

BRIXWORTH PARISH COUNCIL

Minutes of the meeting held on Tuesday, 28 March 2006 at 7.15p.m. in the Olive Branch Coffee shop, Brixworth Library/Community Centre, Spratton Road, Brixworth

Present: Councillors: I Barratt (Chairman), P Fox, D Kennedy, F Peacock, J McFadyen, R Monk, J Stubley

In Attendance: Mrs J Macken – Parish Clerk
Cllrs E & F Wiig – District Ward Councillors
Mr M Nice - Centre Manager
3 members of the public – residents from Eaglehurst

06/082 Apologies for absence

Apologies for absence were received from District Cllr. N Bunting, Cllr R Chattaway and Cllr P Savage.

06/083 Declaration of Interest on Agenda Items

None

06/084 Signing of the Minutes of the Last Meeting 28 February 2006

The minutes of the meeting held on Tuesday, 28 February 2006 were agreed and signed by the Chairman as a true and correct record of this meeting.

The Chairman welcomed the two newly elected members Cllr Jackie Stubley and Cllr John McFadyen.

Questions from the Public

The meeting adjourned to allow members of the public to address the Council. A note of the matters raised are attached.

Meeting reconvened at 7.30pm

06/085 District Councillors Report

District Cllr F Wiig reported that 40% of the District Council staff was on strike on the 28 March 2006. Two thirds of the recycling vehicles and one third of the waste collection vehicles had gone to work, however this will not have a knock on effect for collections later on in the week. Social Housing in DDC was fully manned, but the main District Council building was closed. There may be strikes in the future.

Daventry District Council has been awarded Beacon Status for recycling, which means that it may have a share in the 3 million pounds funding available to Councils with this status.

06/086 County Councillor's Report

County Cllr C Millar, unfortunately, was not able to attend the meeting.

06/087 Police Representative Report

Cllr J Stublely reported that March had the highest recorded crime figures, mainly due to an incident one night when 40-50 car aerials were stolen or broken.

There will be a Public Meeting, organised by the Police, on the 12 April 2006 in the Community Hall, Library/Community Centre. The Superintendent from Daventry will be attending.

06/088 Bye-election

The Chairman reported that following the request for an election, two members have been elected, however there are still three vacancies, which need to be filled by an election. The process for the next bye –election has started, which if contested will be held on the same day as the District Council election, 4 May 2006. Three nomination packs have been handed out, which need to be received by the District Council on the 3 April 2006.

06/089 Co-Option of Parish Councillor

The application for the vacancy for the co-option of a Parish Councillor has been withdraw. The applicant had written to the Clerk advising her that unfortunately he was moving overseas due to work.

Following a discussion regarding co-opted and elected members the Clerk was asked to contact the District Council for clarification as to whether this vacancy could be filled through the election process, if there were four or more nominations.

Planning

06/090 To Accept the Minutes of Meeting 13 March 2006

The Minutes of the Planning Meeting held on the 13 March 2006 having been previously distributed were accepted.

06/091 DDC Planning Approvals and Refusals – March 2006 Report

The planning approvals and refusals for March 2006 were noted as follows: -

Approvals

DA/2006/0048 Mr & Mrs Blaber, 34 Stonehill Way, Brixworth
First Floor extension to side of dwelling
30.1.06 PC No observations 24.2.06 DDC Approved

Refusals

None

Finance

06/092 Income Received for February 2006

The Clerk reported the Income received for February 2006, which was as follows: -

<u>Received from</u>	<u>Details</u>	<u>£</u>
BCC	Second instalment of ground rent - St Davids	351.50
Community Centre	Hall Bookings	403.10
Mrs E Wiig	Return of Chairmans Allowance	150.00
DDC	Cleaning of DDC Information Service Office Jan - Mar	100.00
		<u>1,004.60</u>

06/093 Bank Reconciliation as at 28 February 2006

The bank reconciliation as at the 28 February 2006 was reported and accepted as follows:

Current Account	£15,686.95
Capital Reserve Account	£163,896.08
Less Cheques outstanding	£4,893.86
Balance Carried forward as at 1.03.06	£175,633.77

06/094 Income and Expenditure & Reserves Report for February 2006

The Council accepted the Income and Expenditure and reserves report for February 2006, which had been previously circulated. It was noted that the figures for the year end are to be discussed at the Finance meeting to be held on Tuesday, 18 April 2006.

06/095 To Approve Annual Membership 2006/07 to NALC

It was resolved to renew the Annual Membership to Northamptonshire Association of Local Councils (NALC) for the year 2006/07 at a cost of £649.00.

06/096 To Approve Annual Internal Audit Service to NALC

It was resolved to approve NALC as the Internal Auditor for 2006/07 at a cost of £231.00.

06/097 To Retrospectively Approve Additional Work for Kubota

The Chairman reported that the cost for the servicing of the ride on mower (Kubota), was higher than had been originally agreed due to the extensive additional work required. The total cost for the full service and additional work totalled £1047.27, this work included repairs to the steering, the flashing beacon and cutting deck.

It was resolved to retrospectively approve the cost for the repairs to the Kubota. It was noted that the Kubota will need to be replaced in the next few years and that the Council should consider precepting an amount each year.

06/098 To Approve the Bills for Payment for March 2006

The list of payments to be made in March 2006 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>
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3152	Groundsman	Groundman's Salary Mar 2006	929.75
3153	Clerk	Clerk's Salary Mar 2006	1,000.67
3154	Part Time Groundsman	P/T Groundsmans wages Mar 2006	95.36
3155	Cleaner	Cleaner Comm. Centre wages Mar 2006	169.28
3156	Litter Picker	Litter Picker wages Mar 2006	173.12
3157	Inland Revenue	PAYE Tax & NI Mar 2006	766.92
3158	Northants ACRE	Village of the Year Competition	20.00
3159	Mrs J Macken	Clerks Allowance, DVD Writer, stationery	107.76
3160	Mr M Sugden	Soil, gravel, turf, sledgehammer	99.66
3161	Mr T H Fox	Plants for Millennium Garden	73.20
3162	Mr I Barratt	Chairmans Allowance & Tel. Allowance	67.50
3163	DVLA	Replacement Vehicle Registration - Tractor	19.00
3164	Brixworth Cricket Club	Community Grant	250.00
3165	ESPO	Cleaning materials for Community Centre	29.85
3166	D G Salisbury	Chain Harrow - St Davids	88.12
3167	ABB Ltd	Street Light maintenance	25.05
3168	Lovell Hardware	Materials for groundsman	60.20
3169	NALC	Internal Auditor - 2006/07	231.00
3170	NALC	Annual Subscription 2006/07	649.00
3171	Eurooffice Ltd	Printer cartridge for Clerks printer	35.93
3172	ASM	Repairs to safety surfaces	1,395.90
3173	BACA	Safety boots & hand picker	54.21
3174	AH Blason & Son	Fuel - Pick up and Kubota	136.50
3175	The Mower Shop	Full Service & work carried out on Kubota	1,230.55
3176	Mr M Sugden	Materials for repairs to bus shelter	104.16
			7,812.69

Recreation and Amenities Development

06/099 Report on the Ashway Playing Field Development

For the benefit of the new councillors the Chairman gave a short report on the Ashway Playing Fields Changing Rooms history.

The solicitors had not had a reply from David Wilson Homes Solicitors with regards to paying the Council's legal fees. It was agreed to discuss the alternatives at the next Recreation & Amenity meeting in May.

06/100 Annual Grounds Maintenance of St Davids Rec. Grd. and Ashway Playing Field

At the Recreation & Amenity Committee it was agreed to waive standing orders relating to contracts to enable the grounds maintenance tender to be negotiated without competition. It was agreed to use the same contractor for the Annual Grounds Maintenance of the sports pitches as last year, however the Council would go out to tender next year. Two years ago the Council went to tender for the annual grounds maintenance and D G Salisbury was awarded the contract.

It was resolved to accept the quotation from D G Salisbury and was noted that the costs had remained the same as for 2004.

The Annual Grounds Maintenance for St Davids £2,450.00

06/101 Spratton Rd Recreation Ground Redevelopment

Following a discussion it was agreed for this matter to be deferred to the next Recreation & Amenity meeting .

06/102 Ballast Roller for use on Sports Fields

The Clerk had previously circulated details, of six suppliers of Ballast Rollers including costs, to members. It was noted that the sports pitches required rolling regularly, especially the Ashway Playing Field, and that the existing roller was inadequate.

It was resolved to purchase a Two eight foot ballast roller from Morgan Farm Machinery at a cost of £870.00.

Highway and Environment

06/103 Reply from Hunts & Coombe – Millennium Garden Lease

A reply from Hunts & Coombe solicitors had been received stating that the Diocese would not agree to cap the annual increase of rent to a maximum of 5%. Following a discussion it was resolved to approve and accept the lease with its terms and conditions.

06/104 Annual Servicing and Start Up/Shut Down of Irrigation System - Millennium Garden for 2006

It was resolved to accept the quotation from Gardenstall for the annual servicing, startup in the spring and shut down in the winter, of the irrigation system for the Millennium Garden for 2006 at a cost of £140.00.

06/105 Update on Pocket Park

This item was reported during the public open session.

The Chairman reported the following:

1. The Council wrote to three residents, who had not attended the last council meeting, asking for their decision regarding whether or not they agreed to a gate and fence to be erected at the entrance to the pocket park. One resident had replied agreeing and one resident had requested copies of the minutes before responding. It was agreed to wait for the third resident to respond and send copies of the minutes to the other resident. A total agreement would be needed from all ten residents.
2. The Council were still waiting to hear from Mercedes Benz to establish who was responsible for the stonewall.
3. The solicitors had indicated that the cost for changing the land registry title would be £40.00 plus legal fees in the region of £200.00. The worse case scenario would be that the residents would need to change their own land registry details.

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

06/106 Meeting with CPL Aromas 8 May 2006

Following concerns raised by residents at the last meeting, regarding the emissions from CPL Aromas, the Council agreed to arrange a meeting with CPL Aromas, Environment Officer and members of the Council. It was confirmed that a meeting had been arranged with CPL Aromas on the 8 May 2006. The Global Operations Director, Managing Director and Operation Director for the Brixworth site will be attending. Unfortunately no one from the District Council's environment department could attend the meeting, but had offered to assist residents on an individual basis. Cllr Barratt, Cllr Monk and Cllr Fox agreed to attend as Parish Council representatives. The Clerk confirmed that she had advised the residents.

06/107 Social Housing in Brixworth

Cllr Fox reported that five years ago an investigation into the housing need of Brixworth, carried out by Northants Rural Housing Association and the Parish Council, identified a requirement for 31 units. District Cllr F Wiig confirmed that there are currently 51 housing association units and 96 District Council units in the village. Cllr Fox stated that Bromford Carinthia Housing Association had offered to work closely with the Parish Council and would tighten its policy so that housing only went to Brixworth residents.

It was agreed to ask a representative, from Bromford Housing, to come along to the next Full Council meeting to give a talk to the Council.

General Purposes

06/108 Minutes of Meeting 7 March 2006

The Minutes of the General Purposes Meeting held on the 7 March 2006 having been previously circulated were accepted.

06/109 New Terms & Conditions for Clerk

It was resolved to accept the new terms and conditions for the Clerk as recommended by the General Purposes committee. As from 1 April 2006 the Clerk shall be paid on salary scale 29 according to the National Joint Council (NJC) for Local Government Services national agreement. The Clerks hours are to be reduced to 25 hours per week as she felt that the current requirements of the job could be undertaken in 25 hours a week as opposed to the 28.5 currently paid. This increase in salary and reduction in hours equates to approximately the same as the Clerk is currently paid. Cllr Monk asked for his thanks, to the Clerk, to be minuted for advising the Council that the number of hours a week could be reduced.

06/110 Annual Pay Rise of 2.95% for all Employees by NALC/SLCC as from 1 April 2006

It was resolved to accept the 2.95% pay increase, as from 1 April 2006, for all members of staff, as per NJC & NALC recommendations dated December 2005.

06/111 Parish Plan Questionnaire

The draft Parish Plan questionnaire, which had been previously circulated, was discussed. It was noted that a public consultation meeting would follow up main areas identified in the questionnaire. Cllr Monk requested for members to email him with

any suggestions for improvement. It was agreed to have a meeting after the Finance meeting on the 18 April 2006 to discuss this further.

06/112 Annual Risk Assessment

The Clerk reported that each committee had completed the risk assessment applicable to each committee. The Clerk confirmed that she had gone through the 'ongoing review' with the Groundsman, in particular regarding the regular weekly inspections of the public open spaces and play areas.

It was resolved to approve and accept the risk assessment report for 2005/06.

06/113 CCTV and Community Centre

It was noted that the £4,000.00 in the vandalism budget for 2006/07 is made up of £2,000.00 for vandalism and £2,000.00 for possibly a CCTV system. District Cllr F Wiig reported that he had received a quotation for £14,000.00 which was for the installation of two cameras, one outside the Library/Community Centre building and one near Brampton Way. Local businesses, District and County Council were also interested in contributing to purchase this system. In addition it would cost in the region of £2000.00 a year for this system to be monitored at a central location in Northampton.

06/114 Annual Parish Meeting – 10 May 2006

It was suggested for a guest speaker to give a talk on the future development in Brixworth. The Clerk was asked to contact the District Council Planning Dept. If no one is available it was suggested that representatives of organisations to whom the Council has donated a grant to are invited to come along and give a short report on how the money was spent.

Correspondence for discussion

06/115 DDC – Annual Parish & Town Meeting 19 June 2006

It was noted that the District Council Annual Parish and Town meeting is to be held on 19 June 2006. The council may send two representatives to attend.

06/116 NALC – Training Programme 2006

The latest NALC training programme, which had been previously circulated, was noted. Cllr J Stublely and Cllr J McFadyen were interested in attending the 'Off to a flying start' course designed for new councillors.

06/117 PPI Forums for Northamptonshire – NHS Services

A letter had been received from the Patient and Public Involvement (PPI) Forums for Northamptonshire, (a copy of which had been previously circulated to members), offering to come and give a presentation to the Council about the local health services. Subsequently an email had been received and unfortunately due to 'staffing issues in the office' they are unable to fulfil all the requests for presentations and therefore have offered to send out information packs. It was agreed to ask for an information pack for circulation to members.

06/118 NCC – Draft Medium Term Plan 2006- 2010

The Chairman reported that he had read the County Council’s Draft Medium Term Plan for 2006 – 2010 and had made several comments. Cllr McFadyen agreed to also read the document and return his comments to the Chairman for a response, which is required as soon as possible.

06/119 Letter to Chairman – Bye-Election Costs

The Chairman stated that he had received a letter regarding the costs to the Council for a bye-election, which had been reported to be in the region of £1,000.00. The Chairman confirmed that the Council had been prudent, over a number of years, to include a small sum in the precept for election costs. Therefore there is sufficient in the general reserves to cover the costs. If there were not an election there would be no charge, however if there were an election there would be a need to rebuild the costs.

06/120 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.

06/121 Date of Next Meeting

The next meeting is to be held on Tuesday, 25 April 2006 at 7.15pm.

Urgent Matters For Report Only

06/122 Caitlin McClatchey – Commonwealth Gold Winner

The Parish Council congratulated Caitlin on her recent success in winning two gold medals at the 2006 Commonwealth Games for the 200m and 400m swimming. The Chairman informed the meeting that the District Council had contacted him and advised him that they would like to arrange something. The Council delegated the task to the Clerk, to send Caitlin a bouquet of gold roses, using the Chairman’s Allowance up to a value of £50.00. Cllr Fox offered to assist the Clerk.

There being no other business the meeting closed at 9.35pm

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

Dated 25 April 2006

Matters raised by members of the public

A resident from Eaglehurst asked whether the Council had received a reply from the residents who not attended the last council meeting, with regards to the pocket park.

The Chairman reported the following:

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5. The Council were still waiting to hear from Mercedes Benz to establish who was responsible for the stonewall.
6. The solicitors had indicated that the cost for changing the land registry title would be £40.00 plus legal fees in the region of £200.00. The worse case scenario would be that the residents would need to change their own land registry details.

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