

BRIXWORTH PARISH COUNCIL

Minutes of the meeting held on Tuesday, 20 March 2012 at 7.15p.m. in the Library/Community Centre, Spratton Road, Brixworth

Present: Councillors: M Lacey (Chairman), I Barratt, R Monk, K Parker, D Parnaby, S Pointer, M Ward, Mrs E Wiig and F Wiig

In Attendance: Mrs J Macken – Parish Clerk
County Cllr - Mr C Millar
PCSO J Hillery – Northants Police
Mr M Nice- Centre Manager
10 Members of the Public

12/1590 Apologies for absence

Apologies were accepted from Cllr Nunn, Cllr Bament and Cllr Vizor

The Chairman warmly welcomed Cllr Frank Wiig back to the Parish Council.

12/1591 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

12/1592 Signing of the Minutes of the Last Meeting 21 February 2012

The minutes of the last Full Council meeting held on 21 February 2012 was signed by the Chairman as a true and correct record of this meeting.

12/1593 Public Open Forum

Mr Chattaway referred to his letter, which was considered later on in the meeting. Brane will continue to oppose large planning applications. Brane's next meeting is to be held on Thursday, 29 March 2012 and will discuss the Carter Jonas Appeal.

A resident from St David's Close raised a concern that young people play ball against the Central Sports Club wall. The discussion of a provision of a football area to be discussed at the next Recreation meeting.

12/1594 Police Representative Report

PCSO J Hillery reported the following: -

- 2.3.12 Burglary dwelling – attempted theft of motorbike from shed
- 7.3.12 Drugs (cannabis) use – church car park. Offenders dealt with
- 12.3.12 Theft of bike Co-op – Owner of bike shoplifting at time
- 14.3.12 Shoplifting in Co-op (toiletries & meat)
- 14.3.12 Burglary non dwelling – village hall shed
- 18.3.12 Damage to vehicle – Brackenborough
- 18.3.12 Burglary dwelling – Scaldwell Road. Fence broken, 4 TV's broken
- 19.3.12 Shoplifting Co-op – Alcohol taken

The Co-op CCTV has helped to identify known offenders.

The Parish Council wished PCSO Hillery all the best for her interview on 21 March 2012, at which her position is to be reviewed. It was noted that many letters of support have been sent from the village to Inspector Potts, requesting that PCSO Hillery is retained in Brixworth.

12/1595 County Councillors Report

County Cllr Millar reported that the County Council had agreed to provide £300,000 funding for PCSO's for three years and had in fact provided funding for an additional year. In November 2012 the Police and Crime Commission is to be elected and the funding of PCSO's may play a part in the campaign.

The County Council has looked at the street lighting situation outside Saxon House and unfortunately it cannot be changed.

Planning

12/1596 Minutes of Meetings 21 March 2012

The Minutes of the Committee Meeting held on the 12 March 2012 having been previously distributed were accepted.

12/1597 Approvals and Refusals Report March 2012

Planning applications recently approved or refused by the District Council are as follows: -

Approvals

DA/2011/0573 Outline application for residential development, estate road and associated works (with access from Eaglehurst)

Land North of Eaglehurst, Brixworth

23.8.11 PC No Objection 26.9.11 PC Objects 10.2.12 DDC Approved

DA/2011/1010 Mr Wardell, 13 Kennel Terrace, Brixworth

Single storey rear extension and single storey front extension (revised scheme)

9.1.12 PC No objection 16.1.12 DDC Approved

DA/2011/1017 The Rookery, 36 Church Street, Brixworth

Work to and removal of trees subject to a TPO

9.1.12 PC No objection 3.2.12 DDC Approved

DA/2011/1018 The Rookery, 36 Church Street, Brixworth

Work to and removal of trees within conservation area

9.1.12 PC No objection 19.1.12 DDC Approved

DA/2012/0017 Mr Troop, 6 Hunters Way, Brixworth

Installation of Photovoltaic panels to roof of existing building

30.1.12 PC No Objection 27.2.12 DDC Approved

DA/2012/0045 Old Vine, Station Road, Brixworth

Remove tree within a conservation area

20.2.12 PC No Objection 23.2.12 DDC Approved

Refusals

DA/2011/0628 Land To West Of Northampton Road, Brixworth

Outline application for residential development of 150 dwellings, allotments, play area, associated public open space, landscaping and new vehicular and pedestrian accesses
22.8.11 PC strongly objected 11.1.12 DDC Refused

12/15 Carter Jonas – Appeal

The Clerk reported that the Carter Jonas application for 150 houses off Northampton Road had been lodged with the Planning Inspectorate on 14 March 2012. The due date for replies is the 25 April 2012. To be discussed at the planning meeting on 2 April 2012.

Finance

12/1598 Income Received for February 2012

<u>Received from</u>	<u>Details</u>	<u>£</u>
BCC	Second instalment rent St Davids PF	422.66
BJFC	Second instalment St Davids PF and AWPf	734.78
		1,157.44

12/1599 Bank Reconciliation as at 29 February 2012

The bank reconciliation as at the 29 February 2012 was reported and accepted as follows:

Current Account	£18,272.69
Reserve Account	£130,437.84
Less Cheques outstanding	£1,673.34
Balance Carried forward as at 1.03.12	£147,037.19

12/1600 Income and Expenditure & Reserves Report for February 2012

The Council accepted the Income and Expenditure and reserves report for February 2012. Cllr Monk reported that the majority of the income and expenditure are on target. The £3000 budget for Projects is to be carried over for future projects.

12/1601 Purchase of Microsoft Office 2010 software

The Clerk reported that Microsoft Office 2010 would be required for the new Clerk's computer. It was agreed that further details are required before purchasing.

12/1602 Annual Data Controller Registration

It was resolved to approve the cost of £35.00 for the Data Controller registration.

12/1603 Bills for Payment for March 2012

A schedule of payments, to be made in March 2012 was available to each member at the meeting.

It was resolved for the following accounts to be passed for payment;

<u>Chq No.</u>	<u>Minute</u>	<u>Retrospective Approval</u>	
4694	HMCTS	Small claims court charge	35.00

<u>Chq No.</u>	<u>Minute</u>	<u>Payment To</u>	<u>Reason for Payment</u>	<u>£</u>
4771		Groundsman	Groundman's Salary Mar 2012	1,097.98
4772		Clerk	Clerk's Salary Mar 2012	1,142.89
4773		Part Time Groundsman	P/T Groundsmans wages Mar 2012	107.20
4774		Litter Picker	Litter Picker wages Mar 2012	194.60
4775		Cleaner	Cleaner Comm. Centre wages Mar 2012	267.52
			453	

4776	HM Revenue & Customs	PAYE Tax & NI Mar 2012	396.60
4777	NCC	Pension Contribution Mar 2012	728.97
4778	Mr M Lacey	Chairmans Tel. Allowance	40.00
4779	Mrs J Macken	Clerks Allowance, mileage	86.25
4780	Information Commissioner	Data Controller Registration	35.00
4781	ESPO	Stationery	36.08
4783 12/007r	The Mower Shop	Strimmer and parts for mower	454.92
4784	Sage UK	Payslips	26.52
4785	Lovell Hardware	Materials for groundsman	45.49
4786 12/1555	Ray Bell & Son	Skip Hire	135.00
4787 12/007e	May Gurney Ltd	Hunters Way Sign	42.08
4788 12/1548	Brixworth Bulletin	Printing and distribution of Spring Newsletter	200.00
4789 12/1585	NCALC	Planning Training Course 7.3.12	12.00
4790 12/1576	Wicksteed Leisure	Cradle swing	3,451.14
4791 12/1573	Narked Ltd	Designing of New PC Website	350.00
4792	AH Blason & Son	Fuel	131.99
			9,017.23

It was noted that the cost of £350.00 for the designing of the new website was agreed to be paid at this meeting. The cost for the annual hosting of the website is to be paid once the website is up and running.

12/1604 Council Website Domain Name

It was resolved to retain the domain name of www.brixworthpc.org.uk for the new website.

12/1605 Report on Meeting with Brixworth Christian Fellowship (BCF) Regarding Information Point

The Clerk reported that a meeting was held on 28 February 2012 with Rev Walters, Mr Nice from BCF, Cllr Bament, Cllr Parnaby, Cllr E Wiig and the Clerk in attendance. The Clerk read out the main points raised at the meeting, which included the proposed Information Point's users, service and costs.

12/1606 Agreement with County Council with regards to the Information Point

The Clerk reported that the County Council would not consider adding the small office to the lease, however they may after several years if the Information Point is a success. It was resolved to approve the County Council's Memorandum of Heads of terms of agreement for the small office in the community centre (to be known as the Information Point) dated 21 February 2012, with the following two amendments.

1. Transaction – Licence for a period of 10 years (as opposed to 5 years).
 2. Access – during the normal opening hours of the Library/Community Centre building.
- (A copy of the agreement had been previously circulated to members prior to the meeting. It was noted that Cllr F Wiig abstained from voting, as he was not familiar with this agreement).

12/1607 To Consider Associated Costs Involved with Information Point

The Clerk reported that she had estimated the utility and rates costs for running the office to be in the region of £600, which could be absorbed by the Community Centre.

It was resolved to approve to pay up to £1000 for legal fees and £500 for the annual cost of a telephone/internet connection from the general reserves.

12/1608 To Consider the Effectiveness of the Internal Audit

The Council reviewed the effectiveness of the Internal Control procedures for the year ending 31 March 2012. It was agreed that one area in need for development was the independence of

the Internal Auditor. It was resolved that confirmation is required from NCALC that the Internal Auditor is working on their behalf and is not an independent auditor.

Recreation and Amenities Development

12/1609 St David's Recreation Ground Working Group Update

Cllr pointer reported that at the last meeting there were 18 residents present and the access to the car park was discussed, during which it was suggested that a one-way system could be considered (entrance via St David's Close and exit via Froxhill Crescent). The football clubs are reconsidering their proposal for an all weather football pitch and ideas for the play area and tennis courts have been sought from playground suppliers. It is intended to have a consultation on the plans for the play equipment on Saturday 21 April 2012 in the Information Point.

12/1610 To Consider Implementing a One Way System into St David's Recreation Ground Car Park

It was agreed to obtain the views of the County Councils Highways department.

12/1611 Trimming of St David's Recreation Ground Hedge £480.00

It was resolved to approve the cost of £480.00 for work to the hedge on St David's Recreation Ground by E Pell & Son.

Highways and Environment

12/1612 Annual Work to Parish Council Trees £480.00

The Clerk reported that the Parish Council's trees had been inspected in February 2012, and work is required to various trees. (Including the removal of four dead trees on Spratton Road Recreation Ground). It was resolved to approve the cost of £480.00 for the annual tree work by E Pell & Son.

12/1613 Report on Brixworth Neighbourhood Plan (NP) Working Group

Mr Nice reported that there is currently a fifteen page draft, but no further work can be undertaken until the District Council documents are published, which will provide an indicative figure for future housing required in the village. Therefore there will be no further meetings until this information is known.

12/1614 Parish Councillor Surgeries Update

Cllr Bament and Cllr Barratt are to attend the next surgery on 3 March 2012.

12/1615 Annual Report

It was resolved to approve the Annual Report, which had been previously circulated to members.

Correspondence

12/1616 Letter from BRANE – Chairman's Report

The Clerk stated that she had received other correspondence with regards to this matter, copies of which had been passed onto members for their information. The Council noted the letters. It was suggested that in future it would be good practice for articles written to be made clear whether they are of the opinion of the writer or the Council's opinion.

12/1617 DDC Community Infrastructure Levy – Briefing Session 28 March 2012

The Chairman, Cllr Bament and the Clerk are to attend this briefing session.

12/1618 NCALC Training Courses April – July 2012

It was approved for the Clerk to attend the Data Protection course to be held on 16 May 2012 at a cost of £29.00. In addition it was noted that new councillors, (following the election) may wish to attend the Off to a Flying Start course at a cost of £29.00.

12/1619 Annual Pitsford Water Park User Meeting 21 March 2012

Cllr Parnaby agreed to attend the annual water users meeting.

12/1620 James Wilson Associates – Delivering Neighbourhood Plan

It was noted that James Wilson could provide assistance with the neighbourhood plan, at a cost of £350 per day.

12/1621 Correspondence for information only

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

12/1622 Date of Next Meetings

The next Full Council Meeting is to be held on 24 April 2012 in the Library/Community Centre.

The Annual Parish meeting is to be held on 18 April 2012 at 8pm.

Urgent Matters For Report Only

12/1623 Anglian Water

It was noted that the Clerk had received an announcement from Anglian Water, regarding the drought situation and imminent hosepipe ban for the region.

There being no other business the meeting closed at 8.40pm

..... Chairman

Signed as a true record of the above meeting.

Dated: 24 April 2012