

BRIXWORTH PARISH COUNCIL

*Minutes of the meeting held on Tuesday, 22 February 2011 at 7.15p.m.
in the Community Centre, Spratton Road, Brixworth*

Present: Councillors: I Barratt (arrived later), C Bament, R Chattaway, Mrs J Fitzgerald, M Lacey, R Low, Mrs E Nunn, D Parnaby and Mrs E Wiig

In Attendance: Mrs J Macken – Parish Clerk
Mr M Nice - Centre Manager

In the absence of the Chairman and Vice Chairman it was agreed for Cllr R Chattaway to chair the meeting.

11/1310 Apologies for absence

Members apologies for absence were received and accepted from Cllr R Monk, Cllr M Ward, Cllr Lacey and Cllr F Wiig.

Apologies had also been received from PCSO J Hillery.

11/1311 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

11/1312 Signing of the Minutes of the Last Meeting 25 January 2011

The minutes of the last meeting held on 25 January 2011 was signed by the Chairman as a true and correct record of this meeting.

11/1313 Public Open Forum

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

11/1314 Police Representative Report

PCSO J Hillery sent the following report: -

- 06/02/2011 Burglary Non Dwelling – The Ashway- Unknown person has bent garage door up to gain access, once in items are removed from within.
- 07/02/2011 Criminal Damage – Church Street- Unknown person scratches vehicle that has been nearly fully on footpath.
- 08/02/2011 Theft In A Dwelling – Eastfield Road – Known offender steals £50 from parents.
- 12/02/2011 Theft In A Dwelling – Poppy Leys – Youth invites 4 x youths into the property without parents consent, known youths take property without consent.
- 18/02/2011 Possession Control Drug – Windmill Glade – Known males are stopped search and on searching Cannabis is found on one of the males.
- 19/02/2011 Criminal Damage – The Knoll – Unknown person has caused damage to front tyres to motor vehicle.
- 19/Feb/2011 Burglary Dwelling – Harborough Road – Unknown person forces wooden frame window at side of property and steals items from within.
- 21/Feb/2011 Criminal Damage – Brixworth Country Park – Unknown group of youths have kicked opens the Bird hide door, causing damage to it.

Planning

11/1315 Minutes of Meetings 14 February 2011

The Minutes of the Committee Meeting held on the 14 February 2011 having been previously distributed were accepted.

11/1316 Approvals and Refusals February 2011

The following approvals and refusals were noted.

Approvals

DA/2010/0982 Mr Riley, 9 Northampton Road, Brixworth

Demolition of existing garage. Construction of single storey side extension to form garage and dining room

13.12.10 PC No objection

21.1.11 DDC Approved

DA/2010/1031 Mr Mehra, The Manor, Harborough Rd, Brixworth

Listed building consent for internal and external alterations including creation of new doorways, new window opening, alterations to fireplace, creation of new en suite and alterations to external door in porch.

10.1.11 PC No Objection

24.1.11 DDC Approved

DA/2010/1047 Mrs Benning, 24 The Ashway, Brixworth

First Floor extension

10.1.11 No objection

3.2.11 DDC Approved

Refused

DA/2010/1046 Brixworth Library, Spratton Road, Brixworth

Two non-illuminated fascia signs and one non-illuminated wall mounted sign

10.1.11 PC Objects

8.2.11 DDC Refused

11/1317 Pre-submission Joint Core Strategy Consultation

This document was referred to the Planning Committee for consideration.

Finance

11/1318 Income Received for January 2011

The Clerk reported the following income for January 2011.

Received from

Details

BJFC	Second instalment rent - St Davids & AWPf	720.38
HM R & C	VAT Refund 1.10.10 - 31.12.10	918.62
Natwest	Bank Interest Oct - Dec 10	15.30
		1,654.30

11/1319 Bank Reconciliation as at 31 January 2011

The bank reconciliation as at the 31 January 2011 was reported and accepted as follows:

Current Account	£6,117.12
Reserve Account	£142,668.60
Less Cheques outstanding	£4,521.22
Balance Carried forward as at 1.02.11	£144,264.50

11/1320 Income and Expenditure & Reserves Report for January 2011

The Council accepted the Income and Expenditure and reserves report for January 2011.

11/1321 To Approve Payment of Community Centre Electricity Bill for the Period October 09 – March 10

The Clerk reported that the electricity bill for the Community Centre had been received. It was resolved to pay the period from October 2009 – March 2010, which was £1343.35, from the General Reserves. A proportion of this cost is to be recharged to the Brixworth Christian Fellowship for the Olive Branch Coffee Shop.

11/1322 Bills for Payment for February 2011

A schedule of payments, to be made in February 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.

<u>Chq. No.</u>	<u>Minute No.</u>	<u>Payment To</u>	<u>Reason for Payment</u>	<u>£</u>
4488		Groundsman	Groundman's Salary Feb 2011	1,074.85
4489		Clerk	Clerk's Salary Feb 2011	1,061.15
4490		Part Time Groundsman	P/T Groundsmans wages Feb 2011	131.35
4491		Cleaner	Cleaner Comm. Centre wages Feb 2011	260.92
4492		Litter Picker	Litter Picker wages Feb 2011	189.80
4493		HM Revenue & Customs	PAYE Tax & NI Feb 2011	755.81
4494		NCC	Pension Contribution Feb 2011	360.80
4495		Mrs J Macken	Postage & Mileage	23.52
4496		Northants ACRE	Annual support	34.00
4497		Trade UK	Materials for groundsman	112.38
4498		ESPO	Cleaning materials, stationery	55.96
4499		BT	Clerks telephone/broadband - Nov - Jan 11	135.73
4500		NCC	Com Ctr Elec. Chgs. Oct 09 - Mar 10	1,343.35
4501		Lovell Hardware	Materials for groundsman	90.78
4502		Plexus Media Ltd	PC Spanglefish Website - Annual Charge	24.95
4503		Northants CALC	Training Courses 26.1.11 & 8.2.11	73.00
4504		Moulton College	Training Course - PA01 Pesticides	138.00
4505	11/1291	Cathy Utley Memorial Fund Donation		100.00
4506		Mower Repair Shop Ltd	Annual Service of Gang Mowers	764.63
4507		AH Blason & Son	Fuel & oil	54.48
				6,785.46

11/1323 Report on Six Month Internal Check of Accounts

A report from Cllr Monk on the six month check of the Council's accounts had been previously circulated to members. It concluded that the Chair of the Finance Committee has reviewed the effectiveness of the internal controls. He is satisfied that there is sufficient evidence to confirm that adequate systems of internal control existed and operated throughout the year. No weaknesses were identified which could have resulted in a material misstatement or loss.

11/1324 Financial Timetable

A financial timetable had been previously circulated to members, which identified the Clerks and Councils financial responsibilities throughout the year.

11/1325 Review of the Effectiveness of the Internal Audit

The Clerk had previously circulated a review of the effectiveness of the Internal Audit. The Council resolved to accept this document and for the Chairman to sign it.

Recreation and Amenities Development

11/1326 Six Month Security Review of the St David's Recreation Ground Car Park

During the past six month the combination to the lock on the gate to the car park, had been changed every month. This had resulted in the gate being locked more often. It was therefore agreed to continue changing the combination each month and review the situation again in the summer, when the car park is used more.

11/1327 Purchase of New Hedge Cutter for the Grounds Staff

The groundsman's hedge cutter is beyond economical repair, therefore it was resolved to purchase a new hedge cutter up to a cost of £354.00.

11/1328 County Councillors Report

Cllr Millar reported that the A508 crossing should be in place by March / April this year, as it has been included in this years financial budget. Details of the crossing are to be passed onto the Clerk.

As previously mentioned the Joint Core Strategy Consultation is open until 31 March 2011. The Regional Strategy has now gone.

It was noted that the Brixworth Recycling Shop is not yet open for resale.

Highways and Environment

11/1329 To Accept Minutes of Meeting 1 February 2011

The Minutes of the Committee Meeting held on the 1 February 2011 having been previously distributed were accepted.

11/1330 Report on Replaced Street Light in Froghall

The Parish Council has recently changed one of its types of lamps, in one of its streetlights. The resident living in Froghall, where the replacement streetlight is located, has raised concerns about the new lamp. Following a vote it was resolved for E-on to provide shading to part of the lamp at a cost of £37.50.

11/1331 Update on A508 Crossing

As previously mentioned by Cllr Millar this is to be installed in March – April time this year.

Cllr Barratt arrived

11/1332 Parish Questionnaire

Members were reminded of the reason for the questionnaire, which was to consult parishioners on what they considered were the priorities and where the Council should spend its money or work with other authorities to improve areas in the village. The results of the questionnaire would then provide the Council with the basis to form future projects.

The working group met on the 1 February 2011 and the revised questionnaire had been circulated to members. It was resolved to defer and to approve the questionnaire at the next Full Council meeting, with amendments to the Finance questions 5 & 6. The 4-page format and setting out of the questions was approved, with additional wording required to question 7 & 8.

The Clerk reported that she had received £500 from Northants ACRE for the printing of the questionnaire.

11/1333 Annual Parish Meeting and Annual Report

It was agreed to hold the Annual Parish Meeting on Tuesday 3 May 2011 and the Annual General Council meeting on Tuesday 10 May 2011.

Organisations to whom the Council has made a grant to are to be asked to attend the APM to give a brief report, as per previous years.

It was agreed to incorporate the Annual Report and Summer Newsletter into a 4-page document. This would be distributed at the same time as the questionnaire.

Correspondence for discussion

11/1334 Letter from Resident – Community Event to Raise Money for Village

A letter from a resident had been received, enquiring whether a community event could be organised to raise money for the community. It was agreed to mention this in summer edition of the Newsletter.

11/1335 NCC Local Government Pension Scheme – Triennial Valuation of the Fund

Details of the Parish Council's employer contribution to the Local Government Pension Scheme for the next three years are as follows: -
2011/2012 20.3%, 2012/2013 21.3% and 2013/2014 22.3%.

11/1336 Queen Elizabeth II Fields Challenge

This item was deferred to the next Recreation Committee meeting.

11/1337 Northants ACRE – Parish Plans

Northants ACRE are offering their free services to local communities who set up Parish Plan steering groups. The feasibility of a Parish Plan is to be considered at the next Full Council meeting.

11/1338 Correspondence for information only

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

11/1339 Date of Next Meetings

The next Full Council Meeting is to be held on 29 March 2011 in the Community Hall, Library/Community Centre.

Urgent Matters For Report Only

11/1140 PCSO

With the possibility of the number of PCSO's being reduced, it was agreed to look into the cost of financially supporting a PCSO for Brixworth.

11/1141 Northampton Road Bus Shelter

The Clerk reported that the brick bus shelter on Northampton Road needs the roof refelting.

There being no other business the meeting closed at 8.55pm

..... Chairman

Signed as a true record of the above meeting.

Dated 29 March 2011