

## **BRIXWORTH PARISH COUNCIL**

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

**Present:** Councillors: I Barratt (Chairman), C Bament, M Lacey, R Low,  
S Whiffen, Mrs E Wiig and F Wiig

**In Attendance:** Mrs J Macken – Parish Clerk  
Mr M Ward - Member of the Public

#### **08/323 Apologies for absence**

Apologies for absence were received from Cllr S Dobson, Cllr R Monk, Cllr Chattaway, Cllr T Everard, Cllr A Gunnett, Cllr S Pointer, PCSO Jo Hillery and County Cllr C Millar.

#### **08/324 Declaration of Interest on Agenda Items**

Cllr E Wiig declared a personal interest – Member of another Local Authority  
Cllr F Wiig declared a personal interest - Member of another Local Authority and Chairman of District Council Planning Committee  
Cllr S Whiffen declared a personal interest – Resident adjacent to the Ashway Playing Field

#### **08/325 Signing of the Minutes of the Last Meeting 28 October 2008**

The minutes of the meeting held on 28 October 2008 were agreed and signed by the Chairman as a true and correct record of this meeting.

#### **08/326 Signing of the Minutes of the Special Grant Application Meeting 11 November 2008**

The minutes of the meeting held on 11 November 2008 were agreed and signed by the Chairman as a true and correct record of this meeting.

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

#### **08/327 Police Representative's Report**

Unfortunately PCSO J Hillery was unable to attend the meeting and had sent her apologies.

#### **08/328 County Councillor Report**

County C Millar had sent his apologies.

### **Planning**

#### **08/329 Minutes of Meetings 3 November 2008**

The Minutes of the Committee Meeting held on the 3 November 2008 having been previously distributed were accepted.

Cllr F Wiig as Chair of the District Planning Committee was concerned about a comment which was made at the last planning committee meeting stating that the 'District Council never listens to the Parish Council'. The District Council has a statutory duty to consult the Parish Council on planning applications, if the Parish Council disagrees to an application then the application automatically goes to the District Council Planning Committee. Brixworth is represented at the District

Planning Committee by District Cllrs Frank and Liz Wiig, as well as a District Councillor from Clipston. Cllr F Wiig assured the Council that the District Council does pay attention to the Parish Councils comments. At District Council Planning Committee meetings each application is debated, photos and maps together with comments made by consultees are considered. Cllr F Wiig has recently requested that all the nearby Parish Councils are consulted on the Brixworth Wind Farm planning application.

**08/330 DDC Planning Approvals and Refusals – November 2008 Report**

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

***Approved***

***DA/2008/0949 The George, Northampton Road, Brixworth***

*New Signage*

30.6.08 PC No observations                      27.10.08 DDC Approved

***DA/2008/0979 Mercedes Benz Technology Centre, Morgan Drive, Brixworth***

*Construction of new exhaust stack and below ground carbon filtration system. The proposals also include an area for chiller plant and pumps and associated emergency escape hatches. The exhaust stack replaces an existing exhaust stack and storage enclosures.*

13.10.08 PC No Objection                      23.10.08 DDC Approved

***DA/2008/0994 Mr M Soames, Ramic Ltd, Unit 1 Ferro Fields, Brixworth***

*Conversion of internal garage in office building to create additional office space. Change garage door to part glazed door.*

13.10.08 PC No objection                      3.11.08 DDC Approved

***Refused***

**None**

***08/331 Report on the Proposed Wind Farm at Lodge Farm (north of Brixworth)***

The District Council has not yet registered the application, as it is still waiting for further clarification and information.

**Finance**

***08/332 Income Received for October 2008***

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

<b>Received from</b>	<b>Details</b>	<b>£</b>
Community Centre	Hall Hire	796.27
HM Revenue & Customs	Reclaim VAT 1.07.08 - 30.09.08	790.21
DDC	Cleaning of Office Oct - Dec 08	107.00
Freestyle Soccer Academy	Use of St David's Ground - Summer 08	176.25
		<b>1,869.73</b>

***08/333 Bank Reconciliation as at 31 October 2008***

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

Current Account	£7,853.41
Capital Reserve Account	£146,872.40
Less Cheques outstanding	£3,502.15
Balance Carried forward as at 1.11.08	£151,223.66

**08/334 Income and Expenditure & Reserves Report for October 2008**

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

**08/335 To Approve the Bills for Payment for November 2008**

A schedule of payments, to be made in November 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>Chq No.</u>	<u>Minute</u>	<u>Payment To</u>	<u>Reason for Payment</u>	<u>£</u>
3874		Groundsman	Groundman's Salary Nov 2008	1,053.39
3875		Clerk	Clerk's Salary Nov 2008	1,040.31
3877		Cleaner	Cleaner Comm. Centre wages Nov 2008	229.20
3878		Litter Picker	Litter Picker wages Nov 2008	183.40
3879		HM Revenue & Customs	PAYE Tax & NI Nov 2008	758.42
3880		NCC	Contributions to Pension Nov 2008	338.38
3881		Mrs J Macken	Postage	8.64
3882		Mr I Barratt	Chairman's Allowance - For a Gift	14.99
3883		Mr C Bament	Cllr expenses - printer cartridge	16.86
3884		Mr & Mrs Daley	Postage - Comm. Ctr.	12.96
3885		Avenue Agricultural	Combination padlock-St David's Rec. Grd.	35.25
3886		ESPO	Stationery, Materials for cleaner	86.29
3887		M & J Engineers Ltd	Hire of Disc Cutter	23.03
3888		B & Q Financial Services	Materials for Groundsmen	299.77
3889		Lovell Hardware	Materials for Groundsmen	165.85
3890		AH Blason & Son	Fuel -	184.42
3891		OCS Group Ltd	Sanitary Unit - Comm. Ctr. Nov - Jan 09	15.58
3892		Anglain Water	Comm. Ctr. Water charges May - Nov 08	525.14
3892		Anglian Water	Mill Gdn Water charges May - Nov 08	52.22
3893		HFS Timber	Timber for Pocket Park Bench	18.31
3894		BT Payment Services	Clerks Telephone Aug - Oct 08	173.22
3895		Towergate Risk Solutions	Renewal Insurance - Toyota Pick Up	328.55
3896		Towergate Risk Solutions	Renewal insurance - Tractor	124.67
3897 08/087		Banner Contracting	Two additional Grass Cuts to verges	904.75
3898 08/078e		K F Troop & Son	Spring Daffodil Bulbs	117.50
3899 08/322		Brixworth Cricket Club	Community Grant	1,000.00
3900 08/321		DACT	Community Grant	1,000.00
3901		PT Groundsman	P/T Groundsmans wages Nov 2008	105.80
				<b>8,816.90</b>

**08/336 To Accept Minutes of Meeting 11 November 2008**

The Minutes of the Committee Meeting held on the 11 November 2008 having been previously distributed were accepted.

**08/337 Budget and Precept for the Financial Year 2009/10**

It was resolved to accept and approve the budget and precept for 2009/10 recommended by the Finance Committee.

## **The Budget for 2009/10**

### **Expenditure**

Salaries, Wages and Employers National Ins	£48,750
Finance / Admin	£21,770
Highways and Environment	£10,660
Recreation & Amenities Development	£21,650
Projects	£ 5,000
Police Support	£ 4,800
<b>Total Expenditure</b>	<b>£112,630</b>

### **Income**

Bank Interest	£2,500
Sports Clubs	£3,500
BCF Coffee Shop	£1,500
Community Centre	£7,000
DDC Cleaning Office	£ 440
Pocket Park Grass Cutting	£ 250
<b>Total Income</b>	<b>£15,190</b>

## **The Precept for 2009/10**

Total Expenditure	£112,630
Less Total Income	<u>£ 15,190</u>
<b>Precept Request</b>	<b>£ 97,440</b>

It was resolved that the Parish Council do precept upon Daventry District Council in the sum of £97,440, to be paid in two instalments in April and September 2009.

This is a decrease of 1.6% compared to an increase of 3.22% this year. This means that the Council Tax for parish purposes for next year will be approximately £53.00 for a band "D" property, compared to £53.93 this year.

### ***08/338 External Auditor's Report For Year End 31 March 2008***

The Clerk reported that she had received the notification of the conclusion of the Audit for the year ending 31 March 2008, from BDO Stoy Hayward the External Auditors. There were no matters arising from the Annual Return. However there was one issue raised which needs to be addressed, which was once again the current level of the Council's Fidelity Guarantee Insurance.

The Council approved and accepted the Annual Return, which will now be displayed for fourteen days together with the Notice of Conclusion of Audit on the notice board.

The Council thanked and congratulated the Clerk for her work throughout the year, which has resulted in the auditors having no matters arising in the annual return.

### ***08/339 To Review Council's Fidelity Guarantee Insurance***

The Clerk reported that the external auditor has raised the issue on the level of the Council's Fidelity Guarantee Insurance yet again, which is currently at £50,000. The

auditor has asked the Council to review this sum annually and had issued guidelines for the Council to consider. 'It is recommended that the amount is sufficient to cover the maximum amount of money the Council holds at any one time during the year'. The Clerk pointed out that the Council would have approximately £170,000 in the bank in April 2009 (£120,000 at year end and £50,000 for half the precept). The cost for additional insurance would be in the region of £140.00 per £50,000 insured. The auditor also stated that 'The Council may decide that insurance is not sufficient for them, but in order to come to this opinion they must have reviewed the requirement annually and they must have objective grounds for such a conclusion'.

It was agreed for Cllr Whiffen to look at the Council's insurance policy and report back at the Next Full Council meeting.

#### ***08/340 Report on Six Month Check of The Accounts***

Cllr Monk had sent a report, which had been previously copied to all members, on the six monthly check of the accounts for the period March – September 2008 and found that all the controls are being complied with.

The Council thanked Cllr Monk for his report, together with the comments and analysis made.

#### ***08/341 To Consider Financially Supporting Northants ACRE***

It was resolved to financially support Northants ACRE for the sum of £34.00.

#### ***Recreation and Amenities Development***

##### ***08/342 Report on Ashway Playing Field Working Group Meeting 4 November 2008***

Cllr Bament reported that the results of the survey were discussed.

The request for an Internet Café was surprisingly high and Youth shelter low. Internet Café to be explored by Youth Club committee.

It was noted at the meeting that it has been agreed for the Parish Council to be issued with a licence so that the land on the old A508 can be used for recreational use, possibly for a BMX facility.

Alternative facilities suggested for the Ashway PF are a Basketball facility, fixed football goal and leave as open space.

It was thought that a basketball facility on the Ashway PF would not cause any additional anti social behaviour. There are two possible sites, for a basketball facility, on the field, one behind the existing play area and the other adjacent to the changing rooms.

The working group is to make its final recommendation at its next meeting in January 2009.

#### ***08/343 Recreational Use of Land on 'old' A508 Road***

The Chairman reported that Cllr C Millar's Empowerment fund money had been formally approved. It was noted that the Council would have to pay £250 towards the cost of two signs. The Clerk was asked to find out what the Council would be responsible for (i.e. the hedge, trees, ditch etc), in addition concerns were raised with regards to the footpath adjacent the road.

It was agreed for the Clerk to contact a contractor for an estimate for a BMX facility along the road. It was noted that the ‘users’ of the facility would be involved in the final design. Funding is available from the District Council; an application would need to be made by a young person.

***08/344 Report on October Quarterly Play Equipment Maintenance Inspection***

The Clerk stated that the Groundsman had carried out the Quarterly maintenance Inspection and the following was reported: -

St Davids Recreation Ground

Mound Slide – Some of the wooden supports to steps need replacing. Donald to carry out this work during the winter months.

Cockeral Bounce about – One side plate broken. This has now been replaced free of charge by Wicksteed, as a goodwill gesture.

Tennis Courts – Playing surface broken up in small areas and gate frame loose.

Spratton Road Recreation Ground

Nothing to report

Ashway Playing Field

Lys Red litterbin – Lock does not work and bin liner vandalised. Recreation Committee to consider whether to replace the litter bin at its next meeting.

Cllr E Wiig reported that the bank leading to the new footpath on Spratton Road Recreation Ground, from Pytchley Way is steep and slippery. This matter to be discussed further at the next Recreation Committee meeting.

***08/345 Request from Brixworth Cricket Club – Share Use of St David’s Recreation Ground***

The Cricket Club enquired whether St Michaels Cricket Club could share the use of St David’s Recreation Ground, on Saturday afternoons next summer, as per the agreement this year. This was agreed.

***08/346 Request from Earls Barton Utd Ladies Football Club to Temporarily Use the Ashway Playing Fields and Changing Rooms Sunday Afternoons***

The Manager of Earls Barton Utd Ladies Football Club, who is the secretary of AFC Crown, enquired whether the club could use the Ashway Playing Fields and Changing Rooms on a Sunday afternoon, if their own pitch was waterlogged. It was noted that this would not affect the Junior Football Team. It was agreed to allow the club to use the facilities at the cost of £40.00 including VAT, per match.

***08/347 Highways and Environment***

The Chairman reported that a number of people had planted daffodil bulbs around the village, earlier in the month. Concerns were raised that the County Council drainage contractors had dug up all the existing bulbs on the Village Hall Green.

***Correspondence for discussion***

***08/348 Letter from Resident – Overhanging Trees***

A letter had been received from a resident concerned about trees, which were overhanging a neighbour's property in Brampton Way (a copy of which had been circulated to members). Cllr F Wiig stated that he had contacted a housing association, which owned the property and were responsible for the trees and they had agreed to get a quote to get the trees trimmed down. The Council thanked Cllr F Wiig for resolving this problem.

***08/349 Letter from Central Sports Committee – Erection of Marquee for New Year's Eve Party***

A letter from Central Sports Committee had been received, enquiring whether they could erect a marquee for a New Years Eve party (a copy of which had been circulated to members). The Council granted permission with the proviso that the Committee provides adequate security against vandalism of the marquee before, during and after the party.

***08/350 Email- Memorial Tree Enquiry***

An email had been received from a daughter, enquiring whether she could plant a tree in memory of her mother, who had lived in the village for 50 years (a copy of which had been circulated to members). The lady had suggested on the corner of Spratton Road / St David's Road. The Clerk reported that she had contacted the County Council, who own and are responsible for the grass verges in the village and they had informed her that the lady should send her request to them, to be considered. The Parish Council supports this request and it was suggested that if the County Council were unable to fulfil this request then perhaps the Parish Council could find an alternative location.

***08/351 DDC Parish & Town Council Meeting 8 December 2008***

The next Parish and Town Council meeting is to be held on 8 December 2008. The Chairman hoped to attend this meeting.

***08/352 DDC – Centre Screen Rural Touring Cinema***

Details of a Rural Cinema Scheme had been previously circulated to members. Cllr F Wiig reported that the Village Hall Committee had been in contact with a company, which provides cinema screening. It was suggested that the District Council contacts the Village Hall Committee.

***08/353 DDC – Christmas Tree Collection***

It was agreed once again not to arrange for a Community Collection Point for Christmas Trees this year, due to concerns that the trees may be set alight and that the recycling centre is nearby.

***08/354 Communities and Local Government – Consultation on Codes of Conduct for Local Authority members and Employees***

The Consultation Document on Codes of Conduct for Local Authority members and Employees has been received. It was agreed for Cllr Whiffen to look at this document and report back to the next Council meeting.

***08/355 Parish Council Vacancy***

The Clerk reported that she had received notice from the District Council that the Parish Council may now fill the vacancy by co-option. A vacancy notice is now displayed on the notice board and is mentioned in the Council's Newsletter, which is to be delivered at the end of November. One application has already been received. It was agreed to consider applications at the next Full Council meeting.

**08/356 Affordable Housing Needs Survey**

Cllr Lacey referred to the Housing Needs Survey, which was carried out at the beginning of the year. Since the survey was completed, two housing association developments have emerged in the village, one with 14 properties and one with 34 units. Concerns were also raised about the current finance and housing market. Following a vote it was resolved not to take this matter any further at this time. Cllr E Wiig and Cllr F Wiig asked for it to be recorded that they abstained from voting.

**08/357 Village Carnival**

The Clerk reported that she had written to approximately thirty local organisations and businesses asking whether they would be interested in taking part, supporting or assisting with the organisation of a Village Carnival. The responses received have been positive and a few people have volunteered to be on the organising committee. It was agreed to arrange an initial meeting in January 2009. Cllr F Wiig agreed to chair this initial meeting.

**08/358 Correspondence for information only**

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

**08/359 Date of Next Meeting**

The next Full Council meeting is to be held on Tuesday, 16 December 2008 at 7.15pm in the Village Hall.

The dates of meetings for 2009 had been previously circulated and were agreed.

**Urgent Matters For Report Only**

**08/360 E-ON – Tour of Stag Holt Wind Farm**

A letter had been received from E.ON, the developers of the proposed wind farm at Kelmarsh, inviting members to visit Stag Holt Wind Farm in Cambs, on 2 December 2008. Coach travel leaving from Kelmarsh Hall has been arranged.

**08/361 Parish Council Christmas Dinner**

The Council Christmas dinner is to be held at the George on Thursday, 18 December 2008 at 7pm.

There being no other business the meeting closed at 8.45pm

Signed as a true record of the above meeting.

Dated 16 December 2008