

BRIXWORTH PARISH COUNCIL

Minutes of the meeting held on Tuesday, 25 January 2011 at 7.15p.m. in the Community Centre, Spratton Road, Brixworth

Present: Councillors: I Barratt, C Bament, R Chattaway, Mrs J Fitzgerald, M Lacey, R Low, Mrs E Nunn, D Parnaby, M Ward, F Wiig and Mrs E Wiig

In Attendance: Mrs J Macken – Parish Clerk
PCSO J Hillery Northants Police

11/1275 Apologies for absence

Members apologies for absence were received and accepted from Cllr R Monk

Apologies had also been received from County Cllr C Millar and District Cllr N Bunting.

11/1276 Declaration of Interest on Agenda Items

Cllr E Wiig declared a personal interest – Member of another Local Authority and Member of the District Council Planning Committee

Cllr F Wiig declared a personal interest - Member of another Local Authority and Chairman of District Council Planning Committee

11/1277 Signing of the Minutes of the Last Meeting 14 December 2010

The minutes of the last meeting held on 14 December 2010 was signed by the Chairman as a true and correct record of this meeting.

11/1278 Public Open Forum

There were no members of the public wishing to address the Council.

11/1279 Police Representative Report

PCSO J Hillery reported the following: -

- 7.1.11 Theft of fuel from a vehicle parked in Cross Hill
- 12.1.11 Criminal damage to a fence in Brakenborough
- 25.1.11 Theft of a vehicles tax disc
- 21 & 22.1.11 Shop lifting at the Co-op. Same female identified

Next Community Panel meeting to be held on 27 January 2011 in the Community Centre at 8.00pm.

11/1280 County Councillors Report

Cllr Millar had sent his apologies.

11/1281 Parish Council Vacancy

The Clerk reported that she has not received any applications for the Parish Councillor vacancy. It was agreed to advertise the vacancy in the next Newsletter and to not set a deadline.

Planning

11/1282 Minutes of Meetings 10 & 24 January 2011

The Minutes of the Committee Meeting held on the 10 & 24 January 2011 having been previously distributed were accepted.

Finance

11/1283 Income Received for December 2010

The Clerk reported that the Council had not received any income for December 2010.

11/1284 Bank Reconciliation as at 31 December 2010

The bank reconciliation as at the 31 December 2010 was reported and accepted as follows:

Current Account	£7,704.40
Reserve Account	£142,653.30
Less Cheques outstanding	£1,448.14
Plus Receipts not shown	£ 634.59
Balance Carried forward as at 1.01.11	£149,544.15

11/1285 Income and Expenditure & Reserves Report for Decvember 2010

The Council accepted the Income and Expenditure and reserves report for November 2010. It is 75% throughout the year, with the majority of expenditure on target, except the seasonal and one off payments.

11/1286 Bills for Payment for January 2011

A schedule of payments, to be made in January 2011 was available to each member at the meeting.

It was resolved for the following accounts to be passed for payment; therefore the Chairman signed the schedule of payments.

Direct Debit Payments

	Payment To	Reason for Payment	£
	British Gas Business	Elec. Chgs Sept. - Dec 10 - Changing/Rooms	156.55
Chq No.	Payment To	Reason for Payment	£
4468	Groundsman	Groundman's Salary Jan 2011	1,074.65
4469	Clerk	Clerk's Salary Jan 2011	1,061.35
4470	Part Time Groundsman	P/T Groundsmans wages Jan 2011	133.90
4471	Cleaner	Cleaner Comm. Centre wages Jan 2011	264.12
4472	Litter Picker	Litter Picker wages Jan 2011	189.80
4473	HM Revenue & Customs	PAYE Tax & NI Jan 2011	753.41
4474	NCC	Pension Contribution	360.80
4475	Mrs J Macken	Postage & mileage to training courses	29.61
4476	Northants CALC	Archive Training Course 18.12.10	29.00
4476	Northants CALC	Finance BDO Training Course 20.1.11	29.00
4477	ESPO	Stationery	69.76
4478	EM Pell & Partners	Annual work to trees and hedges	864.00
4479	Brixworth Landscaping	New access to Ashway PF	520.00
4480	Hassett Fencing Ltd	Timber for shed and benches	392.38
4481	E.ON	St. Light Elec. Chgs Oct. - Dec 10	62.74
4482	E. ON	Street Light Maintenance	32.97
4483	Trade UK	Power drill and materials for groundsman	305.37
4484	Lovell Hardware	Materials for groundsman	150.19
4485	Anglian Water	C/Rooms Water chgs - Oct 10 - Jan 11	70.03

4485	Anglian Water	Mill Gdn Water chgs -Oct 10 - Jan 11	12.46
4486	SLCC	Annual Clerks Membership	151.00
4486	SLCC	ILCM Membership	66.00
4487	AH Blason & Son	Fuel for van	50.00
			6,829.09

11/1287 Six Month Internal Check of Accounts

It was noted that Cllr Monk had carried out the six monthly check of the accounts and that everything was in order and there were no matters to report. Cllr Monk has produced a report which is to be circulated at the next Full Council meeting.

11/1288 Approve the Annual Risk Assessment

The Clerk confirmed that the committees had reviewed all its risks. It was resolved to approve the Annual Risk Assessment.

11/1289 Approve Clerk's Annual Subscription to SLCC

It was resolved to approve the Clerk's annual subscription to the SLCC for £151.00.

11/1290 Approve Clerk's Annual Subscription to SLCC Institute of Local Council Management

It was resolved to approve the Clerk's annual subscription to the ILCM for £66.00.

11/1291 Donation to the Cathy Utley Memorial Fund

It was resolved to donate £100 to the Cathy Utley Memorial Fund, under the Power of Well Being. The memorial fund was set up to raise money for equipment for the Brixworth surgery. It was agreed that the community would sadly miss Cathy, at the surgery.

11/1292 Parish Council Website

It was resolved for Cllr J Fitzgerald to be an administrator for the Parish Council website, to assist the Clerk.

11/1293 Reconciliation of Income received and Expenditure paid on behalf of the Brixworth Community Centre

All members declare a personal and prejudicial interest in the Brixworth Community Centre- Parish Council sole trustee for Community Centre. However members have a special dispensation in order to discuss Community Centre matters.

The Clerk reported that until the Community Centre's bank account was opened the following income and expenditure had been passed through the Parish Council's bank account: -

Income received and expenditure paid by Parish Council 1.4.10 - 30.11.10

Income

Hall Hire	3,690.36
Olive Branch	232.50
DDC One stop shop	340.50
Other Income	705.91
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	4,969.27

Expenditure

Utilities	2,460.39
Cleaning	1,122.38
Management Costs	27.98
General repairs	0.00
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	3,610.75

Surplus due to Community Centre 1,358.52

There is a surplus of income over expenditure of £1,358.52 due to the Community Centre. However the expenditure does not include any cost for the cleaner's wages (approx. £2,000). In addition the Parish Council granted a loan of £2,000.00 to open the Community Centre bank account. It was resolved to review the accounts after the financial year-end.

Recreation and Amenities Development

11/1294 Minutes of Meeting 18 January 2011

The Minutes of the Committee Meeting held on the 18 January 2011 having been previously distributed were accepted.

11/1295 Brixworth Street Football

The District Council would like to run Street Football sessions at St David's Recreation ground, for 40 weeks, starting in March. The District Council would deliver the sessions with the assistance from the Brixworth Junior FC, who would receive some financial support in return.

The Council resolved to allow the District Council free use of the grounds, on the understanding that they must not play on the cricket outfield during the cricket season.

Highways and Environment

11/1296 Village Hall AGM

It was noted that the Village Hall requires a new Chairman and more volunteers to go onto the committee. Mr Wiig will continue to be the Chairman until someone else can take over. It was agreed to mention this in the next Council Newsletter.

11/1297 DDC Climate Friendly Communities – Update

It was noted that Climate Friendly Communities programme included a competitive element, in that the community deemed to have achieved the most over a period of time would be awarded a prize of £2,000.

11/1298 Lighting of the Beacon – Special Occasions

Following a discussion it was agreed that the Council, as on previous occasions, would provide the gas for the lighting of the Beacon for the Royal Wedding in April. It was thought that people would only attend the lighting of the beacon if there were an event on in the area, at that time. This is to be discussed further at the Highways and Environment committee meeting.

11/1299 Parish Questionnaire

The working group met on 18 January 2011, to consider the areas to be included in the parish questionnaire. The cost for the printing and circulation of the survey in the Bulletin could be in the region of £600, plus the cost for the online survey of £24.99 per month. A draft questionnaire had been circulated to members before the meeting. After a lengthy discussion it was agreed that the questions need further consideration and that it would not be possible to have the questionnaire completed in time for the Bulletin's deadline. Which meant that the questionnaire would not be sent out until the summer. The working group is to meet again on the 1 February 2011 and the survey is to be approved by the Council at the next Full Council meeting.

11/1300 Spring 2011 Newsletter

It was resolved to approve the printing of the Summer Newsletter 2011 at a cost of £200.00. To be included in the next edition of the Bulletin. Items to include dog control order consultation, grant applications, councillor vacancy and new councillors.

Correspondence for discussion

11/1301 DDC – Dog Control Order Consultation

The District Council's consultation on the proposed introduction of Dog Control Orders will commence on 17 January 2011 until the middle of March.

It was resolved to support the proposed Dog Control Orders, which will assist in dealing with the issue of dog fouling on the playing fields and footpaths.

11/1302 DDC – Adoptions of Assets – New Policy

The new policy, which governs the District Councils approach to the adoption of assets, was noted.

11/1303 NCC – Royal Wedding 29 April 2011

The County Council is encouraging communities to celebrate the Royal Wedding in April. Useful information is available on its website.

11/1304 Eon – Parish Council Emergency Pack

Eon have provided each parish council with a demonstration pack which contains useful items a household should have during a power cut. These are as follows: -

- An analogue corded telephone
- A torch with batteries
- A wind up mobile phone charger
- A battery operated radio
- A foil blanket
- A reusable hand warmer

11/1305 Royal Legion – Great Poppy Party Weekend 10 – 12 June 2011

The Royal Legion celebrates its 90th birthday this year and will be celebrating during the weekend 10-12 June 2011. Communities are encouraged to organise a Poppy Party.

11/1306 DCMS - Queens 2012 Diamond Jubilee

The Queen will celebrate 60 years on the throne in 2012. Local Authorities can consider their areas for the rare honour of city status. There will be a four-day special Jubilee weekend from 2 to 5 June 2012. The Parish Council planted four Horse Chestnuts on St David's Recreation Ground for the Silver Jubilee. It was suggested that perhaps the Council could consider to plant one or more trees again on the same Recreation Ground. To be considered at the Finance committee meeting in October 2011.

11/1307 Correspondence for information only

The Chairman reported that the correspondence file was available for circulation.

11/1308 Date of Next Meetings

The next Full Council Meeting is to be held on 22 February 2011 in the Community Hall, Library/Community Centre.

Urgent Matters For Report Only

11/1309 Ashway Playing Field – Car Park Gate

The Clerk reported that the gatepost, which had been damaged by a vehicle leaving the car park, had not been replaced. The Council asked the Clerk to politely write to the person responsible for damaging the post and to request that the post is replaced by the end of February. If not the Council would arrange for the post to be replaced and invoice the gentleman concerned. Due to safety reasons the gate has now been removed and padlocked to the fence, which means that the car park is permanently open.

There being no other business the meeting closed at 9.00pm

..... Chairman

Signed as a true record of the above meeting.

Dated 22 February 2011