

BRIXWORTH PARISH COUNCIL

Minutes of the meeting held on Tuesday, 26 February 2008 at 7.15p.m. in the Village Hall, Holcot Road, Brixworth

Present: Councillors: I Barratt (Chairman), C Bament, R Chattaway, S Dobson, T Everard, D Kennedy, M Lacey, J McFadyen, R Monk, S Whiffen & Mrs E Wiig

In Attendance: Mrs J Macken – Parish Clerk
Sgt Grady – Northants Police
PCSO J Hillier – Northants Police
5 Members of the public

08/034 Apologies for absence

Apologies for absence were received from County Cllr Millar, Cllr P Fox, Cllr S Verallo and Cllr F Peacock.

08/035 Declaration of Interest on Agenda Items

Cllr E Wiig declared a personal interest – Member of another Local Authority and member of Brixworth Village Hall Committee.

Cllr McFadyen declared a personal interest – Resident adjacent to Ashway Playing Field (Minute references 08/055, 08/056 and 08/062)

Cllr T Everard declared a personal interest – Resident opposite to Ashway Playing Field and Lesson Road (Minute references 08/043, 08/055 and 08/056)

Cllr Whiffen declared a personal interest – Resident adjacent to Ashway Playing Field and Lesson Road (Minute references 08/043, 08/055 and 08/056)

08/036 Signing of the Minutes of the Last Meeting 29 January 2008

The minutes of the meeting held on 29 January 2008 were agreed and signed by the Chairman as a true and correct record of this meeting.

The meeting was adjourned to allow members of the public to address the Council. Matters raised by members of the public are attached to the minutes.

The meeting reconvened at 7.35pm. Three agenda items were brought forward for the Council's consideration, whilst the members of the public were present.

08/037 Holcot Road Harrington Gardens Development

Correspondence and representation by residents from the Holcot Road had been received concerned about the state of the grass verge and footpaths, caused by the developers of the Harrington Grange development. The Council agreed to write to the County Council, owners of the grass verges and footpaths, and request that they write to the developers asking them to reinstate the grass verges and footpaths once the properties have been completed. Concerns were also raised that there may be insufficient parking within the development which could result in parking on these grass verges. It was therefore suggested that perhaps all the properties on the development could have a suitable covenant in their deeds precluding residents from using the verges as overflow parking.

08/038 Mr D Hymas – Brixworth Millennium Beacon

It was resolved to have the shield to the Brixworth Millennium Beacon repainted at a cost of £75.00. It was also resolved for the part time groundsman to carry out necessary repairs to the base of the Beacon. The Highways and Environment committee to consider at its next meeting the long-term commitment in maintaining the Beacon. The Clerk has a copy of a letter from the Council dated January 2000, to Mr Hymas stating that it had agreed to take on the maintenance of the Beacon Brazier.

08/039 Brixworth Road Closure in Spratton

Members raised their concerns with regards to the redirected route through the village, due to the road closure in Spratton. The traffic is currently being redirected through the conservation area, which means that large heavy goods vehicles and large volumes of traffic are passing through these very narrow streets, with listed buildings. The Clerk was asked to contact Atkins to report on the comments made by Dr Jones, earlier on in the meeting. It was agreed to write to the County Council, stating that the Council believes that it should have been consulted with regards to the redirected route through the conservation area. The Council understands that the redirected route could not be changed at this stage, but the Clerks was asked to enquire whether the risks were adequately assessed beforehand and whether the Parish Council could be consulted in the future.

08/040 Police Representative's Report

Sergeant Grady reported the following: -

- February has been a busier month, however reported crimes are overall down compared to this time last year. 168 compared to 185 last year.
- A window has been broken at the Dentists
- Vehicles broken in to or damage to vehicles in Brampton Way, Church Car Park, Eastfield Road, Broad Street.
- Two motorcycles stolen, only one recovered, found round the corner.
- Burglary at the George Inn, game machines emptied.
- School girl's mobile phone stolen on school bus.
- Metal (copper and steel) stolen from the sewer works, Park Farm and scaffolding yard.
- The Safer Community Teams S.C.T. three priorities remain the same, parking, speeding and anti social behaviour.
- One of the ways to reduce anti social behaviour is to provide youth facilities.
- Details of Street football (which includes other sports), which is run by the County Council, had been passed to Cllr McFadyen, but may need support from the Parish Council.
- PCSO Jo Hillier and Cllr Everard have carried out an environment audit, looking at the provision of litter bins and trouble spots in the village. Litter attracts more litter.
- The Alcohol Free Zones are still current, there is not time limit on them.
- Since October 2007 the S.C.T. have been carrying out speeding enforcement, covering 130 sites within their area. Sgt Grady has been discussing various sites in Brixworth with Cllr Fox as discussed recently at the Highways and Environment committee meeting.

- Sgt Grady is hopefully arranging a meeting in June with the County Council and local Parish Councils, so that the Parishes can have answers to the frequently asked questions regarding speeding, traffic calming etc.

The Chairman thanked the Police for attending the meeting.

Planning

08/041 To Accept the Minutes of Meeting 18 February 2008

The Minutes of the Committee Meeting held on the 18 February 2008 having been previously distributed were accepted.

08/042 DA/2008/0136 Mr S Stanley, 85 Spratton Road, Brixworth Two storey extension to side of dwelling

Four members had attended a site meeting prior to the Council meeting.

The Council has no objection, however it is concerned about the upstairs window, which overlooks adjacent properties and would suggest that this is frosted glass.

08/043 Reply from DDC – Amended Plan DA/2007/0727 31/33 Lesson Road, Brixworth

It was noted that a reply from the District Council had been received stating that the ‘General Development Procedure Order 1995 provides no obligation to re-consult on amended plans’. The Clerk was asked to write to the District Council stating that the Parish Council is unhappy that it was not consulted as it believes that on this occasion or in any instance where there is a substantial alteration to the plans, it should be consulted.

08/044 DDC Planning Approvals and Refusals – February 2008 Report

The planning approvals and refusals for February 2008 were noted as follows: -

Approvals

DA/2007/1192 Coach & Horses, Harborough Rd, Brixworth

Change of use of storage building to letting bedrooms

17.12.07 PC No objection 11.2.08 DDC Approved

DA/2007/1355LB Coach & Horses, Harborough Rd, Brixworth

Change of use of storage building to letting bedrooms

17.12.07 PC No objection 24.1.08 DDC Approved

DA/2007/1419 Mr & Mrs Simpson, 25 Knightons Way

Single storey rear extension

7.1.08 PC No objection 4.2.08 DDC Approved

DA/2007/1360 Mercedes Benz,

Land to the west of Mercedes Avenue, Brixworth

installation of 60metre high anemometry mast to measure wind speed and direction at approx. 40m, 50m & 60m above ground level

17.12.07 PC No objections 30.1.08 DDC Approved

DA/2007/1257 Mrs P Jones, Old Hare & Hounds, 7 Church Street, Brixworth

Work to tree with a Tree Preservation Order

26.11.07 PC No objection 2.1.08 DDC Approved

Refused

DA/2007/1362 Ms T Ambridge, 72 Froxhill Crescent, Brixworth

Change of use of garage to use for grooming of pet dogs

7.1.08 PC Objects 1.2.08 DDC Refused

08/045 Former Rigiflex site – new development

Cllr Chattaway reported that the new footpath to the school through the development should be completed as soon as possible. Concerns were raised that construction vehicles are using the Froxhill Crescent entrance. The Clerk was asked to write to the developer and request that a Banks man is present during the times when school children are crossing the entrance, to and from school. The Clerk was also asked to advise the County Council that the Northampton Road entrance is now closed and therefore work on the Zebra Crossing may commence.

Finance

08/046 Income Received for January 2008

The Clerk reported the Income received for January 2008, which was as follows: -

Received from	Details	£
Community Centre	Hall Bookings	1,295.30
BCF	Olive Branch - Elec. Chgs July - Oct 07	149.09
Red Lion FC	Hire Chgs Ashway Pf & C/rooms Sept. - Dec. 07	210.00
ASFC	Second instalment of ground rent - St Davids	391.00
DDC	Contribution towards Loop system - Comm Centre	50.00
DDC	Cleaning of DDC office Jan - Mar 08	103.00
HM Revenue & Customs	Refund of VAT 1.10.07 - 31.12.07	4,801.96
		7,000.35

08/047 Bank Reconciliation as at 31 January 2008

The bank reconciliation as at the 31 January 2008 was reported and accepted as follows:

Current Account	£28,018.57
Capital Reserve Account	£78,176.71
Less Cheques outstanding	£18,224.50
Balance Carried forward as at 1.02.08	£87,970.78

08/048 Income and Expenditure & Reserves Report for January 2008

The Council accepted the Income and Expenditure and reserves report for January 2008.

Cllr Monk reported that January is 83% throughout the year. Salaries are on target at 82.5% against budget. Any outstanding Councillor expenses to be claimed before the year-end. The budget for the Annual report included a sum of £1000 for a quarterly insert in the bulletin, this has not happened this year. One of the suggestions from the

Parish Plan questionnaire was better communication to the parishioners via the Bulletin. The Highways and Environment committee budget is almost all spent. The Recreation and Amenities committee expenditure is 61% spent against budget, it was noted that there are some significant expenditure to be spent on plant and machinery and on the pick up before year-end. The Income budget has been achieved. It was agreed that the expenditure against the budget has been close and well managed this year.

08/049 To Retrospectively Approve the purchase of a new photocopier/scanner/printer for the Clerk

It was retrospectively approved to purchase a new photocopier/printer/scanner for the Clerk at a cost of £165.81.

08/050 To Approve the Bills for Payment for February 2008

A schedule of payments, to be made in February 2008 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>Minute</u>				
<u>Chq. No.</u>	<u>No.</u>	<u>Payment To</u>	<u>Reason for Payment</u>	<u>£</u>
3655		Groundsman	Groundman's Salary Feb 2008	1,022.78
3656		Clerk	Clerk's Salary Feb 2008	1,061.83
3657		Part Time Groundsman	P/T Groundsmans wages Feb 2008	100.62
3658		Litter Picker	Litter Picker wages Feb 2008	174.14
3659		Cleaner	Cleaner Comm. Centre wages Feb 2008	223.20
3660		HM Revenue Customs	PAYE Tax & NI Feb 2008	832.54
3661		Mrs J Macken	Postage, History Walk Book and Mileage	27.52
3662		Mr M Nice	Keys cut for Comm. Ctr.	30.20
3663		Mr C Bament	Travel expenses to workshop - 31.1.08	13.70
3664		British Gas Business	Elec Chgs 1.11.07 - 25.1.08 Comm. Ctr.	353.03
3665		C.A.I.	Padlock for St David's Rec. Grd	18.01
3666		Euromec	New Gear Box for Kubota Mower	468.54
3667		ESPO	Materials for cleaner, stationery	68.84
3668		British Gas Business	Elec. Chgs. Jan 08 - C/Rooms	39.54
3669		BACA	Safety boots for groundsman, padlock & chain	71.11
3670		Lovell Hardware	Materials for groundsman	165.88
3671		BT	Clerks telephone/broadband - Nov - Jan 07	148.04
3672	08/017	CPRE	Renewal of Annual Membership	28.00
3673	08/014	SLCC	Renewal of Annual Membership	145.00
3674	07/416	Geo Browns Imp. Ltd	Annual service of Gang Mowers	1,058.01
3675		XMA Ltd	New printer, copier, scanner for Clerk	194.83
3676	08/012r	D G Salisbury	Marking out Junior & Senior Pitches - Ashway	152.75
3677	08/009r	Playdale Playground	New chain assemblies for log trim trail	550.43
3678	07/055r	Ray Bell & Sons	Skip Hire - Removal of grass cuttings St David's	141.00
3679		AH Blason & Son	Fuel, tractor service	372.81
				7,462.35

08/051 Annual Risk Assessment for the Year 2007-08

It was reported that each committee had reviewed its risks associated with its committee. The Council accepted and approved the annual risk assessment for the year 2007-08. The Chairman signed the overall summary.

08/052 Appointment of External Auditor

On proposal by Cllr Everard and seconded by Cllr Monk it was resolved to accept the appointed external auditors BDO Stoy Hoyward for the next five financial year period commencing with the 2007-08 accounts.

08/053 Cleaning Arrangements in Cleaner's Absence

The Clerk reported that the Cleaner would be on sick leave for a period of 4-6 weeks. Having spoken to the Chairman and Vice Chairman, the Clerk has contracted Mr Bell to carry out the work, for the same number of hours and on the same hourly pay rate. This arrangement was agreed. It was noted that the Cleaner would be paid for two weeks sick leave.

Recreation and Amenities Development

08/054 Annual Grounds Maintenance of Sports Pitches

On proposal by Cllr Monk and seconded by Cllr Bament it was resolved to approve the cost for the annual grounds maintenance of the sports pitches by Dave Salisbury, at a cost of £3,880.

08/055 Moving an Entrance and Paving New Footpath near to the Changing Rooms, on the Ashway Playing Field

The Clerk reported that three quotes had been received for the closing off of the existing entrance, opening of new entrance and laying of slabbed footpath on the Ashway Playing Field adjacent to the Changing Rooms.

Quote One – £875.00 plus VAT

Quote Two – £670.90 plus VAT

Quote Three – £1,154.00 plus VAT

On proposal by Cllr Everard and seconded by Cllr Chattaway it was resolved to accept quote two from Mark Baker, on condition that the work is guaranteed for 12 months. It was noted that the County Council would have to give permission for the new entrance.

08/056 Proposals for a BMX Facility on Ashway Playing Field

Cllr Everard reported that following previous discussions, at Council meetings, regarding providing BMX facilities in the village, he had made several enquiries. Ray Bell had agreed to deliver soil for mounds for free. A mini digger was available at weekends for expenses only. Cllr Everard had also visited all the residents adjacent to the Ashway Playing Field to canvass their opinion on whether he should suggest to the Council to provide such a facility on the field. Out of 34 houses, which overlook the field, 22 agreed, 5 disagreed and 7 were not available for comment. Similar BMX facilities had been created at Badby and Newnham. The Clerk had made enquiries with Rospa and the insurance company. Rospa's guidelines indicate that the facility would need to be at least 25 metres from play equipment and far enough away from any stray footballs. The insurance company advise Council's to use professional contractors to carry out the design and build of the facility. In addition the facility would have to be inspected weekly and annually by Rospa, in the same way as all the play equipment. It was agreed to discuss this further at the next Recreation & Amenities Committee meeting. The Chairman thanked Cllr Everard for all his work looking into this.

Highways and Environment

08/057 To Accept the Minutes of Meeting 5 February 2008

The Minutes of the Committee Meeting held on the 5 February 2008 having been previously distributed were accepted.

08/058 Grounds Maintenance of Pocket Park

On proposal by Cllr Monk and seconded by Cllr Kennedy it was resolved to approve the annual grounds maintenance to the pocket park, by Dave Salisbury at a cost of £180.00.

08/059 Presentation for a Plastic Bag Free Brixworth to Local Retail Businesses and To Consider to Waive Charges for use of Community Hall

The Councillors and Clerk had received an invitation to attend a presentation by Heather Poole from the DDC Information Service, to the local retail businesses on how to make Brixworth a plastic bag free village. On this occasion the Parish Council agreed to waive any charges for the rent of the hall for the two meetings.

08/060 Hunters Way Sign

On proposal by Cllr Whiffen and seconded by Cllr Lacey it was resolved to approve the cost of a new anti graffiti aluminium laminate sign for Hunters Way at a cost of £107.95 plus VAT plus fixings. The wording to remain the same in black writing on a white background, in lower letters.

08/061 Saxon Heights Bus Shelter

Following a discussion and a vote it was agreed to consider replacing the existing bus shelter, with a one sided, front and roof option. The Clerk was asked to establish the cost for a new bus shelter. It was noted to replace the existing bus shelters windows would cost £1040.00. To be considered at the next Council meeting.

Correspondence for discussion

08/062 Shoosmiths – Adoption of Open Public Spaces – Ridings and Ashway

As requested by the Parish Council a copy of a tree surgeons report, of all the trees on the open public spaces to be adopted, had been received from Taylor Woodrow. A copy of which had been previously circulated to all members. All the trees are in good condition, the large tree on the Ashway could do with a crown clean in the future.

08/063 NCC - Amended Proposed Limited Waiting Restrictions

An amended plan of the proposed limited waiting restrictions was received, as per the Parish Council's request, following the public consultation meeting last month.

08/064 NCC – Proposed Standards of Operational Responses 2007

Northamptonshire Fire and Rescue Service is consulting its stakeholders on its plans for improving the fire and rescue service in the County. The proposals are to be submitted to the County Council in March.

08/065 CPRE – Northants Planning & Landscapes Roadshow 15 April 2008

The details of the CPRE Northants Planning and Landscapes Roadshow on the 15 April 2008 was noted.

08/066 Northants ACRE – Green Space Toolkit for Communities

The launch of the Green Space Toolkit at NACRE is on the 16 April 2008 at the Hunsbury Centre.

08/067 Parish Council Election

The Parish Council election is scheduled to be held on 1 May 2008. The Notice of Election is to be published on the 13 March 2008. Nominations are to be returned to the Returning Officer at Daventry District Council by noon on Friday, 4 April 2008. A notice is to be displayed on the Council Notice Board.

08/068 Correspondence for information only

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

08/069 Date of Next Meeting

The next meeting is to be held on Tuesday, 25 March at 7.15pm in the Village Hall.

Urgent Matters For Report Only

08/070 No Smoking Signs in Bus Shelters

It was noted that No Smoking signs are required in enclosed bus shelters with at least three sides. The Clerk to action this.

08/071 Pick Up MOT

The Clerk reported that the pick up had failed its MOT and the necessary work required would cost in the region of £460.00.

08/072 Spratton Road Recreation Ground – New Footpath

The Clerk reported that the new footpath on Spratton Road Recreation ground is currently being laid. The contractors had asked whether the Council would consider using a superior finish, if still available, instead of the rolled granite finish. This was agreed.

There being no other business the meeting closed at 9.50pm

Signed as a true record of the above meeting.

Dated 25 March 2008

Matters Raised by Members of the Public

1. Dr Paula Jones raised her concerns regarding the diverted traffic through Brixworth, due to the road closure in Spratton. The diverted traffic is travelling through the conservation area along Church Street. Church Street is very narrow in places and large vehicles are driving onto the pavement, passed Dr Jones kitchen window. It was suggested that perhaps a narrow road sign or cones could be put out on the footpath to stop this from happening. This matter was discussed later in the meeting.
2. Mr David Hymas referred to his letter which had been sent to the Council, enquiring whether the Council would fund the refurbishment of the shield for the sum of £75.00. This matter was discussed later on in the meeting.
3. Three residents from Holcot Road raised their concerns regarding the condition of the grass verges and the footpaths, caused by the developers of the Harrington Grange Development. This matter was discussed later on in the meeting.