixworthparishcouncil@gmail.com. Whilst this gives the impression of being an official and authorised email address, it is not the .gov.uk address we use and it is not clear why this address is being used or who has access to it.

**Recommendation.** *That this ambiguity is removed and any risk minimised by the provision of an email address clearly indicating it is the groundsman's, thus avoiding any misunderstanding as to the authority of any email he might send. And this email address be accessible by the Clerk. An address such as groundsman@brixworthparishcouncil.gov.uk or similar might be considered.*

*Our Clerk has agreed to do this.*

---

**8. PC Websites.** Paid late. Council approval 17<sup>th</sup> December, due date 18th December, payment method BAC so payment by due date was tight but possible. Actual payment date on statement is 29<sup>th</sup> December.

**Recommendation** *To treat such accounts as priority accounts and pay promptly after the approval meeting to avoid the possibility of late payment charges and/or reputational damage. Our Clerk is confident that there would be no likelihood of interest being charged by this supplier for late payment. Whilst this may be fortuitous, in this instance, the account could and should, in my view, have been paid on time.*

---

## 9 Bank money transfer transaction.

The bank statement shows that our groundsman Marc Sugden, received an unauthorised payment exceeding £3000 on 27<sup>th</sup> November. It transpired this was sent in error. Fortunately, in this case, it was able to be reversed. There is no suggestion our groundsman would have retained it, but the risk remains that with less luck, another supplier might have done.

**Recommendations** *That care is taken to follow the Financial Regulations and that money is only transferred following the correct procedure. Special care must be taken if a payment is such that specific authorisation is not required at point of payment such as wages as the back up signatures from two Councillors may not necessarily be present.*

Ian Barratt  
Verification Officer

---

## Paper E – Report to the Brixworth Parish Council on 29<sup>th</sup> April 2021



### **Regular Bank Payments**

The Parish council is asked to confirm the following Direct Debits/ Standing Orders

- EON - Electricity
- Anglian / Wave - Water
- DVLA – van road tax
- Information Commissioner – Data Protection
- DM Wood – Annual legal agreement fee for The Pound (5p)
- EE & T Mobile – Mobile telephone
- Talk Talk – Broadband & telephone service
- Microsoft – Software Licences
- Lex Autolease – Van
- Peninsula – Business Services
- Land Registry – Property Searches
- Clear Utility Solutions

## Paper F – Report to the Brixworth Parish Council on 29<sup>th</sup> April 2021



### Specialist VAT Advice

The Parish Council's Finance Working Group has recommended to the Parish Council that specialist VAT advice be sought on capital projects and the subsequent implications on fees and charges. Operating without specialist advice could be costly to the Parish Council. Such advice mitigates the risks.

A quote has been obtained by a NALC supplier who has strong experience and knowledge of Parish Councils. (advice provided to over 150 Parish Councils)

Parkinson Partnership LLP would be happy to provide specific, insured advice about VAT in connection with the community centre, MUGA, play park and sports pitches. A report on the VAT implications of these issues, including an assessment of any options available to maximise VAT recovery would be a **fixed fee of £600**.

This fee includes reasonable aftercare (for example answering any questions as the council considers and implements the advice) through to completion of the projects, but does not include:

- attending any meetings
- any travel
- consultation with stakeholder groups
- representing the council to HMRC
- rescuing the council if they ignore the advice given

Instead of visiting, they are currently conducting consultations using Microsoft Teams and this is included within the fee.

The Parkinson Partnership LLP has been commissioned to advise over 150 parish and town councils on VAT over the last 5 years. We also provide advice to the members of 28 county associations of local councils. They are regulated by AAT in providing tax advice and supervised by them for anti-money laundering purposes. All advice is covered by professional indemnity insurance and they are happy to put us in touch with satisfied customers if required. It would be at least three weeks before they can start work on it – because of existing workload.

This would be in accordance with the Local Government Act 1972 s111. The £600 could be vired from the General Reserves for 'Financial Advice'

#### Recommendation

1. The Parish Council appoints a VAT specialist for advice on capital projects
2. £600 be vired from General Reserves to meet the costs of the report.





**Daventry District Council**  
**Lodge Road, Daventry, Northamptonshire NN11 4FP**  
**Tel: 01327 871100**

Website: [www.daventrydc.gov.uk](http://www.daventrydc.gov.uk)  
Chief Executive: Ian Vincent B.A. (Hons) Arch, Dip Arch, RIBA

---

30 March 2021

Mr P Rowbotham  
Parish Clerk  
Brixworth Parish Council  
10 Shelland Close  
Market Harborough  
LE16 7XU

Team:	Business
Please respond to:	Jane Parry
Direct Line:	01327 302514
E-mail:	<a href="mailto:jane.parry@daventrydc.gov.uk">jane.parry@daventrydc.gov.uk</a>
Our Ref:	L102/Brixworth
Your Ref:	

Dear Mr Rowbotham,

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

Thank you for your letter dated 28 March 2021 which sets out Brixworth Parish Council's response to the District Council's decision on the neighbourhood plan review issued on the 18 March 2021.

I note that the Parish Council has accepted all the recommendations in the Review Decision Statement, including revising the modifications accordingly to ensure that they remain minor in nature as per the suggested wording by the District Council in the Review Decision Statement. These changes are reflected in the submitted final versions of a) the Review Neighbourhood Development Plan; and b) the Tracked Changes Document, both dated March 2021.

The District Council is able to confirm that as a result, all the changes proposed to the "made" Brixworth Neighbourhood Development Plan are regarded as minor and therefore do not materially affect the policies in the plan and do not require examination or referendum. The following documents will be duly published on the Council's website:

1. Letter from Brixworth Parish Council dated 28 January 2021
2. Review Neighbourhood Development Plan (January 2021)
3. Tracked Changes Document (January 2021)
4. Daventry District Council Review Decision Statement
5. Letter from Brixworth Parish Council dated 28 March 2021
6. Review Neighbourhood Development Plan (March 2021)
7. Tracked Changes Document (March 2021)
8. Letter from Daventry District Council dated 30 March 2021 (this letter)



**INVESTORS  
IN PEOPLE** | Silver

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Jane Parry', written in a cursive style.

Jane Parry  
Senior Policy Officer (Planning)



**Brixworth Parish Council**  
**Strategic Planning Working Group**  
**Terms of Reference**

**Background**

The Brixworth Neighbourhood Plan Steering Group (BNPSG) was set up on April 19, 2013 and updated in August 2016 to prepare a neighbourhood plan for the parish of Brixworth. The steering group worked closely with the officers at Daventry District Council (now West Northamptonshire Council, Daventry Area) so that the Brixworth Neighbourhood Plan and the emerging Settlements and Countryside Local Plan (SCLP) would be as aligned as possible. The Brixworth NP was “Made” in December 2016 but the steering group remained cohesive and monitored the actual alignment of the NP with the SCLP which required agreement between the PC and DDC on a number of minor changes included in the March 2021 Revision of the NP. That now has been accomplished and the revised NP is now published on the (West Northamptonshire Council, Daventry Area) website. Therefore, the steering group has completed its task and the mandate fulfilled.

**Looking Ahead**

The steering group as part of its operations has commented in the past on a number of strategic assessments published by West Northants Joint Planning Unit as well as the recent White Paper on future planning for the wider area. It seems reasonable for a focus or working group to remain engaged to assess planning future trends against possible impact of development within or around the Brixworth area on the issues that are important to the community. That should include infrastructure, surrounding landscape, transport, design, or whatever else the PC believes becomes important.

**1. Purpose**

To monitor changes in national and local planning policy and future development proposals and assess their impact in relation to the Brixworth Neighbourhood Plan, on the surrounding landscape, the sustainability and community of Brixworth.

**2. Aims and Objectives**

1. Referring to the core principles of the National Planning Policy Framework (NPPF), West Northants Joint Core Strategy (JCS) and SCLP and to assess future policies on how they may affect the Brixworth NP, the sustainability of the village and the Brixworth community.
2. Protecting Brixworth's village character and its natural and historic setting in the surrounding landscape from harmful development.
3. Ensuring sustainability of the infrastructure of the village in the interests of all its residents.
4. Including and building on the precepts set out in the Brixworth Village Design Statement (2004), the Brixworth Neighbourhood Plan made in 2016 and revised in 2021.
5. Protecting the environment of the village and guide its future development so as to safeguard its ecological, social and economic sustainability.

### **3. Composition**

Some, but not more than 5 Parish and District Councillors, in a group envisaged to be a maximum of 15, allowing those interested to participate in part if they so wish. Other members from various areas of the community will be invited to join the Working Group or attend specific meetings or workshops as required.

### **4. Quorum**

A minimum quorum of five.

### **5. Meeting Frequency**

It is intended that this advisory group should meet as and when required, usually when an important possible change that may affect Brixworth or the surrounding area arises. Meetings may be frequent or not, but at least one per year is envisaged.

### **6. Essential Principles / Outcomes**

1. Managing development consistent with infrastructure.
2. Identifying and protecting green and open spaces, landscape and character identified in the NP.
3. Defending and protecting heritage assets and the Conservation Area.

### **7 Notes**

After each meeting a brief report will be made available to the Parish Council through the Planning Committee, which may simply report an observation, recommend a course of action, identify possible financial implications or request a direction from the Parish Council.

This is a closed meeting.

This Working Group is 'advisory' only and has no authority to make decisions or to incur expenditure on behalf of the Parish Council.

## Paper I – Report to the Brixworth Parish Council on 29<sup>th</sup> April 2021



### **Extending the Football Season**

#### **Recreation Grounds – Extending the Football Season**

A request had been received from the Brixworth Juniors to extend the football season beyond 31<sup>st</sup> May 2021. The Parish Council at its last meeting (21/5366) agreed that a schedule of football activity be requested from the Juniors Football Club. An indication of the additional charges for the extended season was also requested.

The report is now attached. This has been considered by the Sport Liaison Working Group and there were no concerns. The report was thought to be helpful.

The additional pro rata fee for the season extension is £119.22.

#### **Recommendation**

The Parish Council is asked to consider the request and set any fee for an extended season .

The Parish Council is asked to note the minutes of the Sports Liaison Working Group of 21<sup>st</sup> April 2021.



## **Sports Liaison Working Group – 21<sup>st</sup> April 2021**

### **Video Conferencing**

<b>Present</b>	
<p><b>Brixworth Parish Council:</b> Councillor Elaine Coe, Councillor Sandra Moxon and Peter Rowbotham <b>Brixworth All Saints Football Club:</b> Rob Kelly (from 830pm) <b>Brixworth Cricket Club</b> – Mike Parsons <b>Brixworth Juniors Football Club</b> – Simon Compton <b>Sands United Football Club</b> – Peter Allen <b>Brixworth Central Sports Club</b> – Martin Jones</p> <p>Councillor Elaine Coe chaired the meeting</p>	
<b>1.</b>	<b>Apologies for Absence</b>
1.1	Councillor Ian Barratt.
<b>2.</b>	<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. The Parish Council had asked for further information on the proposal including any additional charges – on the basis that the seasons charges had been set on a pro rata basis.
2.2	A written report had been submitted for consideration which had been helpful. Dates and fixtures had been listed. The objective was to keep young people engaged in sport – having lost game and training time throughout the season.
2.3	It was agreed that this report be submitted to the Parish Council and that the additional fee be calculated.
<b>3.</b>	<b>Standing Items for Discussion</b>
	<ul style="list-style-type: none"><li>• Condition of pitches – dip in The Ashway pitch – PR to investigate.</li><li>• Compliance of terms and conditions – no issues as no recent activity</li><li>• Security – there had been issues with climbing on Central Sports Roof.</li><li>• Long term strategy – There was a request for enhanced changing rooms. The concept and drawings would need developing. The suitability of The Ashway for ladies football was questioned. The Parish Councillors offered to visit the Changing Rooms to see the issues.</li><li>• MUGA update – this will be presented on a new framework agreement for procurement after 1<sup>st</sup> May 2021.</li><li>• Maintenance Issues – the Ball Stop Fence is in the process of being replaced/ repaired.</li><li>• Legal Agreements – the Cricket Club lease is progressing and nearing completion.</li><li>• Correspondence to report - none</li></ul>
<b>4.</b>	<b>Other Issues to raise</b>
4.1	None

<b>6.</b>	<b>Date of Next Meeting</b>
6.1	Wednesday 7 <sup>th</sup> July 2021 at 8pm



**All Saints Football Club, Brixworth Cricket Club, Brixworth Junior Football Club**

**Spring 2021 Proposal and Request for Permission to Access  
Brixworth Parish Council Grounds**

**Briefing Paper to the Sports Working Group.**

**Easter 2021**

**Background**

This document has been prepared for the Brixworth Sports Working Group to consider as a response to the Brixworth Parish Council on Thursday March 25 requiring more information in order to agree whether the Brixworth Juniors Footballers could extend their season until week ending Sunday June 20th. Following conversations with both football clubs and the cricket club, a joint plan has been drafted. Please refer to Appendix 1 for proposed fixtures during May to June 2021.

We would like permission please to continue to play football into June 2021 as the children have only played this season on the following occasions Sept 18<sup>th</sup> to Oct 25<sup>th</sup>, Dec 5<sup>th</sup> to Dec 19<sup>th</sup> and then we have had lockdown till April 10<sup>th</sup> when we have restarted.

The Parish Clerk has proposed that we pay £119.22 for the use of the pitches in June although this differs from the Juniors lower calculation based on the invoice received on the 16<sup>th</sup> Feb, although of course we will pay what has been suggested by the clerk because tonight is about getting children to play football in June as they have missed so much throughout the season. Given the lack of pitch use throughout 2020-21 playing during June really has no impact on ground recovery and R&G Maintenance. The football acknowledges the council has a duty of care to the ground's and other user's but we hope that they will see the benefits of allowing children to continue playing football into June given the extenuating circumstances in these unusual covid times.

**The issue**

During the pandemic in early 2021, all grass roots sport has been paused over the last few months and the government has now allowed junior sports to recommence from March 29. The various football junior Northamptonshire County Leagues have voted to extend the remainder of this truncated season until June in order to restart junior sports with as much of a competition as possible. In order for the Brixworth junior sides to compete that will need access to playing surfaces and Brixworth Juniors Football Club (BJFC) have requested to do be able to use both The Ashway and St David's. This paper concentrates on the impact on St David's, although the use of The Ashway is also identified. All three clubs are united in the aim of maximising participation in sport regardless of age and playing level.



## **The Parish Council Concern**

Generally, the Brixworth Cricket Club (BCC) has an agreement with the Brixworth Parish Council that the cricket 3rd and 4th teams play on Saturdays from about 23rd April until approximately September 20th each year. These are not hard and fast dates, and usually there is accommodation between the two sports bodies and the clubs to play away games preferentially where there may be a clash in requiring the use of the St David's area. This year is not as simple and some movement of start and end times in order to see if both sports could play as they would need. The Council wanted more detail and required the Sports working group to come up with a demonstrable plan of co-operation.

## **Discussion between the cricket and junior football clubs**

Northamptonshire Cricket league rules require clubs to start their matches at noon. At St David's a minimum of 45 minutes is required in order to set out the boundary markers, remove the ropes around the cut square, set out score board and so on. The junior football club wants to play on Saturday mornings under 12s on the pitch marked out near Windmill glade. None of this area is in the field of play that a cricket club would use and in any event the football club use would exit St David's by noon latest. There are also two consecutive under 9s games predicted, which are played on marked out areas with temporary goals on an area adjacent to St David's Close. This area is in the cricket field of play and clearly both cannot be carried out at the same time.

The solution agreed between the two clubs and is now placed in front of the Sports working group, is that the under 9 games commence at 9 am and will end at 11.15 am latest. Allowing for clearing away a further 15 minutes is envisaged depending on volunteers support, however clearly the football clearing up and the cricket setting out to some degree can be accomplished at the same time.

As a safeguard, the cricket club will undertake to attempt to put the start of the cricket match back until 12.30 but that requires co-operation from the visiting team. There will be teams that agree and some may not. But in any event, if both clubs adhere to the proposed methodology, both clubs could play as indicated.

## **Car Parking at St David's**

One councillor commented that the neighbours in St David's Close were unhappy at cars parked there when junior games were in place. Particular problems have occurred where access has occasionally been blocked for residents to leave or enter their driveways.

The football club will once again instruct and appeal to parents coming to watch the game to park sensibly in the car park or on Froxhill Crescent opposite the Primary School.

Clearly this could be an issue for the cricket club when players are arriving on Saturday if the junior football parents cars are still in the car park. Again, the junior football club will request them to leave as soon as possible after the game to create parking spaces for arriving cricket players. The cricket club will seek a 12.30 start, or failing that to request that the visitors arrive no earlier than say 11.30. This would not be unusual, as for the last 6 years the football and cricket clubs have established a process where they could work together for a resolution of clashes.

### **What position is the senior football club in at St David's?**

The All Saints Football Club (ASFC) senior football club has no fixtures scheduled for June and will not require an extension into June. Following discussions between the cricket club and the senior football club, the football home fixtures have been arranged in April at home i.e. at St David's as cricket this year will not commence until May 1. The football club have 3 games in May, the first two have now been scheduled as away games, the final game envisaged is on May 15 and will be played at The Ashway (by exception) with a 2.30pm kick off as per Combination League rules. For senior football, there appears to be no clash with any sport at St David's.

<b>Date</b>	<b>Versus</b>	<b>Where</b>
3 April	Stanwick	St David's
10 April	Wilby Rising	St David's
17 April	Eagles	St David's
24 April	Corby Ravens	St David's
1 May	Wilby Rising	Away
8 May	Stanwick	Away
15 May	Corby S&L	The Ashway

Please note that should the team be successful, there could be further games on 22 and 29 May which would be played at The Ashway. Season ends 31 May.

### **Leaving the goalposts up until June 20 latest**

Generally the under 16s and under 18s use the St David's pitch on Sunday afternoons and they expect confirmation soon of fixtures up to June 20. At the PC meeting a question was asked on the whether leaving the goalposts in place until the season ends would interfere with cricket. It is not ideal for 2 reasons, one is that the goal area must not be within the cricket boundary, the other is the ability to reseed the goal mouth after organised and casual use during the football season. The cricket club feels that for the start of 2021 we could organise the boundary position by using the centre of the wickets area and then work outwards as wear occurs. Regarding the reseeding, both clubs suggest that there is still growth time available from June 20 onwards.

### **Setting out fixtures for junior teams**

The Brixworth Parish Council had requested a full fixture list into June, but this is not available at present, with information being made available only slowly. What is known is shown in Appendix 1 and the proposed fixtures are based on logical match formats that the league will use. Both cricket and football set up their fixtures once the teams have been entered into the leagues. This is normal as age groups often have good years or lean years of teams entered. Brixworth Juniors Football is therefore not alone in being supplied with their fixtures within a few weeks of playing the games. To give their juniors the best chance of playing they do need an allocation of playing surfaces so that leagues can

allocate their fixtures. Both cricket and football have furnished the Sports group what they know and this can be updated as and when information is available.

### **Coaching use by the junior football coaches, existing and requested extensions.**

Coaching is normally carried at St David's and at The Ashway. Games are played at both grounds. The junior football club formally requests that they are able to extend their coaching until the end of the season. There are no potential clashes with any other sports or user. The Junior Football Club will of course understand if any additional payment is required by the Parish Council may request.

### **Junior Football training sessions**

<b>Day</b>	<b>Time</b>	<b>Where</b>
Tuesday	6 to 8.30 pm	both grounds
Wednesday	6 to 9 pm 6 to 9 pm	The Ashway St David's
Thursday	6.30 to 8.30 pm 7 to 8.30 pm	The Ashway St David's (sometimes)

### **Conclusion**

Brixworth Juniors Football with the full knowledge and agreement of Brixworth Cricket Club (ie 3rd and 4th teams) request agreement of the Sports working group that the football season is extended for this year alone until June 19 and if agreed that conclusion be presented to the Brixworth Parish Council on April 29th

**Simon Compton, Secretary BASCF & BJFC**  
**Russell Parsons, Secretary CC**

## APPENDIX 1

### **Proposed consolidated HOME fixture list May to June 2021 for Brixworth Cricket Club and Brixworth Juniors Football Club at St David's and The Ashway.**

Note 1. Full fixture knowledge is not yet complete for May & June (as at EASTER 2021).

Note 2. All U15 Brixworth Junior football matches are mainly played away from home as there is insufficient pitch space to use.

Note 3. In the following examples during May and June, all U7 and U9 games will be completed, off the pitch by 11.15 and packed away by 11.30.

Note 4. Similarly, all U11 games will completed and packed away by noon latest. As all games will be on the pitch nearest Windmill Glade, this will not interfere with cricket.

#### **Saturday May 1**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U7	Crick Athletic	9 am	near St David's play area
BJFC U9	Billing United	9 am	near St David's Close
BJFC U9	Parklands	10 am	near St David's Close
BJFC U10	Blisworth	10 am	The Ashway
BJFC U10	Spratton	10 am	The Ashway
BJFC U11	Blisworth	10 am	near Windmill Glade
BJFC U11	Parklands	10 am	near Windmill Glade
BJFC U13 girls	Crick Athletic	10.30 am	The Ashway
BCC 3rd	Grange Park 1st	noon	whole ground St David's

#### **Sunday May 2**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U12	GLK United	am	near Windmill Glade
BJFC U14	Roade	pm	The Ashway

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U16	Roade	pm	St David's full size
BJFC U18	Flore Park Rovers	pm	The Ashway

### **Saturday May 8**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U8	Weedon	am	The Ashway
BJFC U10	GLK United	am	The Ashway
BJFC U10	Moulton	am	The Ashway
BJFC U11	Gregory Celtic	9 am	near Windmill Glade
BJFC U11	Kettering	10 am	near Windmill Glade
BJFC U13 girls	Kingsthorpe	10.30 am	The Ashway
BCC 4th	Braunston 2nd	noon	whole ground St David's

### **Sunday May 9**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U12	Pitsford	am	near Windmill Glade
BJFC U13	Grange Park	am	The Ashway
BJFC U16	Earls Barton	pm	St David's full size
BJFC U18	GLK United	pm	The Ashway

### **Saturday May 15**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC all ages	not yet known	t/c	t/c
BJFC U13 girls	AFC R&D	10.30 am	The Ashway
BCC 3rd	Burton Latimer	noon	whole ground St David's

### **Sunday May 16**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U13	to confirm	am	The Ashway
BJFC U14	to confirm	am	The Ashway
BJFC U16	to confirm	pm	St David's full size
BJFC U18	to confirm	pm	The Ashway

### **Saturday May 22**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U7	to confirm	am	near St David's play area
BJFC U9	to confirm	am	near St David's Close
BJFC U9	to confirm	am	near St David's Close
BJFC U11	to confirm	t/c	Near Windmill Glade
BCC 4th	Haddon 3rd	noon	whole ground St David's

### **Sunday May 23**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U12	to confirm	am	near Windmill Glade
BJFC U13	to confirm	am	The Ashway
BJFC U14	to confirm	pm	The Ashway
BJFC U16	to confirm	pm	St David's full size
BJFC U18	to confirm	pm	The Ashway

### **Saturday May 29**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U8	to confirm	am	The Ashway
BJFC U11	to confirm	am	near Windmill Glade
BCC 3rd	Wellingborough Town 3rd	noon	whole ground St David's

### **Sunday May 30**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U12	to confirm	am	near Windmill Glade
BJFC U13	to confirm	am	The Ashway
BJFC U14	to confirm	pm	The Ashway
BJFC U16	to confirm	pm	St David's full size
BJFC U18	to confirm	pm	The Ashway

### **Saturday June 5**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U9	to confirm	am	near St David's Close
BJFC U9	to confirm	am	near St David's Close
BJFC U11	to confirm	am	near Windmill Glade
BCC 3rd	Oundle Town 3rd	noon	whole ground St David's

### **Sunday June 6**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U12	to confirm	am	near Windmill Glade
BJFC U13	to confirm	am	The Ashway
BJFC U14	to confirm	pm	The Ashway
BJFC U16	to confirm	pm	St David's full size
BJFC U18	to confirm	pm	The Ashway

### **Saturday June 12**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U7	to confirm	am	near St David's play area
BJFC U8	to confirm	am	The Ashway
BJFC U11	to confirm	am	near Windmill Glade
BCC 4th	Horton House	noon	whole ground St David's

### **Sunday June 13**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U12	to confirm	am	near Windmill Glade
BJFC U13	to confirm	am	The Ashway
BJFC U14	to confirm	pm	The Ashway
BJFC U16	to confirm	pm	St David's full size
BJFC U18	to confirm	pm	The Ashway

### **Saturday June 19**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U7	to confirm	am	near St David's play area
BJFC U9	to confirm	am	near St David's Close
BJFC U11	to confirm	am	near Windmill Glade
BCC 3rd	Cogenhoe 2nd	noon	whole ground St David's

### **Sunday June 20**

<b>Brixworth team</b>	<b>Against</b>	<b>Start</b>	<b>Where</b>
BJFC U12	to confirm	am	near Windmill Glade
BJFC U13	to confirm	am	The Ashway
BJFC U14	to confirm	pm	The Ashway
BJFC U16	to confirm	pm	St David's full size
BJFC U18	to confirm	pm	The Ashway



**From June 26, all football games would have ceased. This table only shows the team cricket club fixtures at St David's.**

<b>Date</b>	<b>Brixworth team</b>	<b>Against</b>
June 26	4th	Thrapston 4th
July 3	3rd	Obelisk 2nd
July 10	4th	Weldon 3rd
July 17	4th	S&L Corby 3rd
July 24	3rd	Harlestone 2nd
July 31	4th	Stony Stratford 5th
August 7	3rd	St Michaels
August 14	4th	Pytchley 1st
August 21	4th	Dunchurch & Bilton 2nd
August 28	3rd	Rushden & Higham
September 4	3rd or 4th	cup competition
September 11	3rd or 4th	cup competition
September 18	3rd	cup competition



### **Millennium Gardens – Boundary Wall**

The Parish Council lease the Millennium Gardens from the Peterborough Diocesan Board. This is a 21 year lease originally signed in 2005.

Within the lease the tenants (BPC) responsibility is to maintain the northern and western boundaries in a good and sound condition.

Councillor Barratt has reported that the wall requires attention. Having visited the site the wall appears to be bulging – possibly from the weight of the soil.

At this stage there looks a low risk of the wall collapsing – although early actions are advisable to rectify the issues.

The Council maintains open spaces in accordance with the Public Health Act 1875 s164.

#### **Possible actions –**

The length of the wall is complexly overgrown with ivy. The Grounds Maintenance contractor could be asked to remove all of the ivy to allow ease of access to the wall.

A surveyor should be employed to survey the wall and advise the Parish Council of a course of action and an estimate of reconstruction costs.

The cost of the work (which could be expensive) could be met from General Reserves. The only revenue budget for the Millennium Gardens is for its routine maintenance. The insurance company would be contacted to check whether this matter is covered or not.

#### **Recommendations**

1. The Parish Council is asked to consider its chosen course of action in response to the report of damaged wall at the Millennium Gardens.
2. The Insurance Company be contacted re a possible claim
3. Any costs for reports and repairs be met from General Reserves.

\*\*Photo below



## Paper K – Report to the Brixworth Parish Council on 29<sup>th</sup> April 2021



### **Tantree Way – Open Space**

A resident on Tantree Way has reported suspected subsidence on the open space linking Tantree Way with Holcot Road.

The open space is owned by the Brixworth Parish Council. There are two parcels of land on the north side of Holcot Road, Brixworth with the freehold both being held by BPC. The footpath is owned and maintained by the West Northants Council.

From a site visit there are some signs of the land 'sinking' (it slopes towards the house) – however any alleged subsidence would need to be validated by a qualified surveyor. A survey would identify whether that is the case. It is carried out by a chartered surveyor, who will identify if subsidence is present and what the most probable cause is.

The Council maintains open spaces in accordance with the Public Health Act 1875 s164.

The cost of the survey work could be met from General Reserves. Specialist services do not require the need for competitive quotes. (Financial Regs) There is no revenue budget for Open Spaces. Should subsidence be confirmed then the insurance company would be contacted to check whether or not this matter is covered.

#### **Recommendations**

1. The Parish Council is asked to consider its chosen course of action in response to the report of subsidence.
2. Any survey costs for a Surveyor report be met from General Reserves.

Photos below







### **Litter Bins – Standardisation**

The Parish Council maintains and empties the litter bins at its Recreation Grounds and Pocket Park. It owns 14 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 Conservation Officer suggests that the replacement bin at The Pound be black & gold as its more in keeping with the Conservation Area. (all of the bins are in recreation grounds)

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.



## 14 Litter Bins – Brixworth Parish Council



✓ ♀ Ashway 1



✓ ♀ Ashway 2



✓ ♀ Ashway 3



✓ ♀ Ashway 4



✓ ♀ Ashway 5



✓ ♀ Ashway 6



✓ ♀ Ashway Missing Bin



✓ ♀ Pocket Park



✓ ♀ Spratton Road Play area



✓ ♀ St Davids 1 Basketball Court



✓ ♀ St Davids 3



✓ ♀ St Davids Playground 4



✓ ♀ St Davids Playground 5



✓ ♀ The Pound

## Paper M – Report to the Brixworth Parish Council on 29<sup>th</sup> April 2021



### **Annual Meeting of the Parish**

The annual parish meeting is, in legal terms, a separate body from the council, but it is invariably the council which arranges it. At the last meeting the Parish Council agreed not to hold such a meeting this year due to the implications and impact of COVID on community activities. (Minute 21/5373)

The annual parish meeting must be held each year between March 1 and June 1 and this is a legal requirement. Although last year's was cancelled because of the COVID issues there remains a need to organise one for this year.

Some councils have this meeting on the same night as another meeting. Whilst not best practice, so long as there is a clear distinction between the two, and each meeting is formally opened and closed so that everyone present knows which meeting is taking place at any given time, then this is acceptable.

In the circumstances it is recommended that minute 21/5373 be rescinded and a date be organised for the Annual Parish Meeting. This meeting could precede another meeting if Councillors wish and this must take place before 1<sup>st</sup> June 2021.



2020-2021 BUDGET

2020 2021  
Budget £

1.00	Start Costs	
1.01	Clerk's Salary	
1.02		
1.03		
1.04		
1.05		
1.06		
1.07		
1.08		
1.09		
1.10		
1.11		
1.12		
1.13		
1.14		
1.15		
1.16		
1.17		
1.18		
1.19		
1.20		
1.21		
1.22		
1.23		
1.24		
1.25		
1.26		
1.27		
1.28		
1.29		
1.30		
1.31		
1.32		
1.33		
1.34		
1.35		
1.36		
1.37		
1.38		
1.39		
1.40		
1.41		
1.42		
1.43		
1.44		
1.45		
1.46		
1.47		
1.48		
1.49		
1.50		
1.51		
1.52		
1.53		
1.54		
1.55		
1.56		
1.57		
1.58		
1.59		
1.60		
1.61		
1.62		
1.63		
1.64		
1.65		
1.66		
1.67		
1.68		
1.69		
1.70		
1.71		
1.72		
1.73		
1.74		
1.75		
1.76		
1.77		
1.78		
1.79		
1.80		
1.81		
1.82		
1.83		
1.84		
1.85		
1.86		
1.87		
1.88		
1.89		
1.90		
1.91		
1.92		
1.93		
1.94		
1.95		
1.96		
1.97		
1.98		
1.99		
2.00		
2.01		
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.10		
2.11		
2.12		
2.13		
2.14		
2.15		
2.16		
2.17		
2.18		
2.19		
2.20		
2.21		
2.22		
2.23		
2.24		
2.25		
2.26		
2.27		
2.28		
2.29		
2.30		
2.31		
2.32		
2.33		
2.34		
2.35		
2.36		
2.37		
2.38		
2.39		
2.40		
2.41		
2.42		
2.43		
2.44		
2.45		
2.46		
2.47		
2.48		
2.49		
2.50		
2.51		
2.52		
2.53		
2.54		
2.55		
2.56		
2.57		
2.58		
2.59		
2.60		
2.61		
2.62		
2.63		
2.64		
2.65		
2.66		
2.67		
2.68		
2.69		
2.70		
2.71		
2.72		
2.73		
2.74		
2.75		
2.76		
2.77		
2.78		
2.79		
2.80		
2.81		
2.82		
2.83		
2.84		
2.85		
2.86		
2.87		
2.88		
2.89		
2.90		
2.91		
2.92		
2.93		
2.94		
2.95		
2.96		
2.97		
2.98		
2.99		
3.00		
3.01		
3.02		
3.03		
3.04		
3.05		
3.06		
3.07		
3.08		
3.09		
3.10		
3.11		
3.12		
3.13		
3.14		
3.15		
3.16		
3.17		
3.18		
3.19		
3.20		
3.21		
3.22		
3.23		
3.24		
3.25		
3.26		
3.27		
3.28		
3.29		
3.30		
3.31		
3.32		
3.33		
3.34		
3.35		
3.36		
3.37		
3.38		
3.39		
3.40		
3.41		
3.42		
3.43		
3.44		
3.45		
3.46		
3.47		
3.48		
3.49		
3.50		
3.51		
3.52		
3.53		
3.54		
3.55		
3.56		
3.57		
3.58		
3.59		
3.60		
3.61		
3.62		
3.63		
3.64		
3.65		
3.66		
3.67		
3.68		
3.69		
3.70		
3.71		
3.72		
3.73		
3.74		
3.75		
3.76		
3.77		
3.78		
3.79		
3.80		
3.81		
3.82		
3.83		
3.84		
3.85		
3.86		
3.87		
3.88		
3.89		
3.90		
3.91		
3.92		
3.93		
3.94		
3.95		
3.96		
3.97		
3.98		
3.99		
4.00		
4.01		
4.02		
4.03		
4.04		
4.05		
4.06		
4.07		
4.08		
4.09		
4.10		
4.11		
4.12		
4.13		
4.14		
4.15		
4.16		
4.17		
4.18		
4.19		
4.20		
4.21		
4.22		
4.23		
4.24		
4.25		
4.26		
4.27		
4.28		
4.29		
4.30		
4.31		
4.32		
4.33		
4.34		
4.35		
4.36		
4.37		
4.38		
4.39		
4.40		
4.41		
4.42		
4.43		
4.44		
4.45		
4.46		
4.47		
4.48		
4.49		
4.50		
4.51		
4.52		
4.53		
4.54		
4.55		
4.56		
4.57		
4.58		
4.59		
4.60		
4.61		
4.62		
4.63		
4.64		
4.65		
4.66		
4.67		
4.68		
4.69		
4.70		
4.71		
4.72		
4.73		
4.74		
4.75		
4.76		
4.77		
4.78		
4.79		
4.80		
4.81		
4.82		
4.83		
4.84		
4.85		
4.86		
4.87		
4.88		
4.89		
4.90		
4.91		
4.92		
4.93		
4.94		
4.95		
4.96		
4.97		
4.98		
4.99		
5.00		
5.01		
5.02		
5.03		
5.04		
5.05		
5.06		
5.07		
5.08		
5.09		
5.10		
5.11		
5.12		
5.13		
5.14		
5.15		
5.16		
5.17		
5.18		
5.19		
5.20		
5.21		
5.22		
5.23		
5.24		
5.25		
5.26		
5.27		
5.28		
5.29		
5.30		
5.31		
5.32		
5.33		
5.34		
5.35		
5.36		
5.37		
5.38		
5.39		
5.40		
5.41		
5.42		
5.43		
5.44		
5.45		
5.46		
5.47		
5.48		
5.49		
5.50		
5.51		
5.52		
5.53		
5.54		
5.55		
5.56		
5.57		
5.58		
5.59		
5.60		
5.61		
5.62		
5.63		
5.64		
5.65		
5.66		
5.67		
5.68		
5.69		
5.70		
5.71		
5.72		
5.73		
5.74		
5.75		
5.76		
5.77		
5.78		
5.79		
5.80		
5.81		
5.82		
5.83		
5.84		
5.85		
5.86		
5.87		
5.88		
5.89		
5.90		
5.91		
5.92		
5.93		
5.94		
5.95		
5.96		
5.97		
5.98		
5.99		
6.00		
6.01		
6.02		
6.03		
6.04		
6.05		
6.06		
6.07		
6.08		
6.09		
6.10		
6.11		
6.12		
6.13		
6.14		
6.15		
6.16		
6.17		
6.18		
6.19		
6.20		
6.21		
6.22		
6.23		
6.24		
6.25		
6.26		
6.27		
6.28		
6.29		
6.30		
6.31		
6.32		
6.33		
6.34		
6.35		
6.36		
6.37		
6.38		
6.39		
6.40		
6.41		
6.42		
6.43		
6.44		
6.45		
6.46		
6.47		
6.48		
6.49		
6.50		
6.51		
6.52		
6.53		
6.54		
6.55		
6.56		
6.57		
6.58		
6.59		
6.60		
6.61		
6.62		
6.63		
6.64		
6.65		
6.66		
6.67		
6.68		
6.69		
6.70		
6.71		
6.72		
6.73		
6.74		
6.75		
6.76		
6.77		
6.78		
6.79		
6.80		
6.81		



1.00 Staff Costs		
10000	20,340	
10001		
10002		
10003		
10004		
10005		
10006		
10007		
10008		
10009		
10010		
10011		
10012		
10013		
10014		
10015		
10016		
10017		
10018		
10019		
10020		
10021		
10022		
10023		
10024		
10025		
10026		
10027		
10028		
10029		
10030		
10031		
10032		
10033		
10034		
10035		
10036		
10037		
10038		
10039		
10040		
10041		
10042		
10043		
10044		
10045		
10046		
10047		
10048		
10049		
10050		
10051		
10052		
10053		
10054		
10055		
10056		
10057		
10058		
10059		
10060		
10061		
10062		
10063		
10064		
10065		
10066		
10067		
10068		
10069		
10070		
10071		
10072		
10073		
10074		
10075		
10076		
10077		
10078		
10079		
10080		
10081		
10082		
10083		
10084		
10085		
10086		
10087		
10088		
10089		
10090		
10091		
10092		
10093		
10094		
10095		
10096		
10097		
10098		
10099		
10100		
10101		
10102		
10103		
10104		
10105		
10106		
10107		
10108		
10109		
10110		
10111		
10112		
10113		
10114		
10115		
10116		
10117		
10118		
10119		
10120		
10121		
10122		
10123		
10124		
10125		
10126		
10127		
10128		
10129		
10130		
10131		
10132		
10133		
10134		
10135		
10136		
10137		
10138		
10139		
10140		
10141		
10142		
10143		
10144		

<b>2.00</b>	<b>Subscriptions and Fees</b>	
2.01	NALC Subscription	1,510
2.02	NALC Planning Helpline	600
2.03	CPRE Subscription	60
2.04	ACRE Subscription	180
2.05	SLCC Subscription	275
2.06	ROSPA	275
2.07	Living Wage	100
2.08	SAGE Payroll Support	250
2.09	SAGE Instant Accounts Support	
2.10	Scribe (New finance package)	385
2.11	Parish on-line mapping	100
2.12	Web site, hosting and emails	500
2.13	Peninsular (HR Consultants)	3,300
2.14	IT Support	500
2.15	Microsoft license	300
	<b>Sub Total</b>	<b>8,335</b>

4.00	Administration	
4.01	Audit Costs - Internal	600
4.02	- External	800
4.03	Print Annual Report/Parish Newsletter	1,600
4.04	Insurance - Parish	1,500
4.05	- Vehicles	950
4.06	Stationery & Postage	350
4.07	Office Equipment	1,000
4.08	Training Budget	1,500
4.09	Legal Expenses (Assets)	3,000
4.10	Hall Hire	1,500
4.11	Telephone costs - Information point	650
4.12	General Data Protection Regulations (GDPR)	100
4.13	LGR Costs	-
4.14		
	<b>Sub Total</b>	<b>13,550</b>

6.00	Legal Costs	
6.01	Barrister Fees	-
6.02	Solicitor Fees	-
6.03	Solicitor Disbursements¹	-
6.04	Court Costs	-
6.05	Travel Expenses	-
	<b>Sub Total</b>	-

8.00	Highways & Environment	
8 01	Street Lighting	1,000
8 03	Signs	500
8 08	Footpaths/Highways	2,000

[illegible][illegible]

84.15													84.15	3.06%	(2,666)
													0.00	0.00%	(200)
19.49													19.49	4.06%	(461)
													0.00	0.00%	(200)
													0.00	0.00%	(200)
104	-	-	-	-	-	-	-	-	-	-	-	-	104	2.71%	(3,726)

[illegible][illegible][illegible][illegible]

174.11												174.11	17.41%	(826)
												0.00	0.00%	(500)
												0.00	0.00%	(2,000)

2021-2022 BUDGET

		2021 -2022 Budget £
Sub Total		3,500
9.00	Environment	
9 01	Trees - Survey	500
9 02	Trees - General	500
9 03	- Ashway	500
9 04	- Pocket Park	500
9 05	Hedge/Fencing New/Repair - St Davids	350
9 06	- Ashway	820
9 07	- Spratton Road	300
9 08	Library Shrub Bed	200
9 09	Flower boxes / Wild Flowers	1,000
Sub Total		4,670

April	May	June	July	August	September	October	November	December	January	February	March	Accrual	TotalSpent	% spent	Under/Over Spend
174	-	-	-	-	-	-	-	-	-	-	-	-	174	4.97%	(3,326)
													0.00	0.00%	(500)
													0.00	0.00%	(500)
													0.00	0.00%	(500)
													0.00	0.00%	(500)
													0.00	0.00%	(350)
													0.00	0.00%	(820)
													0.00	0.00%	(300)
15 00													15.00	7.50%	(185)
													0.00	0.00%	(1,000)
15	-	-	-	-	-	-	-	-	-	-	-	-	15	0.32%	(4,655)

2021-2022 BUDGET

2021 -2022  
Budget  
£

10.00	Maintenance	
10 01	Village Enhancement /Maintenance	1,000
10 02	Sundry purchases	1,000
10 03	Xmas lighting	1,000
10 04	Ground Maintenance - Ashway	3,200
10 05	- St Davids	5,000
10 06	- Spratton Rd.	-
10 07	Plant Maintenance & Replacement	-
10 08	Tennis Court Maintenance	-
10 09	Mower, Van Running Costs	1,000
10 10	Van leases cost	2 500
10 11	Fuel - Van and Mowers	1,250
10 12	Safety Surfaces Maint/Renewal	1,000
10 13	Millennium Garden Maintenance	1,100
10 14	Community Centre Maintenance	2,000
10 15	Difibulators	300
10 16	Pocket park maintenance	1,000
Sub Total		21,350

11.00	Recreation	
11 01	Vandalism	500
11 02	Grass Cutting - St Davids	2,800
11 03	- Ashway	1,800
11 04	Plant Hire & other equipment / Trade waste	750
11 05	Changing Rooms Running Costs	2 500
11 06	Changing Rooms Maintenance	500
Sub Total		8,850

12.00	Aspirations	
12 01		-
12 02		-
12 03		-
12 04		-
12 05		-
12 06		-
12 07		-
12 08		-
12 09		-
12 10		-
12 11		-
12 12		-
Sub Total		-

13.00	Virements	
13 01		
13 02		
13 03		
13 04		
13 05		
13 06		
13 07		
13 08		
13 09		
13 10		
Sub Total		-

Total Expenditure	187,725
-------------------	---------

14.00	Income	
14 01	Precept	166,460
14 02	Bank Interest	50
14 03	Sports Club - Cricket	1 100
	- Sands	1,440
	- Senior football	1,800
	- Junior football	1,630
	- Others	-
14 04	Community Hall (Cleaners money)	4,000
14 05	Pocket Park Grass Cutting	250
14 06	106 Income (The Ashway)	9 645
14 07	Miscellaneous	
14 08	NCC Grasscutting - verges	1,350
14 09	CIL Contribution	-
14 10	Contribution from General Reserves	-
Total Income		187,725

Balance	-
---------	---

April	May	June	July	August	September	October	November	December	January	February	March	Accrual	TotalSpent	% spent	Under/Over Spend
-------	-----	------	------	--------	-----------	---------	----------	----------	---------	----------	-------	---------	------------	---------	------------------

162.78													162.78	16.28%	(837)
													0.00	0.00%	(1,000)
													0.00	0.00%	(1,000)
567.11												567.11	567.11	17.72%	(2,633)
760.00												760.00	760.00	15.20%	(4,240)
												0.00	0.00	#DIV/0!	-
												0.00	0.00	#DIV/0!	-
												0.00	0.00	#DIV/0!	-
												0.00	0.00	0.00%	(1,000)
239.58												239.58	239.58	9.58%	(2 280)
47.50												47.50	47.50	3.80%	(1,203)
												0.00	0.00	0.00%	(1,000)
												0.00	0.00	0.00%	(1,100)
												0.00	0.00	0.00%	(2,000)
												0.00	0.00	0.00%	(300)
												0.00	0.00	0.00%	(1,000)
1,777	-	-	-	-	-	-	-	-	-	-	-	-	1,777	8.32%	(19,573)

													0.00	0.00%	(500)
167.00												167.00	167.00	5.96%	(2,633)
178.00												178.00	178.00	9.89%	(1,622)
77.46												77.46	77.46	10.33%	(673)
117.14												117.14	117.14	4.69%	(2 383)
105.31												105.31	105.31	21.06%	(395)
645	-	-	-	-	-	-	-	-	-	-	-	-	645	7.29%	(8,205)

													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%	-

													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
													0.00	0.00%	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%	-

11,420	-	-	-	-	-	-	-	-	-	-	-	-	-	6.08%	(176,290)
--------	---	---	---	---	---	---	---	---	---	---	---	---	---	-------	-----------

													0.00	0.00%	(166,460)
1.69												1.69	1.69	3.38%	(48)
												0.00	0.00	0.00%	(1 100)
												0.00	0.00	0.00%	(1,440)
												0.00	0.00	0.00%	(1,800)
												0.00	0.00	0.00%	(1,630)
												0.00	0.00	#DIV/0!	-
												0.00	0.00	0.00%	(4,000)
												0.00	0.00	0.00%	(250)
												0.00	0.00	0.00%	(9 645)
10800.28												10800.28	10800.28	0.00%	10,800
												0.00	0.00	0.00%	(1,350)
												0.00	0.00	0.00%	-
												0.00	0.00	0.00%	-
10,802	-	-	-	-	-	-	-	-	-	-	-	-	10,802	5.75%	(176,923)

(633)
-------



## Bank Reconciliation - 31 March 2021

P

### SUMMARY

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>

### RECEIPTS

Precept Income from DDC	
VAT rebate from HMRC	
NCC Grass Cutting	£ 1,371.23
Sports Income	
Heritage Grant	
Interest from Capital (Reserve) Account	£ 1.69
Community Centre Recharged items	
Community Centre Recharged cleaning	
Other -refund	
Other - bank reject	
Other Income	
Community Infrastructure Levy	
<b>Total cash in</b>	<b>£ 1,372.92</b>

### EXPENDITURE

Employment Expenses (Wages/ Salaries & On Costs only)	£ 5,649.59
Value of all other transactions this month	£ 5,479.84
<b>Total cash out</b>	<b>£ 11,129.43</b>

**Total: £ 256,192.97**

Prepared by the Parish Clerk & Responsible Financial Officer

\* error this month on the bank statement

### ACTUAL CASH IN BANK ACCOUNTS

31-Mar-21	Revenue (Current) Account	69,051.18
31-Mar-21	Capital (Reserve) Account	187,141.79
	<b>bank balance</b>	<b>£ 256,192.97</b>

### UNPRESENTED CHEQUES

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

**£ 256,192.97**

Checked and Authorised

\*Bank Statement Seen

\*Bank Statement Seen

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





## BRIXWORTH PARISH COUNCIL

### Statement of Reserves

Q

	Balance as at 31 March 2021	2021/ 2022 Budget Allocation	Spend	Commitments	Balance
-					
<b><u>Restricted Funds</u></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)	23,521.26	0.00	0.00	0.00	23,521.26
s106 St Davids Play Park	0.00	0.00	0.00	0.00	0.00
s106 St Davids MUGA	0.00	0.00	0.00	0.00	0.00
s106 Community Centre Indoor Sports	0.00	0.00	0.00	0.00	0.00
	<b>53,557.10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>53,557.10</b>
<b><u>Earmarked Reserves</u></b>					
Kubota Grass Mower	6,282.00	3,500.00	0.00	0.00	9,782.00
Van Branding & end of lease costs	872.00	400.00	0.00	0.00	1,272.00
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	15,334.55	2,500.00	0.00	0.00	17,834.55
Projects (St Davids)	45,000.00	0.00	0.00	0.00	45,000.00
Community Grants	8,620.01	5,000.00	0.00	0.00	13,620.01
Legal Costs - other	1,500.00	0.00	0.00	0.00	1,500.00
Legal Costs- County Court	5,351.78	0.00	0.00	3,500.00	1,851.78
Election Costs	4,145.00	400.00	0.00	0.00	4,545.00
Lighting on Parish Footpaths	8,120.00	1,500.00	0.00	0.00	9,620.00
Heritage Projects	343.50	0.00	0.00	0.00	343.50
St David's Car Park	6,000.00	1,500.00	0.00	0.00	7,500.00
Litter Bins	3,000.00	1,500.00	0.00	0.00	4,500.00
Play Equipment (St Davids)	9,000.00	3,000.00	0.00	0.00	12,000.00
Ashway Car Park	7,500.00	1,500.00	0.00	0.00	9,000.00
Strategic Planning	8,483.19	2,500.00	0.00	0.00	10,983.19
Calendar	224.00	0.00	0.00	0.00	224.00
Bus Shelter Replacement	5,980.00	2,000.00	0.00	0.00	7,980.00
Community Centre	2,791.00	4,000.00	0.00	0.00	6,791.00
Events	2,500.00	0.00	0.00	0.00	2,500.00
	<b>142,847.03</b>	<b>29,300.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>168,647.03</b>
	<b>£ 196,404.13</b>	<b>£ 29,300.00</b>	<b>£ -</b>		<b>£ 225,704.13</b>

**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	£ 69,051.18	
Capital Account	£ 187,141.79	
<b>Total Cash in Bank</b>	<b>£ 256,192.97</b>	
Less Earmarked & Restricted	£ 225,704.13	
Less forecast capital commitments	£ 3,500.00	
<b>Less forecast revenue commitments</b>	<b>£ 144,000.00</b>	
<b>Add forecast Income</b>	<b>£ 210,000.00</b>	
Identified as General Reserves	£ 92,988.84	<b>56% of precept</b>

Section 106 held by Daventry DC	£ 243,884.00
---------------------------------	--------------

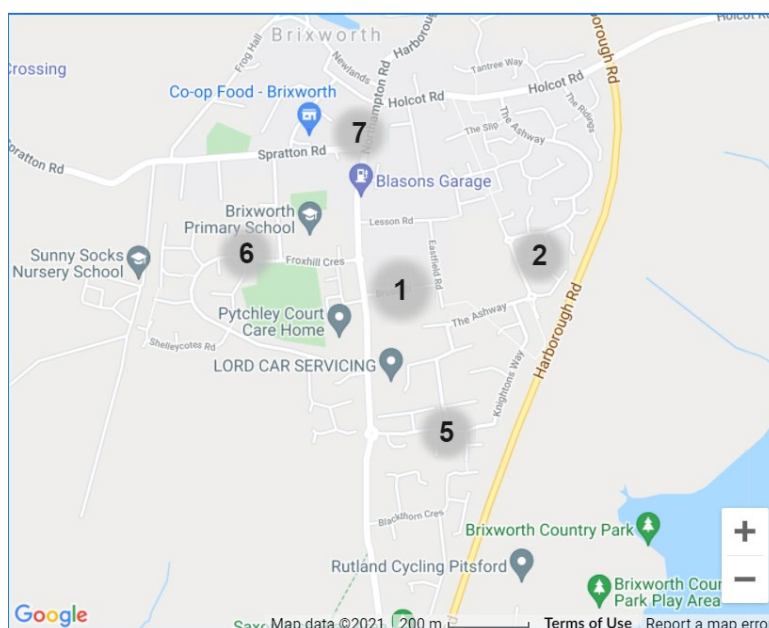
Section 106 for use by NCC	£ 32,500.00
----------------------------	-------------





## Reported Crime for February 2021

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



### Trend

2019	2020	2021
24	22	21

Violence and sexual offences	9
Anti-social behaviour	7
Criminal damage and arson	2
All other crime	3



# Paper S – Paper for the Brixworth Parish Council of 29<sup>th</sup> April 2021

SID Number of Cars by time

Harborough Road Inbound

April 2021

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Week Day Avg	Weekend Avg
0 - 1	0	0	2	3	1	12	7	1.2	9.5
1 - 2	0	4	1	3	7	9	4	3	6.5
2 - 3	2	0	1	4	4	5	3	2.2	4
3 - 4	4	3	7	2	8	5	0	4.8	2.5
4 - 5	30	17	27	36	27	6	10	27.4	8
5 - 6	74	71	83	96	81	39	14	81	26.5
6 - 7	409	316	353	432	381	145	88	378.2	116.5
7 - 8	559	542	473	583	537	291	151	538.8	221
8 - 9	373	397	389	544	523	406	265	445.2	335.5
9 - 10	302	380	369	581	514	565	385	429.2	475
10 - 11	400	378	379	562	593	615	513	462.4	564
11 - 12	468	455	513	731	743	577	540	582	558.5
12 - 13	448	508	480	713	738	577	517	577.4	547
13 - 14	438	491	424	731	708	520	423	558.4	471.5
14 - 15	594	547	602	770	760	500	494	654.6	497
15 - 16	558	552	531	793	723	487	484	631.4	485.5
16 - 17	554	617	621	841	857	523	359	698	441
17 - 18	335	357	403	550	569	447	298	442.8	372.5
18 - 19	215	214	219	319	402	333	223	273.8	278
19 - 20	136	117	145	222	255	205	126	175	165.5
20 - 21	84	102	97	150	164	112	88	119.4	100
21 - 22	50	42	51	74	60	60	28	55.4	44
22 - 23	9	6	14	26	42	40	18	19.4	29
23 - 24	8	11	11	13	14	10	3	11.4	6.5
Totals	6050	6127	6195	8779	8711	6489	5041		
% of Total	12.8%	12.9%	13.1%	18.5%	18.4%	13.7%	10.6%		



# Paper S for the Brixworth Parish Council meeting of 29 April 2021

## SID – Number of Speeding Cars

### Harborough Road Inbound

April 2021

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Week Day Avg	Weekend Avg
0 - 1	0	1	1	1	1	3	3	0.8	3
1 - 2	0	1	1	1	2	2	2	1	2
2 - 3	0	0	0	0	0	1	0	0	0.5
3 - 4	0	0	2	1	2	0	0	1	0
4 - 5	14	9	6	11	12	1	5	10.4	3
5 - 6	25	28	21	29	27	15	6	26	10.5
6 - 7	96	91	88	105	105	44	40	97	42
7 - 8	138	132	117	160	143	57	46	138	51.5
8 - 9	86	84	60	100	117	78	61	89.4	69.5
9 - 10	55	59	72	103	106	101	93	79	97
10 - 11	70	53	60	106	111	140	96	80	118
11 - 12	110	93	89	133	132	131	100	111.4	115.5
12 - 13	98	89	95	130	144	146	124	111.2	135
13 - 14	91	91	84	124	120	115	99	102	107
14 - 15	106	99	108	126	140	118	128	115.8	123
15 - 16	132	120	118	186	169	137	110	145	123.5
16 - 17	98	146	111	215	162	139	85	146.4	112
17 - 18	56	80	56	131	129	119	86	90.4	102.5
18 - 19	45	32	41	77	82	83	46	55.4	64.5
19 - 20	33	21	22	59	59	74	39	38.8	56.5
20 - 21	26	26	26	55	54	37	28	37.4	32.5
21 - 22	10	12	23	26	25	16	9	19.2	12.5
22 - 23	1	1	7	11	9	7	4	5.8	5.5
23 - 24	1	2	3	9	4	6	2	3.8	4



# Paper S for the Brixworth Parish Council meeting of 29 April 2021

## SID – Number of Speeding Cars

### Harborough Road Inbound

April 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 S for the Brixworth Parish Council meeting of 29 April 2021

## SID – Number of Speeding Cars

### Harborough Road Inbound

April 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 T for the Council Meeting of 29<sup>th</sup> April 2021

### Brixworth Parish Council

#### Planning Decisions – March 2021

Ref No.	Description	Location	BPC Comment	DDC Decision
DA/2021/0124	Removal of tree within a conservation area	101, Northampton Road, Brixworth, Northamptonshire, NN6 9DX	Support	Approval Trees in Cons Area
DA/2021/0067	Remove tree within a conservation area	11, High Street, Brixworth, Northamptonshire, NN6 9DD	Support	Approval Trees in Cons Area
DA/2021/0065	Works to a tree subject to Tree Preservation Order DA 8.	3, Pytchley Close, Brixworth, Northamptonshire, NN6 9EW	Support	Approval TPO
DA/2020/0747	Outline application for mixed use development comprising commercial, business and service uses within Class E; mixed use restaurant and takeaway use (sui generis); pub/drinking establishment (sui generis); hot food takeaway (sui generis).	Land North of Cricket Ground, Northampton Road, Brixworth, Northamptonshire	Object	Refusal Outline.



## **Brixworth Parish Council**

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

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

#### **Video Conferencing**

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

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

**Apologies for  
Absence:** Councillor Lynne Compton

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

**Members of  
the Public** 1

#### **21/2037P Welcome**

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

#### **21/2038P Apologies for Absence**

Apologies for absence had been received from Councillor Compton who had work commitments. The apologies were received by the meeting.

#### **21/2039P Members' Declaration of Interests**

Councillor Moxon declared a non-pecuniary interest in planning application DA/2021/0124, removal of a tree within a conservation area at 101, Northampton Road, Brixworth.

#### **21/2040P Minutes of the Meeting of 15<sup>th</sup> February 2021**

The minutes of the Planning Committee of 15<sup>th</sup> January 2021 were agreed as a true and accurate record. This was proposed by Councillor James and seconded by Councillor Peacock. Unanimous. The minutes would be signed by the Chairman as soon as practical.

Initialled.....

**21/2041P****DA/2021/0117****First floor side and front extension. Two storey and single storey rear extension. Alteration to first floor on front elevation to create double doors onto balcony.****11, Woodsfield, Brixworth, Northamptonshire, NN6 9DP**

The Parish Council agreed to support this proposal. This was proposed by Councillor Mitchell and seconded by Councillor James.

**21/2042P****DA/2021/0138****Single storey side extension and conversion of garage to habitable space and formation of front porch****30, Shelleycotes Road, Brixworth, Northamptonshire, NN6 9NE**

The Parish Council agreed to support this proposal. This was proposed by Councillor Mitchell and seconded by Councillor Peacock.

**21/2043P****DA/2021/0124****Removal of tree within a conservation area****101, Northampton Road, Brixworth, Northamptonshire, NN6 9DX**

The Parish Council agreed to support this proposal. This was proposed by Councillor Mitchell and seconded by Councillor James.

**21/2044P****DA/2020/1084****Construction of shed for storage and fence.****88A, Northampton Road, Brixworth, Northamptonshire, NN6 9DY**

The applicant presented this application to the Planning Committee. Having considered all of the issues raised the Parish Council agreed to object to this proposal. The proposal would have a negative impact on the established visual amenity of the adjoining neighbours, and it would also impact on the right of light. The proposal would also create a restrictive space making it difficult to maintain the adjoining property. This was proposed by Councillor Mitchell and seconded by Councillor Moxon.

**21/2045P Any Other Urgent Business**

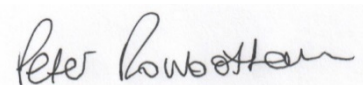
None

**20/2047P Date of Next Meetings**

Monday 29<sup>th</sup> March 2021.

*The meeting finished at 8.14pm*

Signed as a true and accurate record



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

Peter Rowbotham  
Parish Clerk  
Brixworth Parish Council  
22<sup>nd</sup> March 2021

Initialed.....



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 Planning Committee**

**Monday 29<sup>th</sup> March 2021**

#### **Video Conferencing**

**Councillors:** Councillor Tom Mitchell, Councillor Jackie Bird, Councillor James Collyer, Councillor Lynne Compton, Councillor Stephen James, and Councillor Frances Peacock (from 7.36pm)

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

**Apologies for Absence:** Councillor Sandra Moxon and Councillor Kevin Parker.

**Absent:** Councillor Ian Barratt, Councillor Elaine Coe and Councillor Stuart Coe.

**Members of the Public** 1

#### **21/2048P Welcome**

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

#### **21/2049P Apologies for Absence**

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

#### **21/2050P Members' Declaration of Interests**

None

#### **21/2051P Minutes of the Meeting of 8<sup>th</sup> March 2021**

The Chairman noted that the minutes for application DA/2020/1084 for the construction of shed for storage and fence at 88A, Northampton Road referred to a restrictive space making it difficult to maintain the adjoining property. This comment was only applicable to the earlier application and not the current submission. Subject to this comment the minutes were agreed as a true and accurate record. This was proposed by Councillor Mitchell and seconded by Councillor James. Unanimous. The minutes would be signed by the Chairman as soon as practical.

Initialled.....

**21/2052P****DA/2021/0120****Single storey rear extension and new windows to gable end of existing dwelling****57 Hornbeam Row, Brixworth, Northamptonshire, NN6 9WG**

The Parish Council agreed to support this proposal. This was proposed by Councillor Mitchell and seconded by Councillor James.

**21/2053P****DA/2021/0149****Demolition of existing conservatory. Construction of single storey rear extension****14, Eastfield Road, Brixworth, Northamptonshire, NN6 9ED**

The Parish Council agreed to support this proposal. This was proposed by Councillor Mitchell and seconded by Councillor James. Unanimous.

**21/2054P Any Other Urgent Business**

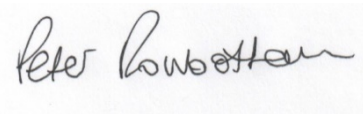
None

**20/2055P Date of Next Meetings**

Monday 19<sup>th</sup> April 2021.

*The meeting finished at 7.40pm*

Signed as a true and accurate record



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

Peter Rowbotham  
Parish Clerk  
Brixworth Parish Council  
2<sup>nd</sup> April 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> March 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

---

##### **21/440MC Welcome**

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

##### **21/441MC Apologies for Absence**

None received.

##### **21/442MC Declarations of Interest**

None declared.

##### **21/443MC Minutes of the last meeting (10<sup>th</sup> February 2021)**

The minutes of the last meeting held on 10<sup>th</sup> February 2021 were agreed as a true and accurate record. This was proposed by Councillor Elaine Coe and seconded by Councillor Bird. Unanimous.

##### **21/444MC Brixworth Bulletin**

###### **Review of Last Edition**

There had been a mixed response to the Bulletin written article on the St David's scheme. There had been a misunderstanding on the basis of the consultation on the St David's scheme.

The presentation was fine – but perhaps more focus on the grants scheme in a future edition.

The Council will continue to inform parishioners of progress and in the next edition will include the common Question and Answers. This will include pictures of the project perhaps over a double page spread.

The photographs of the Parish Councillors would be updated after the election process in May.

Page 4 had some spacing issues, but this was a temporary issue.

The next deadline was thought to be 10<sup>th</sup> May. (To be confirmed)

### **Next Edition**

Ciara Wanstall will be preparing and submitting the next edition.

- Page 1 – Contents - EC
- Page 1 – Chairman's Chat – but unsure of status of Chairman at time of publication– EC
- Pages 2 & 3 – St David's Projects – SM
- Pages 4 – new Councillors – subject to result of the election process – JB

The standard template would be provided to Ciara Wanstall by Councillor Moxon.

### **21/446MC Local Campaigns**

Litter was topical at present. There were no active national campaigns at present, but activity was expected between June and September. It was agreed to monitor the Keep Britain Tidy Group social media.

### **20/447MC Web Site Data**

The Assistant Clerk was asked to look at a list of plain English terms for interpreting the data. (Contact Parish Council Web Sites)

### **20/448MC Items Referred from the Parish Council**

No issues raised other than the litter campaign.

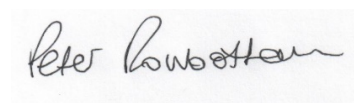
### **20/449MC Any Other Business**

None

### **20/450 MC Date of Next Meeting**

Wednesday 14<sup>th</sup> April 2021 at 645pm

***The Meeting finished at 7.22pm***



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

**Peter Rowbotham**  
**Parish Clerk**  
**Brixworth Parish Council**  
7<sup>th</sup> April 2021  
Telephone: 079 8314 1786  
Email: parish.clerk@brixworthparishcouncil.gov.uk

# Paper for the Brixworth Parish Council Meeting of 29<sup>th</sup> April 2021



## Report of the Parish Clerk

April 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. An announcement is due this week.

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

Since the last Parish Council meeting –

- I have checked with the Land Registry re Ferro Fields ownership. It looks like a collection of freehold and leasehold properties. There does not seem to be a Management Company looking after the estate – which explains the lack of maintenance.
- Daventry DC agreed to the changes to the Brixworth Neighbourhood Plan.
- I have registered an interest in the 20mph advisory speed limit
- I had sought another quote for the ball stop fence at St David's.(but not received)
- I have carried out a litter bin audit
- I have landlords permission to install 2 Tommy's at the Library. Will be installed by next week.
- I have expressed interest in supporting the 59/60 bus service – subject to data evidencing need

The noticeboard has been updated with the notice of uncontested election.

Work is underway to ensure that all Councillors are given the .gov email address – for use in May. This wmail address will be used for all Council business.

The dry weather has meant that both the wildflowers and the new trees had needed watering during April.

### 2. Legal Updates

The legal work is all progressing – albeit slowly.

The Cricket Club lease is nearing completion.

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

There is an update on the County Court case and this will be reported in closed session.

---

*Peter Rowbotham*  
Parish Clerk

### 3. Assets

The fence at The Ashway has been repaired. A new lock has been placed on the toilet at the Ashway Changing Rooms.

Spratton Road fence is also being repaired.

The two new planters are in place on Spratton Road.

### 4. Service Requests

What	Where	Action
Litter bins	Cross Hill	Refer to WNC
Planning Enforcement	Northampton Road	Refer to WNC
Land ownership	The Knoll	Checked out – Not BPC
Parking	Saxon House	Refer to NWC
Access Road	Silver Street	Informed not a public road
Verges	Harborough Road	Refer to NWC

### 5. Meetings Attended this Month

- 5.1 Media & Communications Committee
- 5.3 Planning Committee
- 5.4 Parish Council
- 5.5 Sports Working Group
- 5.6 Brixworth Juniors FC – pitch marking
- 5.7 R&G – Tree Planting and Wildflowers
- 5.8 Invoice signing session with Councillors
- 5.9 Verification Officer

### 6. Training & Development

- Four short training sessions on the Scribe Finance system.

### 7. Community Engagement

Posts

Web Site	Elections
	Revised Neighbourhood Plan
	Duke of Edinburgh
Social Media	Meetings

---

Peter Rowbotham  
Parish Clerk

	Japanese Trees
	Elections
	Reopening of Library
	COVID Guidance
	Duke of Edinburgh
	Uncontested Election

There has been a recent Facebook post submitted by a member of the public regarding litter following football games at St David's.

## 8. Tasks to be undertaken/ underway

### PRIORITY 1. Statutory

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

### PRIORITY 2. Financial

VAT return  
New FMS System  
Invoices  
Payments  
Procurement

### PRIORITY 3. Tasks with Deadlines

Ball Stop fence – St David's  
Subsidence – Tantree Way  
Wall collapsing – Millennium Gardens  
Staff Appraisals  
S106 projects  
    MUGA – use the new framework – chase funding  
    Play Park – seek planning permission – chase funding  
    Community Centre – use Contracts Finder  
Village Hall Car Park – with Solicitor and awaiting reply  
Health and Safety Review – advice received from Peninsula – distribute  
Summer planting in the tubs  
Tommy's up at the Library by 6<sup>th</sup> May  
,Gov emails for Councillors  
Cricket Club Lease – St David's – with solicitor  
County Court case – conclusion  
Review & Improve Christmas lights  
Tree audit – remove highway and private trees off the BPC list.

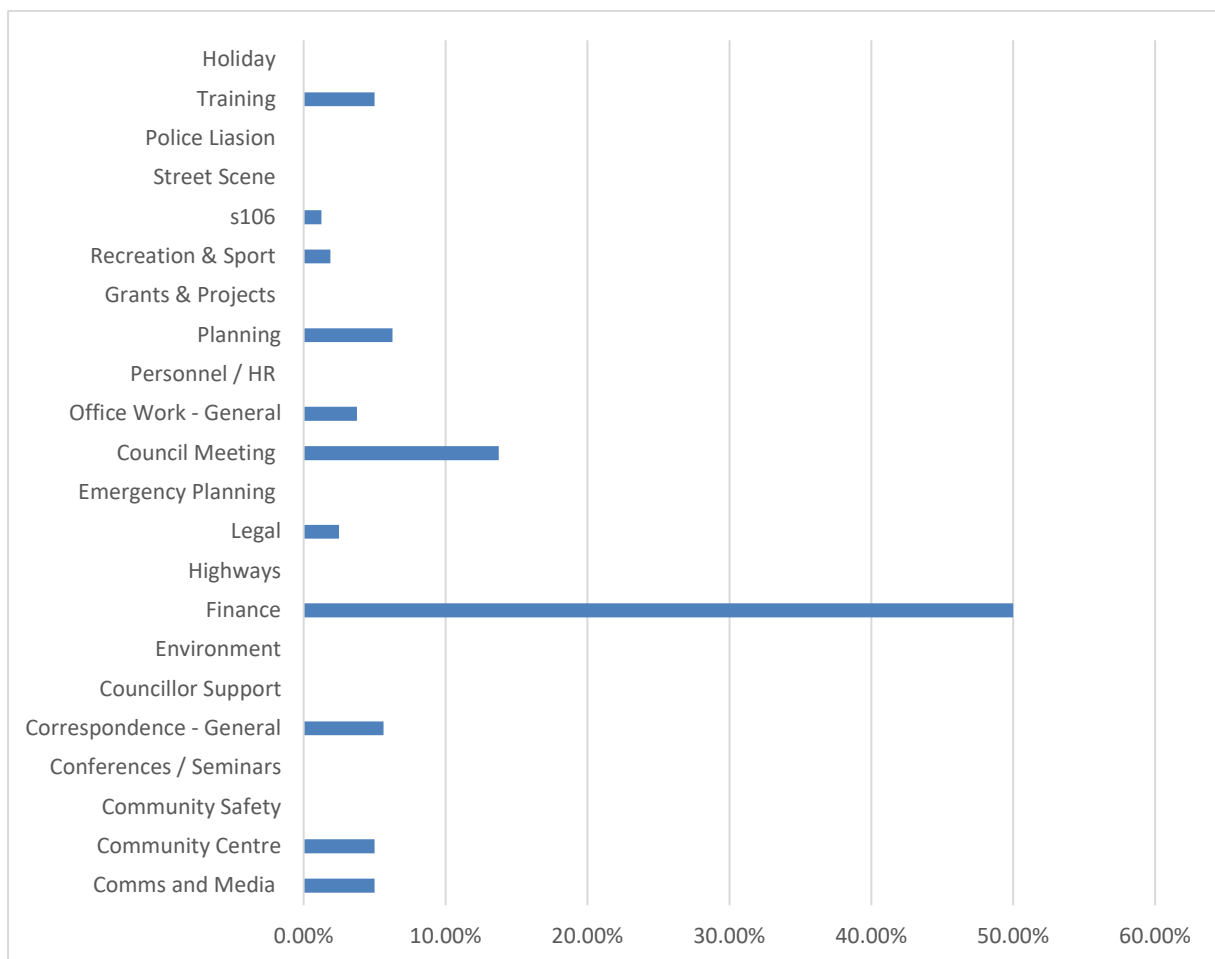
### PRIORITY 4. Tasks without deadline

Bus Shelters – repair and progress Mercedes sponsorship  
Holcot Road Bollards – Village Green  
Restore railway Benches  
BT Box – adopt and re use  
New LED heads on the footway lighting  
New bigger noticeboard outside Library  
Ferro Fields – Find out owners and encourage tidy up



Harborough Road – parking on verges  
 Renew utilities for Community Centre and The Ashway  
 Coop – work with the developer to get good outcomes for community  
 Litter Bins – replacement plan  
 Spratton Road – tidy up shrubs in the Rec  
 Local Council Awards Scheme  
 Booking system for pitches and community centre (Hallmaster?)  
 New signage in the Recs  
 Repair fence at Spratton Road  
 CCTV at St David's  
 Ashway – cut back shrubs near changing rooms (ASB issues)  
 Ashway – clear out changing rooms  
 S106 – Toucan Crossing. Encourage WNC scheme  
 Clean up/ scan at the Meeting Room, Community Centre  
 Set up TV for training at the Community Centre Meeting Room  
 Emergency Plan – develop a new plan and appoint flood wardens  
 Make Scribe Finance live – develop new budget monitoring sheet for Council  
 Update the Neighbourhood Plan Web Site

#### 9. Breakdown of my time – April 2021



Paper X – Brixworth Parish Council meeting of 29<sup>th</sup> April 2021



**General Correspondence**

*Correspondence not already included within the agenda*

Number	Subject	From
01	E Bulletin	ACRE
02	Newsletter	Civic Voice
03	Funding Fair	WNC
04	Chief Executives Email	NALC
05	Chief Executives Email	NALC
06	Chief Executives Email	NALC
07	Chief Executives Email	NALC
08	Star Council	NALC

Peter Rowbotham  
Parish Clerk

---



## **MONTHLY BULLETIN**

*If you would like anything featured in  
the next edition email*

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



## **WELCOME TO APRIL**

*"If April showers should come  
your way, they bring the  
flowers that bloom in May."*

*We hope you had a wonderful  
Easter and got to enjoy your  
long weekend.*





## MEMBERSHIP 2021

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

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

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

## WHY RENEW?

*Still not renewed your membership? Do you know another Parish Council/Village Hall who could benefit from joining?*

*Find out more about the benefits to signing up for 2021/22.*

*.CLICK HERE*



## COVID -19 UPDATE

*Step 2 of the COVID-19 Roadmap is due to commence on 12th April 2021.*

*To find out more about what this involves go to:*

*[COVID-19 Response - Spring 2021 \(Summary\) - GOV.UK](https://www.gov.uk/government/publications/covid-19-response-spring-2021-summary)  
([www.gov.uk](https://www.gov.uk)).*



## NORTHAMPTONSHIRE VCSE ASSEMBLY

*A new Northamptonshire VCSE Assembly has been created for the Voluntary & Community sector. It aims to give community organisations an opportunity to share best practice. Find out more: [www.voluntaryimpact.org.uk/vcse-support/](http://www.voluntaryimpact.org.uk/vcse-support/)*

## GOOD FOOD WEST NORTHANTS

*Are you a Parish Council or group in West Northants supporting people with food deliveries? Check out the [Good Food West Northants site](#) on how organisations are working together to make West Northants a Sustainable Food Place.*



## 75TH ANNIVERSARY WEEK

*We will have been in operation for 75 years in July. We will be holding a series of events during that week to highlight the work of the charity, the ACRE Network and the communities we support. More details coming soon!*





## SAINT GEORGE'S DAY

*Friday 23rd April 2021*

*'There is no land like England'*

*Happy Saint George's Day!*

## HAPPY EASTER

*Everyone at Northamptonshire ACRE would like to wish you all a very happy Easter. Enjoy your long weekend, lets stay positive and hopeful for the future.*



## 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:** Civic Voice <info@civicvoice.org.uk>  
**Sent:** 23 April 2021 14:46  
**To:** pc\_brixworth@daventrydc.gov.uk  
**Subject:** civic update - 23rd April 2021



## civic update

### 23rd April 2021

**You can contact us by:**

Email: [info@civicvoice.org.uk](mailto:info@civicvoice.org.uk)

Twitter: [@civic\\_voice](https://twitter.com/civic_voice)

Website: <http://www.civicvoice.org.uk/contact/>

#### Key dates for your diary:

**April 26th:** New planning rules: What do they mean for you and your high street [Register here](#)

**May 5th:** [The Planning Jigsaw: How does it all fit together?](#)

**May 12th -** [Why do we need up-to-date Statements of Community Involvement](#)

More events [via: http://www.civicvoice.org.uk/get-involved/events/](http://www.civicvoice.org.uk/get-involved/events/)

#### We need you to support us. If not now, will you ever join Civic Voice?



We know that civic societies and organised community groups add value to the planning process. Outside of local government, civic societies still remain the best route into the planning process for serious community involvement and engagement – and that role needs to be recognised in the new planning system.

Whilst we support the need for streamlining the planning process, we are extremely concerned that the proposals in the planning white paper reduce the role of communities beyond anything we have seen before. If the proposals go ahead, the role of civic societies will change forever. We need you to support us as we prepare for our biggest challenge yet. We are going to be campaigning strongly against the Government's plans to reduce the right for communities to make representations on individual planning applications. We must ensure there are opportunities for local input as development schemes evolve and make their way through the planning process.

There is a long road ahead to ensure community groups continue to have a voice in the planning a system. A long road to go on to recover public confidence in the planning system. The proposals will only increase the challenges.

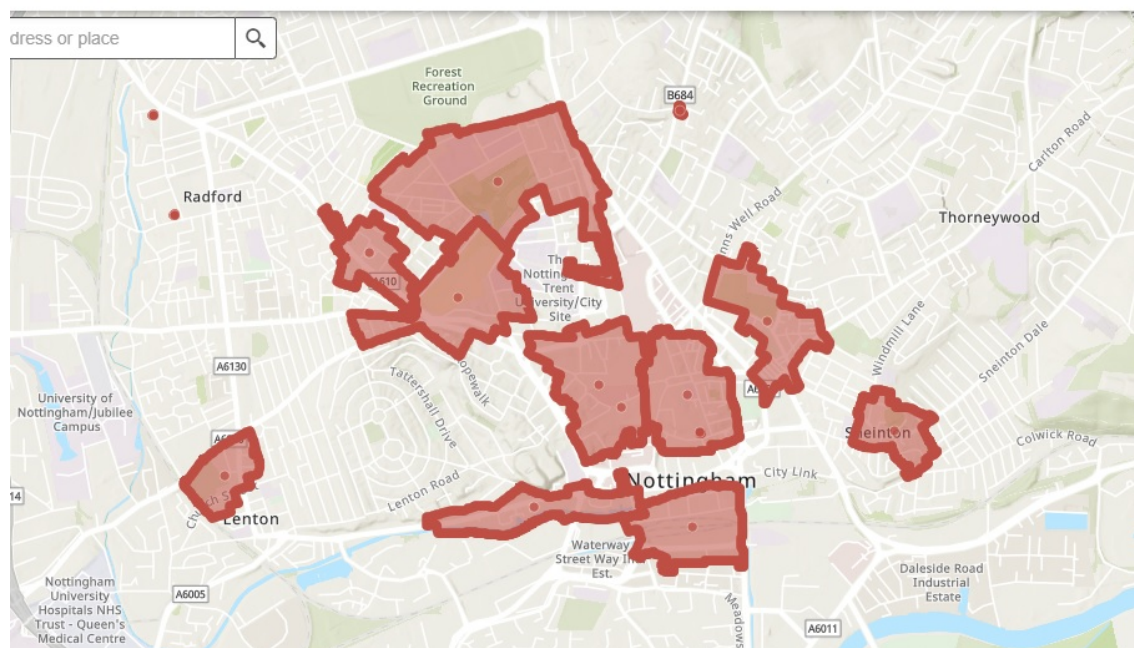
We need you to join Civic Voice as we get organised ahead of the Planning Bill later this year.

**If you are not prepared to join Civic Voice now, when the role of organised community groups could change forever, we must ask. what will it take for you to join?**

- [Join Civic Voice as a Civic Society here](#)
- [Join Civic Voice as an individual here](#)
- [Join Civic Voice as an organised community group here](#)

---

**Join our briefing session to discuss the new planning rules: What do they mean for you, your high street and your community?**



Permitted development rights allow changes to be made to buildings and use of land without needing planning permission.

Earlier this month, Housing Secretary Robert Jenrick announced the introduction of new legislation in England to allow certain properties - known as Class E Commercial, Business and Service - to be converted to housing without the need to submit a planning application. Government wants these planning changes - known as permitted development ("PD") rights - to invigorate the high street following the pandemic, giving life to vacant buildings.

What does this actually mean though? The planning jargon can make it really hard to understand what it means for your local high street. At Civic Voice, we see our role as trying to de-mystify the system and make it a bit more accessible. In this webinar, we will focus on the recent planning change.

This informal briefing by Civic Voice will explain in plain English, what the recent Government announcements actually mean. We will consider some of the key changes proposed and their implications.

Civic Voice members get reduced entry to this event. [Register to attend here.](#)

---

## **Civic Voice and the University of Reading join forces to update our research on Statements of Community Involvement**



# University of Reading

There is no requirement in legislation for local planning authorities to consult when reviewing and updating their Statement of Community Involvement. [In the Civic Voice 2020-23 manifesto](#), we committed to a campaign to strengthen Statements of Community Involvement (SCIs) so that they set out more clearly how the local authority and developers are expected to meaningfully engage with local communities on planning issues.

We started this in 2019 by undertaking freedom of information requests to all local planning authorities and discovered that 30% of the 275 responses were 'out of date', i.e. more than 5 years old, with the oldest dated 2006! 37% of councils said that they anticipated updating their SCI in the next 12 months and with only 11% specifically mentioning the local civic society.

We are now updating this data, in a project with the University of Reading, but we need your help! We need your contribution to tell us about your local SCIs. Register [here](#) if you want to play a role in this national research project and we will send you more information.

Are you interesting in learning more about SCIs? You can register to join our training session on this subject via [here](#).

If you have any thoughts or queries on this or, if your local authority is currently updating its SCI, do get in touch at [info@civicvoice.org.uk](mailto:info@civicvoice.org.uk).

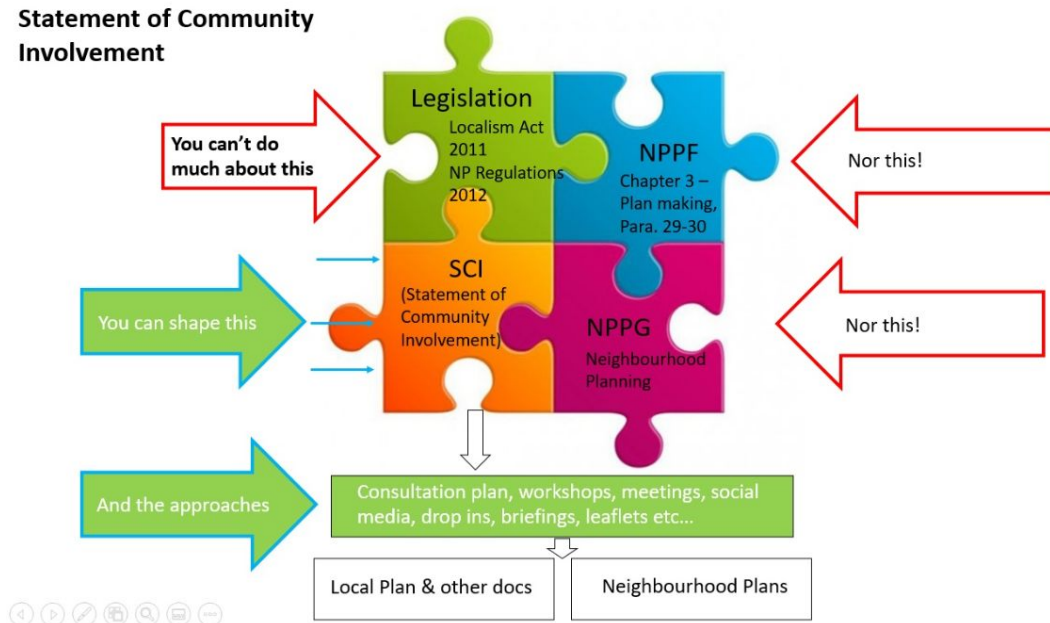
We believe that Statements of Community Involvement must be the bedrock of community involvement. These statements should define how local planning authorities will meaningfully engage communities in planning but, unfortunately, far too many have become too long, out of date and out of touch documents, stating little more than the statutory requirements.

We recommend in our latest consultation response that the Government highlights good practice through a 'National Statement of Community Involvement', showcasing 'best in class' engagement at the different stages of the planning process.

---

## 'The Planning Jigsaw' ... How does the planning system all fit together?

### Statement of Community Involvement



We are delighted to announce a new training programme aimed for for civic societies, community groups and Councillors. This is an introductory/refresher training session to ensure you understand the basics of the planning system and how it all fits together. The thinking behind this training is to help Civic Societies and organised community groups best influence the system today, tomorrow and into the future.

Our training programme builds on Civic Voice being a leading commentator in the push for more effective community engagement in the planning system, reflected in national policy changes in recent years.

It will be fully interactive with opportunities for questions and answers throughout. The sessions will feature discussions, case studies, presentation, and a short task home work task.

**Part 1** - [The Planning Jigsaw: How does it all fit together?](#)

**Part 2** - [Why do we need up-to-date Statements of Community Involvement](#)

Each session is priced is £25 for non-Civic Voice members and £10 for Civic Voice members.

---

## Civic Voice responds to the consultation on the National Model Design Code



Civic Voice – the national charity for the civic movement with 76,000 members – this week responded to the Government's National Model Design Code and National Planning Policy Framework consultation.

Our response is available [here](#).

Ian Harvey, Executive Director of Civic Voice, said: "Whilst we warmly welcome the National Model Design Code and its aims for good community engagement within the local design code/guide process, we are more concerned with the wider reforms to community participation in the planning system. We know that civic societies add value to the planning process. Civic societies still remain the best route into the planning process for serious community involvement and engagement – and that role needs to be recognised somewhere."

If you responded to the latest Government's consultation, remember to share your response at: [info@civicvoice.org.uk](mailto:info@civicvoice.org.uk).

---

## Thoughts on the idea of a Civic Voice Conference in 2021





Since the COVID outbreak, Civic Voice has delivered an online events programme, but like other organisations, we are now considering, how - at some point in the future - we can plan a return to physical meetings.

Even at this early stage of discussing this, we feel that the engagement of our membership is essential to input to our thinking. What do you think? Should we continue with physical meetings or should we be planning a return to physical meetings?

The survey will be open until 1st May and the results shared in a future civic update.

Please note, any future events would need to adhere to all necessary government guidelines/roadmap settings at the point in time.

**Respond to our short survey:** <https://www.surveymonkey.co.uk/r/ZB27HMM>



Facebook



Twitter



Website

© Civic Voice, All rights reserved

Civic Voice is a company limited by guarantee, registered in England number 7142946 | Charity registration number 1134476

**E:** [info@civicvoice.org.uk](mailto:info@civicvoice.org.uk)

**T:** 0121 792 8177

**W:** [www.civicvoice.org.uk](http://www.civicvoice.org.uk)

**T:** @civic\_voice

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#)

**FREE**

# ARE YOU A COMMUNITY GROUP WHO REQUIRES FUNDING?



## NORTHAMPTONSHIRE VIRTUAL FUNDING FAIR 2021

Tuesday 15th June – Thursday 17th June,  
10am – 3pm

### **You are invited to the Northamptonshire Virtual Funding Fair 2021**

Due to current circumstances, we will be holding a virtual funding fair via Zoom over a three day period. This is your chance to attend a virtual session and listen to presentations from funders to understand who could help with your projects.

Funders will also provide valuable information on how best to apply for grants, along with special hints and tips through a series of presentations.

The schedule of presentations and information on how to book will be  
[www.kettering.gov.uk/fundingfair](http://www.kettering.gov.uk/fundingfair)

**From:** National Association of Local Councils <newsletter@nalc.gov.uk>  
**Sent:** 01 April 2021 13:00  
**To:** brixworthpc@gmail.com  
**Subject:** 🧑 CHIEF EXECUTIVE'S BULLETIN



# Chief executive's bulletin

## Remote meetings

I fully understand and share the levels of frustration and disappointment at the **government's decision last week not to extend remote meeting powers**. We're continuing to work with other stakeholders on this issue and earlier this week we submitted our written evidence to the court as part of the legal proceedings we are supporting for a legal declaration on the ability of councils to hold remote meetings. I will of course keep you updated on these proceedings and any other developments. But can I again strongly urge you to respond to the government's 12-week **call for evidence** about how remote meetings have been used.

## Local audit

Smaller Authorities Audit Appointments (SAAA) have published their **annual report on the results of auditors' work**, here are a few headlines:

- out of nearly 10,000 local (parish and town) councils, 54% declared themselves exempt from a limited assurance review and 46% requiring a review
- last year was difficult for everyone due to the pandemic and a number of councils failed to meet required timescales despite the extension which NALC had secured



- the number of authorities receiving an unqualified opinion rose once again, with unqualified opinions accounting for 73% of opinions issued, compared to 70% in 2019 and 66% in 2018.

This year's Annual Governance and Accountability Return (AGAR) forms are currently being distributed by the auditors and I would encourage councils to read the supporting guidance and submit their returns promptly. This will also help support our case that the sector is fiscally responsible and council tax referendum principles should not be extended.

To help councils, the **Joint Panel on Accountability and Governance** (JPAG) has published the 2021 edition of the **Practitioners' Guide**. This update to the 2020 edition, which was downloaded over 7,000 times, applies to the AGAR for financial years commencing on or after 1 April 2021. Section 4 on best practice in internal audit has been completely revised and there is a new paragraph in section 5 on the importance of having secure e-mail systems and using a council rather than a personal email address.

### **Model Design Codes response**

In our **response** to the government's consultation on a new national Model Design Code and local design codes, we called on the government to promote democracy when implementing reforms for better quality housing. Our submission also welcomed the aim of improving the local quality of housing but the neighbourhood planning process should be used to achieve this; we also supported proposed updates to the National Planning Policy Framework to strengthen protections for protected landscapes, sustainable development and turning down poor development.

### **HR Services Partnership**

Exciting times for NALC's HR partner, **HR Services Partnership** (HRSP), who are now part of a larger group of companies specialising in providing HR and employment law advice, together with associated services such as occupational health, health and safety, and online training. This development will not affect our partnership or their services for local councils, and I'm pleased to hear that their new parent company, Marlowe plc, will be investing in

HRSP over the next few months to widen their range of services. A quick reminder we have an extensive suite of HR templates on the [NALC website](#) on subjects from annual leave to flexible working to social media.

### **New Local Council Award Scheme guide**

Following changes to the criteria, our newly designed [A guide to the Local Council Award Scheme](#) is now available. Applications received to the national panel will be assessed under the new criteria from the May 2021 round onwards; the next application deadline for the national panel is 7 May. You can find more information on the scheme [here](#).

### **NALC Policy Committee**

NALC's Policy Committee met remotely on 30 March, here are a few highlights:

- Mobile UK gave a presentation on 5G and facts around health risks and it was agreed to disseminate their new local authority toolkit and other information resources
- Councillors noted recent consultation responses and an update on progress developing submissions to the House of Lords inquiry into the future governance of the UK and Ministry of Housing, Communities and Local Government consultations on local government reorganisation in Cumbria, North Yorkshire and Somerset, and on remote meetings
- policy motions from the Wiltshire Association of Local Councils on Tree Preservation Orders, Gloucestershire Association of Parish and Town Councils on remote meetings and Kent Association of Local Councils on food and drink packaging, were supported
- the Committee reviewed and agreed on a suite of NALC policies on the creation of new local councils including a revised policy that the final decision following a community governance review should not be taken by principal councils
- Other issues covered included recent Lobby Day, our [#MakeAChange](#) campaign

## **New legal guidance**

Legal Topic Note (LTN) 37 on freedom of information has been updated and is available in the members' area of the [NALC website](#) (login required). We have made the content more practical, relevant and council specific and added links to user-friendly guidance. As per the previous version, the LTN contains guidance on the right of access to information, responding to requests and the exemptions that can be applied.

## **National awards finalist**

I'm thrilled our work with county associations over the last year to support local councils has been recognised through us reaching the finals of the [National Association Awards](#). These awards celebrate the hard work of associations, federations, chambers, societies and membership organisations across all sectors. Other organisations shortlisted include Chartered Institute of Public Relations, Federation of Small Businesses and UK Hospitality. We're a finalist in the Best Covid response category, results will be announced on 27 July.

## **Happy Birthday!**

Happy Birthday to Corby Town Council and Kettering Town Council who were born today as part of local government reorganisation in Northamptonshire. Today is also vesting day for the two new unitary councils which replace the district councils and county council. Huge credit is due to colleagues at the Northamptonshire County Association of Local Councils who have been heavily involved over the last couple of years including ensuring local councils have been kept informed and represented effectively, and instrumental in the creation of all the new local councils – well done!

## **And finally...**

I hope you all have a Happy Easter, enjoy the long weekend and do continue to stay safe.

Jonathan Owen.

---



*Copyright © 2021 National Association of Local Councils, All rights reserved.*

You are receiving this email because you opted in at our website, or requested to be added to the mailing list, or as a member are obliged to be kept up-to-date on NALC matters.


**Our mailing address is:**

National Association of Local Councils  
109 Great Russell Street  
London, WC1B 3LD  
United Kingdom

**Add us to your address book**

Want to change how you receive these emails?

You can **update your preferences** or **unsubscribe from this list**.

**From:** National Association of Local Councils <newsletter@nalc.gov.uk>  
**Sent:** 09 April 2021 09:30  
**To:** parish.clerk@brixworthparishcouncil.gov.uk  
**Subject:**  CHIEF EXECUTIVE'S BULLETIN



# Chief executive's bulletin

## Management Board

The **Management Board** oversees the work of NALC, its services, finances and operations met on 6 April 2021. The board welcomed a generally favourable financial position, noted that staff appraisals were nearing completion, and identified many governance issues discussed further by the National Assembly. The board approved role profiles for our parliamentary president and vice-presidents and agreed to consider options for the long-term use of the NALC office in London.

## County officers' fortnightly meeting

County officers' met on 7 April 2021 to discuss a range of topics, the key areas of discussion were:

- Parish borrowing — concerns on the Ministry of Housing, Communities and Local Government (MHCLG) turnaround on loan approval applications were raised, and representatives will be invited to the next County Officers' Forum. NALC will continue to support cases where there have been especially severe delays.
- Remote meetings — NALC is now waiting on the current legal proceedings, and other sector bodies view that we will have the judgment by the end of April.

- Civility — NALC continues to support the project on civility in local councils. Councillor and county officer representatives have been identified, and the first meeting will take place in due course.
- Website — User testing of the NALC website is currently underway to gain feedback from users on why they visit and what improvements can be made. We are looking for new users of the website to take part in an interview. Please contact NALC at [anders.hanson@nalc.gov.uk](mailto:anders.hanson@nalc.gov.uk) to take part.

### **Local Council Award Scheme national panel**

The Local Council Award Scheme national panel are currently meeting to discuss the 19 applications received at the beginning of the year. With the first application cycle concluding, I would like to thank everyone that volunteers their time and expertise, enabling the national panel to continue. [Find out more about applying to the LCAS](#) or [register your interest in joining the national panel](#).

### **Certificate in Local Council Administration (CiLCA) 2021**

Now in its 20th year — learners will be registered for the updated qualification from April 2021. CiLCA 2021 was updated earlier this year to reflect legislation changes. CiLCA is a level three qualification covering a broad range of knowledge, applicable for clerks, officers, and councillors working in local councils. I want to encourage all local councils to invest and support the professional development of their staff. Please find out more in our [recent news story](#).

### **Community business event**

Not long to until NALC's online event on community business. The event will be an opportunity for the sector to consider how local councils and community businesses can work together to help enhance, strengthen and shape communities. [Find out more about the event and register your place today](#).

### **National Network: Coastal Communities**

Following positive feedback to the bulletin proposal on 26 March 2021, we will be holding our first National Network: Coastal Communities on 27 April. Participants will help shape the network, which will act as a supportive network to learn, share information, intelligence and good practice, and be a sounding board on national policy. If your local council has a beach and want to get involved, [register your free place today](#).

### **Star Council Awards 2021**

A reminder that our Star Council Awards 2021 are currently open for entries. If you know a local council, clerk, young councillor, councillor or county association that has gone above and beyond during the COVID-19 pandemic, nominate them today. Full details are available on our [webpage](#), and the deadline for entries is 25 May.

### **Tree Charter case studies**

This week, we released the [Tree Charter case study publication](#) which, captures the stories of local councils who were featured in the monthly Tree Charter newsletter. The Tree Charter was a joint project between NALC, The Woodland Trust and the National Union of Students that ran between 2017 and 2020. The project aimed to bolster the relationship that people have with trees by installing ten principles. I urge you to take a look to gain inspiration for your local area!

### **Natural England publishes new Countryside Code**

Natural England last week published a new [Countryside Code](#) to help people enjoy the outdoors as lockdown restrictions ease. The new code allows people of all ages and backgrounds to enjoy the health and wellbeing benefits that nature offers while giving it the respect it deserves. Recently, NALC's Policy Committee adopted a motion from the Kent Association of Local Councils on solutions to the blight of littering at drive-through facilities in rural areas.

### **NALC partners with Utility Aid**



I'm pleased to announce our new partnership with the energy broker Utility Aid. As a specialist in sourcing energy for the not-for-profit sector, Utility Aid can help members save money on their energy bills through their free invoice validation service, access to their energy management portal and a free renewable and energy savings technology audit. To find out more, please contact Utility Aid at [customercare@utility-aid.co.uk](mailto:customercare@utility-aid.co.uk) or on 0808 1788 170, or visit their [website](#).

## Democracy Club

With just under a month until the local elections (6 May), the Democracy Club have created a [polling station finder](#). I'd also recommend reading the [latest blog](#) by the Democracy Club wrote for us this week.

## And finally...

Exciting news! A new town council in Wickford (Essex) is to be established after the findings from a Community Governance Review were approved by Basildon Borough Council — [find out more on the story](#).

*Jonathan Owen*



*Copyright © 2021 National Association of Local Councils, All rights reserved.*

You are receiving this email because you opted in at our website, or requested to be added to the mailing list, or as a member are obliged to be kept up-to-date on NALC matters.

**Our mailing address is:**

National Association of Local Councils

109 Great Russell Street  
London, WC1B 3LD  
United Kingdom

**Add us to your address book**

Want to change how you receive these emails?

You can **update your preferences** or **unsubscribe from this list**.

**From:** National Association of Local Councils <newsletter@nalc.gov.uk>  
**Sent:** 16 April 2021 10:00  
**To:** parish.clerk@brixworthparishcouncil.gov.uk  
**Subject:** 🧑 CHIEF EXECUTIVE'S BULLETIN



# Chief executive's bulletin

## His Royal Highness The Prince Philip

NALC chair Cllr Sue Baxter sent condolences on behalf of the sector on Friday — "It is with great sadness that the National Association of Local Councils (NALC) has learned of the death of His Royal Highness The Duke of Edinburgh. I know that those in the local (parish and town) council sector would join me in extending their condolences to Her Majesty The Queen and members of the Royal Family". Sue has subsequently written to HRH The Princess Royal, who attended our Annual Conference in 2019, expressing sympathy for her father's death.

## National Assembly — open house session

Around 50 assembly members, county association councillors and county officers met on 13 April 2021 in NALC's latest open house session designed to consider topical issues informally. The meeting split into four breakout rooms to hold workshop sessions to discuss aspirations for the sector and what needed to address and deliver on those aspirations.

The top three aspirations were:

1. To parish of the whole of England
2. For the sector to be taken more seriously and its potential recognised by other tiers of government and the public sector

3. To secure access to additional government funding

The top four steps to address these were:

1. Improve councillor quality and representation through training and new standards regime
2. Give more powers to local councils
3. Review the General Power of Competence to enable more councils to benefit from it
4. No capping or referendum principles

NALC's Policy Committee will discuss these aspirations as part of the work to refresh the current NALC prospectus.

Assembly members also approved NALC's statement on unitary government to the current MHCLG consultation on establishing a unitary government in Cumbria, North Yorkshire and Somerset. A copy of that response will be available next week.

### **County Officers' Forum — Lacey Day**

County Officers' Forum met on 13 April 2021, which was the annual Lacey Day. The main items discussed were updates from the CCLA, discussion on the parish borrowing application process, updates from Derek Kemp on the finance briefings, the new edition of the Practitioner's Guide and critical changes AGARs, and problems with local council banking. Representatives from the Ministry of Housing, Communities and Local Government (MHCLG) joined the meeting to discuss parish borrowing. They were apologetic for the recent delays in processing applications and that they were now addressing the backlog, which they hoped to clear as soon as they can.

### **Larger Councils Committee**

The next committee meeting will take place on 20 April 2021. The committee will discuss the Super Councils' Network, receive updates from national stakeholders and member services, and committee members on local council COVID-19 response. Please [read the full agenda](#) on our website.

### **New event on community buildings**

Join our new event on community building on 23 June 2021. With lockdown ending, now is the perfect time to consider the role your village hall or community centre can play in

revitalising your community. Our expert panel features Deborah Clarke, rural evidence and village halls manager at Action with Communities in Rural England and Andrew McKenzie, town clerk of Dawlish Town Council. [Find out more about this event and register your place today!](#)

### **Finance briefings**

The accounts and audit advisor have issued two financial briefings. The first confirms the current procurement threshold figures for the model financial regulations, and the second is on VAT reverse charging rules. You will find these in the [member's area](#) in the briefings section under finance and audit.

### **Joint Panel on Accountability and Governance (JPAG)**

JPAG has issued additional advice on treating certain COVID-related items in the 2020/21 AGAR, notably furlough monies and closure grants — [find out more](#).

### **New rural report by the Centre for Ageing Better**

Yesterday, the Centre for Ageing Better published its [Ageing in a rural place](#) report. With roughly 70% of local councils are in rural areas, the report looks at the specific challenges that rural populations face, such as housing, employment, protection of local buildings and assets, and transport links. [Find out more about the Centre for Ageing Better work](#).

### **Woodland Trust wants trees to be an election priority**

Ahead of 6 May, the Woodland Trust wants metro mayoral candidates to commit to protecting and planting woods and trees by increasing tree canopy cover, opposing damaging developments and improving access to nature for all. You can ask your candidates to commit to native trees by [sending an email](#).

### **And finally...**

For LCR's next Your Say survey, we would.... like to find out more about your working relationships with sector and non-sector bodies. Please help us by completing the short [three-question survey](#) by 7 May 2021.

Jonathan Owen.

---



*Copyright © 2021 National Association of Local Councils, All rights reserved.*

You are receiving this email because you opted in at our website, or requested to be added to the mailing list, or as a member are obliged to be kept up-to-date on NALC matters.


**Our mailing address is:**

National Association of Local Councils  
109 Great Russell Street  
London, WC1B 3LD  
United Kingdom

**Add us to your address book**

Want to change how you receive these emails?

You can **update your preferences** or **unsubscribe from this list**.

**From:** National Association of Local Councils <newsletter@nalc.gov.uk>  
**Sent:** 23 April 2021 15:15  
**To:** brixworthpc@gmail.com  
**Subject:**  CHIEF EXECUTIVE'S BULLETIN



# Chief executive's bulletin

## The court hearing on remote meetings

The proceedings for a court declaration that virtual meetings can continue beyond 6 May were heard in the High Court this week. As NALC is an interested party supporting this court action by Lawyers in Local Government (LLG) and the Association of Democratic Services Officers (ADSO), both Jane Moore, acting head of member services and legal services manager and myself attended the session remotely which the [Law Gazette has reported on](#). A decision is expected by the end of April. A [crowdfunding campaign](#) has been set up by LLG and ADSO seeking financial support to the costs of the court action; NALC has already contributed so please check that out and share more widely.

## NALC calls on the government to prioritise standards

More than six weeks after the local government minister, Luke Hall MP [pledged to publish 'shortly' the government's response](#) to the review of local government ethical standards, our chairman, Cllr Sue Baxter, has said "this important issue must be prioritised with his department and also included in next month's Queen's Speech". You can read more in this [story by Local Government Chronicle](#) (login required or register for guest access for two-week unrestricted access).

## BBC local elections information

I'm delighted that NALC has been working with the BBC to help them update their



information about the forthcoming local elections through a dedicated page on [Election 2021: What about parish councils?](#) The extensive page includes a video of Jackie Weaver, chief officer, Cheshire Association of Local Councils, explaining how local councils work and why they are important, plus information on what they are and do, how much money do they have and are they holding elections, plus some great maps based on NALC research.

## **Rural Coalition**

Sue attended this week's meeting of the Rural Coalition which met with the rural affairs minister, Lord Gardiner, to give initial comments on the government's recent [rural proofing report](#) and to discuss future priorities for rural proofing and levelling up. She stressed the importance of any forthcoming devolution white paper reflecting the needs of rural communities and recognising the key role local (parish and town) councils can play.

## **Fortnightly meeting with county officers**

The fortnightly meeting of county officers took place this week with key areas of discussion including the Welcome Back Fund, council audit timescales and Operation Forth Bridge (the process followed on the death of Prince Philip). NALC is currently compiling information on candidates for the forthcoming local council elections in particular looking at the number of contested versus uncontested seats. We are also continuing to work on engaging with young people and are keen to hear more from local councils about the great work you are doing via our [survey](#). There was also a discussion on topics for future meetings and the potential for county officer meetings to be themed to look at different areas of work in more depth.

## **In and about**

- The Yorkshire Local Councils Associations held an impressive remote conference this week with over 40 sessions packed into a busy two-day programme. I spoke about how the sector's role in helping communities and vulnerable people had been recognised by the government and other national bodies, and how important it was to build on the new community spirit and harness the interest of first-time volunteers who had come forward to help. And NALC solicitors Gary Barker and Jane Moore delivered training sessions on the code of conduct (where attendees expressed a preference for mandatory councillor training) and Jane gave a presentation on remote meetings and their future post the court hearing. Thanks to YLCA for having us!

- I also attended the Worcestershire Association of Local Councils' executive committee to answer questions about NALC's work and campaigns where there was interest in ensuring the new code of conduct was effective and the importance of training for councillors and clerks.

### **Blachere Illumination helping councils go green**

With international discussion of the climate emergency and World Earth Day this week and a growing number of local councils taking action on the climate emergency (do check out our [dedicated climate change webpage](#)), I was particularly pleased also to see NALC's partners **Blachere Illumination** launch a [new range of decorations made from recycled plastic bottles](#). 'Less plastic bottles for a clean planet and use it to decorate your streets' is a simple objective and message which I am sure everyone would support. And when added to their product range made from sugar cane and therefore biodegradable, Blachere really is blazing a trail in helping the environment and going green!

### **The first meeting of the new NALC National Network: Coastal Communities**

The first meeting of the new NALC National Network: Coastal Communities will take place on 27 April from 11.00 to 12.30. This inaugural event will be chaired by Sue and include contributions from Cllr Phil Harris, Cromer Town Council on Norfolk's coastal forum, second homes and loss of services, and Cllr Wendy Pattison, Northumberland County Council, on partnership working for coastal communities. In short, if you have a beach and would like to attend, [do book a place](#).

### **And finally...**

The Non-Domestic Rating (Public Lavatories) Bill took just 9 minutes to pass Third Reading on 20 April, with NALC among the organisations and Parliamentarians thanked by Lord Greenhalgh, minister of state. This means the Bill has now completed its passage through Parliament and is awaiting Royal Assent and we are pressing the government to ensure councils receive their rebates backdated to 1 April 2020 as soon as possible.





*Copyright © 2021 National Association of Local Councils, All rights reserved.*

You are receiving this email because you opted in at our website, or requested to be added to the mailing list, or as a member are obliged to be kept up-to-date on NALC matters.

**Our mailing address is:**

National Association of Local Councils  
109 Great Russell Street  
London, WC1B 3LD  
United Kingdom

**Add us to your address book**

Want to change how you receive these emails?

You can **update your preferences** or **unsubscribe from this list**.

**From:** National Association of Local Councils <newsletter@nalc.gov.uk>  
**Sent:** 13 April 2021 14:00  
**To:**  
**Subject:** ★ NALC STAR COUNCIL AWARDS 2021



# NALC's Star Council Awards 2021 – enter now!



The Star Council Awards are the only awards in England to recognise and celebrate the local council sector's brilliant contribution to its communities. Therefore, the awards are an excellent opportunity for councils, councillors, clerks, and county associations to showcase how they have made a real difference locally.

Following an unprecedented 2020, the theme for this year's awards will be on projects that have positively impacted communities in the context of COVID-19, of which there are numerous examples across the sector.

So now is your chance to get the recognition you deserve by entering the awards!

The five award categories are:

- Clerk of the Year
- County Association Project of the Year
- Young Councillor of the Year
- Councillor of the Year
- Council of the Year

NALC will announce the winners at an online ceremony in September.

You have until **25 May 2021** to submit your entries.

**Find out more about the awards and how to enter**



*Copyright © 2021 National Association of Local Councils, All rights reserved.*

You are receiving this email because you opted in at our website, or requested to be added to the mailing list, or as a member are obliged to be kept up-to-date on NALC matters.

**Our mailing address is:**

National Association of Local Councils  
109 Great Russell Street  
London, WC1B 3LD  
United Kingdom

**Add us to your address book**

Want to change how you receive these emails?

You can **update your preferences** or **unsubscribe from this list**.

