

## **BRIXWORTH PARISH COUNCIL**

### ***Minutes of the meeting held on Tuesday, 25 March 2008 at 7.15p.m. in the Village Hall, Holcot Road, Brixworth***

**Present:** Councillors: I Barratt (Chairman), C Bament, T Everard, D Kennedy, M Lacey (part of meeting), P Fox, R Monk, F Peacock & Mrs E Wiig

**In Attendance:** Mrs J Macken – Parish Clerk  
Sgt Grady – Northants Police  
A Member of the public

#### **08/073 Apologies for absence**

Apologies for absence were received from County Cllr Millar, Cllr S Verallo and Cllr S Dobson, Cllr R Chattaway and Cllr J McFadyen.

#### **08/074 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 P Fox declared a personal interest – Member of the Brixworth Bulletin Team

#### **08/075 Signing of the Minutes of the Last Meeting 26 February 2008**

The minutes of the meeting held on 26 February 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 7.25pm.*

#### **08/076 Police Representative's Report**

Sgt Grady reported the following: -

- Crime figures are down 40 from 211 last year to 171 this year. Hopefully this will be a 25% reduction for the year.
- There have been 13 crimes in March which include, theft of a mobile phone at the sports pavilion, car windows damaged, attempted theft of insecure motor vehicle, bird hide in country Park damaged, and a hedge damaged
- Girl assaulted by another girl, which has been detected.
- Youth shot a BB gun at another youth and a Lad threw a rock at another youth, both culprits have been dealt with informally.
- Heating oil being stolen in rural areas.
- The theft of stainless steel on the increase.
- Moulton Pub Watch scheme launched includes nearby villages, not all pubs have yet signed up.
- Neighbourhood Watch to be re-launched in Moulton, Brixworth Parish Councillors are invited to attend. Clerk to circulate details.
- Casualty Reduction Time – Meeting to be held on Wednesday, 11 June 2008 at 8pm. All local Parish Councils to be invited. All questions to be sent to Sgt Grady by 8 May 2008.

Cllr Everard enquired whether the Police could assure that they would stop motor vehicles using the proposed BMX facility on the Ashway Playing Field. Sgt Grady confirmed that the PCSO's and officers could seize identified vehicles using a section 59 order.

### **Planning**

#### ***08/077 To Accept the Minutes of Meeting 10 March 2008***

The Minutes of the Committee Meeting held on the 10 March 2008 having been previously distributed were accepted.

Cllr E Wiig confirmed that planning application **DA/2008/0136 Mr S Stanley, 85 Spratton Road, Brixworth: two storey extension to side of dwelling** had been approved under delegated powers.

#### ***08/078 DDC Planning Approvals and Refusals – March 2008 Report***

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

### **Approvals**

#### **DA/2007/1441 Mr P Davies & Mrs A Ruch, Cedar, Brixworth Hall Park, Brixworth**

*Extension to form new reception area link to garage, new entrance and modified garage.*

28.1.08 PC No objections                      19.2.08 DDC Approved

#### **DA/2008/0005 Mr D Monich, 1 Station Road, Brixworth**

*Two storey side extension, single storey rear extension and new porch*

28.1.08 PC No objections                      26.2.08 DDC Approved

### **Refused**

None

#### ***08/079 Mrs Graham, 8 High Street, Brixworth – Felling of Beech tree with a Tree Preservation Order***

The beech tree, which is 40-50 feet high, is located on the western boundary on a mound and leans towards the adjacent neighbour. The tree has a black fungal disease, which decays the roots of the tree. (Specialists have tested this). The neighbour has raised concerns about this tree, which could if it fell land very close to their property and could make a substantial amount of damage. (This has nothing to do with the application for the new dwelling, which is in a totally different area in the garden). As this tree has this fungal disease, it is unbalanced on the mound and leans towards the neighbour's garden. It is known that it will fall one day, but do not know when, Mr Michael Venton from Daventry District Council would not like to see the tree standing for much longer. He therefore recommends that the applicant opt for a 5-day notice so that the tree can be removed as soon as possible, rather than waiting for the 4-6 weeks process. It was resolved to agree with the officer's recommendation and

opt for a 5 day notice on the condition that a suitable replacement tree is replanted in the area.

## **Finance**

### ***08/080 Income Received for February 2008***

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

<b><u>Received from</u></b>	<b><u>Details</u></b>	<b><u>£</u></b>
BCC	Second instalment of ground rent - St David's	391.00
Community Centre	Hall Bookings	364.10
BCF	Fourth instalment of rent and electricity chgs	280.04
BJFC	Ground rent-St David's, Hire C/rooms & pitch, Ashway	641.00
		<b><u>1,676.14</u></b>

### ***08/081 Bank Reconciliation as at 29 February 2008***

The bank reconciliation as at the 29 February 2008 was reported and accepted as follows:

Current Account	£9,012.07
Capital Reserve Account	£78,279.71
Less Cheques outstanding	£5,004.21
Balance Carried forward as at 1.03.08	£82,287.57

### ***08/082 Income and Expenditure & Reserves Report for February 2008***

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

Cllr Monk reported that the actual expenditure compared to budgeted is well on target. Significant differences include the Community Centre Running Costs, which are £1,375 over spent this includes a large gas bill at the start of the financial year. In addition the Annual Report figure is £1000 under spent, as the Council had budgeted for an insert into the Bulletin, which had not been done this year. The Income received to date is on target at 100.5%.

### ***08/083 To Approve the Bills for Payment for March 2008***

A schedule of payments, to be made in March 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.

<b><u>Chq No.</u></b>	<b><u>Minute</u></b>	<b><u>Payment To</u></b>	<b><u>Reason for Payment</u></b>	<b><u>£</u></b>
3680		Groundsman	Groundman's Salary Mar 2008	1,022.77
3681		Clerk	Clerk's Salary Mar 2008	1,061.60
3682		Part Time Groundsman	P/T Groundsmans wages Mar 2008	110.66
3683		Litter Picker	Litter Picker wages Mar 2008	174.14
3684		Cleaner	Cleaner Comm. Centre wages Mar 2008	111.60
3685		HM Revenue & Customs	PAYE Tax & NI Mar 2008	835.64
3686		Mrs J Macken	Clerks Allowance, postage & stationery	94.83

3687	Mr I Barratt	Chairmans Tel. Allowance	35.00
3688 08/006r	GH Playground Svcs	New swing seat - Sp. Rd. Rec. Grd.	35.25
3689/3700 08/060	BACA	Sign for Hunters Way Car Park	141.50
3690 07/310	Raybell & Sons	Footpath & hopscotch area - Sp. Rd. Rec. Grd.	5,986.63
3691	ESPO	Bin bags	25.62
3692	Lovell Hardware	Materials for groundsman	161.94
3693	ABB Ltd	Street Light maintenance - Jan - Mar 07	27.75
3694	Playdale playgrounds	Shackles for stepping logs chains	25.52
3695	The Mower Shop	Starter for Honda mower	30.56
3696	AH Blason & Son	MOT, Service & associated work on Pick Up, Fuel	755.14
3697	Mr J Daley	Comm. Ctr. Treasurer's stationery expenses	11.63
3698	Mr C Bell	Cleaning Community Ctr and Changing Rooms	245.52
3699	British Gas Business	Elec. Chgs C/rooms	190.80
			<b>11,084.10</b>

### ***08/084 Local Government Pension Scheme***

The Clerk reported that a statutory notice had been displayed for the past 28 days stating that the Parish Council is to resolve to join the Local Government Pension Scheme.

On proposal by Cllr Barratt and seconded by Cllr Wiig, with all in favour, it was resolved to adopt and join the Local Government Pension Scheme as from 1 April 2008. It was agreed that all members of staff (under the age of 75 years) are able to join the scheme. This includes the Clerk to the Council/Responsible Financial Officer, Groundsman, Part Time Groundsman, Cleaner and Litter Picker.

The Clerk reported that a meeting had been held on 5 March 2008, at which the Clerk, Groundsman and Litter Picker had attended together with two members from the County Council's Pension Department. Points raised were as follows: -

- The scheme will change as from 1 April 2008
- Staff contributions are tiered depending on Full Time Annual salary
- Employers contributions as from 1 April 2008 will be 18.2%
- New Employee forms to be completed, currently being printed. Staff to complete a form even if opting out of the scheme.
- Parish Council needs to adopt a Pension Policy, waiting for a model from the County Council.
- Pension scheme to be set up on payroll software by Clerk.
- Letter to be given to staff with an example of how much they would be contributing and how much the Council would be contributing (with forms once received).

It was noted that £7,000 has been budgeted for the Pension Scheme in the next financial year.

### **Recreation and Amenities Development**

#### ***08/085 To Accept the Minutes of Meeting 17 March 2008***

The Minutes of the Committee Meeting held on the 17 March 2008 having been previously distributed were accepted.

Cllr Everard agreed to lead the BMX facility project, Cllr Wiig and Cllr Kennedy agreed to support. Members of the Youth Club to come up with an initial design of the layout.

The ownership of the land between the Ashway Playing Field and the residents gardens in Eastfield Road is to be investigated.

It was noted that the Ashway Car Park has a large puddle, but it was reported that the new drainage system has made an enormous improvement.

It was reported that the footpath leading to the Country Park from the Ashway is overgrown, Clerk to report to the County Council.

### **Highways and Environment**

*Cllr M Lacey arrived.*

#### ***08/086 To Consider Costs for Either a New Bus Shelter or Replacing the Windows of the Saxon Heights Bus Shelter***

Cllr Fox reported that the cost for a new one sided bus shelter for Saxon heights would cost in the region of £3000.

On proposal by Cllr Wiig and seconded by Cllr Everard, with all in favour, it was agreed to replace the windows, with an anti graffiti coating, to the existing bus shelter at Saxon Heights in the region of £1100.

#### ***08/087 Additional Grass Verge Cuts***

It was resolved to approve for Banners to carry out two additional cuts of the Parish grass verges for the forthcoming season at a cost in the region of £800.

#### ***08/088 To Waive the Fee for The Brixworth Bag Project Meeting 5 April 2008***

It was resolved to waive the fee for the Brixworth Bag Project meeting to be held in the Community Hall on the 5 April 2008.

#### ***08/089 Letter from Resident – Holcot Road Development***

A copy of a letter sent to the District Council by a resident in Holcot Road had been received, concerned about the removal of trees and a hedge within the new Holcot Road development. The trees and hedge were to be retained but have been removed by the developers. The Clerk had spoken to Mr Venton at the District Council who reported that he had recently spoken to Colin Dear from McInerney Homes. McInerney Homes have agreed to plant 4-5 replacement trees for the hawthorn trees removed within the development; these will be Birch or Cherry. In addition it has been agreed to plant hawthorn or similar along the fencing to the footpath. It was suggested that this fencing could be subject to vandalism etc. in the future and that a hedge would protect the fencing. NCC Rights of Way have also been made aware of this information. McInerney Homes or whoever takes the development on will need to plant these trees.

It was agreed for the Clerk to confirm what had been discussed at the Council meeting to Mr Venton and that the work is to be monitored.

### **Correspondence for discussion**

#### ***08/090 DDC – Sustainable Communities Strategy for Northants***

This document was referred to the Planning Committee to be discussed at its next meeting.

#### ***08/091 DDC – Climate Friendly Communities***

The Climate Friendly Communities Northamptonshire project is bringing together partners to assist local communities in the County to work together towards climate friendly status. Parishes are encouraged to express an interest and submit a project to reduce the CO<sub>2</sub> emissions in the community. Parishes will be selected and invited to attend an Induction workshop to be held on 23 April 2008. The Council agreed for Cllr Monk to write a project for submission, to reduce the current and future CO<sub>2</sub> emissions from Brixworth's Library and Community Centre and to use this project to raise the awareness in the community of the need to reduce CO<sub>2</sub> emissions through changes in technology and behaviour.

#### ***08/092 NCC – Emergency Planning Parish Conference 2008***

The County Council is to hold an Emergency planning conference at Wellingborough Borough Council on 17 July 2008. Cllr Dobson has various ideas with regards to a hotline, which he will be presenting to the Council.

#### ***08/093 NCC – Northants Minerals and Waste Development Framework***

This document was referred to the Planning Committee to be discussed at its next meeting.

#### ***08/094 NCC – Household Waste Recycling Centre Rationalisation Project***

The County Council is reviewing the service of the provision of its ten Household Waste Recycling Centres for the next 25 years. Part of the programme is to seek the views and opinions of various community groups and members of the public. Therefore there are four workshops planned between March & May 2008.

#### ***08/095 DASH – Update on DASH Project***

The funding that was previously available from the Energy Trust has now finished. However the DASH partnership wishes to continue its excellent service and several events have been organised throughout the District. In addition the project is looking for funding or donation in kind. It was resolved to waive the fee for the use of the Community Hall, so that DASH could use the Community Hall for one of its events.

#### ***08/096 NALC – Training Courses 2008***

Details of the latest NALC training courses, a copy of which had been previously circulated to all members, was noted. Ideally the new Councillors would like to attend the New Councillors Course, but unfortunately this is to be held on the same day as the Annual General Meeting. The Clerk was asked to enquire whether in future this course could be held after May, to allow time for new Councillors to be elected and attend their first Council meeting.

***08/097 The Standards Board – Update March 2008***

The latest news from the Standards Board had been received, a copy of which had been circulated to all members.

***08/098 Annual Parish Meeting 23 April 2008***

The APM is to be held in the Community hall at 8.00pm on the 23 April 2008. It was agreed to have the same format as last year. Refreshments will be available at the beginning of the meeting. Brixworth Christian Fellowship to provide the refreshments at 30p per cup. Co-op to be asked to provide the biscuits free of charge. All the organisations to which the Council has made a grant to, are to be asked to attend and give a brief account of how the money has been spent. Chairs of all the committees to provide a report for inclusion in the Council's Annual Report.

***08/099 Parish Council Election***

The Parish Council election is, scheduled, to be held on 1 May 2008. Nomination packs have been delivered to the existing Parish Councillors who wish to stand again and are to be returned to the Returning Officer at Daventry District Council by noon on Friday, 4 April 2008. The Council has also received a couple of enquiries.

***08/100 Correspondence for information only***

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

***08/101 Date of Next Meeting***

The next meeting is to be held on Tuesday, 29 April at 7.15pm in the Village Hall.

***Urgent Matters For Report Only***

***08/102 DDC Information Service***

Cllr Fox enquired whether the District Council Information Service could have a regular dialogue with the Parish Council, by providing information, which the Parish Council may find useful. (i.e. number of applications for housing in Brixworth).

***08/103 Daventry Renewable Energy Solutions Study***

MWH, on behalf of the District Council has been commissioned to undertake a study researching the feasibility of incorporating renewable energy solutions into the planned growth of Daventry Town. The Council agreed for Cllr Monk to complete the questionnaire. In addition there will be a workshop at the Abbey Centre in Daventry on the 23 April 2008.

There being no other business the meeting closed at 8.50pm

Signed as a true record of the above meeting.

Dated 25 March 2008

**Matters Raised by Members of the Public**

1. A resident referred to his letter to Daventry District Council which had been copied to the Council, with regards to the trees and hedge which had been removed from the new Holcot Road development. These trees and hedge were to be retained within the new development. This item was discussed later on in the meeting.