

## **BRIXWORTH PARISH COUNCIL**

### ***Minutes of the meeting held on Tuesday, 24 April 2012 at 7.15p.m. in the Library/Community Centre, Spratton Road, Brixworth***

**Present:** Councillors: M Lacey (Chairman), R Monk (arrived later), K Parker, D Parnaby, S Pointer, Mrs E Nunn and Mrs E Wiig.

**In Attendance:** Mrs J Macken – Parish Clerk  
2 Members of the Public

#### **12/1638 Apologies for absence**

Apologies were accepted from Cllr Bament, Cllr Ward, Cllr F Wiig and Cllr Barratt. Apologies were noted from County Cllr Millar and PCSO Hillery

*The Chairman stated that this was the last meeting for the present council. He thanked everyone for all that they had done over the past four years, especially the Chairs of the committees.*

#### **12/1639 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.

#### **12/1640 Signing of the Minutes of the Last Meeting 20 March and Special Grants Meeting 17 April 2012**

The minutes of the last Full Council meeting held on 20 March 2012 and the Special Grants meeting held on 17 April 2012 were signed by the Chairman as a true and correct record of these meetings.

#### **12/1641 Public Open Forum**

Mr Nice reminded everyone that the official opening of the Information Point is on 27 April 2012. There are currently 14 volunteers, who have had CRB clearance and will receive training this week. The new phone line has been installed.

#### **12/1642 Police Representative Report**

Apologies had been received. It was noted that PCSO Jo Hillery had been successful in retaining her post in Brixworth.

#### **12/1643 County Councillors Report**

Cllr Millar had sent his apologies.

#### **Planning**

#### **12/1644 Minutes of Meetings 2 & 23 April 2012**

The Minutes of the Committee Meeting held on the 2 & 23 April 2012 having been previously distributed were accepted.

#### **12/1645 Carter Jonas – Appeal**

Cllr Parnaby reported that the committee had met with members of BRANE on 16 April 2012 to discuss the response. The council had sent a reply, which supported the District Councils objections and concentrated on the application having a lack of sustainability and lack of local democracy.

## **Finance**

### ***12/1646 Income Received for March 2012***

<b>Received from</b>	<b>Details</b>	<b>£</b>
Community Centre	Cleaners Costs	2694.37
Natwest	Bank Interest	13.78
DDC	Utilities Com Ctr (incorrect ac credited)	50.99
		<b><u>2,759.14</u></b>

### ***12/1647 Bank Reconciliation as at 31 March 2012 2012***

The bank reconciliation as at the 31 March 2012 was reported and accepted as follows:

Current Account	£14,491.82
Reserve Account	£130,451.62
Less Cheques outstanding	£4,129.34
Balance Carried forward as at 1.04.12	£140,814.10

### ***12/1648 Income and Expenditure & Reserves Report for March 2012***

The Council accepted the Income and Expenditure and reserves report for March 2012.

The income for the year was 102% on target and the expenditure was 88% on target, however this includes £6,000 for the building up of reserves, without this sum the expenditure would have been 97% on target.

### ***12/1649 To Accept Minutes of Meeting 17 April 2012***

The Minutes of the Committee Meeting held on the 17 April 2012 having been previously distributed were accepted.

### ***12/1650 Report on the Financial Year End 31 March 2012***

#### **Income for the year: -**

Parish Council	107,444
Community Centre	12,092
<b>Total</b>	<b>119,536</b>

#### **Expenditure for the year: -**

Parish Council	91,980
Community Centre	10,758
Reserves	3,646
<b>Total</b>	<b>106,384</b>

Opening Balance as at 1.4.11	131,032
Plus surplus	13,152
Balance as at 31.3.12	144,184

Once the sums due to and from the Community Centre have been agreed, the remainder surplus will be transferred to the General Reserves, which is expected to be in the region of £6,000.

The General Reserves as at 1.4.12 are approximately £66,000, which is 68% of the Councils precept for the year. The Council ensures that the General Reserves is maintained at a three months operating level, in the case of an emergency and that the District Council failed to provide the Parish Council with the precept set.

### ***12/1651 Report on New Parish Council Website***

It was agreed for photos of members to be included on the website. It was suggested to have a community 'recycling' page. A demo page is to be set up for councillors to look at and consider next month.

### ***12/1652 Agreement with County Council with regards to the Information Office***

A copy of the agreement had been previously sent to members. It was resolved to approve this agreement, which was based on a previous document already considered by the council. A formal document is to be signed at the next meeting.

### ***12/1653 NCALC Internal Auditor for the Year Ending 31 March 2013***

It was resolved to approve NCALC as the Internal Auditor for 2012/13 at a cost of £265.00.

### ***12/1654 Annual Subscription to NCALC***

It was resolved to renew the Annual Membership to Northamptonshire County Association of Local Councils (NCALC) for the year 2012/13 at a cost of £836.88.

### ***12/1655 Bills for Payment for April 2012***

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

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

<b><u>Direct Debit Payments</u></b>				£
		<b>Payment To</b>	<b>Reason for Payment</b>	
		British Gas Business	Elec. Chgs Jan. - Mar 12- Changing/Rooms	315.03
<u>Chq No.</u>	<u>Minute</u>	<u>Payment To</u>	<u>Reason for Payment</u>	
4793		Brixworth Parish Council	Hall Hire incorrectly credited to account	50.99
4794		Groundsman	Groundman's Salary Apr 2012	1,111.98
4795		Clerk	Clerk's Salary Apr 2012	1,155.16
4796		Part Time Groundsman	P/T Groundsmans wages Apr 2012	160.80
4797		Litter Picker	Litter Picker wages Apr 2012	194.60
4798		Cleaner	Cleaner Comm. Centre wages Apr 2012	267.52
4799		HM Revenue & Customs	PAYE Tax & NI Apr 2012	710.38
4800		NCC	Pension Contributions - Apr 12	411.39
4801		Mrs J Macken	Postage	29.47
4802		Mr C Bament	Parish Councillor expenses	14.40
4803		BCF Action Ltd	Refreshments	11.20
4804		Lovell Hardware	Materials for groundsman	103.71
4805		The Mower Shop	Starter for Honda mower	45.52
4806		Chubb Fire	Annual service Emergency Lighting C/rooms	171.24
4807		E.ON Energy	Street Light Maintenance Jan - Mar 12	38.24
4808		E.ON Energy	Street Light Electricity - Jan - Mar 12	59.31
4809		Anglian Water	Water Chgs C/Rooms Jan - Apr 12	51.23
4810		Avenue Agriculture	Roundup	117.30
4811		Trade UK	Materials for groundsman	36.88
4812		ESPO	Cleaning materials / Stationery	79.36
4813	12/1611/2	EM Pell	Work to trees / hedge St Davids Rec. Grd	1,152.00
4814		Northants CALC	Annual Subs & Internal Audit Service	1,101.88
4815	11/075r	Automotice Tech.	Repairs to goal posts	60.00
4816		A H Blason & Son	Fuel	108.50
4817	12/1636	Brixworth Youth Foundation	Community Grant	2,500.00
4818	12/1626	Brixworth All Saints FC	Community Grant	200.00
4819	12/1630	Brixworth First Responders	Community Grant	1,000.00
4820	12/1628	Brixworth Centre PreSchool	Community Grant	635.00

4821	12/1631	Brixworth Junior FC	Community Grant	700.00
4822	12/1633	BRANE	Community Grant	200.00
4823	12/1634	Brixworth Scout Group	Community Grant	460.00
4824	12/1635	Brixworth Village Hall	Community Grant	2,000.00
				<b><u>15,253.09</u></b>

### ***12/1656 General Power of Competence Training***

It was resolved for the Clerk to attend the General Power of Competence training at a cost of £35.00.

It was noted that the General Power of Competence is to supersede the Power of Well Being.

### **Recreation and Amenities Development**

#### ***12/1657 To Accept Minutes of Meeting 27 March 2012***

The Minutes of the Committee Meeting held on the 27 March 2012 having been previously distributed were accepted.

#### ***12/1658 Work to Millennium Garden***

The Clerk had spoken to three local gardening companies regarding an annual contract, one of which had declined to quote for the work. It was resolved to approve the quotation for initial work to the Millennium Garden at a cost of £275.00 and £60.00 per month ongoing maintenance.

It was noted that the committee had discussed the meeting with the Community Pay Back service. However the workers would require toilets and it had not been possible to secure toilets for the day.

#### ***12/1659 Report on Public Consultation on Proposals for the Regeneration of St David's Recreation Ground Play Area 21 April 2012***

Cllr Pointer reported that a consultation on suggestions for the regeneration of the play equipment and the tennis courts had been held on Saturday 21 April 2012 in the library foyer from 10 – 1pm. Residents who backed onto or faced the recreation ground had been invited to come along. Notices had been displayed and the school had been asked to include the event in Primary Word. Feedback forms are available for resident's comments on the proposals. The display is to be held in the foyer for a further two weeks. It was suggested that the display and further consultation is held at the school fete in June.

There is no news on the proposed changes to the car park, which is pending feedback from the county council. It was suggested that any changes would need to be monitored for at least 12 months.

#### ***12/1660 To Receive Letters from Residents Regarding Regeneration of Play Area***

It was noted that two letters had been received from residents, copies of which had been previously sent to councillors. One requested that the council considers a goal post with backstop for the older children to use and one opposed the idea of a basket type swing in the play area.

## **Highways and Environment**

### **12/1661 To Accept Minutes of Meeting 3 April 2012**

The Minutes of the Committee Meeting held on the 3 April 2012 having been previously distributed were accepted.

*Cllr R Monk arrived*

### **12/1662 Parish Council Election 3 May 2012**

The Clerk reported that only eleven people have been nominated and therefore there will not be an election. This means that the council has three vacancies, which it can fill by co-option.

Cllr Mervyn Ward, Cllr Elaine Nunn and Cllr Richard Vizor decided not to stand for election. The council welcomes Mr Bob Chattaway and Mrs Sandra Moxon as new members.

### **12/1663 Parish Councillor Surgeries Update**

Cllr Parnaby and Cllr Lacey agreed to attend the next surgery on 5 May 2012.

### **12/1664 To Approve the Summer 2012 Newsletter £200**

It was resolved to approve the cost of the Summer 2012 newsletter at a cost of £200.00. It was suggested to include public participation in a future edition.

## **Correspondence**

### **12/1665 Email from WI – Baton Handover 2 June 2012**

Cllr Nunn reported that an antique baton is to pass around the county, via various modes of transport in celebration of the Queen's Jubilee. Brixworth WI wish to use the Pound on the morning of 2 June 2012 to stage the baton handover, this was agreed.

### **12/1666 Correspondence for information only**

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

### **12/1667 Date of Next Meetings**

The next Full Council Meeting is to be held on 29 May 2012 in the Library/Community Centre.

The Annual General meeting is to be held on 15 May 2012

The next Planning meeting is to be held on 21 May 2012

## **Urgent Matters For Report Only**

### **12/1668 Brixworth All Saints FC**

The Clerk reported that she had received an email from All Saints foot ball club enquiring whether the council had any objections to them entering a competition to win modular changing rooms. The council has no objection to the club entering the competition, however if the club is successful and wins the prize, the club would need to address the council at that time and advise where they suggest it would go, how they are going to pay for placement and completion of the clubhouse etc.

***12/1669 Letter from Lamport and Hanging Houghton Parish Council***

The Clerk referred to a letter received from Lamport and Hanging Houghton parish council, with regards to a letter they had received from one of their residents concerned about the illumination of the church, which was being 'obliterated by a very strong light to the east of the church'. Members agreed to look into this matter.

There being no other business the meeting closed at 8.15 pm

..... Chairman

Signed as a true record of the above meeting.

Dated: 29 May 2012