




## Brixworth Parish Council

Councillors are hereby summoned to attend the Parish Council meeting to be held on  
Thursday 30<sup>th</sup> March 2023 at 7.15pm

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

Please inform the Clerk of your apologies in writing, should you be unable to attend.

Email: [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)

Signed: .....

Josie Flavell - Proper Officer/Clerk

**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**

### PART ONE – OPENING PROCEDURES

22/6134	<b>Welcome by Chairman</b>	
22/6135	<b>Apologies for absence and acceptance of apologies for absence</b> To consider and accept any apologies reported.	
22/6136	<b>Declarations of Interest</b> a) To consider any declarations of any disclosable pecuniary or other interests. b) To consider any dispensations or written requests for dispensation of DPI.	
22/6137	<b>Agree and Sign the Minutes of Previous Meeting</b> RESOLVE to the Chairman approving the Ordinary Meeting Minutes of the meeting held on 23 <sup>rd</sup> of February 2023, including the confidential meeting minutes dated 26 <sup>th</sup> January and 23 <sup>rd</sup> February 2023 respectively.	<b>Paper A Paper A1 Paper A2</b>
22/6138	<b>Public Open Forum Session</b> a) 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.  b) 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.  c) 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.	

#### **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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**PART TWO – FOR DECISION**

22/6139	<b>SLCC Membership Renewal</b> Pursuant to February meeting minute reference 22/6114, RESOLVE to approve the cost of £337.00 to create a separate SLCC (society of local council clerks) membership for the Administrative Assistant.	
22/6140	<b>Polices and Document Adoption – Phase 2</b> RESOLVE to adopt and approve the amended policies and associated documents, as circulated for review and comment prior to the meeting.	
22/6141	<b>King's Coronation Commemorative Mugs</b> a) To consider and agree to purchase commemorative mugs for the Brixworth Primary School children. b) RESOLVE to approve one of the quotes circulated prior to the meeting and for the cost to be met by Section 137.	<b>Paper B</b>
22/6142	<b>West Northants Council Boundary Commission for England Consultation</b> a) To consider responding to the Boundary Review Consultation by 15 <sup>th</sup> May 2023. b) RESOLVE to agree a comment response and to give the Clerk delegated authority to respond on behalf of Council.	
22/6143	<b>Brixworth Primary School Ink Bin Initiative</b> a) RESOLVE to approve the installation of an ink bin as per the meeting paper circulated prior to the meeting. b) RESOLVE to propose and agree a location.	<b>Paper C</b>
22/6144	<b>Spratton Road Trees</b> RESOLVE to consider and approve one of the 2 quotes received, to install 12 tree to protect the Japanese Cherry trees at Spratton Road play area.	<b>Paper D</b>
22/6145	<b>No Mow May</b> a) RESOLVE to join this West Northants Council initiative and not mow areas of the parish for the entire month of May b) RESOLVE to agree which areas of green space should not be mown during May.	
22/6146	<b>Finance</b> RESOLVE to consider and approve the payments list for March 2023.	<b>Paper E</b>
22/6147	<b>West Northants Council Public Spaces Protection Order 2022 Consultation</b> RESOLVE to respond to this consultation by 17 <sup>th</sup> April 2023, and agree a comments response.	<b>Paper F</b>
22/6148	<b>59/60 Bus Service Contribution</b> RESOLVE to approve a contribution of £1,000 towards this service for the next 12 months and for the Clerk/RFO to pay this directly to Spratton Parish Council, in accordance with protocol.	

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**PART TWO – FOR DECISION**

22/6149	<p><b>Environmental Policy</b>            A) Resolve to approve the recommendation from Brixworth Climate Action Group on the Environmental Policy, as per information circulated prior to the meeting.            B) Resolve to adopt the policy document.</p>	Paper G
22/6150	<p><b>Brixworth Green Plan</b>            RESOLVE to adopt the Green Plan, as per documents circulated to council prior to the meeting.</p>	Paper H
22/6151	<p><b>Grant Application – The Royal British Legion</b>            RESOLVE to approve the grant application for £1,256.00 from the RBL (Brixworth) to allow them to purchase the Royal Standard Flag, flagpole, fixings and associated costs, in preparation for King Charles III coronation.</p>	Paper I
22/6152	<p><b>Living Wage Accreditation Fee Increase</b>            RESOLVE to approve the increased annual accreditation fee of £66.00, from the 1<sup>st</sup> of April 2023.</p>	
22/6153	<p><b>Lesson Road/The Ashway Vegetation</b>            RESOLVE to approve the quote from R&amp;G Grounds Maintenance of £845.00 (exc. VAT) to cut back the vegetation on both sides of the Ashway chain link fence. Excavate the broken concrete posts and struts and mend the broken fence.</p>	Paper J
22/6154	<p><b>Village Green Bollard Replacement</b>            RESOLVE to consider and agree to replace the bollards on the village green at Holcot Road and for the Clerk to gain quotations for this purpose.</p>	Paper K
22/6155	<p><b>Fruit Tree Donation &amp; Planting Site</b>            RESOLVE to accept the Fruit Tree Donation and Council to agree a site/location for planting.</p>	

**PART THREE – FOR INFORMATION**

22/6156	<p><b>POS Fencing – Pytchley Way</b>            To NOTE that West Northants Highways department will not issue or approve a licence for the proposed works to be completed due to it being private land, even though Council have the land owners consent.</p>	
22/6157	<p><b>Brixworth Speed Watch Group</b>            To NOTE Cllr Barratt has created a new village Speed Watch initiative and may request future support from the Council.</p>	

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**PART THREE – FOR INFORMATION**

22/6158	<b>Vertidrain – St David’s Recreational Ground</b> To NOTE that the Cricket Club have paid £100 towards the cost of the extra vertidrain to make up the shortfall and allow for this maintenance process to be completed by R&G Grounds Maintenance.	
22/6159	<b>Finance Committee</b> a) To receive the Cost Centre Summary Report b) To receive the Monthly Breakdown Receipts and Payments Report c) To receive the Net Position by Cost Centre Report d) To receive the Committed Spend Report e) To receive the Expenditure from Reserves Report f) To receive the February Bank Reconciliation Report	<b>Paper L</b> <b>Paper M</b> <b>Paper N</b> <b>Paper O</b> <b>Paper P</b> <b>Paper Q</b>
22/6160	<b>Planning Committee</b> To receive and NOTE the Minutes of the Planning Committee Meeting held on 6 <sup>th</sup> March 2023 and 27 <sup>th</sup> March 2023.	<b>Paper R</b> <b>Paper S</b>
22/6162	<b>Brixworth Climate Action Group</b> To receive and NOTE the meeting minutes.	<b>Paper T</b>
22/6163	<b>Sports Liaison Work Group</b> To receive and NOTE the meeting minutes.	<b>Paper U</b>
22/6164	<b>Clerk’s Report</b> To receive and NOTE the report.	<b>Paper V</b>
22/6165	<b>Administration Assistant’s Report</b> To receive and NOTE the report.	<b>Paper W</b>
22/6166	<b>Community Safety</b> a) To Receive and NOTE the Crime Report b) To receive and NOTE the Speed Data Analysis	<b>Paper X</b> <b>Paper Y</b>
22/6167	<b>Parish Councillor Representatives Updates</b> a) Village Hall – Cllr Lunnon b) Thomas Roe Charity - Cllr Mitchell/Cllr Lunnon c) NCALC – Cllr Moxon d) Police Liaison – Cllr Coe e) Armed Forces- Cllr Bird f) Verification Officer – Cllr Compton g) IT Working – Cllr Brown/Cllr Nixon h) Climate Change Champion – Cllr Ware	

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	i) Saturday Surgery Report - Cllr Brown/Cllr Collyer	
22/6168	<b>To Note the Dates of the Next Meetings:</b> <ul style="list-style-type: none"><li>▪ Saturday Surgery 1<sup>st</sup> April 2023 - Cllr Ware &amp; Cllr Nixon attending</li><li>▪ Media Meeting 13<sup>th</sup> April 2023</li><li>▪ Planning Meeting 17<sup>th</sup> April 2023</li><li>▪ Personnel and Finance Meetings 26<sup>th</sup> April 2023</li><li>▪ Full Council Meeting 27<sup>th</sup> April 2032</li><li>▪ Planning Meeting 6<sup>th</sup> May 2023</li><li>▪ Annual Parish Meeting 11<sup>th</sup> May</li></ul>	

#### PART FOUR – CONFIDENTIAL MATTERS

22/6169	<b>Exclusion of the press and public</b> RESOLVE to consider the exclusion of the press and public from the meeting in accordance with Public Bodies (Admissions to Meetings) Act 1960 sect 1.2, to discuss matters of commercial and personal confidentiality (Papers for Members only), due it being prejudicial to public interest by reason of the confidential nature of the business to be transacted.  <b>The Press and Public will be requested to leave the meeting (subject to 22/6167)</b>	
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#### PART FIVE – CONFIDENTIAL MATTERS

22/6170	<b>Peninsula HR Contract Termination Update</b> To receive an update concerning the termination of the Peninsula contract.	<b>Paper A3</b>
22/6171	<b>Local Government Pay Offer</b> To NOTE the report received from Northants CALC concerning the local government pay offer for the new financial year.	
<b>The Press and Public to be invited back into the meeting.</b>		

#### PART SIX – CLOSING PROCEDURES

22/6172	<b>Next Ordinary Meeting</b> <ul style="list-style-type: none"><li>a) To consider any items for inclusion on the April meeting agenda.</li><li>b) To note the date of the next Ordinary Meeting on 27<sup>th</sup> April 2023.</li></ul>	
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