




Brixworth Parish Council

Councillors are hereby summoned to attend the Ordinary Parish Council meeting to be held on Thursday 25th January 2024 at 7.30pm

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

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

23/6442	Welcome Welcome by the Chairman and information regarding evacuation procedures.	ALL
23/6443	Apologies for absence and acceptance of apologies for absence To consider and accept any apologies reported.	ALL
23/6444	Declarations of Interest a) To consider any declarations of any disclosable pecuniary or other interests. b) To consider any dispensations or written requests for dispensation of DPI.	ALL
23/6445	Agree and Sign the Minutes of Previous Meeting RESOLVE to the Chairman approving the following sets of meeting minutes: a) Ordinary Parish Council Meeting Confidential Minutes dated 30 th November 2023 b) Ordinary Parish Council Meeting Minutes dated 21 st December 2023. c) Ordinary Parish Council Meeting Confidential Minutes dated 21 st December 2023	Paper C1 Paper A Paper C2
23/6446	Public Open Forum Session 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 Jackie Bird (Chairman), Councillor Lynne Compton (Vice Chair), Councillor Alan Aisbett
Councillor Ian Barratt, Councillor Neal Brown, Councillor Elaine Coe, Councillor James Collyer,
Councillor Barbara Lunnon, Councillor Gaurang Mehta, Councillor Tom Mitchell, Councillor Tony Nixon,
Councillor Frances Peacock, Councillor Gary Spratt and Councillor Christine Ware

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PART TWO – FOR DECISION

23/6447	National Allotments Society Membership (NAS) RESOLVE to approve the membership fee of £55 (exc. VAT) to join NAS to allow council to gain advice for the Northampton Road Allotment issues.	-
23/6448	Finance RESOLVE to consider and approve the payments list for January 2024.	Paper B
23/6449	WNC Consultations – Local Cycling and Walling Infrastructure Plans RESOLVE to agree a comments response to the aforementioned consultation by the deadline date of 25 th February 2024.	-
23/6450	Biodiversity Policy a) RESOLVE to approve this policy pursuant to legislation i.e. the 2021 Environmental Act and information received from Northants CALC. b) RESOLVE to agree any further steps council can make to conserve and enhance biodiversity.	Paper C
23/6451	Wellbeing Park – Spratton Road POS a) RESOLVE to receive and approve the proposal (Paper F) and support the overall project concept with a formal project plan being brought back to Council, should Council resolve to take this idea further. b) To NOTE that each phase of the project will be scoped and costed accordingly and brought to full council for approval.	Paper D
23/6452	Wellbeing Park Grant Funding – King Charles III Charitable Fund RESOLVE to give the Clerk delegated authority to apply for the King Charles III Charitable Fund and other grant funding as appropriate, to pay for items for the wellbeing park at Spratton Road.	Paper E
23/6453	Local Council Quality Awards RESOLVE to pay the registration fee of £50 (exc. VAT) to allow the Officer team to submit an application to gain Foundation and Quality status, eventually, seeking to gain gold standard.	Paper F
23/6454	Host A Councillor a) To consider an invitation from Brixworth Community Larder to ‘Host a Councillor’ on Wednesday 10 th of April 2024. Cllr Barratt and Cllr Mitchell to attend. b) RESOLVE to cancel the planned Saturday Surgery date of Saturday 6 th of April, subject to the above invitation being accepted.	-
23/6455	Capability Policy RESOLVE to approve this policy as reviewed by Cllr Christine Ware.	Paper G
23/6456	Village, National and World Events RESOLVE to approve the purchase of the products itemised within Paper H to celebrate various events in the village and agree a budget of up to £100, utilising the Community Events budget.	Paper H
23/6457	Railway/Heritage Bench Restoration Project RESOLVE to approve the total cost of £5,775 as stated within meeting Paper I, to restore the 3no. railway/heritage benches. Costs to be borne out of the heritage budget and earmarked reserves.	Paper I

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PART THREE – FOR INFORMATION

23/6458	<p>Saturday Surgery To receive and NOTE the Saturday Surgery Report of 6th January. Cllr Compton & Cllr Coe attended.</p>	Paper J
23/6459	<p>Community Centre Lighting Quote To NOTE that the revised quote and costs for the lighting upgrades have been received and approved, from West Northants Council's contractor Lawrences Electrical as follows, with the relevant invoices raised to cross charge the sums owed by the separate organisations as follows:</p> <ul style="list-style-type: none"> ▪ Community Centre 3 x lights - £264.21 (exc. VAT) ▪ Olive Branch 16 x lights - £1,409.12 (exc. VAT) ▪ Parish Council 8 x lights - £704.67 (exc. VAT) 	(Quote) Paper K
23/6460	<p>Committee and Working Group Minutes To receive and NOTE the following sets of minutes/notes, as circulated to Council:</p> <ol style="list-style-type: none"> a) Planning Committee Meeting held on 8th January 2024 b) Climate Action Group Meeting held on 9th January 2024. c) Allotments Working Group meeting held on 10th January 2024. (Confidential) d) Buildings Working Group Meeting held on 15th January 2024. e) Sports Liaison Working Group Meeting held on 16th January 2024. 	Paper L Paper M Paper C3 Paper N Paper O
23/6461	<p>Clerk's Report To receive and NOTE the report.</p>	Paper P
23/6462	<p>Housing Needs Survey To receive a progress report.</p>	-
23/6463	<p>Q3 Finance Pack To NOTE the contents of the Q3 Finance Report which includes the following items:</p> <ul style="list-style-type: none"> ▪ Summary of Rec & Payments ▪ Monthly Breakdown of Receipts and Payments ▪ Net Position ▪ Committed Spend ▪ Rolling Budget ▪ Reserves Budget ▪ Bank Reconciliation Report 	Paper Q
23/6464	<p>Parish Councillor Representatives Updates</p> <ol style="list-style-type: none"> a) Village Hall – Cllr Lunnon/Cllr Nixon b) Thomas Roe Charity - Cllr Mitchell c) NCALC – Parish Clerk d) Police Liaison – Cllr Coe e) Armed Forces - Cllr Bird f) Verification Officer – Cllr Compton g) Environment, Highways and Climate Change Champion - Cllr Ware h) Central Sports Rep – Cllr Nixon 	-

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23/6465	To Note the Dates of the Next Meetings: <ul style="list-style-type: none"> ▪ Planning Committee Meeting – 29th January 2024 ▪ Parish Surgery (Community Centre) 3rd February 2024 JB & AA Attending. ▪ Planning Committee Meeting – 19th February 2024 ▪ Full Council Meeting – 29th February 2024 	
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PART FOUR – CONFIDENTIAL MATTERS

23/6466	<p style="text-align: center;">Exclusion of the Press and Public</p> <p>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.</p> <p style="text-align: center;">The Press and Public will be requested to leave the meeting (subject to 23/6466)</p>	
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PART FIVE – CONFIDENTIAL MATTERS

23/6467	Cricket Club Lease To receive a verbal report and agree any actions concerning the meeting held with the Cricket Club on 24 th January 2024.	TN/AA
23/6468	Land Transfer – Rear of Village Hall To receive a verbal report and agree any actions regarding the meeting held with the Northold Group on 12 th January 2024.	TN/JF
23/6469	All Saints Church Churchyard Maintenance a) To receive and note the contents of the Church Quinquennial Report. b) To consider the request to maintain the churchyard and RESOLVE what action to take.	Paper C4
23/6470	Code of Conduct Review To receive and NOTE the progress report from Cllr Aisbett (For information only).	Paper C5
23/6471	Cleaning – Community Centre a) To receive a report concerning the temporary cleaning contract. b) RESOLVE to approve all associated costs in relation to this matter.	JF

PART SIX – URGENT MATTERS

23/6472	Urgent Matters for Report Only <u>Business must be urgent, and the Chairman notified by no later than 5pm on the day of the meeting. Business discussed will be noted by Council ONLY, as no decisions can be legally made under this agenda item.</u>	-
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PART SEVEN – CLOSING PROCEDURES

23/6473	Next Ordinary Meeting a. To consider any items for inclusion on the February Ordinary Meeting agenda. b. To NOTE the next meeting date for the Ordinary Council Meeting as 29 th February 2024.	-
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