



## **Brixworth Parish Council**

**Councillors are hereby summoned to attend the Parish Council meeting to be held on  
Thursday 25<sup>th</sup> November 2021 starting at 7:15pm**

**Brixworth Community Centre and Library, Spratton Road, Brixworth**

**Public & Press are welcome to attend.**

### **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 28<sup>th</sup> October 2021
  - 4.2 Parish Council Extraordinary Meeting of 10<sup>th</sup> November 2021
- 5. Public Open Forum Session**
  - 5.1 This is an opportunity for parish residents and members of other Councils, once recognised by the Chairman, to make brief representations or ask questions of the Parish Council. Each will be allowed three (3) minutes to address the Parish Council via the Chairman. This open session is limited to 15 minutes.
  - 5.2 Although the Parish Council will endeavour to answer all questions put to it, persons asking questions should not expect immediate answers, but rather a formal written response in due course.
  - 5.3 Those who wish to comment on an agenda item are encouraged to do so at this time or they may ask the Chairman to be allowed to speak when the subject is raised.

**A  
B**

#### **PART ONE - FOR DECISION**

- 6. Finance**
  - 6.1 Consider the payments for November 2021

**C**

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| 7.  | <b>S106 Community Centre (Indoor Sports) Working Group</b><br>7.1 Consider a report from the Community Centre (s106) Indoor Sports Working Group and agree any actions.   | <b>D</b> |
| 8.  | <b>Finance Working Group</b><br>8.1 Consider a report from the Finance Working Group and consider draft budget  | <b>E</b> |
| 9.  | <b>Climate Change Working Group</b><br>9.1 Consider a report from the Climate Change Working Group and agree any actions (on trees and bus shelters)  | <b>F</b> |
| 10. | <b>Business Plan up to 2025</b><br>10.1 To consider and agree terms of reference of the Business Plan Working Group and confirm its membership  | <b>G</b> |
| 11  | <b>Media and Communications Committee</b><br>11.1 To consider filling committee vacancy   |          |
| 12. | <b>Parish Council Surgery</b><br><br>12.1 Receive a report on the Surgery held on Saturday 6 <sup>th</sup> November 2021.<br><br>12.2 Note that Councillor Nixon will be attending the Surgery on 4 <sup>th</sup> December 2021 and nominate a Parish Councillor to attend in place of Councillor Collyer.<br><br>12.3 Nominate two Parish Councillors to attend the Surgery on Saturday 8 <sup>th</sup> January 2022 (10am until 12pm) |          |
| 13. | <b>Floodlights</b><br>13.1 To agree to obtaining quotes through Contract Finder (as required by Standing Orders) for Floodlights for MUGA   |          |
| 14. | <b>Motor Insurance</b><br>14.1 To consider and accept quotation for parish council owned van insurance  | <b>H</b> |
| 15. | <b>Safeguarding</b><br>15.1 To adopt a Safeguarding Policy (as circulated)  | <b>I</b> |

<b>PART TWO - FOR INFORMATION</b>
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| 16. | <b>Finance</b><br>16.1 Receive the rolling budget 21/22<br>16.2 Receive the Bank Reconciliation Report<br>16.3 Receive the statement of the Parish Council's Reserves                  | <b>J</b><br><b>K</b><br><b>L</b> |
| 17. | <b>Community Safety</b><br>17.1 Note the reported crime data for Brixworth for September 2021<br>17.2 Note the data downloaded from the Parish Council's Speed Indicator Device. (SID) | <b>M</b><br><b>N</b>             |
| 18. | <b>Planning</b><br>18.1 Receive the planning decisions for October 2021<br>18.2 Receive the minutes of the Planning Committee of 25 <sup>th</sup> October 2021.                        | <b>O</b><br><b>P</b>             |
| 19. | <b>Media &amp; Communications Committee</b><br>19.1 Receive the minutes of the Media & Communications Committee of 8 <sup>th</sup> September 2021                                      | <b>Q</b>                         |

**20. Parish Clerks Report**

20.1 Receive the Parish Clerk's Report

**R**

**21. Dates of Future Meetings**

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

- Planning Committee – 29<sup>th</sup> November 2021
- Media & Communications – 8<sup>th</sup> December 2021
- Parish Council – 16<sup>th</sup> December 2021

**PART THREE – CONFIDENTIAL**

**22. Exclusion of the press and public**

22.1 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

*If required -*

**Suspension of Standing Order 2 (x)**

22.2 Paragraph 2 (x) of the Standing Orders states that a meeting should not exceed a period of 2.5 hours. If necessary, the Parish Council should consider suspending Standing Order 2 (x) to enable the meeting to extend beyond 9:45pm should this be needed.

***The Press & Public will be requested to leave the meeting (subject to 20.1)***

**23 Finance Working Group**

23.1 To Consider a report from the Finance Working Group and consider draft budget (to include further information on fees and charges and staff salaries)

**S**

**24 Legal (Assets) Working Group**

24.1 Consider a report and recommendations from the Legal (Assets) Working Group of 9<sup>th</sup> November 2021.

**T**

**25. Legal Matters**

25.1 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**

**26. Urgent matters for report only**

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

*Katrina Jones*

**Mrs Katrina Jones**  
**Clerk to the Council**  
19<sup>th</sup> November 2021

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**Members of the Parish Council**

Councillor Sandra Moxon (Chairman) Councillor Jackie Bird (Vice Chairman)  
Councillor Ian Barratt, Councillor Neal Brown, Councillor Elaine Coe, Councillor James Collyer,  
Councillor Lynne Compton, Councillor Barbara Lunnon, Councillor Tom Mitchell, Councillor Tony Nixon,  
Councillor Kevin Parker, Councillor Frances Peacock, Councillor Gary Spratt and Councillor Christine Ware.