

BRIXWORTH PARISH COUNCIL

Minutes of the meeting held on Tuesday 24 February 2004 at 7.15p.m. in the coffee shop, Brixworth Library, Spratton Road, Brixworth

Present: Cllr. L Tyrer (Chairman)
Councillors: Mrs F Peacock & Mrs E Wiig. Messrs. H Fox, S Mabbutt, M Nice, P Oliver (Vice-Chairman), J Ruch and F Wiig.

In Attendance: Mrs J Macken – Parish Clerk

Questions from the Public

There were no members from the public present.

Cllr. Fox reported that concerns had been raised regarding the damage done to the grass verge, near to the Red Lion on the Harborough Road. A vehicle continually parking on the grass had caused this damage. Cllr Fox agreed to approach the owner of the vehicle concerned, on behalf of the Parish Council, to ask for them to no longer park on the grass verge.

Cllrs. F Wiig & E Wiig reported the same problem regarding the grass verge in Pytchley Way outside the Fish and Chip shop. DDC had proposed to erect bollards to prevent cars from parking on this area.

Cllr. Fox reported that the road outside Hamsons Garage on the Harborough Road had a considerable number of potholes. The Clerk was asked to contact W S Atkins to request that the road be repaired.

04/036 Apologies for Absence

Cllrs. John Blason, Bob Chattaway, Louise Cramp and Richard Monk.

04/037 Declarations of Interest

Declarations of Interest were received from: -

Cllr E Wiig – Planning Application – District Councillor on DDC Planning Committee.

Cllr F Wiig – Planning Application – District Councillor on DDC Planning Committee.

04/038 Signing of the Minutes of the Last Meeting 27 January 2004

The minutes of the meetings held on Tuesday 27 January 2004 were agreed and signed by the Chairman as a true and correct record of this meeting.

Matters arising from last minutes

04/039 Use of Recreation Ground – End of Season

The Chairman reported that Cllr. Blason had been unable to resolve the problem between the Cricket Club and the Football Club, regarding the use of the St Davids Recreation Ground at the end of the season. The Chairman informed the meeting that he had not been able to contact Mr C Timm, to discuss this matter, as Mr Timm was away on holiday.

04/040 Millenium Garden - Watering System

Cllr. Mabbutt Declared an Interest and did not participate in the discussion and decision.

The Chairman reported that two quotations had been received for the installation of the watering system, both of which were of the same specification. Cllr. F Wiig proposed and Cllr. Oliver seconded that the lowest quotation from Greenhill Landscapes for £456.49 ex VAT be accepted. The Clerk was asked to arrange for this work to be carried out as soon as possible.

04/041 Ransom Gang Mower

The Chairman reported that the Gang Mower was currently at Garden Machines being repaired and would be returned for use this week.

The Clerk was asked to write to the Football Clubs requesting that they inform their Managers that they are only permitted to use plastic pegs, on the Recreation Grounds. The cost of repairing any Gang Mower blades damaged by metal pegs being used and left in the ground will be charged to the Clubs.

04/042 Nuisance Behaviour at the Library / Community Centre

Cllr. Nice reported that T.J. who is not currently allowed on the premises at the Library / Community Centre, had visited the Library and Olive Branch Coffee Shop and had been asked to leave by staff, which he did. The Library / Community Centre staff are happy with this arrangement and overall found it to be effective.

Cllr. Nice informed the meeting that there had been two separate incidents recently where youths had attempted to start a fire in the ladies toilets, after removing the smoke detector and had set off a fire extinguisher in the foyer. Cllr. Nice reported that the police had been informed, but unfortunately the internal C.C.T.V. camera had not been in operation to enable the Police to identify the persons involved.

The Parish Council was very disappointed to hear that the C.C.T.V. camera is not currently in operation. The Clerk was asked to write to Ian Clark at Daventry Library to explain how imperative it is that the C.C.T.V. camera is in operation, especially due to recent incidents.

Cllr. Nice reported that the Fire Officer had agreed for locks to be placed on the doors, at the bottom of the stairs, leading to the foyer. This would enable this door to be locked during the evening, preventing youths from entering the foyer and the toilets, whilst the Community Hall is in use. All Community Hall Hirers will be issued with a key to enable them to access the toilets.

04/043 Palisade Fencing – St David’s Recreation Ground

The Chairman reported that the Parish Council had received a quotation for erecting part of the existing Palisade fencing together with a new gate at a cost of £1,530.00 ex VAT. This quotation had been requested on behalf of the Brixworth Cricket Club, the Chairman confirmed that should the Cricket Club wish to go ahead with these works they would have to meet all associated costs.

04/044 St David’s Pavilion - litterbin

The Chairman confirmed that a new litterbin had been placed outside the Pavilion.

04/045 AQA Certificate in Local Council Administration

The Chairman reported that the Clerk had attended a course with regard to the AQA Certificate in local Council Administration. To achieve this qualification the Clerk would need to put together a Portfolio of evidence under six headings: -

Roles & Responsibilities
Law
Procedures
Finance
Planning
Community Action

The Chairman informed the meeting that there are three ways in which a Clerk can be assisted in putting together a portfolio.

1. A series of training courses organised by NALC/training partnership. These courses may be available later on in the year and will cost in the region of £200.00.
2. Society of Local Council Clerks (SLCC) – ‘Working with your Council’ Information Pack This is a Home Study option, normally costing £195.00 for the information pack, however there is currently an offer of £130.00, until the end of Feb.04.
3. Competent Clerks can produce the portfolio without any training or assistance.

The Chairman proposed and Cllr. E Wiig seconded to chose the second option, of purchasing the ‘Working with your Council’ information pack at a cost of £130.00.

04/046 Brixworth Bugle / Newsletter

Cllr. Fox reported that since the Brixworth Bugle will be printing its last edition this month, he has agreed to produce an eight page Village Newsletter approximately four times a year. The Newsletter will include news from the Parish Council, Sport Clubs, a Planning Page, news from village organisations and details of any forth-coming events.

Cllr. Fox reported that he intended to include a four-page article on the election this year and requested that all Councillors, intending to stand for re-election, put together a piece about themselves for insertion in this election edition.

Matters arising from Last Minutes Awaiting Response

The Chairman reported that matters arising from last minutes, which are awaiting response would be recorded as being outstanding. This was agreed.

a) Highway Signs – Recreation Grounds b) Cycle Barrier – The Ashway c) Memorial A508 d) Additional Floodlight – St David’s recreation.

Police Update

04/047 Damage to QMP building

The Chairman reported that Mr Burke, from QMP, had contacted the Parish Council to inform them of the recent vandalism done to the QMP building. The Parish Council sympathise with Mr Burke and Cllr. E Wiig agreed to draft a letter for the Clerk to send to Mr Burke on behalf of the Parish Council.

It was confirmed that due to personnel changes within Northants Police there will be a new Inspector at Spring Hill and Brixworth will be assigned with a new Community Beat Officer, to replace PC Alan Tinker.

Ashway Playing Fields

04/048 Changing Rooms

Cllr. Nice reported that QMP have been instructed to issue tenders for the building of the Changing Rooms. The Parish Council awaits the tender submissions after the closing date.

Cllr. F Wiig raised his concern regarding the Community Grant currently held by the District Council, in support of the project at Ashway Playing Fields. The Parish Council agreed that DDC need to be made aware of the project’s current status and inform them that the funding is still required. Cllr. F Wiig agreed to contact Peter Timlin of QMP, to request that QMP advise DDC of the current status.

Planning

04/049 Approvals

NCC Erection of 6 metre high flagpole at Brixworth Country Park.

PC No objection 2.2.04. Although PC hope that steps will be taken to ensure this could not subsequently be used as a mobile phone mast.

NCC Approved 2.2.04

DA/2003/1418 Mr & Mrs Cook, 34 Church Street, Brixworth - Porch/cloaks extension and alterations.

PC No objection 7.1.04. DDC Approved 15.1.04

DA/2003/1362 Ashway Playing Field, The Ashway, Brixworth – New changing and store building serving the new playing fields.

PC No objection 3.12.03 - DDC Approved 14.1.04

DA/2003/1423 Mr P Billingham, Land Adjacent to 2 Demswell, Brixworth – Amended house type

PC No objection 16.12.03 – DDC Approved 21.1.04

DA/2003/1474 N Toseland, The Red Lion , 81 Harborough Road, Brixworth – Conversion of garage to bar/games area.

PC No objection 7.1.04 – DDC Approved 27.1.04

DA/2003/1463 Mr & Mrs Pratt, The Brambles, 3 Froxhill Crescent, Brixworth – Detached garage to front of dwelling and conversion of existing garage.

No objection. Although PC would like to see the existing conifer hedge retained, or alternative screening in its place. 7.1.04 Approved DDC 27.1.04

DA/2003/1473 Mrs G manning, 24 Froxhill Crescent, Brixworth – Side extension over garage with front porch and utility.

PC No objection 7.1.04 – DDC Approved 30.1.04

DA/2004/0032 Mr G Wood, 75 Broadlands, Brixworth – Work to a tree subject to a Tree preservation Order.

PC No objection. Subject to work being carried out by a competent tree surgeon 28.1.04. DDC Approved 6.2.04

DA/2003/1485 - Lightskill Ltd, The Scrapyard, Newlands, Brixworth One new three bed roomed house and conversion of existing building to a two- bedroom single storey dwelling.

The Parish Council Object to the application for the following reasons

- a) The proposed development crams too much building on to this restricted site, resulting in a cramped development unsuitable for this location in the conservation area.
- b) The provision for car parking and vehicle manoeuvring is inadequate and will create a hazard on this narrow road.

- c) Because of the disparity in height the southerly facing windows and terrace will unduly overlook and impinge on the privacy of the neighbouring property to the rear.
- d) We believe the adjacent telegraph pole cannot be moved, and will be in the way

Note. Notwithstanding our objection to this application the Parish Council would like to see this derelict area redeveloped - they take the view that a previous application for Mews type cottages on this site was more appropriate than the current application.

PC Objected 7.1.04 DDC Approved 4.2.04

***DA/2003/1496 - Mr & Mrs D Parnell, 53 Froxhill Crescent, Brixworth
First floor extension to side and conservatory to rear.***

PC No objection 7.1.04 DDC Approved 9.2.04

04/050 REFUSALS

None

04/051 APPLICATIONS

***DA/03 – Proposed County Council Development - Erection of a 6 metre high
Flagpole at Brixworth Country Park, Northampton Road, Brixworth.***

No objection. However the Parish Council hope that steps will be taken to ensure this could not subsequently be used as a mobile phone mast.

***DA/2003/1540 - Ms L Foreman - Land adjacent, 10 Kennel Terrace,
Brixworth - Demolition of existing workshop and construction of three new
Dwellings.***

The Parish Council object to this proposal on the following grounds:-

- a) It is an over development of the site, resulting in a cramped development. The very restricted outside space to two properties, and none to the third, is of concern.
- b) No provision for off street parking. There is already a car- parking problem in this area, because of inadequate garaging and off street parking to meet the requirements of the surrounding properties and nearby shops. The north side of Kennel Terrace is often full with parked cars and more will lead to parking on both sides of the road, and on the grass verges at the junction with Pytchley Way.
- c) The proposal lies within the conservation area. The existing stone wall, in local brown stone, is an attractive feature and part of the village heritage. It was once the front of cottages. Total destruction of the wall will adversely affect the character of the locality. In our view it should be preserved, or at least partially retained and incorporated in any development.
- d) The retention of access to No. 5, Newlands from Kennel Terrace prevents the provision of parking or adequate outside space for the new properties.

The Parish Council might be minded to consider more favourably a revised proposal that:-

- a) Reduced the number of properties,
- b) Provided off-street parking,
- c) Retained the existing stone wall as part of the new buildings.

DA/2004/0016 - Mr & Mrs Toman, 37 Stonehill Way, Brixworth. - First floor extension to side of dwelling.

No objection.

DA/2004/0031 - R King, 8 High Street, Brixworth - Work to tree subject to A Tree Preservation Order.

No objection. Subject to work being carried out by a competent tree surgeon.

DA/2004/0038 - Ms L Foreman, 5 Newlands, Brixworth - Demolition of existing workshop to allow construction of three new dwelling.

The Parish Council object to this proposal because:-

The site lies within the conservation area. The existing stone wall, in local brown stone, is an attractive and distinctive feature and part of the village's heritage. It was once the front of cottages. Total destruction of the wall will adversely affect the character of the locality. In our view it should be preserved, or at least retained partially and incorporated in any subsequent development.

Insofar as any subsequent development is concerned our comments on the extent proposal in DA/2003/1540 are outlined in our response to that application.

DA/2004/0032 – Mr G Wood, 75 Broadlands, Brixworth – Work to tree subject to a tree Preservation Order.

No objection. Subject to work being carried out by a competent tree surgeon.

DA/2004/0086 – 5, Shelleycotes Road, Brixworth (Two-storey side extension)

No objection

DA/2004/0097 – The Old Hare & Hounds, 7 Church Street, Brixworth (work to trees in the conservation area)

No objection providing the work is carried out by a qualified tree surgeon.

DA/2004/0114 – Cherry Bank, Brixworth Hall Park (Extension and alterations to dwelling)

No objection

DA/2004/0139 – GWJ Contractors Ltd, land at Clearview Farm, Station Road, Brixworth (Outline application for change of use of land from agricultural/business to residential)

No objection if the proposed development included affordable housing.

DA/2004/0142 – 7 Whaddon Field, Brixworth (First floor extension to side of dwelling)

The Parish Council object for the following reason,

The front of the site is already cramped and the extension would make the situation worse. It would not be in keeping with adjacent houses and also it would reduce the light into the first floor window of No. 9 Whaddon Field.

DA/2004/0144 – 12 Shelleycotes Road, Brixworth (Two storey side extension)

Objection. The proposed extension will be very close to the adjacent property, and the side window may be intrusive.

DA/2004/0160 - 75 Broadlands, Brixworth (work to a tree subject to a Tree Preservation Order)

No objection if the work is carried out by a qualified tree surgeon.

Brixworth Village Hall (Renewal of Community Premises License)

No objection.

04/052 Minutes of planning meetings - 28 January and 18 February 2004

The Parish Council accepted the minutes of the planning meetings held on the 28 January and 18 February 2004.

04/053 Great Tew Cottage – Silver Street

Cllr. Ruch reported that a letter from Bruce Allen, DDC, Planning had been received with regard to whether or not the new access at Great Tew Cottage, Silver Street, required consent. The letter states that the ‘access does not require planning permission’ and ‘no breach has therefore occurred’. This was accepted.

04/054 DA/2003/1540 - Ms L Foreman - Land adjacent, 10 Kennel Terrace, DA/2004/0038 - Ms L Foreman, 5 Newlands, Brixworth

Cllr. Ruch informed the meeting that DDC are recommending these two planning applications for Approval at their next Planning Committee meeting on 25 February 2004. The Parish Council had objected to both of these applications, therefore Cllr. Ruch agreed to attend this meeting, to speak on behalf of the Parish Council.

04/055 DA/2003/1358 – Dr D Burston, Dallas Burston Group, Haywards Barn, Northampton Road, Brixworth, Change of use of land to cricket field.

Cllr. Ruch reported that DDC currently had no arrangements to put forward this application to the Planning Committee, however their recommendation will be for Approval. Cllr. Ruch agreed to write to DDC requesting that the ‘change of use’ be conditional, should the use of the land no longer benefit the village then it reverts back to the original Status Quo.

Finance

04/056 Income

The Clerk reported the Income received for January 2004 was as follows:-

<u>Received from</u>	<u>Details</u>	£
Library/Comm Centre	Bookings received during December 2003	367.00
BCF Action Ltd	Refund electricity charges for Coff Shop - Oct 03	12.10
BCF Action Ltd	3rd Instalment of Rent for Coffee Shop 03/04	250.00
BCF Action Ltd	Refund of Electricity charges for July to Sept 03	71.21

04/057 Bills for Payment

It was unanimously agreed that the following accounts should be passed for payment.

<u>Chq No.</u>	<u>Payment To</u>	<u>Reason for Payment</u>	£
2616	Mr M Sugden	Groundman's Salary February 2004	£ 878.32
2617	Mrs T Stacey	Clerk's Salary February 2004	£ 231.52
2618	Mrs J Macken	Clerk's Salary February 2004	£1,129.14
2619	Mr D Smith	Groundman's Salary February 2004	£ 90.08
2620	Mrs B Smith	Litter Picker Salary February 2004	£ 165.42
2621	Mrs A Redley	Cleaner Community Centre February 2004	£ 130.00
2622	Inland Revenue	Employees Tax & NI February 2004	£ 918.70
2623	Mrs J Macken	Printer cartridge, postage, stationery, paper shredder	£ 118.14
2624	A H Blason	Additional amount - Incorrect payment in Jan	£ 40.00
2625	BT	Install. 2nd line to Clerks Hse & Qtr 1.2.04 - 30.4.04	£ 111.86
2626	NALC	Training Course - Finance 10.3.04	£ 20.00
2627	SLCC	Annual membership	£ 90.00
2628	A H Blason	Petrol for Pick up	£ 64.50
2629	NCC	Electricity charge for Community Ctr	£ 26.33
2630	BT	TS Clerk's Final Telephone Bill	£ 50.65
2631	NALC	Internal Audit Service	£ 184.00
2632	NALC	Annual membership	£ 613.00
2633	SLCC	Home study pack towards gaining AQA Certificate	£ 130.00

04/058 Expenditure Statement for January 2004/Bank Reconciliation

The Parish Council accepted the Expenditure Statement for January 2004 previously distributed.

The bank reconciliation for the month of January 2004 was reported and accepted as follows:-

Current Account	£14,040.96
Capital Reserve Account	£136,240.73
Less Cheques outstanding	£13,778.19
Balance Carried forward as at 31.1.04	£136,503.50

04/059 Allocation of Costs

Cllr. Ruch reported that the costs allocated to Computer Maintenance & Stationery in December 2003 were incorrect and therefore had been adjusted and correctly allocated to Clerks Allowance in January 2004.

It was reported that the allocation of costs for the supply and installation of the Post and Rail fence at St David's Recreation Ground and the Ashway Playing Field, had been allocated as follows:-

Vandalism	£590.00
Hedge Maintenance	£1,000.00
Ashway Development	£678.00
Total	£2,268.00

It was also reported that the cost of £2,130.00 for the laying of the Cobbles outside QMP and Health Centre had been allocated to General Reserves. 50% of this cost had been paid by QMP, which in turn would be credited to the General reserves.

04/060 Finance meeting

The Chairman requested for a date to be organised for a Finance Meeting, which is to be held in March 2004.

04/061 Highways/Environment

Cllr. Oliver raised a concern with regard to there being no expenditure in this financial year for Dog litterbins. Cllr. Oliver asked the Clerk to find out whether or not there had been any expense incurred this year for the purchasing of Dog Litterbins.

Cllr. Oliver also asked the Clerk to ascertain the current situation with regards to the erection of the New Bus Shelter at Ferro Fields.

04/062 Bank Mandate

It needs to be recorded that Mrs J Macken, the authorised Financial Officer of the Parish Council and an authorised signatory to the Bank Accounts, should only transfer funds between the accounts and is not authorised to sign cheques.

04/063 Society of Local Council Clerks – Annual Membership

The Chairman reported that the Parish Council had not paid for this Annual Membership in recent years, due to the fact that another Parish had paid for the previous Clerk's membership. It was agreed to pay the annual subscription of £90.00.

04/064 NALC – Annual Membership

Cllr. Nice proposed and Cllr. Peacock seconded that the Annual Membership for NALC for £613.00 be approved for payment.

04/065 NALC – Internal Auditor Service – 04/05

Cllr. Fox proposed and Cllr. Mabbutt seconded that the Internal Auditor Service for 2004/05 for £184.00 be approved for payment.

Recreation and Playing Fields

04/066 Grounds Maintenance

The Chairman reported that two quotations had been received for the grounds maintenance at St. David's Recreation Ground, Spratton Rd Recreation Ground and the Ashway Playing Fields. Cllr. Nice proposed and Cllr. Fox seconded to accept the lowest quote from Dave Salisbury, being Best Value. It was agreed to only approve for the work to be carried out on the Recreation grounds. The work required for the Ashway Playing Field will be assessed at the end of the football season. The Clerk was asked to arrange for this work to be carried out.

04/067 Spratton Rd Recreation Ground – Hedge

The Chairman reported that a quotation for the trimming of the hedge at the Spratton Rd Recreation Ground had been received. It was agreed that a further quotation would be sought and that the Recreation Committee were authorised to accept quotations under £500.00

04/068 Brixworth Cricket Club application for Community Grant

It was agreed a grant of £250.00 would be awarded to the Brixworth Cricket Club for the Junior Cricket section.

04/069 Brixworth Cricket Club – End of Football Season

The Chairman informed the meeting that a letter had been received from the Cricket Club requesting that the 'Recreation Committee agree to the customary prohibiting of use by both football clubs, of the training area, after March 31 to allow some time for the outfield to recover prior to the start of the cricket season'. This matter is to be discussed at the next Recreation meeting.

The Clerk was asked to write to the Football Clubs to remind them not to use the Recreation grounds, after Dave Salisbury has carried out the grounds maintenance work.

Highways/Environment

04/070 Salt Bin – Spratton Rd Shopping Area

Cllr. E Wiig reported that the shopkeepers had requested an additional salt bin to be placed near to the shops. The Clerk was asked to find out whether or not the NCC/DDC would supply the Parish Council with an additional salt bin.

04/071 Speeding Poster Boards

It was agreed to put up the speeding poster boards, around the village, in July 2004. The Clerk was asked to place an order for the signs.

04/072 SEPCO – Solar Powered Bus Shelter

Cllr. Oliver reported that the information he had received regarding a solar powered bus shelter would not be applicable to a rural location.

04/073 Street lighting – Spratton Rd

The Chairman reported that he had sent a letter to W S Atkins requesting for an additional street light to be erected outside the Library / Community Centre in Spratton Rd, where there was ‘a dark puddle of light’. He also requested that the yellow sodium lights be replaced with white lights, which would provide improved colour recognition for the C.C.T.V. cameras, this would assist in crime prevention. The Parish Council would offer a small contribution towards the cost of any additional street lighting.

04/074 QMP – Bollards

The Chairman reported that a letter had been sent to QMP in December 2003 and resent in February 2004, requesting that QMP highlight the tops of the bollards surrounding their car park, to prevent pedestrians walking into them. Mr Burke from QMP confirmed that reflective tape had been put around the top of the bollards, near to the Library/Community Centre. It was agreed that even though the QMP Car Park is private property, the car park borders the highway and therefore QMP are still liable.

04/075 B.T. Posts – No Signs

The Chairman reported that a letter had been received from DDC stating that B.T. have requested that no signs, except those for Neighbourhood watch, are allowed to be displayed on their wooden poles. All Parish Council’s are being asked to relocate any offending signs.

Library / Community Centre

The minutes of the Brixworth Library and Community Centre Building Management Meeting held on 2 February 2004 were handed out.

Correspondance

The Chairman reported that correspondence received through the month that required no action was available for viewing. This was agreed.

Correspondence for Discussion

04/076 NCC Planning Guidance – Planning Obligations & Education Facilities

This document would be forwarded to the Planning Committee for further review.

04/077 Daventry Town Centre Vision– Plans Consultation

DDC are consulting the whole District with regard to their proposals for major developments in the town centre over a period looking towards 2021.

04/078 ACRE – Affordable Housing in rural areas

The Clerk was asked to circulate a copy of this document.

04/079 Connexions – Service to young people aged 13 - 19

The Chairman reported that a letter from Connexions had been received offering services to young people aged 13-19. Cllr. Cramp had shown an interest in meeting with Connexions, together with the Chairman and Cllr. E Wiig, therefore the Clerk was asked to arrange a meeting.

04/080 Winged Fellowship Trust – Request for Donation

It was agreed that the Parish Council would follow its normal practice and not make a donation to this cause.

04/081 DDC Information Service – Welfare Rights Surgery

The Chairman reported that the DDC Information Service would be holding a Welfare Rights Surgery, starting on Monday 15 March 2004 between 10am and 12 noon. An adviser from Daventry welfare Rights will be available to give advice and information. A poster advertising this is to be displayed on the Parish Council's new poster board.

Any Other Business

04/082 Date for June AGM

It was agreed to hold the Parish Council Annual General Meeting on Thursday, 17 June 2004 at 8pm, in the Community Centre.

04/083 Parish Council Function

It was agreed to hold a social evening on 7 May 2004, before the June elections, at the Post House, Brixworth. All current councillors and councillors during the past year would be invited, together with the current and previous Clerk. The Clerk was asked to make the necessary arrangements.

There being no other business the meeting closed at 9.45pm.

Signed as a true record of the above meeting.....

Dated 30 March 2004