



Brixworth Parish Council

Councillors are hereby summoned to attend the Parish Council meeting to be held on

Thursday 31st March 2022 at 7.15pm

The Meeting will be held in the Community Centre & Library, Spratton Road, Brixworth NN6 9DS.

The press and public are also invited to attend

Please note that this is a public meeting and you may be filmed, recorded and/or published.

AGENDA

- 1. Welcome**
- 2. Apologies for absence and acceptance of apologies for absence**
 - 2.1 To 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 Meeting**
 - 4.1 Parish Council Meeting of 24 February 2022 **(Paper A)**
- 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 via the Chairman. 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.



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Members of Brixworth Parish Council

*Councillor Sandra Moxon (Chair), Councillor Jackie Bird (Vice Chair),
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.*



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- 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.
- 5.4 Gigaclear, Roisin McGettigan, Community Engagement Executive has asked talk the council about their offer to us as part of their Community Hub offer for reconsideration. **(Paper B)**

PART ONE – FOR DECISION

6. Finance & Administration

- 6.1 Consider and approve the payments for March 2022 **(Paper C)**
6.2 Outsourcing Payroll Report **(Paper D)**
6.3 Outsourcing IT **(Paper E)**

7. St David's Play Park Report

- 7.1 Receive a Report from Cllr Moxon **(Paper F)**

8. Legal (Assets) Working Group

- 8.1 Receive a Report from Cllr Nixon **(Paper G)**

9. Jubilee Working Group

(Paper H)

10. Climate Action Working Group

- 10.1 BCAG Presentation - Draft Outline Green Plan **(Paper I)**

11. Environment and Highways including Trees, Footpaths & Rights of Way

- 11.1 Receive a Report from Cllr Ware **(Paper J)**
11.2 BCAG recommendation for replacement bins
11.3 Maintenance plan for trees from tree walk **(Paper K & L)**
11.4 Queen's Jubilee Tree **(Paper M)**

12. The Parish Beacon in the Church Car Park

(Paper N)

13. Floodlights

(Paper O)

14. WNC Grass Cutting Renewal

(Paper P)

15. Parish Council Surgery

- 15.1 Receive a Report on the Surgery held on Saturday, 5 March 2022 **(Paper Q)**
15.2 Nominate 2 Parish Councillors to attend the Surgery on Saturday 2 April 2022 (10:00-12:00)



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PART TWO – FOR INFORMATION

16. Planning Committee

Receive the Planning Decisions for 14 March 2022 (**Meeting Cancelled as non-quorate.**

Consultations Extended to 4th April 2022)

Receive the Minutes of the Planning Committee of 14 March 2022 (**Meeting Cancelled as non-quorate.**)

17. Media Committee

17.1 To receive the Minutes of 9 March 2022

(Paper R)

18. Finance Working Group

18.1 To receive the Rolling Budget 2021/2022

(Paper S)

18.2 Receive the Bank Reconciliation Report

(Paper T)

18.3 Receive the Statement of the Parish Council's Reserve

(Paper U)

19. Sports Liaison Working Group

19.1 To receive the Minutes of 21st March 2022

(Paper V)

20. Working Group Projects

20.1 CCTV Update – Cllr Moxon

20.2 MUGA Update – Cllr Moxon

20.3 St David's Play Park Update – Cllr Moxon

20.4 Community Centre Indoor Sports Update – Cllr Mitchell

21. Community Safety

21.1 To receive the Crime Data

(Paper W)

21.2 Speed Data

(Paper X)

22. Parish Council Representative Updates

22.1 Village Hall – Cllr Nixon

22.2 Thomas Roe Charity – Cllrs Mitchell/Parker

22.3 NCALC – Cllr Moxon

22.4 Police Liaison – Cllr Mitchell

(Paper Y)

22.5 Armed Forces – Cllr Collyer

22.6 Verification Officer for Finance – Cllr Brown

23. Parish Clerk's Report

23.1 To receive the Clerk's report

(Paper Z)



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24. To Note the Date of the Next Meetings:

- 24.1 Planning 4th April 2022
- 24.2 Finance WG 11th April 2022
- 24.3 Media and Comms WG 20th April 2022
- 24.4 Personnel WG TBC
- 24.5 Full Council Meeting 28th April 2022
- 24.6 Annual Parish Meeting 12th May 2022

PART THREE - CONFIDENTIAL

25. Exclusion of the Press and Public

25.1 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 (Administration of Meetings) Act 1960.

If required –

Suspension of Standing Order 2 (x)

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 and Public will be requested to leave the meeting (subject to 25.1)

26. Personnel

- 26.1 To Receive the notes from the Personnel Working Group
- 26.2 Point 8 Recommendation for extra hours payment
- 26.3 Point 9 Recommendation for Full Council Training from NCALC

(Paper AA)

27. Legal Matters

- 27.1 Receive any legal updates and consider any actions to be taken.

(Paper BB)

28. Finance

- 28.1 NALC Pay Award
- 28.2 Wages and Salaries Report
- 28.3 Accounts

(Paper CC)

(Paper DD)

(Paper EE)



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29. Complaints

30. Confidential Matters

30.1

(Paper FF)

The Press and Public to be invited back into the meeting

PART FOUR – URGENT MATTERS

31. Personal

31.1 Ratify matters discussed in closed session

32. Legal Matters

32.1 Ratify matters discussed in closed session

33. Finance

33.1 Ratify matters discussed in closed session

34. Urgent Matters for Report Only

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

Ruth Gasson Parish Clerk Brixworth Parish Council	Brixworth Community Centre & Library Spratton Road Brixworth NN6 9DS Tel : 07983 141786 Email: parish.clerk@brixworthparishcouncil.gov.uk
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24 March 2022



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