

BRIXWORTH PARISH COUNCIL

Minutes of the meeting held on Tuesday, 27 February 2007 at 7.15p.m. in the Heritage Centre, Church Street, Brixworth

Present: Councillors: I Barratt (Chairman), R Chattaway, P Fox, D Kennedy, R Monk, F Peacock, S Verallo and E Wiig.

In Attendance: Mrs J Macken – Parish Clerk
Sgt Grady - Northants Police
Peter Timlin - Architect / Changing Rooms

07/051 Apologies for absence

Apologies for absence were received from Cllr L Stevens, Cllr J McFadyen, Cllr S Dobson, Cllr T Everard, District Cllr N Bunting and County Cllr C Millar.

07/052 Declaration of Interest on Agenda Items

Cllr Fox declared a personal interest – Member of the Bulletin Team and Husband Parish Council Representative for the Thomas Roe Foundation.

Cllr Verallo declared a personal interest – Member of the Bulletin Team and School Governor.

Cllr Wiig declared a personal interest – Member of another Local Authority

07/053 Signing of the Minutes of the Last Meeting 30 January 2007

The minutes of the meeting held on 30 January 2007 were agreed and signed by the Chairman as a true and correct record of this meeting.

The meeting continued, as there were no members of the public present.

07/054 Parish Councillors Vacancies

The Chairman reported that Jayne Bunting had withdrawn her application and that no further applications had been received. There are currently two vacancies.

07/055 Police Representative's Report

Sgt Grady reported the following: -

- Crime figures remain static compared to this time last year
- A male had been arrested in connection with criminal damage in Spratton Road and Northampton Road.
- The police have suspects for the criminal damage to vehicles in Brampton Way, shoplifting in the Co-op and for the burglary at the Fish and Chip shop
- There have been car key burglaries in Froxhill Crescent and Parkfield Road, both cars recovered in Northampton
- Mark Chambers ASBO extended until April 2007
- Third PCSO started, tutored by PCSO Jemma Simkins
- Safer Community Team moving into new premises on 5 March 2007
- Changes in Police structure as from 1 April 2007 – Police to respond to calls from Brixworth from Northampton.
- Pursuing white lines for the corner of Kennel Terrace/Northampton Road with NCC Highways

- Notice for vehicles parked on corners in Northampton Road to be printed. This postcard notice is to remind owners not to leave their vehicles within 10 metres of a junction.
- PCSO Jemma Simkins spends 80% of her time in Brixworth

The following agenda items were brought forward for Mr Peter Timlin to report on.

Recreation and Amenities

07/056 Report on Changing Rooms Development

Mr Peter Timlin reported on the progress of the changing rooms building.

- The programme is on schedule
- Thurstons need to do the final electric and plumbing connections internally, as well as external finishes (i.e. downpipes)
- Electric meter to be connected on 5 March 2007
- Water connection required by Anglian Water
- John Arnold to lay the footpath week commencing 5 March 2007
- Building Regulations approved by the District Council. Three minor points still to be sorted, which include the Fire officers report, Access statement and Drainage scheme. Peter Timlin to organise.

It was noted that the building could not be properly tested until it was in use. However Peter Timlin would be present at the handover to ensure that the work had been completed satisfactory.

07/057 Approval of Valuation Two Invoice to Thurstons Building Systems – Changing Rooms

Peter Timlin stated that Thurstons have asked for a further £30,000 plus VAT in payment for the building and work completed to date (there is still a further £14,000 to pay). They state that they are unable to complete their work as they are waiting for the services, which is the Council's responsibility, to be done. Mr Timlin stated that the services were unable to be done until the building was in place. Thurstons have agreed to come back and finish off once the services have been completed. It was noted that there would be no retention on completion, due to it being an OGC Buying Solutions (Local Government) contract, however there is a guarantee with the building.

On proposal by Cllr Wiig and seconded by Cllr peacock it was resolved to approve the £30,000 payment to Thurstons.

Planning

07/058 To Accept the Minutes of Meeting 19 February 2007

The Minutes of the Planning Meeting held on the 19 February 2007 having been previously distributed were accepted.

DA/2007/0093 – Miss J. Nolan, The Gables, Holcot Road, Brixworth:

Retrospective planning permission for extension to the rear:

The retrospective application is for a conservatory, which has been replaced with a two-storey extension. The Council has No Observations.

07/059 David Smith Associates, Consulting & Structural Engineers, 8 Duncan Close, Moulton Park, Northampton:

Fourteen dwellings at Land adjacent to Holcot Road, Brixworth – traffic calming measures and road alteration:

This application had been deferred from the planning committee meeting held on the 19 February 2007. David Smith Associates had confirmed that the new roundabout would be on a raised platform. The Council has No Observations.

Finance

07/060 Income Received for January 2007

The Clerk reported the Income received for January 2007, which was as follows: -

<u>Received from</u>	<u>Details</u>	<u>£</u>
Community Centre	Hall Bookings	350.62
ASFC	Second instalment of ground rent - St Davids	360.25
BJFC	Second instalment of ground rent - St Davids	360.25
DDC	Contribution towards utility charges - Comm Centre	74.76
HM Revenue & Customs	Refund of VAT 1.11.06 - 30.11.06	1,941.26
		3,087.14

07/061 Bank Reconciliation as a 31 January 2007

The bank reconciliation as at the 31 January 2007 was reported and accepted as follows:

Current Account	£34,265.57
Capital Reserve Account	£181,539.70
Less Cheques outstanding	£87,404.81
Balance Carried forward as at 1.2.07	£128,400.46

07/062 Income and Expenditure & Reserves Report for January 2007

The Council accepted the Income and Expenditure and reserves report for January 2007. Cllr Monk confirmed that the majority of the budget was on target, however the Recreation budget was pending some work being completed.

07/063 Retrospect Approval of Additional Costs for Changing Rooms

The Clerk reported that the following additional costs had been incurred for the Changing Rooms development, which needed to be approved retrospectively.

It was resolved to approve the payment to British Gas for an Electric Meter at a cost of £276.49.

Ravensthorpe Construction, the contractors for installing the drainage system, had tendered with the consideration for a man hole depth of 2.5 metres as per specification. It became apparent that the depth is in excess of this and therefore an additional cost of £517.18 had been incurred. It was noted that with this additional cost the total contract price is still below the next tender price. In addition the cost for the installation of a water supply pipe at a cost of £389.12, had not been included in the tender but was required. It was resolved to approve these two additional costs.

The Clerk was thanked for doing a remarkable job in managing the project.

07/064 Approve Revised Budget for Changing Rooms

It was resolved to approve the new budget for the changing rooms. The total expenditure being £136,411.13 compared to the £132,900.00 budget. It was noted that the budget had been exceeded due to the cost of the new footpath, which was required, but had not been budgeted for.

07/065 To Approve Annual Membership 2007/8 to NALC

It was resolved to renew the Annual Membership to Northamptonshire Association of Local Councils (NALC) for the year 2007/08 at a cost of £688.00.

07/066 To Approve Annual Internal Audit Service to NALC

It was resolved to approve NALC as the Internal Auditor for 2007/08 at a cost of £231.00.

07/067 Retrospect Approval of Sanitary Unit for Community Centre Ladies Toilets.

It was resolved to approve for a sanitary unit for the ladies toilet in the Library/Community Centre. A monthly contract with Cannon Hygiene has been agreed for one sanitary unit at a cost of £41.60 per annum.

07/068 To Approve the Bills for Payment for February 2007

A schedule of payments, to be made in February 2007 was copied to each member. It was resolved for the following accounts to be passed for payment; therefore the Chairman signed the schedule of payments.

Approval of Retrospective Payment Made in February 2007

<u>Chq. No.</u>	<u>Payment To</u>	<u>Reason for Payment</u>	<u>£</u>
3379	British Gas Trading	Electric meter for changing rooms	276.49

Approval of Bills for Payments for February 2007

<u>Chq. No.</u>	<u>Minute No.</u>	<u>Payment To</u>	<u>Reason for Payment</u>	<u>£</u>
3380		Groundsman	Groundman's Salary Feb 2007	956.96
3381		Clerk	Clerk's Salary Feb 2007	1,034.24
3382		Part Time Groundsman	P/T Groundsmans wages Feb 2007	98.08
3383		Litter Picker	Litter Picker wages Feb 2007	170.04
3384		Cleaner	Cleaner Comm. Centre wages Feb 2007	174.40
3385		Inland Revenue	PAYE Tax & NI Feb 2007	790.67
3386		Mr M Sugden	Padlock for St Davids Rec. car park gate	14.39
3387		ESPO	Materials for cleaner	38.40
3388		Lovell Hardware	Materials for groundsman	112.42
3389		BT	Clerks telephone/broadband - Nov - Jan 07	160.36
3390		Friends of All Saints Church	Hire of Heritage Centre - Mtg 30.1.07	7.50
3391		Soles and Heels Ltd	Key cutting for changing rooms	76.05
3392		AH Blason & Son	Fuel, pick up MOT & service	337.15
3393	07/025	CPRE	Renewal of Annual Membership	27.00
3394	07/039	Northants ACRE	Entering Village of the Year Competition	20.00
3395	07/044	Local Govt. East Midlands	White Paper Seminar - 1.3.07	39.95
3396	06/393-031	Brixworth Landscaping	Trim Mill Gdn, Fence Ashway PF entrance	1,380.63
3397		NALC	Annual Membership 1.4.07 - 31.3.08	688.00

3398	NALC	Internal Audit Service - Year 2007/08	231.00
3399	OCS Group Uk Ltd	Quarterly Chrg - Sanitary Unit Comm. Ctr.	12.22
3400	06/316	Thurstons Building Systems Valuation Two - Changing Rooms	35,250.00
3401	Mrs J Macken	Postage	10.12
			41,906.07

07/069 Approve Appointment of External Auditor

BDO Stoy Hayward have been appointed, following a competitive tendering process, by the Audit Commission to all local councils within Northamptonshire for the financial year 2006/07. It was resolved to approve the appointment of BDO Stoy Hayward as the Council's external auditor for the year 2006/07.

Recreation and Amenities Development

07/070 Ashway Playing Field

The Recreation Committee was asked to consider the formal opening of the changing rooms and play equipment for the playing field. It was noted that there is £10,000 in the restricted reserves, from a S106 agreement, towards the play equipment.

It was noted that Transco have been repairing gas pipes which lay across the Ashway Playing Field, in particular across the senior football pitch. Transco have assured the Council that they will landscape the area once they have completed the work. Concerns were raised that this work needs to be completed to enable the grass to grow and to be fit for purpose for the new football season.

07/071 Spratton Road Recreation Ground Group Meeting 21 February 2007

Cllr Fox reported that she had attended the groups meeting on the 21 February 2007 and that the group needed to know whether or not the Council approved of their proposals. A discussion ensued during which members raised concerns regarding providing facilities for the teenage age group as well as for the tots. It was noted that when the Council removed the skate park it had intended on replacing it with something similar. The group have suggested that Spratton Road Recreation Ground is too small and is surrounded by residential properties, for any type of skateboard facility, which could produce a considerable amount of noise. The group were keen on securing a more suitable piece of land within the village for BMX/skateboards etc. Following a vote it was resolved to accept the proposal, as it is, in principle plus adding to the scheme, to include a goal post for the kick about area, whilst reserving an option to perhaps add to the scheme in the future. The swings are to be replaced and to remain in the same vicinity for the older children. Consideration to be given for disabled access and inclusion of all. The Clerk was asked to thank the Chair for the groups' hard work to date. It was noted that the Thomas Roe agricultural field might be auctioned sometime in the future. The interest from the proceeds of sale of the land would be higher than the current rental of the land. It was thought that perhaps this field would be suitable for a BMX/skatepark. The Clerk was asked to write to the secretary to express the Councils interest in purchasing the land. This matter would need to be discussed at a public meeting.

Highways and Environment

07/072 To Accept the Minutes of Meeting 6 February 2007

The Minutes of the Highways and Environment Meeting held on the 6 February 2007 having been previously distributed were accepted.

Community Engineer Penny Mould has agreed to look at the situation regarding Newlands and a new sign has been requested for Kennel Terrace. Apparently some Parishes have been putting up their own signs 'Not Suitable for Sat Nav. / heavy Goods Vehicles' in narrow lanes.

The Highways and Environment Committee were asked to consider and discuss the concerns raised by residents regarding the bridge on the Spratton Road at its next meeting.

07/073 Fallen Down Wall in the Slip

Several residents from the Slip have asked the Council to consider removing the remains of a wall, which has fallen down, adjacent to their garages. The County Council and District Council have confirmed that they are not responsible for the wall and that the land is in private ownership. The Clerk stated that the Council's insurance company had advised the Council to be wary of removing a wall, which is not owned by the Council or which is not on Council land. The owner could sue the Council and it needed to be sure of the correct owner/s. The Clerk was to ask Atkins to see if their Help in the Community Programme would carry out this work on behalf of these residents.

07/074 Approval of the Cost for Two Additional Cuts of the Village Grass Verges

It was resolved to approve for Banners to carry out two additional cuts of the grass verges at a cost of £371.00 each, as the same as last year. It was noted that Banners are the County Council's grass cutting contractor.

07/075 Request for walkway from Parkfield Road to Honeyholme

Cllr Fox reported that the request for a walkway, between Parkfield Road and Honeyholme, to the District Council had been unsuccessful.

Correspondence for discussion

07/076 NCC – Minerals and Waste Development Framework – Issues and Options

This consultation document is to be referred to the next planning committee meeting on the 12 March 2007.

07/077 NCC – Emergency Planning Perspective

The County Council's Emergency Planning Team has identified measures that Parish Councils could undertake to benefit local communities during an emergency. The Clerk was asked to obtain a Parish Guidance and planning pack.

07/078 NCC – Adult Learning Community Project

The County Council's Adult Learning Service available for local communities was noted.

07/079 Communities & Local Government – Revised Model of Code of Conduct

The Chairman reported that the Model Code of Conduct is under review. The consultation ends 9 March 2007.

07/080 DDC – New Street Names for Northampton Road and Holcot Road Developments

The District Council had asked the Parish Council to consider suitable names for the Northampton Road and Holcot Road developments. The following suggestions were given: -

Off Northampton Road Development

Rosemount – (Name of house)

Eagle Nook – (After Saxon eagle, eagle seen in Parish Council's logo)

Holcot Road Development

Hayden's Yard – (Site of stonemercants yard many years ago)

Names for either development

Wolfage Manor – (Name of a Saxon Manor once in Brixworth)

Swansnest – (Name of an old field once in Brixworth)

07/081 NALC – Review of the Quality Town and Parish Council Scheme

NALC will be reviewing the Quality Town and Parish Council scheme, following the outcome of the Local Government White Paper Strong and Prosperous Communities.

07/082 NALC Training Programme 2007

The latest NALC training programme had been previously circulated to all members. It was agreed for the Clerk to attend the Large Council's course on the 13 June 2007. The Clerk was asked to email details of the New Councillors Course to new members. Cllr Monk was interested in attending the Code of Conduct course in September.

07/083 St Georges Day Celebration – 23 April 2007

The Council had received details for a National celebration of St Georges Day on the 23 April 2007. It was suggested that perhaps the Brixworth Centre might be interested in holding an event in conjunction with the lighting of the beacon.

07/084 Reply – Philip Hollobone MP Police Under Funding

A reply from Phillip Hollobone MP had been received stating that he is currently 'applying for a Parliamentary Adjournment Debate on police funding and will continue to highlight the plight the county faces'.

07/085 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.

07/086 Date of Next Meeting

The next meeting is to be held on Tuesday, 27 March 2007 at 7.15pm.

Urgent Matters For Report Only

07/087 Planning Application

The Chairman reported that the following planning application had been received and is to be considered at the next planning meeting 12 March 2007.
DA/2007/0173 Mr T Robinson, The Old Barn , Merry Tom Lane, Brixworth,
Northamptonshire - Conversion of redundant barn to Class B1 office.

07/088 Second-hand CCTV Equipment

The Chairman stated that he had been given details of second-hand CCTV equipment, which the Council and Action Group meeting might wish to consider purchasing. The Chairman confirmed that he would be attending the joint Neighbourhood Watch and Action Group meeting to be held on 28 February 2007.

07/089 Harborough Road Grass Verges

The residents from the Lodge had replied to the Councils letter regarding the damage to the grass verges, thought to be caused by their builders. The residents felt that the damage to the verges had been caused by the state of the footpath, bad drainage, leaves and neighbours parking on the grass, however they accepted that their builders had not helped the situation. It was noted that the County Council are to look at the problem of vehicles parking on these verges and hopefully contact the residents. The Chairman agreed to contact the resident.

07/090 Village Hall

It was reported that the Village Hall Management committee had held an extraordinary meeting to discuss the internal problems with regards to the administering of the bookings. Members and the Clerk have been contacted with regards to problems with bookings. The Chairman agreed to ask for a meeting with the Chair of the Village Hall to see how the Council could assist.

There being no other business the meeting closed at 9.50pm

Signed as a true record of the above meeting.....
Dated 27 March 2007