

BRIXWORTH PARISH COUNCIL

Minutes of the meeting held on Tuesday, 29 March 2005 at 7.15p.m. in the coffee shop, Brixworth Library, Spratton Road, Brixworth

Present: Councillor E Wiig (Chairman)
Councillors: I Barratt, A Charlton, R Chattaway, P Fox, D Kennedy, S Killick, S Mabbutt, R Monk, F Peacock, K Redley and P Savage.

In Attendance: Mrs J Macken – Parish Clerk
Mr M Nice - Community Centre Manager
Cllr C Millar – County Councillor

05/060 Apologies for absence

Apologies for absence were received from Cllr C Timm, District Cllr N Bunting and CBO Jackie Stubley.

05/061 Declaration of Interest

Declarations of Interest were received from: -

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

Cllr Redley – Library/Community Centre – Employee at the Olive Branch Coffee Shop, Library/Community Centre.

Cllr Chattaway – Member of BRAUD – Personal Interest

Cllr Charlton – Member of BRAUD – Personal Interest

05/062 Signing of the Minutes of the Last Meetings 22 February and 14 March 2005

The minutes of the meetings held on Tuesday, 22 February and Monday, 14 March 2005 were agreed and signed by the Chairman as a true and correct record of this meeting.

05/063 Questions from the Public

A separate minute for the matters raised by the member of the public is attached.

05/064 County Councillors Report

County Cllr Millar reported that the Council is currently reviewing the Mobile Library Service. The new Street Doctor, which replaces Clarence, is the new Highway Reporting system for reporting street lights not working, potholes etc.

Cllr Millar stated that Daventry District Council has been named as one of the nine local authorities, by the ODPM that have allegedly agreed “excessive” council tax increases for 2005/06.

A meeting of the full Council on the 24 February 2005 agreed a £13.12 p.a. Council Tax increase for 2005/06. This equates to just 25p per week. However, because the Council’s current Band D charge is currently so low, at only £96.50 (which is within the lowest 20% of all district councils’ tax levels across England), the £13.12 increase represents a 13.6% rise.

The 2005/06 Band D Council Tax increase of £13.12 comprises two components: First, a small increase of £3.12, or 3.2%, set in line with the annual inflation rate, which goes towards offsetting (not covering) the service cost increases. Second, an increase of £10, or 10.4%, to compensate for the Government’s own policy decision to take housing subsidy grant funding away from a minority of local authorities, including Daventry District Council. This £10 element of the annual increase is in line with the Government’s own guidelines, introduced when they implemented their policy decision, to allow affected authorities to compensate for the loss of Government housing subsidy funding over a period of time by phased annual increases in council tax. There are two years left.

If Daventry District Council were forced, through capping action, to limit its increase in council tax to 4.9% in 2005/06, the saving to the local council taxpayer would amount to just 16p per week. This would result in a budget deficit within two years and would have an impact on services.

Daventry District Council will be responding and will strongly challenge the grounds for trying to cap them.

It was reported that the District Council’s tenants are to make the decision as to whether the Council’s housing stock is to remain with the Council or to be transferred to a housing association.

Cllr Fox stated that the Former Uplands Building in Church Street had been subjected to vandalism, and that Cllr Millar was pursuing the possibility of village groups being able to rent the building.

05/065 Letters from Parish Councillors

The Chairman read out a letter she had received from Cllr Chattaway stating that he resigned as Chairman of Recreation and Amenities and as Vice Chairman of the Parish Council, due to increased work commitments. Cllr Chattaway will of course carry on as Parish Councillor and requested for his thanks, to be minuted, to councillors, Nigel Toseland, Mike Nice and the representatives from the sports clubs for their cooperation, support and good humour. Jane Macken and Marc Sugden who have also been very supportive. It was agreed that Cllr Chattaway had been the driving force of the Ashway Development and will be duly missed.

The Chairman read out a letter she had received from Cllr F Wiig that said ‘please accept this letter as my offer of resignation from Brixworth Parish Council’.

During a discussion members expressed their concern of the possibility of losing an experienced councillor. On proposal by Cllr Savage and seconded by Cllr Monk with 7 Votes For, 0 Against and 5 Abstentions, it was resolved for the Clerk to write to Cllr F Wiig to reconsider the letter, which was deferred for consideration until the next Parish Council meeting in April 2005.

Police Representative Report

There was no representative present and CBO Jackie Stublely had agreed to give a report quarterly.

05/066 Neighbourhood Watch Signs - Insurance Policy

The Chairman reported that the current Public Liability Insurance Policy for Neighbourhood Watch street signs, is due for renewal on the 8 April 2005, however the current provider is no longer able to provide this service.

The Clerk has spoken to the Community Watch Liaison Officer at Daventry Police who has advised her of another insurance policy available to active Neighbourhood Watch groups. The Chairman informed the meeting that having spoken to the local police officer, there is not currently an active group within the village, therefore it was agreed to defer the consideration of renewing the policy until a group has been set up.

Planning

05/067 To Accept the Minutes of Meetings 28 February and 2 March 2005

The Minutes of the Planning Meetings held on the 28 February and 2 March 2005 having been previously distributed were accepted.

05/068 DDC Planning Approvals and Refusals – March 2005 Report

The planning approvals and refusals for March 2005 were noted as follows: -

Approvals

DA/2005/0015 65 The Ashway, Brixworth

Extension to rear of dwelling and conversion of part of garage to bedroom for disabled person.

19.1.05 PC No Objection 24.2.05 DDC Approved

05/069 DA/2005/144579, Northampton Road, Erection of new house in garden.

Cllr Mabbutt read out a letter received from the applicant, asking whether the Parish Council 'would like to see the plans before they are formally submitted'. It was agreed for the Clerk to reply stating that the Council would like to see the plans after they have been submitted to the District Council, as normal. The applicant, of course, would be invited to attend the planning meeting at which the plans would be considered.

Finance

05/070 Income Received for February 2005

The Clerk reported the Income received for February 2005 was as follows: -

Receipts for February 2005

<u>Received from</u>	<u>Details</u>	£
Community Centre	Hire of Hall	482.00
Brixworth Cricket Club	Second Instalment - Ground Rent St Davids 04/05	342.00
Brixworth Junior FC	Second Instalment - Ground Rent St Davids 04/05	342.00
BCF Action Ltd	Fourth Instalment - Coffee Shop Rent 04/05	257.50
		<u>1,423.50</u>

05/071 Bank Reconciliation as at 28 February 2005

The bank reconciliation as at the 28 February 2005 was reported and accepted as follows:

Current Account	£7,725.10
Capital Reserve Account	£141,874.49
Less Cheques outstanding	£1,357.36
Balance Carried forward as at 1.3.05	£148,242.23

05/072 Income and Expenditure Statement for February 2005

The Parish Council accepted the Income and Expenditure Statement for February 2005, which had been previously circulated.

05/073 NALC - Annual Membership

On proposal by Cllr Barratt and seconded by Cllr Mabbutt it was resolved to renew the Annual Membership to NALC for 2005/06 at a cost of £616.00.

05/074 NALC - Internal Audit Service

On proposal by Cllr Kennedy and seconded by Cllr Killick it was resolved to approve NALC as the Internal Auditor for 2005/06 at a cost of £231.00.

05/075 Northants ACRE

On proposal by Cllr Mabbutt and seconded by Cllr Barratt it was resolved to approve financial support to Northants ACRE for £31.00.

05/076 Bills for Payment for March 2005

The list of payments to be made in March 2005 was circulated and signed by all members present. It was resolved for the following accounts to be passed for payment.

<u>Chq No.</u>	<u>Payment To</u>	<u>Reason for Payment</u>	<u>£</u>
2907-2912	Employees, Inland Revenue	Salaries & Wages, NI & PAYE Mar 05	3,061.72
2913	Mrs J Macken	Clerks Allowance, Postage & Mileage	80.19
2914	Mrs E Wiig	Chairmans Telephone Allowance	27.50
2915	NALC	Annual Subscription	616.00
2916	NALC	Internal Auditor Service 05/06	231.00
2917	Northants ACRE	Annual Financial Support	31.00
2918	Brixworth Junior FC	Community Grant	250.00
2919	Park Lawnmower Services	Servicing of Gang Mowers	567.00
2920	D G Salisbury	Harrowing of pitches on St Davids	229.12
2921	ABB Ltd	Street Lighting Maintenance	25.05
2922	BACA	Cleaning Materials for Community Centre	109.52
2923	Lovell Hardware	Groundsman materials	18.38
2924	T & T	Architect Plans - Changing Rooms & Access	446.50
2925	GH Playground Services	Inspection Report of Skateboard Park	58.75
2926	Earth Anchors Ltd	Two Dog Litter Bins	395.51
2927	HFS Timber	Timber for bus shelter repairs	20.56
2928	A H Blason & Son	Fuel, Pick up MOT & Service	785.57
			<u>6,953.37</u>

Recreation and Amenities Development

05/077 To Accept the Minutes of Meeting 21 March 2005

The Minutes of the Recreation and Amenities Meeting held on the 21 March 2005 having been previously distributed was accepted.

05/078 Annual Grounds Maintenance

At the last Parish Council meeting it was agreed to waive standing orders relating to contracts to enable the grounds maintenance tender to be negotiated without competition. The Council agreed to use the same contractor for the Annual Grounds Maintenance of the sports pitches as last year, this is to maintain continuity with the contractor whilst the Ashway Playing Field is being established.

On proposal by Cllr Chattaway and seconded by Cllr Mabbutt it was resolved to accept the quotation from D G Salisbury which had been received, it was noted that the costs had remained the same as the previous year.

The Annual Grounds Maintenance for	St Davids	£2,590.00
	Ashway P F	£ 797.00

05/079 Report on Inspection of Skateboard Ramp

Cllr Chattaway stated that the Skateboard Ramp Inspection Report, copies of which had been previously circulated, although unsightly, individual faults are of medium or low risk but a higher level of risk can always be associated with a facility for wheeled movement of this type.

Cllr Chattway informed the meeting that at the Recreation meeting members confirmed that it would be preferable to make progress towards the provision of alternative facilities before removing the skateboard ramp from Spratton Road Recreation ground.

Cllr Fox reported that following the Recreation meeting, she had obtained quotes for a youth shelter and a multi court sports facility which are in the region of £4,000 and £18,000 upwards, respectively.

05/080 Report on the Ashway Playing Field Development

Cllr Chattaway confirmed that the Ashway Playing Field Development was pending the transfer of the land from David Wilson Homes to the Parish Council.

Highway and Environment

05/081 Response from NCC - Request for a Cycle Barrier at Entrance to Footpath Eastfield Road to The Ashway

The County Council's response for the request was that 'the path was surfaced and lit in a previous years minor works programme. At the time Atkins engineers advised that it was not possible to install a barrier without stopping up access for the disabled and people pushing a double buggy'.

It was suggested that one cycle barrier on the Ashway may deter the mopeds from being raced along the path. In the meantime the Groundsman would be asked to measure the entrance and possible alternative solutions explored.

General Purposes

05/082 The Minutes of Meeting 1 March 2005

The Minutes of the General Purposes Meeting held on the 1 March 2005 having been previously distributed was accepted.

05/083 New Display Notice Boards for use in the Community Centre Foyer

Cllr Monk reported that three quotes had been sought for supplying a new six panel portable display unit for use in the Community Centre foyer.

Quote One	£275.00 (Bag and feet included)
Quote Two	£559.95 (Bag and feet included)
Quote Three	£259.99 (Bag only)

On proposal by Cllr Killick and seconded by Cllr Mabbutt it was resolved to purchase new portable display system, including feet and a carrybag from County Supplies, at a cost of £275.00.

05/084 Draft Health & Safety Strategy and Risk Assessment System

Cllr Monk thanked Cllr Barratt for the amount of time and work he has put into the new risk assessment system.

Cllr Barratt confirmed that all members had received a copy of the Health and Safety Strategy and that all Chairs had received risk assessment sheets, listing all the risks associated with their committee. Having identified which risks are relevant, the information can be input onto the computer software and a report can be generated showing where the Council's risks lie, the requirements needed to comply with them and the frequency of reviewing them.

05/085 Discipline & Grievance Procedures

Cllr Monk reported that the Draft Discipline and Grievance Procedures had been circulated; any members wishing to comment should contact him.

The Clerk will be asked to type a letter to accompany the procedures, which will be circulated.

05/086 Brixworth Centre Representative Report – Trafalgar Weekend 21-23 October

Cllr Fox reported that a new flowerbed at the Brixworth Centre has been created. Events organised for the Trafalgar Weekend include lighting the beacon on the Friday 21 October 2005, Children's activities on the Saturday and possibly a Sunday Service at the Church.

05/087 Report on Quality Parish Council meeting 9 March 2005

The Chairman reported that she and the Clerk had attended an introductory meeting held by NALC on the Quality Parish Council Scheme.

The Clerk will be working towards the Certificate in Local Council Administration this year, which is one of the criteria required.

The Council were concerned that one of the criteria is for the Council to have had 80% of the members elected; currently only eight of the fourteen were elected.

The Chairman stated that the benefits of becoming a Quality Parish Council are monetary gain, the ability to negotiate the devolution of powers and recognition. A Guide to becoming a Quality Council, for members, is available from the Clerk.

Correspondence for discussion

05/088 Email from Brixworth Cricket Club – Request for Financial Support

The Chairman reported that a request for financial support had been received from the Brixworth Cricket Club, to assist with the Junior section. (Copy of which had been previously circulated to all members).

It was resolved, unanimously, to award a grant of £250.00 to the Brixworth Cricket Club under The Local Government (Miscellaneous Provisions) Act 1976 Section 19 Recreation Facilities.

05/089 NCC Libraries – Consultation on Mobile Library Service Review

The Chairman stated that a letter from NCC Libraries Service had been received, regarding the consultation on the Mobile Library Service Review. (Copy of which had been previously circulated to all members).

It was proposed that the Mobile Library would visit Brixworth fortnightly on Mondays at Pytchley Court and Saxon House.

It was noted that the mobile library only visited each home for twenty-five minutes, it was suggested that perhaps the Library Services could consider providing the residential homes with a list of the books available beforehand, so that residents could pre-select their books. The Clerk was asked to contact the Library Services with this suggestion.

05/090 Copy Letter – Brixworth Travel Club

The Chairman reported that a copy letter from the Brixworth Travel Club to the Countryside Agency had been received for the Councils information only. (Copy of which had been previously circulated to all members). The letter states the Travel Clubs concern regarding the future funding available for the service. The Clerk was asked to send a letter to the Travel Club asking that the Parish Council is kept informed of the outcome of the letter.

05/091 Correspondence for information only

The Chairman reported that the correspondence file would be circulated for all members to read at home.

Urgent Matters For Report Only

There were no urgent matters to report.

There being no other business the meeting closed at 9.20pm

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

Dated 26 April 2005

Minute of matters raised by members of the Public 29 March 2005

1. Mr Mike Nice, wished to inform the Parish Council of his role as Community Centre Manager and to provide the history and set up of the Library/Community Centre building.

The building opened in April 1999, it is unique as it is the result of the cooperation of the Robert Horne Foundation (a charity), B.C.F. (a church) and the Parish, District and County Councils. The building was paid for by the Foundation and given to the County Council who maintain the structure and Library. There is a lease agreement between the County Council and Parish Council who is responsible for maintaining and the redecoration of the foyer, toilets, stairs, Community Hall and Community Room. Utility bills are shared amongst the NCC, DC and PC. The BCF rent the coffee shop from the Parish Council and contribute to the electricity charges.

The NCC contributes £500 (plus inflation) each year towards cleaning of the foyer and toilets.

B.C.F. (Mr Nice) takes all the bookings for the hall, room and foyer, sends out the invoices and collects the money. B.C.F. (Mr Nice) also caretakes the building and provides 24 hour emergency call out cover for the Centre. In exchange the Parish Council does not charge the B.C.F. for the Sunday Services or for their Friday Youth Groups.

All the furniture in the hall and rooms are owned by the Parish Council, including a table and four chairs in the coffee shop.

Regular committee meetings are held involving the three councils and B.C.F.