

**A****Brixworth Parish Council****Minutes of the meeting held on****Wednesday 26th May 2021****Brixworth Community Centre & Library, Spratton Road, Brixworth NN6 9DS****In Attendance:**

Councillors: Councillor Sandra Moxon, Councillor Jackie Bird, Councillor Neal Brown, Councillor Elaine Coe, Councillor Lynne Compton, Councillor Tom Mitchell, and Councillor Kevin Parker.

Apologies: Councillor Ian Barratt and Councillor James Collyer

Absent:

Also Present: Peter Rowbotham (Clerk)
Councillor Jonathan Harris, West Northamptonshire Council

**Members of
the Public:** 3

21/5447 Welcome

Councillor Moxon welcomed everyone to the meeting of the Parish Council. She advised attendees of the evacuation procedures and that the meeting was being recorded. Councillor Moxon recorded her thanks to the former Councillors who had recently served the Brixworth community but who had recently stood down.

21/5448 Apologies for Absence

Apologies for absence had been received from Councillor Barratt and Councillor Collyer. These were received by the meeting. Proposed by Councillor Brown and seconded by Councillor Parker. Unanimous.

21/5449 Declarations of Interest

None declared.

21/5450 Minutes of Previous Meeting (19th May 2021)

The minutes of the meeting held on 19th May 2021 were agreed as a true and accurate record. This was proposed by Councillor Brown and seconded by Councillor Parker.

21/5451 Public Open Forum

Councillor Harris (WNC) outlined changes to the new constitution which had incorporated a new planning scheme of delegation which would mean that a call-in was now only available to the elected members of the West Northamptonshire Council.

21/5452 Finance - Transactions including Payments for Approval – May 2021

The list of financial transactions and payments for May 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 Brown and seconded by Councillor Compton. Unanimous.

			Net Amount	VAT	Total	Powers
			£	£	£	
Direct Debit Payments - Financial Reg 6.7						
01	Peninsula Business Systems	Support Services (29th April)	271.62	54.32	325.94	LGA 1972 s111
02	E. ON	Elec monthly - Ashway Changing Rooms (4th)	136.19	6.81	143.00	PHA 1875 s164
03	Lex Autolease	Lease Van (4th)	239.58	47.91	287.49	LGA 1972 s111
04	TalkTalk Business	Broadband (10th)	51.74	10.35	62.09	LGA 1972 s111
05	EE Limited	Mobile Phone (15th)	18.95	3.79	22.74	LGA 1972 s111
Retrospective Payments - Financial Reg 5.5. (Via BACS)						
06	Trade UK Screwfix	Groundsman's equipment	35.33	7.07	42.40	LGA 1972 s111
Debit Card Payments (Online purchase) - Financial Regs 6.10 & 6.19						
07	Buyaplan.co.uk	Plan for planning application	37.99	7.60	45.59	PHA 1936 s87
08	Planning Portal	Planning application fees	140.33	4.67	145.00	PHA 1936 s87
Payments Processed this month but agreed last month - Financial Regulation 5.2 (via BACS)						
	Nil		0.00	0.00	0.00	
Payments for approval - Financial Regulation 5.2 (via BACS)						
09	Staff	Net Salaries and Wages (5-week month)	4,297.19	0.00	4,297.19	LGA 1972 s112
10	HMRC	PAYE	1,193.87	0.00	1,193.87	LGA 1972 s112
11	LGSS	Pension Scheme	694.77	0.00	694.77	LGA 1972 s112
12	Peter Rowbotham	Employment Related Expenses	69.20	0.00	69.20	LG(FP)A 1963 s5
13	R&G	Grounds Maintenance Contract	1,827.00	365.40	2,192.40	PHA 1875 s165
14	AH Blason & Son	Fuel	108.08	21.61	129.69	LGA 1972 s111
15	Bakers Waste	Trade Waste at St David's	62.76	12.56	75.32	PHA 1875 s164
16	Tradepoint Screwfix	Paint for Tommy's - Community Centre Wall	4.99	1.00	5.99	LGA 1972 s137
17	Tradepoint B&Q	Support for fence - Ashway Rec	11.67	2.33	14.00	PHA 1875 s165
18	NCALC	Training Session	44.00	0.00	44.00	LGA 1972 s175
19	WG Law	Professional Fees	2,477.78	495.56	2,973.34	LGA 1972 s222
20	Wave	Water Bill - The Ashway	55.83	0.00	55.83	LG(MP)A

		Changing Rooms				1976 s19
21	Sage	Payroll System	195.00	39.00	234.00	LGA 1972 s111
22	Twenty10 Printers	Neighbourhood Plan - Reprint	384.00	76.80	460.80	TCPA 1990 s61f (1&2)
23	Lovells	Operational Materials	51.39	10.28	61.67	LGA 1972 s111
24	Living Wage Foundation	Accreditation	60.00	12.00	72.00	LGA 1972 s111
Cheque Payments						
	Nil		0.00	0.00	0.00	
Total Expenditure this month to date			12,469.26	1,179.06	13,648.32	
Receipts						
25	Nat West	Interest (30th April)	1.54	0.00	1.54	LGA 1972 s111
26	West Northants Council	Grant for wildflowers	950.00	0.00	950.00	HA 1980 s96
27	West Northants Council	Precept Payment 1 of 2	83,230.00	0.00	83,230.00	LGA 1972 s111
Total Income this month			84,181.54	0.00	84,181.54	
Bank Transfer - Capital to Revenue						
28	Realign Account with budget		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						
29	Realign Account with budget		0.00	0.00	0.00	LGA 1972 s111
Total transferred to capital this month			0.00	0.00	0.00	

21/5453 Finance - Internal Audit Report

The Parish Council had considered the findings contained within the Internal Auditors report. The issues raised within the report had initially been raised by the Parish Clerk in his discussions with the Auditor. It was agreed that these matters now be discussed in detail by the Finance Working Group and its subsequent recommendations be fed back to the Parish Council for consideration. This was proposed by Councillor Brown and seconded by Councillor Compton. Unanimous.

21/5454 Finance - Annual Governance Statement 2020 /2021

The Parish Council reviewed the Annual Governance Statement for 2020/2021. The form was subsequently completed and agreed by the Parish Council. The Chairman of the Parish Council signed the completed document. This was proposed by Councillor Coe and seconded by Councillor Compton. Unanimous.

21/5455 Finance - Accounting Statement 2020/ 2021

The Accounting Statement for 2020/ 2021 had been circulated. The Parish Council agreed to approve the Accounting Statement. The Chairman of the Parish Council signed the completed document This was proposed by Councillor Brown and seconded by Councillor Bird. Unanimous.

21/5456 Finance - Exercise of Public Rights

The Parish Council noted that the dates for the exercise of public rights had been set for 14th June 2021 to 23rd July 2021. (inclusive)

21/5457 Finance -Rolling Budget

The rolling budget for May 2021 had been circulated for information. The report was received by the Parish Council. There were no issues or concerns.

21/5458 Finance – Bank Reconciliation Report

The Bank Reconciliation report as of 30th April 2021 was noted by the Council. The Revenue (Current) account indicated a balance of £66,656.26. The Capital (Reserve) account indicated a balance of £187,143.33.

21/5459 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 £171,793.37 within Earmarked Reserves. General Reserves was indicated at £91,489.22 (55% of the precept) The s106 money agreed and held by Daventry District Council for the St David's projects was £171,250. The s106 funding for indoor sport identified for the Community Centre and held by the Daventry District Council was £72,634.

21/5460 Community Safety – Crime Data

The Parish Council noted the latest available crime data which had been released for March 2021. There had been 28 reported crimes compared to 30 in 2019 and 24 in 2018.

21/5461 Community Safety – Speed Indicator Device (SID)

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

21/5462 Planning – Decisions for April 2021

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

21/5463 Planning – Committee Minutes for 19th April 2021

The Parish Council received the minutes of the Planning Committee of 19th April 2021.

21/5464 Parish Clerks Report

The Parish Council received the report of the Parish Clerk.

21/5465 Correspondence

The recent correspondence was noted by the Parish Council.

Number	Subject	From
01	Adoption of Streets – The Ashway Estate	West Northants Council
02	Open Letter to Councillors	Chair NALC
03	Football pitch – swearing	Resident
04	Weedkiller	Resident

21/5466 Dates of Future Meetings

Note - These meeting dates may be subject to change because of Government advice and the availability of COVID secure premises.

- Planning - 7th June 2021
- Media & Communications – 9th June 2021
- Council – 24th June 2021

21/5467 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 Moxon and seconded by Councillor Compton. Unanimous.

The meeting was in closed session from 8.10pm

21/5468 Legal Matters

The Parish Council received a further update regarding the County Court case. The Parish Council agreed that, subject to legal clarification, applications be made to the County Court as outlined in paragraphs 3 & 4 of the advice provided by WG Law. This was proposed by Councillor Brown and seconded by Councillor Mitchell. Unanimous.

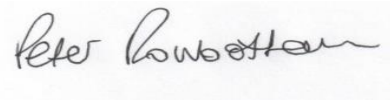
The meeting was back in open session from 8:50pm

21/5469 Urgent Matters

None

The meeting finished at 8:50pm

Signed as a true and accurate record.



**Councillor Sandra Moxon
Chairman
Brixworth Parish Council
24th June 2021**

**Peter Rowbotham
Parish Clerk
Brixworth Parish Council
10th June 2021
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