

## **BRIXWORTH PARISH COUNCIL**

*Minutes of the meeting held on Tuesday 27 April 2004 at 7.15p.m. in the coffee shop, Brixworth Library, Spratton Road, Brixworth*

**Present:** Cllr. L Tyrer (Chairman)  
Councillors: Miss L Cramp, Mrs F Peacock & Mrs E Wiig. Messrs. R Chattaway, H Fox, S Mabbutt, R Monk, M Nice, J Ruch and F Wiig.

**In Attendance:** Mr P Timlin - QMP  
Mr P Hill - QMP  
Mr J Wilcox – John Wilcox Land  
Cllr C Millar – County Councillor  
WPC J Stublely – Northants Police  
Mr D Hannam – Northamptonshire ACRE  
Mrs J Macken – Parish Clerk  
6 Members of the public.

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

The Chairman welcomed the members of the public to the meeting.

### ***Alcohol Free Zone***

Mr Bell (Member of the Public) enquired as to why, after his enquiry with the Parish Council in August last year, the Alcohol Free Ban is still not being enforced. He expressed his concern that the additional signage, which had been discussed at the previous meeting, had not materialised and the policing of the Alcohol Free Zone (AFZ) areas was not effective.

The Chairman agreed that the Parish Council would check to see which AFZ signs had been removed, these would be replaced and additional signs would be displayed.

The Chairman stated that although the AFZ was introduced at the request of the Police it had been inadequately enforced and the Parish Council regretted and had raised the issue of the ineffective Policing with Superintendent Miller.

The Chairman invited Community Beat Officer WPC Jackie Stublely to respond to Mr Bell's enquiry.

WPC Stublely introduced herself as the new Community Beat Officer for Brixworth, she is aware of the problems around the village and believes that they can be policed. She informed the meeting that she is keen to work with the community to resolve the problems experienced in Brixworth. She agreed to look into the possibility of putting forward a Dispersal Order Notice for the area surrounding St Davids Recreation Ground.

Cllr Millar asked the Parish Council, as the only village in Daventry District with an Alcohol Free Ban, to put together a report on the plusses and minuses of the Alcohol Free Ban, which identified the weaknesses, for Daventry District Council.

Meeting opened at 7.55pm.

**04/128 Apologies for absence**

Apologies received from Cllrs. N Bunting and P Oliver.

**04/129 Declaration 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 R Chattaway – Planning Applications – Personal Reasons

Cllr L Tyrer – Rigiflex site – Store caravan at site.

**04/130 Ashway Playing Field (Changing Rooms update)**

Mr Timlin reported that he had received a quotation for supplying power to the site for £30,420.71, which had exceeded his expectations. This high cost is due to the proposed all electricity system, which would require a high voltage and an upgraded substation. Mr Timlin asked the Parish Council whether they would consider using a mixed supply, of gas and electricity to the site, which he anticipated would reduce the connection cost to around £10,000 for all the services.

It was agreed to change the specification to include gas and electricity to the site, the water for the showers would be heated using a gas system with instantaneous gas showers. The running costs and annual service would be cheaper than an all-electric system.

It was discussed and decided to erect floodlights on the site at a later date, the power supply would need to be upgraded.

It was agreed that a pre-tender meeting would be held on 5 May 2004 at 7.30pm and that the tenders would be returned to the Parish Clerk by noon on the 28 May 2004. A meeting was arranged for Monday, 7 June 2004 at 7pm for QMP to present their tender return and recommendations to the Parish Council. It was hoped that the building work would commence in early June 2004 for completion in September 2004.

**04/131 Development Presentation**

Mr Wilcox of John Wilcox Land, introduced himself and his proposed plan for a housing development on the Rigiflex site, Northampton Road, Brixworth.

The proposed scheme has been designed to protect the Beech tree, which has a Tree Preservation Order and is located on the corner of Froxhill Crescent and Northampton Road. The plans are for 40 units, to include 'affordable housing', consisting of one and two bedroom flats and two bedroom houses, with 49 car parking spaces. The

access to the development was shown to be on Froxhill Crescent, it was reported that NCC Highways would not allow access to this development from the existing entrance on Northampton Road, due to the Bus Stop. However a pedestrian footpath, to the bus stop, would remain where the existing entrance is. The ridge of the three storey flats proposed on Northampton Road was shown to be slightly higher than the neighbouring house.

Mr Wilcox has had discussions with Cervite, a Housing Association, with regards to a shared ownership scheme for ten of the properties. A section 106 legal agreement would require the developer to make a substantial contribution to community programmes.

The Parish Council was pleased that the scheme included 'affordable housing', but were concerned that only ten out of the forty were 'affordable housing' properties. It is recommended that within a development, such as this, 29% of the properties should be 'affordable housing', therefore the Parish Council would prefer there to be at least twelve 'affordable housing' properties, within this development. The Parish Council was also concerned that affordable housing should be a mix and not just one-bedroom properties.

The Parish Council was also very concerned with regards to the access to the development being on Froxhill Crescent. The access shown is near to the primary school entrance; this area is already extremely busy especially during the start and end of school, with parents parking on both sides of the road. The Parish Council would prefer the access to be on the Northampton Road, with the possibility of moving the bus stop. It was suggested that Mr Wilcox ask NCC Highways whether they would consider this option. The meeting felt that if the entrance is on Froxhill Crescent then traffic calming would be necessary.

The Chairman confirmed that the points raised by the Parish Council needed to be resolved by Mr Wilcox.

Cllr F Wiig wished to make a Point of Order, that development presentations such as this should be presented on a separate date and not at a Full Parish Council meeting, due to the time taken for the presentation. This was agreed.

#### **04/132 Signing of the Minutes of the Last Meeting 30 March 2004**

The minutes of the meetings held on Tuesday 30 March 2004 were agreed and signed by the Chairman as a true and correct record of this meeting after the following amendment.

#### **04/055**

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. (With exception of a six month period, in which a set of minutes were missing).

## *Matters Arising From Previous Minutes*

### *04133 Affordable Housing Meeting*

Cllr F Wiig reported that at a meeting held on 23 April 2004 with Dan Hannam from Northamptonshire Acre, four possible sites, for affordable housing, had been identified within the village. These sites included the Rigiflex site, former Texaco site, Former Propak site and Mabbut's Woodyard.

Cllr Monk understood the need for affordable housing within the village, but was concerned that by replacing industrial/business units with housing it would displace employment. The Chairman pointed out the growth in industrial units elsewhere in Brixworth and believed that Rigiflex were intending to relocate.

Cllr Cramp was concerned that the potential increase of housing within the village would increase the traffic and put a strain on the services already provided.

### *04/134 HLB Audit for the Year ended 31.3.03*

The Chairman reported that the Finance committee had discussed the Audit at its last meeting. It was agreed to approve the audit for the year-ended 31.3.03. The Clerk was asked to display the Notification of completion of Audit.

### *04/135 Haywards Barn – Change of Use to Cricket Field*

**DA/2003/1358 Haywards Barn – Cricket Field**  
**DA/2003/0751 Haywards Barn – Tennis Court**  
**DA/2003/0815 Haywards Barn – Clubhouse**

The Chairman reported that a letter from Shoosmiths the solicitor had been received, stating that 'my client accepts that a rolling five year lease is acceptable to both parties' and 'once the change of use status has been agreed by your Council the land would be subject to a commercial lease and move forward to remain for the use of the village for cricket, tennis and hopefully bowls'. The Chairman stated that the lease and consequent tenure was a welcome proposal secured by a consistent approach from the Parish Council. This was agreed.

The Chairman reported his concern with regards to paragraph four of the letter, which refers to the 'removal and replacing of the existing agricultural roof to Hayward Barn'. The concern was with what would the roof be replaced with and at what height? It was suggested that slate would be appropriate and for the roof to remain at the same height.

Cllr Ruch reported that the three applications are to be discussed at the District Planning meeting on 28 April 2004. Cllr Ruch informed the meeting that he would be attending this meeting, to put forward the three conditions requested, by the Parish Council, regarding these planning applications. These are as follows: -

1. To ensure Brixworth Cricket Club had security of tenure for a reasonable period of time.

2. That the amenities would be available for use by the residents of Brixworth, on reasonable terms, and that use would not be restricted to an exclusive membership.
3. In the event of the proposal usage failing, the site would revert to its existing planning status, and could not be used for another purpose.

#### ***04/136 Street Lighting Site Meeting***

The street lighting meeting with Atkins arranged for the 26 April 2004 had been cancelled; it was proposed to rearrange the meeting for Wednesday, 5 May 2004 at 8.30pm.

#### **04/137 Police Update**

WPC Stubley reported that the reported crime figures for Brixworth are 302 compared to 241 this time last year, which means that there is an increase in reported crime.

The Chairman thanked WPC Stubley for attending the meeting and asked whether she would consider attending the Annual Meeting of the Parish to be held on 26 May 2004.

#### **Planning**

##### ***04/138 Approvals***

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

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

9.3.04 DDC Consent

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

18.2.04 PC No objection 12.3.04 DDC Approved

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

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

17.3.04 DDC Approved

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

27.2.04 PC Objected

Front of 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. 5

17.3.04 DDC Approved

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

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

16.3.04 DDC Consent

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

18.2.04 PC No objection 17.3.04 DDC Approved

***04/139 Refusals***

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

2.2.04 PC Objected.

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.

25.2.04 DDC Refusal of conservation area consent –without an approved scheme for the redevelopment of the site demolition consent would be premature.

***04/140 Applications***

**DA/2004/0317 Mrs F Seed, The Grange, Kennel Terrace, Brixworth**  
**Convert existing office to leisure complex, build new indoor swimming pool extension and extension to existing dwelling.**

The Parish Council object to this proposal because:-

1. The proposed swimming pool is too close to the adjoining properties, and in particular the noise generated from the plant room and ventilation. (Which is immediately adjacent to the boundary) will be unduly intrusive.  
The site plan, which accompanied the application, is out of date and does not show all the adjoining properties ie. No. 2 and Woodlawn, Grange Court.
2. The scale of the development is inappropriate with the conservation area and the grounds of an old house. It will do nothing to enhance or improve the ambience of the conservation area.
3. The scale of the development seems inappropriate for the private use of the residents of one property eg. toilets and ancillary accommodation seems excessive.
4. The boundary hedge will be destroyed and we believe some trees are likely to be affected.

In summary we believe the proposal to be too large for its situation and much too close to the adjoining properties.

If the council were minded to approve the application we would request that conditions are attached which would: -

- a) Ensure that the complex is for the private use of the residents only and not for commercial or hospitality purposes.
- b) The building and in particular the plant room be moved further away from the adjoining properties.

**DA/2004/0304 Mrs Seed, The Grange, Kennel Terrace, Brixworth  
Works to trees in a Conservation area.**

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

**DA/2004/0279 M P Hodgson, 19 Kennel Terrace, Brixworth  
Outline application for bungalow and new vehicular access.**

The Parish Council object to this proposal because:-

1. The development will adversely affect the character and ambience of this area. The existing older house is of historic significance – having been associated with the Pythchley Hunt and stands in a reasonably sized garden surrounded by a stonewall. The development will result in two properties with only patio sized gardens and the destruction of some of the stone wall. We believe the development is inappropriate for this location and will result in a considerable loss of amenity for the adjacent residents and will be out of keeping with the area.
2. The proposed access, right on the apex of a blind right-angled corner will be a traffic hazard. This will be made worse by the lack of space on the site, which will probably mean vehicles backing out onto the road.
3. The site is not as large as indicated in the application being some 33feet only wide at the front. The development will inevitably be very cramped.
4. We believe some of the tree screening will be affected because of the cramped nature of the site.

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

Site visit to be arranged.

(Subsequent to the site visit it was agreed – no objection- subject to strong conditions that ensured: -

1. The approval was for a temporary period only.
2. No precedent was set regarding the development of the site for mobile or permanent homes.
3. That a person employed as the night watchman could only occupy the mobile home.
4. That occupancy of the mobile home was tied to the job and that no right of tenancy was created.

**DA/2003/1173 Mr L Billingham, Land Adjacent to the Lodge  
Brixworth Hall Park, Brixworth.**

**Outline Planning – detached planning.**

The Parish Council does not agree with some of the assertions made in the appeal papers: -

In particular: -

- a) Para.3.1 We do not agree that the felling of the Sycamore tree has opened up the site sufficiently to avoid damage to other trees. Moreover if the sycamore was a protected tree it should have been replaced.

- b) Para. 4.1 The appeal does not make it clear whether the proposed dwelling is single or two storey.
- c) Para. 6.1 The cramped nature of the proposal in our view is totally out of keeping with the area and has a detrimental affect on the special character of the locality.
- d) Para. 6.3 We do not agree that a property can be comfortably accommodated on this site. The floor area is small and contrived and there is inadequate space for vehicles to manoeuvre off the narrow private road.
- e) Para. 6.3 No. 3 Hall Park has not been extended right up to the boundary on both sides. Although some properties in Hall Park have been extended, this does not alter the fact that the properties are sited with spacious grounds and this development situated at the entrance to Hall Park would detrimentally affect the visual attractiveness of this area.
- f) Para.7.3 Brixworth Hall Park is made up of properties set in spacious grounds and a modest dwelling; a cramped site is totally out of keeping with this location.

In conclusion we would respectfully seek to be reassured that the inspector would personally visit the site to satisfy himself on these points.

**DA/2004/0291 Ms P Attwood, Chester House, Church St, Brixworth  
Two storey rear extension.**

No change to previous submission therefore comments and request for conditions remain the same as they were before.

However the Parish Council would ask for the two further conditions to be added:-

1. The stone boundary wall is retained and protected and not interfered with during the building.
2. That there is no obstruction of the road access to the Church during building works.

**DA/2004/0318 Mr & Mrs Randall, 1 Northampton Rd, Brixworth  
Single storey extension to rear.**

No Objection

**DA/2004/0330 N Toseland, The Red Lion Northampton Rd, Brixworth  
Extension to dining area.**

No Objection

**DA/2004/0337 G Booker, Rosemary Cottage, Froghall, Brixworth  
Double Garage off existing private drive.**

No Objection

**DA/2004/0354 Mr M Young Land Adjoining 1 New Street, Brixworth  
Two 2-bed flats.**

The Parish Council object to this application for the following reasons:-

1. The site is in a very prominent and sensitive location in the village. The views for this part of the village are towards the church and over the Brampton Valley are very fine and deserve not to be spoiled.  
The site itself is in a very prominent position being close to and slightly higher than the road. Any large development here is going to intrude unacceptably on these valuable vistas.

2. The proposed building is large in bulk and will stand high in relation to its surroundings and the stone wall which fronts Froghall this only adds to the detrimental affect it would have on the locality.
3. New Street is a narrow road and there is already traffic congestion and difficulty with access to existing properties. This will only be made worse by two new housing units with only limited parking at the entrance to the road.

In summary this would be an intrusive and cramped development of considerable bulk that would be high in the vista, above a stone wall and be totally inappropriate in a location where the views are so important not only to the immediate residents but to the village as a whole.

Because of the sensitivity of this site and importance we attach to not spoiling the views we would request a site visit before the application is considered.

**DA/2004/0329 N Toseland 88a Northampton Rd, Brixworth  
Flat sign fixed to building (non illuminated).**

No Objection

**DA/2004/0326 D W Tuckley, Lake House, Brixworth Hall Park, Brixworth.  
Felling of tree in a Conservation Area.**

No Objection

**DA/2004/0361 F Goodman, 55 Broadlands, Brixworth  
Works to trees subject of a Tree Preservation Order**

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

**DA/2004/0397 Mrs Meakin, 1 Pebble Cottage Cross Hill, Brixworth  
Rear extension**

No Objection

**DA/2004/0444 Mr & Mrs D Linnette, 29 Windmill Glade, Brixworth  
Single storey side extension to dwelling**

No Objection

**DA/2004/0328 N Toseland, 88a Northampton Road, Brixworth  
Change of use from B1 (Light Industry) to A1 (Retail warehouse)**

Previous objection withdrawn – No Objection

**DA/2004/0435 Mr C Robins, 27 Stonehill Way, Brixworth  
Two storey extension to side of dwelling**

The Parish Council Objects to the application as it stands due to the loss of the garage. There is only one parking space on the drive and the loss of the garage will increase the likelihood of street parking. The roadway here is narrow and leads to a dead-end – street parking in this location will inconvenience neighbours and will interfere with the access of emerging vehicles into the end of this cul-de-sac.

**DA/2004/0317 Mrs F Seed, The Grange, Kennel Terrace, Brixworth  
Alter outbuilding (office) to leisure complex and build new indoor swimming pool extension, build extension to existing dwelling.**

Changes to the ventilation arrangement were noted. These were an improvement on the earlier proposals, but it was agreed our previous observations should stand.

DA/2004/0483 London Investment Group, Former Texaco Garage, Northampton Road Brixworth

Residential development 12 houses.

Cllr Ruch reported that housing plans for this site had been received and it was agreed at the Planning meeting to ask the full Parish Council whether they would like a presentation by the developer. Cllr Ruch was asked to arrange for a presentation on Monday 10 May 2004. It was confirmed that the public would be able to come and listen to the presentation and the Clerk was asked to display a suitable notice.

The Chairman was concerned that the site had been split into two planning applications, therefore avoiding the need for affordable housing on the site. Cllr. F Wiig agreed to find out whether the two applications could be considered together.

***04/141 Minutes of Planning Meetings held on 31 March and 21 April 2004***

The Minutes of the Planning Meetings held on the 31 March and 21 April 2004 having been previously distributed were accepted.

***04/142 District Council Planning Meeting 28 April 2004***

Cllr Ruch confirmed that he would be attending the District Council planning meeting at Daventry on 28 April 2004, to put forward the Parish Council's objections regarding the planning application at The Grange, to convert existing office to leisure complex, and build new indoor swimming pool extension, which the Planning Officer had recommended for Approval. It was discussed that the Parish Council had not commented in their reply to DDC about the building of the extension to the existing dwelling, within this planning application. Cllr E Wiig and Cllr Ruch agreed to look at the plans before the planning meeting.

**Finance**

***04/143 Income***

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

<u>Received from</u>	<u>Details</u>	£
Community Centre	February 2004 - Bookings	335.00
DDC	Grass cutting	826.00
BCF Action Ltd	Coffee shop - electricity charges	127.21
Brixworth Jnr FC	Ground rent - 2nd installment	332.75
HM Customs & Ex.	VAT Refund (Oct - Dec. 03)	1,468.14
	TOTAL	<u><u>£ 3,089.10</u></u>

#### ***04/144 Bills for Payment***

The list of payments to be made in April 2004 was circulated and signed by all members present. It was unanimously agreed that the following accounts should be passed for payment.

Chq. No	Payee	Details of payment	£
2657-62	Employees, IR	Salaries & Tax & NI April 2004	3,118.88
2663	Mrs J Macken	Postage & Suction Hose- Com. Ctr.	22.71
2664	Garden Machines	Repair of Gang Mower	2,030.81
2665	Mr T H Fox	Shrubs for Millenium Garden	24.96
2666	DMH Solutions Ltd	Risk Assessment IT Software	80.12
2667	Paula Jones	VDS expenses - stationery	34.18
2668	Powergen	Street lighting electricity - Qtr ending 31.3.04	39.36
2669	King Acre Landscape	Woodchip - Millenium Garden	44.99
2670	IGF Invoice Fin. Ltd	Laserjet cartridge - Clerk's printer	42.28
2671	Seven G Ltd	Sage Instant Payroll - IT Software	90.00
2672	NALC	New Clerks Training Course 15.5.04	55.00
2673	Allianz Cornhill Ins	Renewal - Annual Insurance	1,555.22
2674	BCF	Community Grant - Olive Shoots	100.00
2675	North. Sailing Club	Community Grant - Watersports Week	150.00
2676	A H Blason	Fuel costs	108.01
2677	NALC	Power & Constituitions leaflet	7.00
2678	Sage UK	Annual Customer support & updated disks	99.01
2679	Sage UK	Payslips	27.03
2680	County Supplies	Large bin bags & stationer	22.19
TOTAL			<u>£ 7,651.75</u>

The Chairman reported that the employees salaries, Tax and NI contributions, are to be entered as one item in the minutes. This is to protect employees privacy and human rights also the confidential relationship between employer and employee. However, the individual payments will remain to be listed on the list of payments for approval by the Parish Councillors.

#### ***04/145 Bank Reconciliation***

The bank reconciliation as at the 31 March 2004 was reported and accepted as follows: -

Current Account	£13,600.96
Capital Reserve Account	£123,838.88
Less Cheques outstanding	£8,190.34
Balance Carried forward as at 1.4.04	£129,249.50

#### ***04/146 Expenditure Statement for March 2004 and Finance Meeting 13.4.04***

##### ***Proposed transfer to Earmarked Funds***

Cllr. Ruch reported that at the Finance Committee meeting the total under spending for the year was £15,229, it was proposed at this meeting to transfer the balance to the following reserves: -

General Reserve	£7,229
Play Equipment Earmarked Reserve	£6,000
Gang Mower Earmarked Reserve	<u>£2,000</u>
Total	£15,229

This decision was ratified on proposal by Cllr Nice and seconded by Cllr Mabbutt and agreed by all.

Cllr Ruch reported that following the Finance meeting it had become apparent that there was an additional under spending of £2,465 unaccounted for. This amount was shown in the Income and Expenditure Statement dated 13.4.04 as outstanding commitments, however these items had already been taken into account. Therefore the total under spending for the year is £17,694.

### ***Youth Club – Grant request***

Cllr Ruch reported that Cllr F Wiig had enquired at the Finance meeting whether the Parish Council would consider financially supporting the new Youth Club, which would, hopefully, be situated in an industrial estate unit within the village. It was discussed at the finance meeting that £5000 as an amenity development could be granted, which would need to be approved at the next Full Parish Council meeting.

Cllr Ruch reported that the Finance Committee had proposed to transfer £2000 from the General Reserves to the Amenity Development Budget of £3000, leaving a total balance of £5000.

Cllr Monk proposed and Cllr Mabbutt seconded to transfer the understated amount of £2465 to the Amenity Development, rather than transfer the sum from General reserves. This was all agreed.

### ***Wages / Salaries 2004 /05***

It was unanimously agreed to increase the salaries at the appropriate cost of living as agreed by NALC, as from the 1 April 2004.

It was agreed to increase the Litter Picker's wage, to be inline with the Community Centre Cleaner plus the cost of living increase as from 1 April 2004.

Due to the increase use of the Community Hall, it was agreed to increase the Cleaners hours from 6 – 7 hours per week.

The part time grounds man's hours for April – September would remain the same as the previous year.

### ***Annual Rent Charges***

It was agreed to increase the annual ground rent charge to the Sports Clubs to £720.00 less 5% discount for early payment.

It was agreed to increase the annual coffee shop rent to the Brixworth Christian Fellowship to £1030.00.

### ***External Audit for the Year Ending 31.3.03.***

Cllr Ruch reported that the Finance Committee had discussed the comments made by the auditor, which were purely procedural. The matters raised had either been implemented or actions approved to meet the requirements.

### ***04/147 Allianz Cornhill – Annual Insurance Policy***

The annual renewal of the Insurance Policy to Allianz Cornhill for £1,555.22 was approved.

### ***04/148 Sage Payroll – Customer Support and Updated Disks***

The Chairman reported that the Annual fee for the Customer Support and updated disks from Sage would be £99.01 the annual cost was approved. By using Sage Payroll it may be possible to pay the wages by Bacs or by E banking, the Clerk is to look into this matter further.

### **Recreation and Playing Field**

### ***04/149 Skateboard Ramp – St Davids Recreation Ground***

Cllr Chattaway reported that the skateboard ramp at St David's Recreation Ground is in need of repair and that the Clerk has requested a quotation, for the repair, from Rampchild.

### ***04/150 Brixworth Cricket Club***

The Chairman reported that a copy of a letter sent to Mr J Buckby, Chairman of All Saints Football Club from the Brixworth Cricket Club had been received. A copy was distributed to all members. It was agreed that Cllr Tyrer and Cllr Chattaway would send a reply to this letter.

### **Highways & Environment**

### ***04/151 HGV – Rat Running***

It was agreed that this would be a matter for the New Parish Council in June. The Clerk was asked to inform Mr L Gatehouse, Chairman of C.A.L.A. of the Parish Council's decision.

### ***04/152 Former Adult Education Area, Church Street***

Cllr Mabbutt reported that during his time spent working at the Millennium Garden, he had noticed how overgrown, with shrubs and weeds, the area outside the former Adult Education building had become. It was agreed that this area required some attention considering that it borders the Millennium Garden and is visible on the approach to the Church by visitors. The Clerk was asked to write to the owners NCC expressing the Parish Council's concerns.

Cllr F Wiig agreed to speak to Cllr Millar for his assistance with regard to this matter.

#### ***04/153 Minutes of Highways & Environment Meeting held on 26 April 2004***

The Minutes of the Highways and Environment Meeting held on the 26 April 2004 having been previously distributed were accepted.

#### ***04/154 Purchase of Litterbins***

The Chairman reported that the Highways and Environment committee had proposed to purchase 4 No. new litterbins for St David's Recreation Ground and The Ashway Playing Field. This proposal was unanimously agreed.

#### **Library / Community Centre**

#### ***04/155 Use of Community Centre for Parish Council Meetings***

Cllr Chattaway reported his concern with regards to the locking of the outside door of the Community Centre during Parish Council meetings. If the door is locked this means that members of the public and Councillors, are unable to access the building and attend the meetings. Cllr Chattaway understood the reasons for the locking of the outside doors to prevent the youths from entering and causing a disturbance or damage to the building. It was agreed that the outside door should remain unlocked during Parish Council meetings, and that although the current arrangements are not ideal, there is no suitable alternative venue available.

#### ***04/156 Built in Cupboards – Community Room***

Cllr. Nice reported that due to the increase in the number of regular hirers of the Community Hall, additional storage space is required. Cllr Nice requested for new cupboards to be installed in the Community Room at a cost of £700.00. The Brixworth Christian Fellowship has agreed to donate half of the cost, to the Parish Council, as they will be requiring some of the cupboard space. The County Council have already agreed for cupboards to be installed in the Community room. It was agreed to purchase the cupboards.

#### **04/157 Correspondence for Discussion**

The Chairman reported that Northants Police Western Area would be running their annual mobile Community Safety Road-show at Brixworth on Friday, 4 June 2004 between 5 –7.30pm. It was suggested that the Road-show vehicle should be parked outside the Library/Community Centre.

#### **04/158 Correspondence**

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

**Any Other Business**

***04/159 Broadband for Clerk's Computer***

Cllr F Wiig agreed to speak to DDC, with regards to the Clerk having Broadband set up on the Clerk's computer.

***04/160 Brixworth Youth Foundation***

Cllr Nice reported that the Brixworth Youth Foundation is due to send out 2,350 invitations regarding a meeting to discuss the new Youth Club for the village. Cllr Nice enquired whether the Parish Council would financially support the printing of the invitations and meet the distribution costs. This was agreed.

***04/161 Dates of Meetings***

The next Full Parish Council meeting will be held on Tuesday, 25 May 2004.

The Annual meeting of the Parish will be held on Wednesday, 26 May 2004.

There being no other business the meeting closed at 10.15pm.

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

Dated 25 May 2004