



Brixworth Parish Council

Minutes of the Ordinary Parish Council Meeting

Thursday 30th March 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 Gary Spratt, Cllr Tony Nixon, Cllr Kevin Parker, Cllr Tom Mitchell and Cllr Christine Ware
Absent:	Cllr Frances Peacock
Parish Clerk:	Josie Flavell
Members of the public:	Six

MINUTES

Actions

PART ONE – OPENING PROCEDURES

22/6134	Welcome by Chairman Cllr Moxon welcomed everyone to the meeting of the parish council and advised attendees of the evacuation procedures and that the meeting is recorded.	-
22/6135	Apologies for absence and acceptance of apologies for absence were reported as follows: <ul style="list-style-type: none"> ▪ Cllr Lunnon – Prop. Cllr Ware / Sec. Cllr Compton - all in favour with one abstention. ▪ Cllr Peacock was absent from the meeting with no formal apologies submitted. 	Accepted
22/6136	Declarations of Interest <ol style="list-style-type: none"> a) Cllr Nixon and Cllr Ware declared interests in agenda item 22/6142 West Northants Council Boundary Review Commission Consultation. b) There were no dispensations or written requests for dispensation of DPI to consider. 	-
22/6137	Agree and Sign the Minutes of Previous Meeting Council RESOLVED to Chairman Moxon approving the Ordinary Meeting Minutes of the meeting held on 23 rd of February 2023, including the confidential meeting minutes dated 26 th January and 23 rd February 2023 respectively, as true and accurate records. <ul style="list-style-type: none"> ▪ Ordinary Minutes - Prop. Cllr Ware / Sec. Cllr Nixon. 11 In favour with 1 abstention ▪ January Confidential Minutes – Prop. Cllr Brown / Sec. Cllr Nixon. All in favour. ▪ February Confidential Minutes – Prop. Cllr Brown / Sec. Cllr Bird. 11 In favour with 1 abstention 	-

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.

Initialed:



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22/6138	<p>Public Open Forum Session</p> <p>a) A member of public requested the use of the Parish Council Road Closure signs for their King Charles III Coronation street party which is taking place in Froxhill Crescent. This request was accepted and they were asked to liaise with the Parish Clerk.</p> <p>b) A member of public from the Sports Liaison Working Group asked Council why it takes so long for any meeting actions to be completed and stated that more cohesion is required between the Sports Liaison WG and Council. They also requested that any future actions are assigned to an individual, are tracked and completion of tasks pursued more succinctly. They gave various examples of past items (including the defibrillator and ball stop net installations) which have been agreed and yet, still not actioned. The verti-drain operation was also mentioned, which was discussed last year and due to lack of funds from Sand United has been delayed. It was reported that the Cricket Club have recently paid £100 to enable the verti draining to be completed to the 11x11 pitch, but it is now too late to conduct the works. Given this and the poor conditions of the pitches (photos were circulated) it now, may not be the best option to maintain the pitch. Cllr Nixon reported that legal agreements need to be put into place with all sporting clubs - which he and the clerk are currently working on - to allow for issues to be dealt with as and when they arise. Cllr Bird stated that the defibrillator hasn't been installed due to the First Responders stating it needs to be located at the front of the Sports Central building but there is no electrical connection in this area. Cllr Collyer reported that on behalf of the First Responders, the defibrillator can be located wherever there is a connection, it then just needs signs alerting people to the fact it is there. All present unanimously agreed to the defibrillator becoming a standing agenda item for Sports Liaison meetings and for the installation to take place as soon as possible and for the Clerk to organise another Sports Liaison meeting as soon as is practicably possible.</p> <p>c) Members of public reported that when Bartlets Well was developed, bollards were installed on an area of green space. This pushed the parking issues to another area of green space within the vicinity, which has since become a mud bath. The residents liaised with both the developer and Daventry District Council (DDC) at the time, and asked for the bollards to be removed. DDC agreed with this course of action but nothing happened. If the bollards were removed it would alleviate the parking pressures currently experienced, and the other area of POS could then be rejuvenated. Council are concerned that it will result in losing more green space, at a time where environmentally, green spaces should be protected. However, they understand the issues the residents currently face, and unanimously agreed to support this and request West Northants Highways remove the bollards forthwith, and also discuss parish wide parking issues at a future council meeting. Prop. Cllr Brown / Sec. Cllr Compton.</p>	<p>JF</p> <p>JB</p> <p>JF</p> <p>JF</p>
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PART TWO – FOR DECISION

22/6139	<p>SLCC Membership Renewal</p> <p>Pursuant to February meeting minute reference 22/6114, Council RESOLVED to approve the cost of £337.00 to create a separate SLCC (society of local council clerks) membership for the Administrative Assistant. Prop. Cllr Bird / Sec. Cllr Brown. All in favour.</p>	<p>JF</p>
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Initialed:



22/6140	<p>Polices and Document Adoption – Phase 2 Council RESOLVED to adopt and approve the amended policies and associated documents, as circulated for review and comment prior to the meeting. Prop. Cllr Brown / Sec. Cllr Ware. Unanimous.</p>	GK
22/6141	<p>King’s Coronation Commemorative Mugs a) Council considered the quotations and purchase of commemorative mugs for the Brixworth Primary School children and agreed that bookmarks are a better option, due to being cheaper and allowing more people to receive this gift/gesture from the Parish Council, not just the school children. All present agreed that the bookmarks should have the Kings Emblem and the Parish Council Logo inserted. Prop. Cllr Brown / Sec. Cllr Barratt. The proposal was amended with all present unanimously agreeing that bookmarks with the Kings Emblem and coronation information only, be purchased. Prop. Cllr Brown / Sec. Cllr Barratt. b) Council agreed to a budget of £1,600.00 for the purchase of the coronation bookmarks. Prop. Cllr Brown / Sec. Cllr Barratt. Six In favour, 4 against and 2 abstentions.</p>	JF
22/6142	<p>West Northants Council Boundary Commission for England Consultation a) Council considered and agreed not to respond to the Boundary Review Consultation. Prop. Cllr Spratt / Sec. Cllr Bird. 8 in favour with 4 abstentions. b) Due to the decision made under minute reference above 22/6142(a), this item is null and void.</p>	-
22/6143	<p>Brixworth Primary School Ink Bin Initiative a) Council unanimously agreed that the Library would be the best place for the ink bin to be installed and to defer this item to the April meeting. Cllr Spratt agreed to liaise with the Library Network (Northampton) to seek approval and to report back to the Clerk. In the meantime, the Clerk is to obtain further details, such as the dimensions of the bin, how often is it emptied etc. and is to contact the school PTA. Prop. Cllr Brown / Sec/ Cllr Spratt b) Due to the decision made under minute reference 22/6143(a), this item is null and void.</p>	JF
22/6144	<p>Spratton Road Trees Council considered both quotes and RESOLVED to approve the quote received from R&G Maintenance, for 2 metal guards to be purchased and installed around only the two trees which were not vandalised, at a cost of £380.00. Prop. Cllr Brown / Sec. Cllr Spratt. Unanimous.</p>	JF
22/6145	<p>No Mow May a) Council did not agree to join this West Northants Council initiative and not mow areas of the parish for the entire month of May. Prop. Cllr Parker / Sec. Cllr Barratt. 4 In favour 4 with 7 against. Cllr Moxon proposed that R&G Maintenance be consulted to find areas eligible for no mow May. Prop. Cllr Moxon / Sec. none. Another proposal was put before Council to be involved in ‘No Mow May’ but to exclude the play areas, pitches and private land, and for all other areas of PC owned land to not be mown during 1st and 31st May inclusive. Prop. Cllr Ware / Sec. Cllr Bird. 9 In favour with 3 against. It was also suggested that Council consider future, permanent, sites for re-wilding. b) This was agreed under minute reference 22/6145(a). The Clerk is to liaise with the Groundsman.</p>	JF

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Initialed:



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22/6146	Finance Council RESOLVED to approve the payments list for March 2023. Prop Cllr Bird / Sec. Cllr Coe. Unanimous	GK
22/6147	West Northants Council Public Spaces Protection Order 2022 Consultation Council RESOLVED to respond to this consultation by 17 th April 2023, and agreed to request that Nitrous Oxide canisters be banned from public open space. Prop. Cllr Compton / Sec. Cllr Mitchell. 11 In favour with 1 abstention.	JF
PART TWO – FOR DECISION		
22/6148	59/60 Bus Service Contribution Council RESOLVED 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 upon receipt of an invoice in the new financial year. Prop. Cllr Brown / Sec. Cllr Ware	JF
22/6149	Environmental Policy a) Council RESOLVED to approve the recommendations/amendments put forward by the Brixworth Climate Action Group on the Environmental Policy, as per the policy circulated prior to the meeting. Cllr Moxon felt and reported that it will take up considerable staff and financial resources, and the language used needs to be changed from the 'Parish Council will', to the 'Parish Council will endeavour to'. Prop. Cllr Brown / Sec. Cllr Coe. Cllr Ware requested a recorded vote as follows: <ul style="list-style-type: none"> ▪ <u>In favour:</u> Cllr Moxon, Cllr Nixon, Cllr Mitchell, Cllr Coe, Cllr Spratt, Cllr Collyer, Cllr Compton, Cllr Brown and Cllr Parker. ▪ <u>Against:</u> Cllr Barratt ▪ <u>Abstention:</u> Cllr Bird b) Council RESOLVED to adopt the policy document subject to the above mentioned amendments being made. Prop. Cllr Nixon / Sec. Cllr Coe. 11 In favour with 1 abstention.	CW
22/6150	Brixworth Green Framework Council DID NOT adopt the Green Framework as Cllr Parker stated that use of language needs to be reviewed and amended. It was proposed that the Green Framework be amended and reviewed again at the April meeting. 8 In favour with 3 against and 1 abstention.	CW
22/6151	Grant Application – The Royal British Legion Council RESOLVED to approve the grant application of £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. Prop. Cllr Spratt / Sec. Cllr Compton. 10 In favour with 2 abstentions.	JF
22/6152	Living Wage Accreditation Fee Increase Council RESOLVED to approve the increased annual accreditation fee of £66.00, from the 1 st of April 2023. Prop. Cllr Mitchell / Sec. Compton. Unanimous.	-

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22/6153	<p>Lesson Road/The Ashway Vegetation Council RESOLVED to approve the quote from R&G Grounds Maintenance at a cost 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. Prop. Cllr Bird / Sec. Cllr Mitchell. Unanimous. The Clerk is to confirm these works with the resident affected.</p>	JF
22/6154	<p>Village Green Bollard Replacement This agenda item was discussed under minute reference 22/6138(c).</p>	-
22/6155	<p>Fruit Tree Donation & Planting Site Council RESOLVED to accept the fruit tree donation and agreed the Holcot Road/Tantree Way site as the location for planting. Cllr Ware is to liaise with the resident donating the fruit trees and volunteers who will be planting them, once the relevant Highways permissions and utilities checks have been conducted by the Clerk. This initiative will have no cost to Council and watering tubes will be included free of charge too. BCAG will then monitor the trees once planted and the Clerk will request the PC Groundsman to protect the trees by installing chicken wire and tree stakes. Prop. Cllr Ware / Sec. Cllr Moxon. Unanimous.</p>	CW JF

Cllr Coe left the meeting early at 21:00pm

PART THREE – FOR INFORMATION

Cllr Brown left the meeting early at 21:23pm

22/6156	<p>POS Fencing – Pytchley Way Council NOTED that since the agenda was released and issued, things have since changed. West Northants Council will not install any fencing in these areas of POS due to the land being privately owned but have agreed that due to this and the fact permission has already been sought from the landowner, should the Parish Council wish to install fencing, they are free to do so without any involvement from WNC. Given this change, Council may wish to re-consider the installation of fencing off these areas at a later date.</p>	JF
22/6157	<p>Brixworth Speed Watch Group Council NOTED that Cllr Barratt has created a new village Speed Watch initiative and may request future support from the Council.</p>	-

PART THREE – FOR INFORMATION

22/6158	<p>Vertidrain – St David’s Recreational Ground Council NOTED that the Cricket Club have paid £100 towards the cost of the extra verti drain to make up the shortfall to allow for this maintenance process to be completed by R&G Grounds Maintenance. However, other works may take place instead due to the recent inclement weather and it being the wrong time of year for a verti draining operation. The Clerk</p>	JF
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	is to find out from R&G Maintenance what other work can be conducted for the money available and seek prices for 2 verti drain operations to be added into the annual maintenance programme and to bring it back to Council.	
22/6159	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) February Bank Reconciliation Report	-
22/6160	Planning Committee Council received and NOTED the Minutes of the Planning Committee Meeting held on 6 th March 2023 and 27 th March 2023.	-
22/6162	Brixworth Climate Action Group Council received and NOTED the meeting notes.	-
22/6163	Sports Liaison Work Group Council received and NOTED the meeting minutes. Cllr Barratt requested the Clerk to check historic policies for cancellation of pitch use in inclement weather.	JF
22/6164	Clerk's Report Council received and NOTED the report.	-
22/6165	Administration Assistant's Report Council received and NOTED the report.	-
22/6166	Community Safety a) Council receive and NOTED the Crime Report b) Council received and NOTED the Speed Data Analysis	-
22/6167	Parish Councillor Representatives Updates a) Village Hall – due to Cllr Lunnon not being present, there was no report to consider. b) Thomas Roe Charity - Cllr Mitchell reported a meeting took place last Wednesday, and 2 applications were considered and funds awarded. c) NCALC – there were no new reports to consider. d) Police Liaison – there were no new reports to consider e) Armed Forces- Cllr Bird reported that they had held their first fund raiser which was very successful. f) Verification Officer – Cllr Compton reported that the next meeting is booked for early April. g) IT Working – there were no new reports to consider. h) Climate Change Champion – Cllr Ware reported that the Eaglehurst Silver Birch has been relocated and planted within the Froghall/Spratton Road POS.	-

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	i) Saturday Surgery Report - Cllr Collyer reported that 3 parishioners visited and spoke about parking concerns at the Chip Shop, further information regarding the white van parked at Bridge Close and one resident wanted to know if Council would be replacing the vandalised Cherry trees.	
22/6168	<p>To Note the Dates of the Next Meetings: Council NOTED all meetings dates.</p> <ul style="list-style-type: none"> ▪ Saturday Surgery 1st April 2023 - Cllr Ware & Cllr Nixon attending ▪ Brixworth Climate Action Group – 11th April 2023 ▪ Media Meeting 13th April 2023 ▪ Planning Meeting 17th April 2023 ▪ Personnel and Finance Meetings 26th April 2023 ▪ Full Council Meeting 27th April 2023 ▪ Planning Meeting 1st May 2023 ▪ Annual Parish Meeting 11th May 2023 	-

PART FOUR – CONFIDENTIAL MATTERS

22/6169	<p>Exclusion of the press and public 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; color: red;">The Press and Public were requested to leave the meeting (subject to 22/6169)</p>	-
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PART FIVE – CONFIDENTIAL MATTERS

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

PART SIX – CLOSING PROCEDURES

22/6172	<p>Next Ordinary Meeting</p> <ol style="list-style-type: none"> a) The Green Framework Plan (CW) b) Parking issues to be included within the Business Plan and discussed at a future meeting. c) Council NOTED the date of the next Ordinary Meeting as 27th April 2023. 	-
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Councillor Tom Mitchell, Councillor Tony Nixon, Councillor Kevin Parker, Councillor Frances Peacock,
Councillor Gary Spratt and Councillor Christine Ware.

Initialed:



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In the absence of further business, the meeting was closed in full at 21:49pm

Signed as a true and accurate record:

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Sandra Moxon - Chairman
Brixworth Parish Council
Date: 27th April 2023

Minutes Prepared by:

Josie Flavell
Clerk & RFO

Brixworth Parish Council

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