

BRIXWORTH PARISH COUNCIL

Minutes of the meeting held on Tuesday, 29 November 2005 at 7.15p.m. in the Olive Branch Coffee shop, Brixworth Library/Community Centre, Spratton Road, Brixworth

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

In Attendance: Mrs J Macken – Parish Clerk
Chief Superintendent Philips – Northants Police
Inspector Thomas – Northants Police
Chris Millar – County Councillor
Mr Troop - Shopkeeper, Mr Nuttall - Dentist
Mr Nice – Centre Manager, Mr Fox – Brixworth Bulletin
14 Members of the public

05/344 Apologies for absence

Apologies for absence were received from Cllr P Fox.

05/345 Declaration of Interest on Agenda Items

Cllr E Wiig – Director of Brixworth Youth Foundation
Cllr F Wiig – Director of Brixworth Youth Foundation

05/346 Signing of the Minutes of the Last Meeting 27 September 2005

The minutes of the meeting held on Tuesday, 25 October 2005 were agreed and signed by the Chairman as a true and correct record of this meeting.

05/347 Questions from the Public

The meeting adjourned for members of the public to address the Council.

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

Chief Superintendent and Inspector left the meeting.

The meeting reopened at 8.05pm

05/348 County Councillors Report

County Councillor Chris Millar reported that Daventry District Council had identified a permanent/transit Travellers Site within the District, subject to planning application. It was noted that this site is not in Brixworth.

05/349 Police Representative Report

This was dealt with under the questions from the public session.

New IT room and store
26.9.05 PC No objections 19.10.05 DDC Approved

DA/2005/1006 Ms L Foreman, Land adjacent to 10 Kennel Terrace, Brixworth
Demolition of existing workshop and construction of two new dwellings
26.9.05 PC No objection 31.10.05 DDC Approved

DA/2005/1014 Mr & Mrs Marriott, 10 Pytchley Close, Brixworth
Detached double garage with storage over at front of dwelling. Integral garage converted to living space.
17.10.05 PC No objection 31.10.05 DDC Approved

DA/2005/1016 Mr & Mrs Pilgrim, 43 The Ashway, Brixworth
Conservatory to rear
17.10.05 PC No objection 31.10.05 DDC Approved

DA/2005/1026 Mr J Mallard, Holmleigh, Silver Street, Brixworth
Replacement of flat roof with new pitched roof
17.10.05 PC No objection 31.10.05 DDC Approved

DA/2005/1049 Lone Pine Management Company Ltd, Lone Pine Court , Brixworth
Work to trees subject of a TPO
17.10.05 PC No objection 10.11.05 DDC Approved

Refusals

None

Cllr Chattaway reported that the Appeal for The Grange had been dismissed.

Finance

05/354 Income Received for October 2005

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

<u>Received from</u>	<u>Details</u>	£
Community Centre	Hall Hire	<u>603.40</u>
		<u>603.40</u>

05/355 Bank Reconciliation as at 31 October 2005

The bank reconciliation as at the 31 October 2005 was reported and accepted as follows:

Current Account	£6,010.75
Capital Reserve Account	£191,844.08
Less Cheques outstanding	£1,724.29
Balance Carried forward as at 1.11.05	£196,130.54

05/356 Income and Expenditure & Reserves Report for October 2005

The Council accepted the Income and Expenditure and reserves report for October 2005, which had been previously circulated.

05/357 Donation to British Legion for Poppy Wreath

It was resolved to donate £20.00 to the British Legion towards the purchase of a Poppy Wreath for Remembrance Sunday, under the Local Government Act 1972 section 137.

05/358 Renewal of Insurance for Pick Up

It was resolved to approve the payment to F G Watts for the renewal of the insurance for the Pick Up at a cost of £309.30.

05/359 Renewal of Insurance for Tractor

It was resolved to approve the payment to F G Watts for the renewal of the insurance for the Tractor at a cost of £130.00.

05/360 To Approve the Bills for Payment for November 2005

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

Chq. No.	Payment To	Reason for Payment	£
3066	Groundsman	Groundman's Salary Nov 2005	929.76
3067	Clerk	Clerk's Salary Nov 2005	1,000.46
3038	PT Groundsman	P/T Groundsmans wages Nov 2005	119.09
3069	Litter Picker	Litter Picker wages Nov 2005	222.74
3070	Cleaner	Cleaner Comm. Centre wages Nov 2005	211.60
3071	Inland Revenue	PAYE Tax & NI Nov 2005	537.80
3072	Mr M Sugden	Materials - repair to bus shelter	33.26
3073	Mrs J Macken	Postage, Mileage to Cilca course	17.66
3074	ESPO	Stationery & Bin bags	31.61
3075	BT PLC	Clerks Telephone 1.11.05 - 31.1.06	140.16
3076	Anglain Water	Mill Gdn & Comm. Ctr 29.4.05 - 1.11.05	360.53
3077	Lovell Hardware	Cleaning, Materials for groundsman	156.71
3078	Eurooffice Ltd	Footrest for Clerk	16.96
3079	BACA	Seal - Comm. Centre	17.67
3080	BDO Stoy Hayward LLP	Annual Audit - Year End 31.3.05	763.75
3081	EM Pell & Partners	Trim St Davids Rec. hedge & trees	540.50
3082	Brixworth Landscaping	Trim hedge Spratton Rd Rec,	381.88
3083	Brixworth Landscaping	Refix paving - Beacon, Mtr barrier St Davids	540.50
3084	Victim Support	Community Grant	75.00
3085	Ladybirds Preschool	Community Grant	200.00
3086	RBL Poppy Appeal	Purchase of Poppy Wreath	20.00
3087	AH Blason & Son	Fuel -	142.45
3088	FG Watts Risk Solutions Ltd	Renewal of Pick Up & tractor insurance	439.30
3089	Mrs E Bell	Key cut for toilet dispenser	2.80
			<u>6,902.19</u>

05/361 To Accept the Minutes of Meeting 15 November 2005

The Minutes of the Finance Meeting held on the 15 November 2005 having been previously distributed was accepted.

05/362 Amend Bank Mandate

Following the resignation of Mr Steve Mabbutt and the request from Cllr Chattaway to be replaced as an authorised signatory on the bank account the Council needed to appoint two new signatories. It was resolved for Cllr Paul Savage and Cllr Duncan Kennedy to be new signatories to the accounts, along with Cllr Barratt and Cllr F Wiig. Two signatories out of four are required for cheque payments. It was noted that the Clerk, as the Responsible Financial Officer, remains as an authorised signatory to enable her to transfer funds between accounts and make enquiries.

05/363 Approve and Accept Annual Return for Year Ending 31 March 2005

BDO Stoy Hayward, the External Auditors, completed the Audit for the year ended 31 March 2005 on 27 October 2005. The Notice of Conclusion of Audit is to be displayed for 14 days. Electors may inspect the accounts by contacting the Clerk.

The Council noted the following comments made by the External Auditor: -

Risk Assessment

The Council acknowledged that it had not completed a risk assessment by the end of the financial year, but agreed that with the purchase of the Risk Assessment software package it would be easy to manage in the future. It was agreed that the Council has sufficient controls in place; it is only the assessment, which needs completing. The controls include the internal check of the accounts by the Chairman of Finance, two parish councillor signatories required for all bank payments, minuting of all S137 payments, annual inspection of the playgrounds by ROSPA and weekly inspections of the playgrounds by the grounds man. The Risk Assessment will be completed by the year ending 31 March 2006.

Fidelity Guarantee

The Council agreed that the current Fidelity Guarantee insurance cover of £50,000 is sufficient. It believes that there are strict controls to combat any fraud. The Clerk does not handle any cash, only cheques. The Chairman of Finance carries out an internal check of the accounts and payroll and two parish councillor signatories are required for bank payments. The Council agreed that the additional cost involved for increasing this sum is disproportionate to the risk involved.

Annual Return

It was noted that the minutes for the next years Annual Return must state the Councils approval of the Statement of Accounts and of the individual Statement of Assurances.

05/364 Budget and Precept for 2006/07

On proposal by Cllr Savage and seconded by Cllr Monk, and following a vote of 11 for 0 against and 1 abstention, it was resolved to accept and approve the budget and precept for 2006/07, recommended by the Finance Committee. Copy of which had been previously circulated.

It was resolved that the Parish Council do precept upon Daventry District Council in the sum of £90,150.00, to be paid in two instalments in April and September 2006.

It was noted that this was a decrease of 2.53% compared to an increase of 6.25 % this year. This means that the Council Tax for parish purposes for next year will be £54.09 for a band “D” property, compared to £55.44 this year.

It was agreed that any request for grants would need to be approved by the Council.

05/365 Grants Policy

Following a discussion it was resolved for the Council to adopt a Grants Policy. Samples of Parish Council’s grants policies were circulated. It was agreed for members to contact Cllr Barratt with their suggestions and comments to be included in the policy. This matter is to be discussed further at the next Full Council meeting in December.

Recreation and Amenities Development

05/366 To Accept the Minutes of the Meeting 21 November 2005

The Minutes of the Planning Meeting held on the 21 November 2005 having been previously distributed were accepted.

05/367 Report on the Ashway Playing Field Development

David Wilson are still asking for full indemnity, Hewitsons have advised the Council not to agree to the indemnity David Wilson have requested, but to remain with the indemnity the Council has already agreed which is to ‘indemnify the transferor against damage caused by the transferee as a direct result of the transferee connecting into the service media on the estate’. If David Wilson Homes does not accept this then the Council will instruct the District Council to enforce the Section 106 agreement. The Council agreed to start looking at alternatives, if this matter has not been resolved by February 2006.

05/368 St David’s Car park

Cllr Timm reported that following the last Council meeting the Clerk had obtained a revised quote for the remedial work to behind the Sports Pavilion and to the car park. It was resolved to accept the quote from Roger Heygate to remove all the rubbish behind the pavilion, reinstate with soil where required and to lay plainings to the middle of the car park for the sum of £900.00.

05/369 Remedial Work to Play Equipment and Safety Surfaces

The Clerk is still waiting for costs from Wicksteed, therefore this item was deferred to the next Parish Council meeting.

05/370 Removal of Skateboard Ramp

It had been reported at the Recreation & Amenities meeting that the skateboard ramp had been set alight on bonfire night causing damage to one of the corners. It was also reported that one of the sections has started to uplift and would need replacing, which could cost in the region of £500.00. It was therefore resolved to remove the skateboard ramp as soon as possible. Three quotes had been received, two for £850.00 and one for £1010.00. It was resolved to accept the quote from Ashwood Tree Surgeons for £850.00, subject to confirmation of removal of the debris and transferring the fencing to Turney’s farm for storage is included.

For, ideas for replacement facilities, the Recreation Committee had agreed to visit Byfield and Crick who had recently built innovative play areas.

Highway and Environment

05/371 Millennium Garden Lease

The Clerk reported that a Draft lease for the Millennium Garden had been received from Hunt and Coombs Solicitors. A copy had been issued to the Chairman and Mr Harvey Fox for their consideration. It was resolved to approve the draft lease with the addition of a clause stating that the maximum limit the rent may increase in any one year is 5%. It was noted that the starting annual rent would be £120.00.

05/372 NCC – Temporary Road Closure – Church Street, Frog Hall and Newlands

It was reported that Church Street, Frog Hall and Newlands would be temporarily closed during January 2006 due to resurfacing.

General Purposes

05/373 To Accept the Minutes of Meetings 6 September 2005

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

Cllr Monk reported that he had spoken to the Chairman of the Village Hall regarding the responsibility of the Car Park. The Council agreed if the Village Hall Committee, as Managing Trustees, accept that they are responsible for the car park, in the same way that they are responsible for the Village Hall and for the land to the front of it, the Council will support the Village Hall committee with the costs of maintaining this area. This proposal is to be considered by the Village Hall committee at its next meeting.

05/374 Adoptions of Complaints Procedure and Equal Opportunities Procedure

It was resolved to adopt the Complaints and Equal Opportunities procedures as recommended by the General Purposes committee.

05/375 Parish Plan

Cllr Monk explained that there are two options available in preparing a Parish Plan. The first option for a full comprehensive Parish Plan is estimated, by DEFRA, to cost in the region of £3,750 and funding would be available up to a limit of £3000 from Northants ACRE. This funding is available until 31 March 2006. The second option would be a smaller Parish Plan, which would not qualify for funding.

Following a discussion it was resolved for the Council to pursue the second option for a smaller Parish Plan.

05/376 Library Border

It was resolved to accept the quote from Brixworth landscaping to plant, prune, weed and add top soil to the library border, where required, for the sum of £500.00.

Correspondence for discussion

05/377 Holcot Parish Council – The Causeway Pitsford Reservoir

A letter from Holcot Parish Council had been received enquiring whether the Council would support them in a campaign for a 40mph limit to be imposed on the Holcot Road, which included the Causeway at Pitsford Reservoir. (A copy of the letter together with a map had been previously circulated to members). The Council agreed to support this campaign, several members raised their concern with regards to vehicles turning into and out from the car park by the causeway, by vehicles speeding or overtaking.

05/378 Letter from Resident – Pocket Park

A letter from a resident had been received enquiring whether the Council could write to the Land Registry to ask whether the condition stating that the Pocket Park should be ‘available at all times’, could be amended so that a gate could be erected. (A copy of the letter had been previously circulated to members). The Council agreed to write to the Land Registry.

05/379 Brixworth Preschool – Community Grant Towards Purchase of New Shed

A letter had been received from the Brixworth Preschool, stating that they had not been able to purchase the new shed as they were waiting for permission for the Centre Management Committee. (A copy had been previously circulated to members). The Clerk reported that she had received a further letter confirming that the matter had been resolved; the shed had been ordered and was due for delivery on the 9 December 2005.

05/380 NCC – Capital Funding Programme - £5000 Grant for Changing Rooms

A letter from NCC had been received (a copy had been previously circulated to members), stating that they had extended the deadline for the grant to January 2006. It was noted that after this date the Council might have to reapply.

The Clerk confirmed that the deadline for the grant from Daventry District Council for £14,000 had also been extended.

05/381 Land Registry – Registering of Land

A letter from the Land Registry had been received (a copy of which had been previously circulated), asking Councils whether they would wish to voluntarily register land in their ownership, which had not yet been registered. The Council resolved to take this opportunity to register the Spratton Road Recreation Ground. It was noted that the fee would be no more than £525.00.

05/382 Wetherday Farm Shop Nursery – Village Loyalty Scheme

A letter from Wetherday Farm Shop Nursery had been received, offering residents of Brixworth a loyalty scheme. (A copy of which had been previously circulated to members). The Council agreed that it would not support this scheme, as it would prefer to support its own village shops.

05/383 Northants Police – Article Scheme for Newsletters

A letter from the Police had been received (a copy of which had been previously circulated), enquiring whether the Council had a Parish Newsletter and would like to include regular articles from the Police. It was suggested that maybe the Brixworth Bulletin would be interested in including these articles.

05/384 Correspondence for information only

The Chairman reported that the correspondence file was available for circulation. Members wishing to receive the file should put their name on the sheet; the file will only be circulated to the members on the sheet.

05/385 Date of Next Meeting

The next meeting is to be held on Tuesday, 20 December 2005 at 7.15pm.

05/386 Urgent Matters For Report Only

There were no urgent matters for report.

There being no other business the meeting closed at 9.20pm

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

Dated 20 December 2005

Minute of matters raised by the members of the public.

1. A resident enquired whether the Council would contact the Land Registry with regards to changing the title relating to the Pocket Park, to enable for a gate to be erected to close the park during the evening. This matter was on the agenda to be discussed later on in the evening.
2. Several residents raised their concerns regarding the increase in anti social behaviour in the village. This included broken windows to business properties and telephone box, vandalism to the Library/Community Centre, damages to private properties on the David Wilson estate and the intimidation by youths 'hanging about' in large numbers. Chief Superintendent Philips and Inspector Thomas answered individual questions raised by residents. Chief Superintendent Philips explained that the new changes in the Police Force would provide the village with a 'ring fenced resource' in the future. He encouraged residents to keep reporting incidents, as the Police rely on individual evidence. Following the damages in the David Wilson Estate, 22 letters had been sent out to the parents of the youths involved as well as two Police operations held during the week. Residents asked whether the Police could follow up these letters, this was not guaranteed by the Police.