

## **BRIXWORTH PARISH COUNCIL**

*Minutes of the meeting held on Tuesday 30 March 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. J Blason, R Chattaway, H Fox, S Mabbutt, R Monk, M Nice, J Ruch and F Wiig.

**In Attendance:** Mrs K Redley – Brixworth Christian Fellowship  
Mr D Hannam – Northamptonshire ACRE  
PC Alan Tinker – Northants Police  
Mrs P Jones – Village Design Statement  
Mrs A Charlton – Village Design Statement  
Mr K Parrot – Village Design Statement  
Mrs J Macken – Parish Clerk

### ***Questions from the Public:-***

Mrs K Redley informed the meeting that Pitsford Sailing Club has been awarded a grant to support disadvantaged young people in attending a water sport's week, which is to be held at Pitsford Reservoir during week commencing 12 April 2004. The Brixworth Christian Fellowship, who are supporting this venture, have been asked, by Pitsford Sailing Club, to nominate young people, who would be eligible to attend this water sports week. These youngsters would not normally be able to afford to participate in water sports, however the grant would fund up to 40 places a day, but there is still a cost of £4.00 per person per day. Mrs Redley asked the Parish Council whether they could financially support this venture and donate £80.00 to assist in covering the additional cost.

This matter is to be discussed later in the meeting.

The meeting opened at 7.29pm

### **04/084 Apologies for Absence**

Councillors: Mrs L Cramp and Messrs. C Millar and P Oliver

### **04/085 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.

Cllr S Mabbutt – Millennium Garden – Personal Involvement 04/089

Cllr M Nice – Olive Shoots request for donation - Member of Brixworth Christian Fellowship. 04/122

Cllr R Chattaway – Planning Applications – Personal Reasons

### **04/086 Affordable Housing**

Mr Dan Hannam introduced himself as the Rural Housing Enabler for Northamptonshire ACRE. This national role has been established during the past year, it is part funded by the Countryside Agency and the intention is to assist in providing affordable housing in rural areas.

Brixworth Parish Council had previously conducted a survey and identified that 24-28 units of affordable housing was needed within the village.

Mr Hannam reported that Northamptonshire ACRE would like to work with the Parish Council and other agencies, such as the Rural Housing Association, to look and identify possible sites within the village and then decide how to proceed further.

The Chairman informed the meeting that the Parish Council are very keen to provide affordable housing for Brixworth families and young people. The Clerk was asked to arrange a meeting with Mr Hannam and members of the Parish Council, to identify possible sites.

Cllr. F Wiig reported that Mr John Wilcox, a developer, wishes to present his plans for a development of social and affordable housing, on the Rigiflex site, to the Parish Council. The Clerk was asked to invite Mr Wilcox to the next Parish Council meeting in April, to present his plans.

### **04/087 Police Update**

PC Alan Tinker reported that an initiative to improve anti-social behaviour within the village had taken place on 26, 27 and 28 February. Following this operation 30 names of youngsters were taken and anti-social behaviour packs were sent to their parents. On the 20 March a number of youths were arrested for theft, criminal damage and anti-social behaviour.

PC Tinker informed the meeting that a Dispersal Order has been requested to operate along the Spratton Road. This Order prevents the young people returning to the same area within 24 hours. The Dispersal Order operates for six months at a time and during this time the effectiveness would be monitored. However concerns were shown that these problems would be moved elsewhere in the village. PC Tinker informed the Parish Council that the provisions of amenities for the young people are important, as they need an alternative place to go. Cllr. F Wiig reported that the Rural Safety Initiative Group are attempting to set up a youth Club on an Industrial Estate within the village. Cllr. F Wiig stated that it is a multi agency task, to work together to solve the issues within the community and to provide amenities for the young people.

PC Tinker informed the meeting that he would be moving on to crime investigation and our new Community Beat Officer is WPC Jackie Stubley. WPC Stubley has worked in the area before and has worked alongside PC Tinker on these initiatives.

The Chairman wished PC Tinker all the best for his future endeavours.

#### **04/088 Signing of the Minutes of the Last Meeting 24 February 2004**

The minutes of the meetings held on Tuesday 24 March 2004 were agreed and signed by the Chairman as a true and correct record of this meeting after the following amendment.

#### ***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 Planning Officers had not yet decided when to put forward this application to the Planning Committee. Following an informal consultation with the Planning Officer Cllr Ruch formed the impression that the officer's recommendation would 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.

The Chairman reported that the Brixworth History Society have now deposited Brixworth Parish Council's archive documents to the County Archivist. A list of these documents together with the receipt from Northamptonshire Record Office was received. Apparently Brixworth Parish Council is the only Parish Council, which has a set of comprehensive minutes dating back to 1887.

#### **Matters Arising From Previous Minutes**

#### ***04/089 Millennium Garden- watering System***

Cllr. Fox reported that the Contractor approved to carry out the irrigation work, was unavailable. Due to the fact that the work was required before April, the Chairman had made a Chairman's decision to proceed with the second quote from Gardenstall Ltd for £559.47 ex VAT. It was unanimously agreed to approve the Chairman's action.

It was also agreed to approve an additional battery operated programmer at a cost of £46.98 ex VAT, which had been installed at the same time as the irrigation system.

Cllr. Fox requested authorisation to purchase mushroom compost and woodchip for the Millennium Garden at a cost of £50.00 and £45.00 respectively for a 0.73km bag. This was all agreed.

#### ***04/090 NCC – reply re: Internal CCTV at Brixworth Library / Community Centre***

The Chairman reported that a letter had been received from Ian Clarke, NCC. The letter stated that the CCTV camera 'was originally intended only for Library staff to monitor activity within the library during library opening hours and not as an overnight security system. We are making enquiries to see if it can be enhanced and hope that it will give us some reliable evidence in future'.

#### ***04/091 New Bus Shelter at Ferro Fields – Planning Application***

The planning application cost of £55.00 for the new bus shelter was approved.

***04/092 Atkins / DDC – reply re: Salt Bin – Spratton Rd Shopping Area***

The Chairman reported that Atkins have advised the Parish Council that the County Council directive is that any road, which is gritted, is no longer allowed to have a salt bin on. On this basis the County Council would not provide a salt bin along the Spratton Road near to the shopping area.

***04/093 Atkins – Reply re: Street Lighting – Spratton Road***

The Chairman reported that a letter from Mr Trevor Mummery, Atkins had been received. Mr Mummery suggests arranging a site meeting to discuss the matter of the Street lighting in the Spratton Road, to try and find a solution. The Clerk was asked to arrange a site meeting.

***04/094 Connexions Meeting – 11 March 2004***

The Chairman reported that this meeting had not taken place. The Clerk was asked to arrange another meeting in May.

***04/095 Parish Council Social Evening – 7 May 2004***

The Chairman confirmed that the social evening would be held on the 7 May 2004 at 7.30pm at the Post House.

***04/096 Parking on Grass Verge***

The Chairman reported that a letter from a resident had been received regarding the deterioration of the grass verge, on the Harborough Road, caused by vehicles constantly parking on the verge. The Clerk was asked to write to Atkins/County Council for their opinion and possible options available.

**Planning**

***04/097 Brixworth Village Design Statement (VDS)***

Mrs Paula Jones reported that the Village Design Statement (VDS) committee wished to present the Consultation Draft of the VDS to the Parish Council for their approval. The Consultation Draft had been circulated to all the members of the Parish Council prior to the meeting. The Consultation Draft must be sent to DDC by 13 April 2004 to ensure that it is included in the District Council's Planning meeting to be held on the 28 April 2004. Once approved the VDS document will be adopted as supplementary planning guidance.

Cllr. Mabbutt praised the VDS committee for all their hard work putting together the VDS. However, he was concerned about the recommendation that in certain areas within the village trees should be preserved. Due to Cllr. Mabbutt's own work experience he knows that some 20-year-old trees may need to be felled. Cllr. Nice suggested that the Draft is amended to imply that any tree removed should be replaced with the same or more suitable type of tree for that area.

Cllr. Monk stated that the VDS were a great historical record, but was concerned that some areas of the VDS were opinions, which could be misinterpreted.

Mrs Jones informed the Parish Council that the District Council had altered many statements in the Consultation Draft. Cllr. F Wiig confirmed that anything that was against the Local Plan would not be approved by DDC.

Discussion ensued regarding several detail points including retention of thatch roofs and provision of affordable housing.

The Chairman thanked the VDS committee on behalf of the Parish Council, for their dedication to the task and for producing a document which general guidelines reflected the views of the previous and current Parish Council.

The adoption of the Consultation Draft was proposed by Cllr. Fox and seconded by Cllr. Mabbutt. Cllr. Monk was against the vote. Cllr. F Wiig abstained and took no part in the decision.

#### ***04/098 Approvals***

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

PC No objection 28.1.04. DDC Approved 1.3.04

**DA/2004/0031 - R King, 8 High Street, Brixworth - Work to 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 27.2.04

#### ***04/099 Refusals***

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

It was noted that this application is linked to DA/2004/0038 and the committee hoped they would be considered together.

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 stonewall, 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 stonewall as part of the new buildings.

DDC Refused 25.2.04

Proposed development is considered to be contrary of the Daventry District Local Plan:-

1. Detrimental to the character and appearance of the Conservation Area.
2. Overdeveloped and cramped form of development.
3. Development provides no dedicated off street parking to serve the development.

#### ***04/100 Applications***

##### **DA/2004/0187 S Cross, 57 Broadlands, Brixworth Work to tree subject to a Tree Preservation Order.**

No objection. However the Parish Council would like the work to be carried out by a competent tree surgeon.

##### **DA/2004/0214 Mr & Mrs J Dalton, 14 Brackenborough, Brixworth Conservatory to rear of dwelling.**

No Objection

##### **DA/2004/0226 Mr & Mrs Smith, 16 Shelleycotes Rd, Brixworth Single storey extension to rear to provide kitchen/dining/family room, utility & W.C.**

No Objection

##### **DA/2004/0231 Mr K Hayes, 10 Hunt Close, Brixworth Two storey extension**

No Objection

##### **DA/2004/0227 Mr & Mrs Higginson, 88 Froxhill Crescent, Brixworth Conversion and extension of garage to form new bedroom and extended hall.**

The Parish Council object to this proposal because:-

1.The Parish Council object, in principle, to the conversion of existing garages and the consequent loss of off street parking.

There is very limited space on the drive of this property and, this coupled with the increase in car ownership, will inevitably mean that loss of the garage will result in an increase in off street parking. A lack of parking space is already a serious and growing problem in Brixworth.

2.The increase in cars parked on the roads will increase the temptation for vehicle crime and interference.

3.Road safety considerations.

It seems inconsistent to require new developments to provide garaging and off-street parking, while at the same time approving the conversion of existing garages.

**DA/2004/0205 G Hamson & Son, Harborough Rd, Brixworth**  
***Siting of mobile home for security night watchman.***

The Parish Council have concerns about this application, but before reaching any firm conclusion on its merits, would be grateful for further information on the following points: -

1. The application is for a mobile home, and the accompanying plans imply that it will be used as a residence for one or two persons.

However at our planning meeting some of our members intimated that the building was not intended for use as a residence, but as a location from which a night security watchman would operate when on duty.

Could we please have clarified whether or not it is to be the watchman's full time residence, or just a base for when he's at work.

2. It has been suggested to the Parish Council that the mobile home is already in situ. If this is the case, (and we don't know whether it is or not), is it intended that the application be revised on a retrospective basis?

**DA/2004/0268 Mr P Bold, 6 Pytchley Close, Brixworth**  
**Work to tree subject to a Tree Preservation Order.**

No objection. However the Parish Council would like the work to be carried out by a competent tree surgeon.

**DA/2004/0016 Mr & Mrs Toman, 37 Stonehill Way, Brixworth**  
**Revised Plan to first floor extension to side of dwelling.**

No Objection.

***04/101 Minutes of Planning Meeting held on 10 March 2004***

The Minutes of the Planning Meeting held on the 10 March 2004 having been previously distributed were accepted.

#### ***04/102 Draft letter to DDC – Haywards Barn – Change of use to Cricket Field***

The draft letter which had been previously circulated was approved, however the letter needed to refer to all three planning applications. The Clerk was asked to make the necessary amendment and send a copy to the Chairman for signing.

#### **Ashway Playing Fields**

##### ***04/103 Changing Rooms Update***

Cllr. Nice reported that QMP would be sending out the tenders to four contractors, for the changing rooms, by next week (W/C 5.4.04). It was agreed to formally open the tenders on 10 May 2004 at 7pm at the Library / Community Centre. The Clerk was asked to invite Peter Timlin from QMP to attend.

Cllr. Nice also reported that work could commence mid May 2004 and be finished for September 2004.

The following building costs from DDC were noted and approved for future payment. Building regulations £229.12 and building inspector £687.38.

The Clerk was asked to obtain details from the Public Works Loan Board.

##### ***04/104 Football Clubs – Ground Rent for 2004/05 Football Season***

Cllr. Nice reported that he had requested that the Junior Football Club inform the Parish Council of the number of matches they have already played and intend to play during the 2003/04 football season. The Parish Council need to assess the wear and tear and approve the charge to the clubs for using the playing field for the next football season.

#### **Finance**

##### ***04/105 Income***

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

QMP	50% towards laying of Cobbled area.	£1065.00
All Saints FC	Second Instalment - Ground Rent	£332.75
Community Centre	January 2004 - Bookings	£445.50
	Total	£1843.25

### ***04/106 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>	<u>£</u>
2634-39	Employees	Salaries, Wages, Tax & NI - March 2004	2941.97
2640	Mrs J Macken	Stationery and Postage	37.33
2641	ABB Ltd	Street Lighting	23.34
2642	P A Meakins	Decoration - Community room. Foyer, Stairs	1430.00
2643	Mr M Nice	Community Ctr - Keys cut, printer cartridge	81.08
2644	NALC	Standing Orders & Chairmanship book	7.00
2645	IDS UK	Clerk's Fax - ink cartridge	39.99
2646	NCC	Community Ctr - Electricity Chgs 24.11.03 - 26.1.04	206.94
2647	BACA	Community Ctr - Cleaning materials	148.31
2648	Brixworth Cricket Cl.	Community Grant	250.00
2649	ACRE	Annual Subscription	30.00
2650	Mrs J Macken	Clerk's Allowance - Jan - Mar 04	60.00
2651	DDC	Planning Application for Bus Shelter	55.00
2652	Gardenstall Ltd	Irrigation system - Millennium Garden	712.58
2653	HLB AV Audit Plc	Auditing Annual Return 31.3.03	763.75
2654	P Underwood	Spratton Rd Rec. - Trimming Hedge	174.50
2655	A H Blason & Son	Pick up - MOT & Fuel	183.85
2656	DDC	Hire & Empty wheelie bins x 2	247.70
		TOTAL	<u>£ 7,393.34</u>

### ***04/107 Expenditure Statement for February 2004/Bank Reconciliation***

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

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

Current Account	£4,534.59
Capital Reserve Account	£131,240.73
Less Cheques outstanding	£2,819.73
Balance Carried forward as at 27.2.04	£132,955.59

Cllr. Ruch reported that the Clerk had produced a budget end of year figure which indicated that there could be an underspend of £30,000. £10,000 of which is ear marked for the Ashway Playing Field Development.

### ***04/108 Annual Subscriptions to ACRE***

The annual subscription to ACRE for £30.00 was approved.

***04/109 Payroll Computer Software Package***

The Chairman informed the meeting that the Clerk was currently processing the wages manually. It was agreed to purchase a computer software package – Sage Instant Payroll for £99.00.

***04/110 RBS Accounting Solutions – Year End Accounts 31.3.04***

It was agreed that RBS Accounting Solutions would prepare the Annual Year End Accounts for the year ending 31.3.04. at the agreed cost of £290.00 ex VAT.

***04/111 Date of Finance Meeting – End of Year Review***

It was agreed that the date of the next Finance Meeting is to be held on the 13 April 2004 at 7.30pm.

***04/112 HLB AV Audit – Year End 31.3.03***

The Chairman congratulated Tracey Stacey for a successful audit. The Clerk was asked to circulate a copy of the issues arising from the audit to all Parish Councillors. The audit is to be discussed at the next Finance meeting and to be approved at the next Parish Council meeting.

***04/113 Water Sports Week***

Cllr. E Wiig proposed and Cllr. Mabbutt seconded that the Parish Council award a grant of up to £150.00 to assist the disadvantaged youngsters in attending the water sports week.

***Recreation and Playing Field***

***04/114 Minutes of Recreation Meeting held on 15 March 2004***

The Minutes of the Recreation Meeting held on the 15 March 2004 having been previously distributed were accepted.

***04/115 Capping of Goal Posts Holes***

Cllr. Chattaway reported that all attempts made by the football clubs to cap the goal post holes had failed, due to the caps vanishing, therefore this matter has not yet been resolved.

***04/116 Ransomes Gang Mower***

Cllr. Chattaway reported that the Ransomes Gang Mower had not yet been repaired, due to Garden Machines waiting for spare parts. It was agreed to authorise grass cutting by a contractor if required.

## **Highways and Environment**

### ***04/117 Minutes of Highways & Environment Meeting held on 15 March 2004***

The Minutes of the Highways and Environment Meeting held on the 15 March 2004 having been previously distributed were accepted.

### ***04/118 Bridge No. 8 – Brampton Way***

The Chairman reported that Bridge No. 8 on the Brampton Way had a very large crack in the wall. The Clerk had contacted Atkins and they had informed her that they were aware of the situation. The crack was due to a shrub, trying to search for water, they have removed the shrub and now the crack is becoming narrower. Repairs to the bridge will be carried out in the next financial year.

### ***04/119 HGV – Rat Running***

This matter is to be discussed at the next Parish Council meeting.

## **Library/Community Centre**

### ***04/120 Decoration of Community Hall***

The Chairman reported that a quote for decorating the Community Hall for £880.00 had been received. It was agreed that the Clerk would obtain a second quote.

### ***04/121 Community Centre Cleaner's Comments***

The Chairman informed the meeting that the Community Centre Cleaner was concerned with the amount of time she spent on clearing up after the art classes and that she did not always have enough time to clean elsewhere. She had also reported that the art classes were using an excessive amount of toilet roll during these classes. The situation is to be monitored.

## **Correspondence**

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

## **Correspondence For Discussion**

### ***04/122 Olive Shoots – Request for Donation***

It was agreed a Community Grant of £100.00 would be awarded to the Olive Shoots to assist in offsetting the cost of purchasing new play equipment for the group.

### ***04/123 Cynthia Spencer Hospice Appeal – Request for Donation***

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

***04/124 NCC – Planning Out Crime in Northamptonshire***

The Chairman requested that the Rural Safety Initiative Group take a look at this document.

***Any Other Business***

***04/125 Date of Annual Meeting of the Parish***

It was agreed to hold the Annual meeting of the Parish on Wednesday, 26 May 2004 at 8pm.

***04/126 Broadband for Clerk's Computer***

This matter is to be discussed further at the next meeting.

***04/127 Brixworth Centre, Church Street***

This matter is to be discussed at the next meeting.

There being no other business the meeting closed at 10.30pm.

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

Dated 27 April 2004