



Brixworth Parish Council Minutes of the Ordinary Parish Council Meeting

Thursday 23rd February 2023 at 7.15pm

Community Centre & Library, Spratton Road, Brixworth NN6 9DS

In attendance: Cllr Sandra Moxon (Chairman), Cllr Jackie Bird (Vice-Chairman), Cllr Ian Barratt, Cllr Neal Brown, Cllr Elaine Coe, Cllr James Collyer, Cllr Lynne Compton, Cllr Barbara Lunnon, Cllr Tony Nixon, Cllr Kevin Parker, Cllr Frances Peacock and Cllr Christine Ware.

Absent: Cllr Tom Mitchell

Clerical Support: Gavin Kirkup (Parish Administrative Assistant)

Members of the public: One

PART ONE – OPENING PROCEDURES

22/6102	Cllr Moxon welcomed everyone to the meeting of the parish council and advised attendees of the evacuation procedures and that the meeting is recorded.	-
22/6103	<p>Apologies for absence and acceptance of apologies for absence Apologies were received from:</p> <ul style="list-style-type: none"> ▪ Parish Clerk - Josie Flavell. ▪ Cllr Gary Spratt. <p>Council RESOLVED to accept these apologies. Prop. Cllr Brown, Sec. Cllr Bird. Unanimous.</p>	-
22/6104	<p>Declarations of Interest</p> <p>a) Cllr Bird declared a non-pecuniary interest in agenda item 22/6124 Legal (Assets) Report Paper S concerning the Sports Lease due to being a Sports Central Committee member. Council RESOLVED to accept this declaration. Prop. Cllr Compton, Sec. Coe. Unanimous.</p> <p>b) There were no dispensations or written requests for dispensation of DPI to consider.</p>	-
22/6105	<p>Agree and Sign the Minutes of Previous Meeting Council RESOLVED to the Chairman approving the Ordinary Meeting Minutes of 26th of January 2023, as a true and accurate record. Prop. Cllr Bird, Sec Cllr Nixon. One abstention.</p>	JF
22/6106	<p>Public Open Forum Session Brixworth Dagger – a member of public reported that there is great relief that the Brixworth Dagger has been released and will be on display in the Doctors Surgery for residents to be able to visit.</p>	-

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PART TWO – FOR DECISION

22/6107	<p>POS Fencing – Pytchley Way Council RESOLVED to formally DISMISS the resolution to approve two quotes from R&G to install single rail fencing to protect the two areas of land and trees to the rear of the chip shop on Pytchley Way, and to contact WNC to strongly request enforcement of the TPO and to ascertain whether the condition of the second piece of land is a health and safety issue. Prop. Cllr Brown, Sec. Cllr Compton. One abstention.</p>	JF/GK
<i>Cllr Peacock arrived late to the meeting late at 19:22pm</i>		
22/6108	<p>CPRE Hedgerow Project Council RESOLVED to approve the quote from R&G for £73.00 (exc. VAT) to plant 12m of Hawthorn on Eaglehurst POS, as part of the CPRE project. Prop. Cllr Brown, Sec. Cllr Lunnon. Unanimous.</p>	JF/GK
22/6109	<p>Eaglehurst Silver Birch Tree Council RESOLVED to approve the move of the Silver Birch Tree from the Eaglehurst development to the WNC owned POS on the junction of Woodsfield and Spratton Road at no cost to the Council, and to taking on the responsibility for its welfare. Prop. Cllr Lunnon Sec. Cllr Brown. Unanimous.</p>	JF
22/6110	<p>Employee Mobile Phones Council RESOLVED to purchase three new phones for the part-time Groundsman, Cleaner and Administrative Assistant, that are functionally appropriate to the employee's role. The final decision is delegated to the Clerk to get best value for the Parish Council. Prop. Cllr Moxon, Sec. Cllr Brown. Unanimous.</p>	JF
22/6111	<p>NALC Civility and Respect Pledge Council RESOLVED to take the NALC Civility and Respect pledge. Prop. Cllr Compton, Sec. Cllr Bird. Two abstentions.</p>	JF
22/6112	<p>ILCA Training Course Council RESOLVED to ratify the cost of £120.00 (exc. VAT) to SLCC via debit card between meetings, to register Gavin Kirkup for the ILCA training course. Prop. Cllr Brown, Sec. Cllr Lunnon. Unanimous.</p>	-
22/6113	<p>SLCC Membership Renewal Council RESOLVED to approve the cost of £337.00 to renew the SLCC membership for the Clerk and investigate the cost for the Admin Asst to also join. Prop. Cllr Compton Sec. Cllr Brown. Unanimous</p>	JF
22/6114	<p>Polices and Document Adoption – Phase 1 Council RESOLVED to adopt all of these policies with the exception of the Environmental Policy, which will be DEFFERED for review by BCAG. Prop. Cllr Ware, Sec. Cllr Coe. One abstention.</p>	GK

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22/6115	Peninsula HR Contract Termination Council RESOLVED to move this item to the confidential section of the meeting. Prop. Cllr Brown, Sec. Cllr Moxon. Unanimous.	-
22/6116	Hedgehog Project Council RESOLVED to support the hedgehog highway project at a cost of £150.00 for a box of 50 hedgehog highway surrounds, from Hedgehogs R Us and to promote this initiative via social media. Prop. Cllr Lunnon, Sec. Cllr Peacock. Two against.	JF/GK
22/6117	Garden Creep Council RESOLVED to approach WNC to request information and clarification of the status of the barrier land strip between the A508 and the village boundary. Prop. Cllr Barratt, Sec. Cllr Compton. One against and two abstentions.	JF
22/6118	Roman Dagger Insurance Council RESOLVED to insure the Roman Dagger - which is under ownership of the Brixworth Heritage Group and to be displayed at the Dr's Surgery - under the Parish Council insurance policy, at no extra cost, and to add this item to the Asset Register. Prop. Cllr Lunnon, Sec. Cllr Ware. One abstention and one against.	JF
22/6119	Finance Council considered and RESOLVED to approve the payments list for February 2023. Prop. Cllr Brown, Sec. Cllr Lunnon. Unanimous. NB: It was NOTED that there may be an opportunity to check existing phone contracts alongside the resolution made under minute reference 22/6110.	JF/GK

PART THREE – FOR INFORMATION

22/6120	Community Safety Reports a) Council received and NOTED the Crime Report. b) Council received and NOTED the Speed Data Analysis Report.	-
22/6121	Finance Committee Council received and NOTED the following reports: a) Cost Centre Summary Report b) Monthly Breakdown Receipts and Payments Report c) Net Position by Cost Centre Report d) Committed Spend Report e) Expenditure from Reserves Report f) January Bank Reconciliation Report	-

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22/6122	Planning Committee Council received and NOTED the minutes of the Planning Committee of 13th February 2023.	-
22/6123	Personnel Committee Council received and NOTED the Minutes of the Personnel Committee Meeting held on 13 th February 2023.	-
22/6124	Legal (Assets) Report Council received and NOTED the Legal (Assets) report.	-
22/6125	Clerk's Report Council received and NOTED the Clerk's monthly report.	-
22/6126	Administration Assistant's Report Council Received and NOTED the Administrative Assistant's report.	-
22/6127	59/60 Bus Service Council received and NOTED an update from Cllr Moxon regarding the future of the 59/60 bus service, where it was reported service funding will not be withdrawn and consultants will be utilised to conduct a review in due course. This news will be shared on social media, and the Admin Assistant is to review the University press.	GK
22/6128	Parish Councillor Representatives Updates a) Village Hall – Cllr Lunnon reported that the car park title is complete, just waiting for HM Land Registry confirmation. The previous Gigaclear liaison has left the business, delaying plans for a celebration of the provision in the hall. b) Thomas Roe Charity - Cllr Mitchell/Cllr Lunnon deferred this item to the March meeting. c) NCALC (Cllr Moxon) – there was no report to consider. d) Police Liaison – Cllr Coe reported that she attended a rural Policing meeting. e) Armed Forces - Cllr Bird reported that British Legion are in process of raising funds for a banner holder, flags and outfit. They will be applying for a grant in due course. f) Verification Officer – Cllr Compton reported that the verification was completed, with the next verification meeting taking place on 6 th of March 2023. g) IT Working (Cllr Brown) – there was no report to consider. h) Climate Change Champion - Cllr Ware reported that she will attend the Welford event on the 2 nd of March 2023.	-
22/6129	To Note the Dates of the Next Meetings Council NOTED all of the listed dates as follows: <ul style="list-style-type: none"> ▪ Saturday Surgery 4th March 2023 - Cllr Brown/Cllr Collyer will attend. BL/CW will confirm a date with the Community Larder in due course. ▪ Planning Meeting 6th March 2023 ▪ BCAG Working Group 21st March 2023 ▪ Planning Meeting 27th March 2023 ▪ Full Council 30th March 2023 	

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PART FOUR – CONFIDENTIAL MATTERS

22/6130	<p>Exclusion of the Press and Public</p> <p>Council RESOLVED to exclude 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.</p> <p style="text-align: center;">Prop. Cllr Brown Sec. Cllr Compton – Unanimous.</p> <p style="text-align: center; color: red;">The Press and Public will be requested to leave the meeting (subject to 22/6130)</p> <p style="text-align: center;">No press or public were present to exclude.</p> <p style="text-align: center; color: red;">The meeting was in closed session from 8:38pm</p>	-
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PART FIVE – CONFIDENTIAL MATTERS

22/6131	<p>Eaglehurst Commuted Sum</p> <p>Council received and NOTED an update on the Eaglehurst Commuted Sum.</p>	JF/TN
22/6132	<p>Personnel</p> <p>a) Council RESOLVED to terminate the existing HR contract at the earliest possible opportunity and RESOLVED to approve the Worknest HR Contract with immediate effect. Prop. Cllr Brown Sec. Cllr Coe. Unanimous.</p> <p>b) Council received and NOTED an update concerning confidential meeting Paper X. Prop. Cllr Lunnon, Sec. Cllr Brown. Unanimous.</p>	JF
The meeting re-opened to the public at 8:49pm		

PART SIX – CLOSING PROCEDURES

22/6133	<p>Next Ordinary Meeting</p> <ul style="list-style-type: none"> ▪ Deferred Environmental Policy ▪ Kings Coronation 	JF/GK
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In the absence of further business, the meeting was closed in full at 20:52pm

Signed as a true and accurate record:

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Sandra Moxon - Chairman
Brixworth Parish Council
Date: 30th March 2023

Minutes Prepared by:
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