



Brixworth Parish Council

Minutes of the meeting held on

Thursday 28th May 2020

Video Conferencing

In Attendance:

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

Apologies: None

Absent: Councillor Stuart Coe

Also Present: Peter Rowbotham (Clerk), District Councillor Jonathan Harris and District Councillor Nick Bunting.

Members of the Public: None

20/ 4993 Welcome

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

20/ 4994 Apologies for Absence

No apologies for absence had been received.

20/ 4995 Declarations of Interest

Councillor Bird declared a non-pecuniary interest with agenda item 8 – St David's Recreation Ground - Central Sports.

20/ 4996 Minutes of Previous Meeting (21st May 2020)

Councillor Stephen James had been nominated as Chairman of the Council by Councillor Mitchell and seconded by Councillor Stuart Coe. Subject to this clarification the minutes of the Parish Council meeting of 21st May 2020 were agreed as a true and accurate record. This was proposed by Councillor Bird and

seconded by Councillor James. Unanimous.

20/4997 Public Open Forum

District Councillor Harris, as a representative of the Covid 19 Volunteer Group, updated the Parish Council of the local community response. Everything was going well at present with no issues. The relaxation of the lockdown arrangements was being monitored and this may impact on the number of available volunteers as people return to work. The temporary 'NHS blue lighting' for the Church had been postponed because of a supply issue. A 'thank you' event was suggested to mark the community effort in tackling the Covid 19 issues. There was budget provision to do this.

20/4998 Finance - Transactions including Payments for Approval- May 2020

The list of financial transactions and payments for May 2020 was approved by the Parish Council. All invoices for payment had been examined, verified and certified by the Parish Clerk in accordance with the Financial Regulation 5.3. This was proposed by Councillor Compton and seconded by Councillor Peacock. Unanimous.

			Net Amount	VAT	Total	Powers
			£	£	£	
Direct Debit Payments - Financial Reg 6.7						
01	E.ON	Elec monthly - Ashway Changing Rooms (1st)	117.14	5.86	123.00	LGA MP 1976 s19
02	TalkTalk Business	Broadband (11th)	50.95	10.19	61.14	LGA 1972 s111
03	EE Limited	Mobile Phone (15th)	18.73	3.75	22.48	LGA 1972 s111
Retrospective Payments - Financial Reg 5.5. (via BACS)						
04	Zurich Insurance	New Van Insurance (as agreed by Council)	156.00	0.00	156.00	LGA 1972 s111
05	JW Signs	New Van Branding (50%)	264.00	52.80	316.80	LGA 1972 s111
06	Wave	Water Services The Ashway Changing Rooms	41.83	0.00	41.83	LGA (MP) 76 s19
07	Enterprise	Trade Waste St David's	243.14	48.63	291.77	LGA (MP) 76 s19
Debit Card Payments (On line purchase) - Financial Regs 6.10 & 6.19						
08	Royal Mail	Postage	0.76	0.00	0.76	LGA 1972 s111
09	Royal Mail	Postage	0.76	0.00	0.76	LGA 1972 s111
Payments Processed this month but agreed last month - Financial Regulation 5.2 (via BACS)						
	Nil					
Payments for approval - Financial Regulation 5.2 (via BACS)						
10	Staff	Net Salaries and Wages (4 week month)	3,588.36	0.00	3,588.36	LGA 1972 s112
11	HMRC	PAYE	1,149.05	0.00	1,149.05	LGA 1972 s112
12	LGSS	Pension Scheme	676.89	0.00	676.89	LGA 1972 s112
13	Peter Rowbotham	Employment Related Expenses	17.33	0.00	17.33	LGA 1972 s111
14	Blasons	Fuel for Van and Mower	76.25	15.25	91.50	LGA 1972 s111
15	R&G	Grounds Maintenance	1,433.90	286.77	1,720.67	PHA 1875 s164
16	Living Wage Foundation	Annual Accreditation	60.00	12.00	72.00	LGA 1972 s111
17	NCALC	Annual Subs, Annual Audit,	1,908.39	0.00	1,908.39	LGA 1972 s111

		DPO fee				
18	Brixworth Landscaping	Fence Repairs to Village Hall Car Park	495.00	0.00	495.00	RTA 1984 s57 (1) (b)
19	Sage	Payroll Licence	195.00	39.00	234.00	LGA 1972 s111
Cheque Payments						
	Nil		0.00	0.00	0.00	
Total Expenditure this month to date			10,493.48	474.25	10,967.73	
Receipts						
20	Interest	Capital Account 30th April 2020	19.34	0.00	19.34	LGA 1972 s111
Total Income this month			19.34	0.00	19.34	
Bank Transfer - Capital to Revenue						
	Nil		0.00	0.00	0.00	LGA 1972 s111
Total transferred to revenue this month			0.00	0.00	0.00	
Bank Transfer - Revenue to Capital						
21	Nat West	Transfer budget allocation / CIL to capital	6,730.66	0.00	6,730.66	LGA 1972 s111
Total transferred to capital this month			6,730.66	0.00	6,730.66	

20/4999 Finance - Report of the Finance Working Group

The Finance Working Group had met on 11th May 2020. The report of the Working Group was noted by the Parish Council.

20/5000 Finance – Procurement of a Financial Management System

The Parish Council asked for this item to be deferred in order to further compare quotations and functionality.

20/5001 St David's Recreation Ground – Central Sports – Request for Temporary Outdoor Space

A request had been received from the Club to use an area of grass around the existing patio area once the Club House had been allowed to reopen following the Covid 19 restrictions being lifted. The Clerk would check on any restrictions regarding the Public Space Protection Order. The Club would also need to check its alcohol licence and insurance cover. This matter would be deferred until the June meeting of the Parish Council.

20/5002 St David's Recreation Ground – Central Sports Representative

It was agreed that the Parish Council should have a representative on the Central Sports Committee. It was agreed that the representative for 2020-2021 be Councillor Bird. This was proposed by Councillor James and seconded by Councillor Compton. Unanimous.

20/5003 St David's Recreation Ground – Central Sports Lease

The Parish Council noted that the lease to the Central Sports Club was due for renewal on 4th November 2022. A 'task and finish' Working Group would be set up and the Terms of Reference would be presented to the June meeting for consideration. A copy of the existing lease would be obtained before the meeting.

20/5004 Highways – Review of Speed Limits

The Parish Council had been requested for its views on proposals to reduce the speed limit. This would mean a 40mph limit between Brixworth and Station Cottages and similarly with the section on Spratton Road from the Brampton Valley Way car park up into the village. The Parish Council agreed to support the proposal. Implementation would be subject to meeting the necessary criteria whilst also having the support of the Speed

Limit Review Panel. This was proposed by Councillor James and seconded by Councillor Compton. Unanimous.

20/5005 Cycle Path – Northampton Road

The cycle path route on Northampton Road leading to the Country Park was not clear to users. It was thought that the preferred route, which was safer, should be clearly signposted. The preferred route was for the cyclists to be utilising the 'inner path' which had recently been provided by Barratts. It was agreed to contact the County Council to clarify the status of this path and also the provision of better cycling signage. This was proposed by Councillor Parker and seconded by Councillor Peacock. Unanimous.

20/5006 s106 Schemes

The Sports Working Group had discussed the options in committing the s106 funding to the maximum benefit to the residents. The restrictive criteria for spending the s106 funds had been challenging but a short list of potential projects was now available. The Community had also been invited to submit proposals (which would need to meet the s106 funding criteria) through the Brixworth Bulletin articles. The Parish Council noted the list of schemes that would now receive detailed consideration.

20/5007 s106 Schemes – Extraordinary Meeting

The Parish Council agreed to have an extra ordinary meeting on Thursday 18th June 2020 to discuss all of the S106 bids. This was proposed by Councillor James and seconded by Councillor Mitchell. Unanimous.

20/5008 s106 Scheme – Use of Specialist Services

The Parish Council was asked to consider the use of a specialist company to develop the indoor sports project for the Community Centre building. The service would be from feasibility through to the delivery stage. It was agreed to defer this matter until the extra ordinary meeting on 18th June 2020. Any appointment would be in accordance with the Financial Regulations 11.1 a (ii)

20/5009 Finance – Rolling Budget

The Rolling Budget for May 2020 was received by the Parish Council. There were no issues or concerns.

20/5010 Finance – Bank Reconciliation Report

The Bank Reconciliation report as at 30th April 2020 was noted by the Council. The Revenue (Current) account indicated a balance of £132,583.60. The Capital (Reserve) account indicated a balance of £152,065.07.

20/5011 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 £100,021.43 within Earmarked Reserves. General Reserves was in the region of £82,247.24. The s106 money held by Daventry District Council was approximately £254,425.

20/5012 Community Safety – Reported Crime Data

The latest crime figures were not available. The Parish Council noted that the crime reported data would not be available until further notice.

20/5013 Community Safety – Speed Indicator Device (SID)

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

20/5014 Planning – Decisions for April 2020

The Parish Council noted the list of planning decisions issued during April 2020.

20/5015 Planning – Minutes for 30th March 2020

The Parish Committee received the minutes of the Planning Committee of 30th March 2020.

20/5016 Media & Communications Committee – Minutes for 22nd April 2020

The Parish Committee received the minutes of the Media and Communications Committee of 22nd April 2020.

20/5017 Parish Clerks Report

The Parish Council received the report of the Parish Clerk.

20/5018 Correspondence

The list of Correspondence was noted by the Parish Council.

	Subject	From
01	New Shadow Cabinet	DDC
02	Neighbourhood Plan Tool Kit	DDC (via NPG)

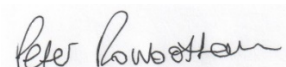
20/5019 Dates of Future Meetings

- Planning – 1st June 2020
- Media & Communications – 10th June 2020
- Council – Extraordinary Meeting s106 – 18th June 2020
- Planning – 22nd June 2020
- Council – 25th June 2020

20/5020 Urgent Matters

There were no urgent matters raised.

The meeting finished at 8.57pm
Signed as a true and accurate record



Councillor Stephen James
Chairman
Brixworth Parish Council
25th June 2020

Peter Rowbotham
Parish Clerk
Brixworth Parish Council
4th June 2020

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