



Brixworth Parish Council

Minutes of the Ordinary Parish Council Meeting

Thursday 30th March 2023 at 7.15pm

Community Centre & Library, Spratton Road, Brixworth NN6 9DS

In attendance:	Cllr Sandra Moxon (Chairman), Cllr Jackie Bird (Vice-Chairman), Cllr Ian Barratt, Cllr Neal Brown, Cllr Elaine Coe, Cllr James Collyer, Cllr Lynne Compton, Cllr Gary Spratt, Cllr Tony Nixon, Cllr Kevin Parker, Cllr Tom Mitchell and Cllr Christine Ware
Absent:	Cllr Frances Peacock
Parish Clerk:	Josie Flavell
Members of the public:	Six

MINUTES	Actions
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PART ONE – OPENING PROCEDURES

22/6134	Welcome by Chairman Cllr Moxon welcomed everyone to the meeting of the parish council and advised attendees of the evacuation procedures and that the meeting is recorded.	-
22/6135	Apologies for absence and acceptance of apologies for absence were reported as follows: <ul style="list-style-type: none"> ▪ Cllr Lunnon – Prop. Cllr Ware / Sec. Cllr Compton - all in favour with one abstention. ▪ Cllr Peacock was absent from the meeting with no formal apologies submitted. 	Accepted
22/6136	Declarations of Interest <ol style="list-style-type: none"> a) Cllr Nixon and Cllr Ware declared interests in agenda item 22/6142 West Northants Council Boundary Review Commission Consultation. b) There were no dispensations or written requests for dispensation of DPI to consider. 	-
22/6137	Agree and Sign the Minutes of Previous Meeting Council RESOLVED to Chairman Moxon approving the Ordinary Meeting Minutes of the meeting held on 23 rd of February 2023, including the confidential meeting minutes dated 26 th January and 23 rd February 2023 respectively, as true and accurate records. <ul style="list-style-type: none"> ▪ Ordinary Minutes - Prop. Cllr Ware / Sec. Cllr Nixon. 11 In favour with 1 abstention ▪ January Confidential Minutes – Prop. Cllr Brown / Sec. Cllr Nixon. All in favour. ▪ February Confidential Minutes – Prop. Cllr Brown / Sec. Cllr Bird. 11 In favour with 1 abstention 	-

Members of Brixworth Parish Council

Councillor Sandra Moxon (Chair), Councillor Jackie Bird (Vice Chair), Councillor Ian Barratt, Councillor Neal Brown, Councillor Elaine Coe, Councillor James Collyer, Councillor Lynne Compton, Councillor Barbara Lunnon, Councillor Tom Mitchell, Councillor Tony Nixon, Councillor Kevin Parker, Councillor Frances Peacock, Councillor Gary Spratt and Councillor Christine Ware.

Initialed:



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<p>22/6138</p>	<p>Public Open Forum Session</p> <p>a) A member of public requested the use of the Parish Council Road Closure signs for their King Charles III Coronation street party which is taking place in Froxhill Crescent. This request was accepted and they were asked to liaise with the Parish Clerk.</p> <p>b) A member of public from the Sports Liaison Working Group asked Council why it takes so long for any meeting actions to be completed and stated that more cohesion is required between the Sports Liaison WG and Council. They also requested that any future actions are assigned to an individual, are tracked and completion of tasks pursued more succinctly. They gave various examples of past items (including the defibrillator and ball stop net installations) which have been agreed and yet, still not actioned.</p> <p>The verti-drain operation was also mentioned, which was discussed last year and due to lack of funds from Sand United has been delayed. It was reported that the Cricket Club have recently paid £100 to enable the verti draining to be completed to the 11x11 pitch, but it is now too late to conduct the works. Given this and the poor conditions of the pitches (photos were circulated) it now, may not be the best option to maintain the pitch. Cllr Nixon reported that legal agreements need to be put into place with all sporting clubs - which he and the clerk are currently working on - to allow for issues to be dealt with as and when they arise. Cllr Bird stated that the defibrillator hasn't been installed due to the First Responders stating it needs to be located at the front of the Sports Central building but there is no electrical connection in this area. Cllr Collyer reported that on behalf of the First Responders, the defibrillator can be located wherever there is a connection, it then just needs signs alerting people to the fact it is there. All present unanimously agreed to the defibrillator becoming a standing agenda item for Sports Liaison meetings and for the installation to take place as soon as possible and for the Clerk to organise another Sports Liaison meeting as soon as is practicably possible.</p> <p>c) Members of public reported that when Bartlets Well was developed, bollards were installed on an area of green space. This pushed the parking issues to another area of green space within the vicinity, which has since become a mud bath. The residents liaised with both the developer and Daventry District Council (DDC) at the time, and asked for the bollards to be removed. DDC agreed with this course of action but nothing happened. If the bollards were removed it would alleviate the parking pressures currently experienced, and the other area of POS could then be rejuvenated.</p> <p>Council are concerned that it will result in losing more green space, at a time where environmentally, green spaces should be protected. However, they understand the issues the residents currently face, and unanimously agreed to support this and request West Northants Highways remove the bollards forthwith, and also discuss parish wide parking issues at a future council meeting. Prop. Cllr Brown / Sec. Cllr Compton.</p>	<p>JF</p> <p>JB</p> <p>JF</p> <p>JF</p>
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PART TWO – FOR DECISION

<p>22/6139</p>	<p>SLCC Membership Renewal</p> <p>Pursuant to February meeting minute reference 22/6114, Council RESOLVED to approve the cost of £337.00 to create a separate SLCC (society of local council clerks) membership for the Administrative Assistant. Prop. Cllr Bird / Sec. Cllr Brown. All in favour.</p>	<p>JF</p>
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22/6140	<p>Polices and Document Adoption – Phase 2 Council RESOLVED to adopt and approve the amended policies and associated documents, as circulated for review and comment prior to the meeting. Prop. Cllr Brown / Sec. Cllr Ware. Unanimous.</p>	GK
22/6141	<p>King’s Coronation Commemorative Mugs a) Council considered the quotations and purchase of commemorative mugs for the Brixworth Primary School children and agreed that bookmarks are a better option, due to being cheaper and allowing more people to receive this gift/gesture from the Parish Council, not just the school children. All present agreed that the bookmarks should have the Kings Emblem and the Parish Council Logo inserted. Prop. Cllr Brown / Sec. Cllr Barratt. The proposal was amended with all present unanimously agreeing that bookmarks with the Kings Emblem and coronation information only, be purchased. Prop. Cllr Brown / Sec. Cllr Barratt. b) Council agreed to a budget of £1,600.00 for the purchase of the coronation bookmarks. Prop. Cllr Brown / Sec. Cllr Barratt. Six In favour, 4 against and 2 abstentions.</p>	JF
22/6142	<p>West Northants Council Boundary Commission for England Consultation a) Council considered and agreed not to respond to the Boundary Review Consultation. Prop. Cllr Spratt / Sec. Cllr Bird. 8 in favour with 4 abstentions. b) Due to the decision made under minute reference above 22/6142(a), this item is null and void.</p>	-
22/6143	<p>Brixworth Primary School Ink Bin Initiative a) Council unanimously agreed that the Library would be the best place for the ink bin to be installed and to defer this item to the April meeting. Cllr Spratt agreed to liaise with the Library Network (Northampton) to seek approval and to report back to the Clerk. In the meantime, the Clerk is to obtain further details, such as the dimensions of the bin, how often is it emptied etc. and is to contact the school PTA. Prop. Cllr Brown / Sec/ Cllr Spratt b) Due to the decision made under minute reference 22/6143(a), this item is null and void.</p>	JF
22/6144	<p>Spratton Road Trees Council considered both quotes and RESOLVED to approve the quote received from R&G Maintenance, for 2 metal guards to be purchased and installed around only the two trees which were not vandalised, at a cost of £380.00. Prop. Cllr Brown / Sec. Cllr Spratt. Unanimous.</p>	JF
22/6145	<p>No Mow May a) Council did not agree to join this West Northants Council initiative and not mow areas of the parish for the entire month of May. Prop. Cllr Parker / Sec. Cllr Barratt. 4 In favour 4 with 7 against. Cllr Moxon proposed that R&G Maintenance be consulted to find areas eligible for no mow May. Prop. Cllr Moxon / Sec. none. Another proposal was put before Council to be involved in ‘No Mow May’ but to exclude the play areas, pitches and private land, and for all other areas of PC owned land to not be mown during 1st and 31st May inclusive. Prop. Cllr Ware / Sec. Cllr Bird. 9 In favour with 3 against. It was also suggested that Council consider future, permanent, sites for re-wilding. b) This was agreed under minute reference 22/6145(a). The Clerk is to liaise with the Groundsman.</p>	JF

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22/6146	Finance Council RESOLVED to approve the payments list for March 2023. Prop Cllr Bird / Sec. Cllr Coe. Unanimous	GK
22/6147	West Northants Council Public Spaces Protection Order 2022 Consultation Council RESOLVED to respond to this consultation by 17 th April 2023, and agreed to request that Nitrous Oxide canisters be banned from public open space. Prop. Cllr Compton / Sec. Cllr Mitchell. 11 In favour with 1 abstention.	JF
PART TWO – FOR DECISION		
22/6148	59/60 Bus Service Contribution Council RESOLVED to approve a contribution of £1,000 towards this service for the next 12 months and for the Clerk/RFO to pay this directly to Spratton Parish Council upon receipt of an invoice in the new financial year. Prop. Cllr Brown / Sec. Cllr Ware	JF
22/6149	Environmental Policy a) Council RESOLVED to approve the recommendations/amendments put forward by the Brixworth Climate Action Group on the Environmental Policy, as per the policy circulated prior to the meeting. Cllr Moxon felt and reported that it will take up considerable staff and financial resources, and the language used needs to be changed from the 'Parish Council will', to the 'Parish Council will endeavour to'. Prop. Cllr Brown / Sec. Cllr Coe. Cllr Ware requested a recorded vote as follows: <ul style="list-style-type: none"> ▪ <u>In favour:</u> Cllr Moxon, Cllr Nixon, Cllr Mitchell, Cllr Coe, Cllr Spratt, Cllr Collyer, Cllr Compton, Cllr Brown and Cllr Parker. ▪ <u>Against:</u> Cllr Barratt ▪ <u>Abstention:</u> Cllr Bird b) Council RESOLVED to adopt the policy document subject to the above mentioned amendments being made. Prop. Cllr Nixon / Sec. Cllr Coe. 11 In favour with 1 abstention.	CW
22/6150	Brixworth Green Framework Council DID NOT adopt the Green Framework as Cllr Parker stated that use of language needs to be reviewed and amended. It was proposed that the Green Framework be amended and reviewed again at the April meeting. 8 In favour with 3 against and 1 abstention.	CW
22/6151	Grant Application – The Royal British Legion Council RESOLVED to approve the grant application of £1,256.00 from the RBL (Brixworth) to allow them to purchase the Royal Standard Flag, flagpole, fixings and associated costs, in preparation for King Charles III coronation. Prop. Cllr Spratt / Sec. Cllr Compton. 10 In favour with 2 abstentions.	JF
22/6152	Living Wage Accreditation Fee Increase Council RESOLVED to approve the increased annual accreditation fee of £66.00, from the 1 st of April 2023. Prop. Cllr Mitchell / Sec. Compton. Unanimous.	-

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22/6153	<p>Lesson Road/The Ashway Vegetation Council RESOLVED to approve the quote from R&G Grounds Maintenance at a cost of £845.00 (exc. VAT) to cut back the vegetation on both sides of the Ashway chain link fence. Excavate the broken concrete posts and struts and mend the broken fence. Prop. Cllr Bird / Sec. Cllr Mitchell. Unanimous. The Clerk is to confirm these works with the resident affected.</p>	JF
22/6154	<p>Village Green Bollard Replacement This agenda item was discussed under minute reference 22/6138(c).</p>	-
22/6155	<p>Fruit Tree Donation & Planting Site Council RESOLVED to accept the fruit tree donation and agreed the Holcot Road/Tantree Way site as the location for planting. Cllr Ware is to liaise with the resident donating the fruit trees and volunteers who will be planting them, once the relevant Highways permissions and utilities checks have been conducted by the Clerk. This initiative will have no cost to Council and watering tubes will be included free of charge too. BCAG will then monitor the trees once planted and the Clerk will request the PC Groundsman to protect the trees by installing chicken wire and tree stakes. Prop. Cllr Ware / Sec. Cllr Moxon. Unanimous.</p>	CW JF

Cllr Coe left the meeting early at 21:00pm

PART THREE – FOR INFORMATION

Cllr Brown left the meeting early at 21:23pm

22/6156	<p>POS Fencing – Pytchley Way Council NOTED that since the agenda was released and issued, things have since changed. West Northants Council will not install any fencing in these areas of POS due to the land being privately owned but have agreed that due to this and the fact permission has already been sought from the landowner, should the Parish Council wish to install fencing, they are free to do so without any involvement from WNC. Given this change, Council may wish to re-consider the installation of fencing off these areas at a later date.</p>	JF
22/6157	<p>Brixworth Speed Watch Group Council NOTED that Cllr Barratt has created a new village Speed Watch initiative and may request future support from the Council.</p>	-

PART THREE – FOR INFORMATION

22/6158	<p>Vertidrain – St David’s Recreational Ground Council NOTED that the Cricket Club have paid £100 towards the cost of the extra verti drain to make up the shortfall to allow for this maintenance process to be completed by R&G Grounds Maintenance. However, other works may take place instead due to the recent inclement weather and it being the wrong time of year for a verti draining operation. The Clerk</p>	JF
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	is to find out from R&G Maintenance what other work can be conducted for the money available and seek prices for 2 verti drain operations to be added into the annual maintenance programme and to bring it back to Council.	
22/6159	<p>Finance Committee</p> <p>Council received and NOTED the following reports:</p> <ul style="list-style-type: none"> a) Cost Centre Summary Report b) Monthly Breakdown Receipts and Payments Report c) Net Position by Cost Centre Report d) Committed Spend Report e) Expenditure from Reserves Report f) February Bank Reconciliation Report 	-
22/6160	<p>Planning Committee</p> <p>Council received and NOTED the Minutes of the Planning Committee Meeting held on 6th March 2023 and 27th March 2023.</p>	-
22/6162	<p>Brixworth Climate Action Group</p> <p>Council received and NOTED the meeting notes.</p>	-
22/6163	<p>Sports Liaison Work Group</p> <p>Council received and NOTED the meeting minutes. Cllr Barratt requested the Clerk to check historic policies for cancellation of pitch use in inclement weather.</p>	JF
22/6164	<p>Clerk's Report</p> <p>Council received and NOTED the report.</p>	-
22/6165	<p>Administration Assistant's Report</p> <p>Council received and NOTED the report.</p>	-
22/6166	<p>Community Safety</p> <ul style="list-style-type: none"> a) Council receive and NOTED the Crime Report b) Council received and NOTED the Speed Data Analysis 	-
22/6167	<p>Parish Councillor Representatives Updates</p> <ul style="list-style-type: none"> a) Village Hall – due to Cllr Lunnon not being present, there was no report to consider. b) Thomas Roe Charity - Cllr Mitchell reported a meeting took place last Wednesday, and 2 applications were considered and funds awarded. c) NCALC – there were no new reports to consider. d) Police Liaison – there were no new reports to consider e) Armed Forces- Cllr Bird reported that they had held their first fund raiser which was very successful. f) Verification Officer – Cllr Compton reported that the next meeting is booked for early April. g) IT Working – there were no new reports to consider. h) Climate Change Champion – Cllr Ware reported that the Eaglehurst Silver Birch has been relocated and planted within the Froghall/Spratton Road POS. 	-

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	i) Saturday Surgery Report - Cllr Collyer reported that 3 parishioners visited and spoke about parking concerns at the Chip Shop, further information regarding the white van parked at Bridge Close and one resident wanted to know if Council would be replacing the vandalised Cherry trees.	
22/6168	<p>To Note the Dates of the Next Meetings: Council NOTED all meetings dates.</p> <ul style="list-style-type: none"> ▪ Saturday Surgery 1st April 2023 - Cllr Ware & Cllr Nixon attending ▪ Brixworth Climate Action Group – 11th April 2023 ▪ Media Meeting 13th April 2023 ▪ Planning Meeting 17th April 2023 ▪ Personnel and Finance Meetings 26th April 2023 ▪ Full Council Meeting 27th April 2023 ▪ Planning Meeting 1st May 2023 ▪ Annual Parish Meeting 11th May 2023 	-

PART FOUR – CONFIDENTIAL MATTERS

22/6169	<p>Exclusion of the press and public Council RESOLVED to exclude the press and public from the meeting in accordance with Public Bodies (Admissions to Meetings) Act 1960 sect 1.2, to discuss matters of commercial and personal confidentiality (Papers for Members only), due it being prejudicial to public interest by reason of the confidential nature of the business to be transacted.</p> <p style="text-align: center; color: red;">The Press and Public were requested to leave the meeting (subject to 22/6169)</p>	-
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PART FIVE – CONFIDENTIAL MATTERS

22/6170	<p>Peninsula HR Contract Termination Update Council received an update concerning the termination of the Peninsula contract.</p>	-
22/6171	<p>Local Government Pay Offer Council NOTED the report received from Northants CALC concerning the local government pay offer for the new financial year.</p>	-
The Press and Public to be invited back into the meeting.		

PART SIX – CLOSING PROCEDURES

22/6172	<p>Next Ordinary Meeting</p> <ol style="list-style-type: none"> a) The Green Framework Plan (CW) b) Parking issues to be included within the Business Plan and discussed at a future meeting. c) Council NOTED the date of the next Ordinary Meeting as 27th April 2023. 	-
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Councillor Tom Mitchell, Councillor Tony Nixon, Councillor Kevin Parker, Councillor Frances Peacock,
Councillor Gary Spratt and Councillor Christine Ware.

Initialed:



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In the absence of further business, the meeting was closed in full at 21:49pm

Signed as a true and accurate record:

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Sandra Moxon - Chairman
Brixworth Parish Council
Date: 27th April 2023

Minutes Prepared by:

Josie Flavell
Clerk & RFO

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Brixworth Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
407	10.02 Sundry Purchases - M	23/03/2023		01 Nat West Revenue		Extension Lead for Cleaner	Amazon Services Europe Sarl	S	17.13	3.43	20.56
408	10.02 Sundry Purchases - M	23/03/2023		01 Nat West Revenue		Drip Trays for Soap Dispenser	Amazon Services Europe Sarl	S	18.32	3.67	21.99
409	4.07 Office Equipment	23/03/2023		01 Nat West Revenue		Cases For Staff Phones (Re-Pu	Amazon Services Europe Sarl	S	13.29	2.68	15.97
410	4.06 Stationery & Postage	23/03/2023		01 Nat West Revenue		Stationary	Amazon Services Europe Sarl	S	7.70	1.55	9.25
411	4.07 Office Equipment	23/03/2023		01 Nat West Revenue		Admin Phone (Re Purchase)	Amazon Services Europe Sarl	S	358.33	71.67	430.00
412	4.11 Telephone & Broadbanc	27/03/2023		01 Nat West Revenue		Phone Top Up - Cleaner	Asda Mobile	X	5.00		5.00
413	4.11 Telephone & Broadbanc	28/03/2023		01 Nat West Revenue		Phone Top Up - Admin	Asda Mobile	X	5.00		5.00
414	2.13 Human Resources/ Hea	29/03/2023		01 Nat West Revenue		Management Services	Peninsula Business Systems	S	271.62	54.32	325.94
Total									696.39	137.32	833.71

Brixworth Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	02.10 Human Resources/ He	01/04/2023		01 Nat West Revenue		HR - Journal Correction	Peninsula Business Systems	E	-325.94		-325.94
2	02.10 Human Resources/ He	01/04/2023		01 Nat West Revenue		HR - Journal Correction	Peninsula Business Systems	S	271.62	54.32	325.94
3	07.06 Van Lease Costs	03/04/2023		01 Nat West Revenue		Van Lease Costs	Lex Autolease	S	239.58	47.91	287.49
4	08.04 Ashway Changing Roo	04/04/2023		01 Nat West Revenue		Emergency Lighting Battery - /	The Battery Shop	S	10.82	2.16	12.98
5	02.15 Adobe License	04/04/2023		01 Nat West Revenue		ICT Services	Adobe	E	16.64		16.64
6	03.03 Telephone -Mobile Str	04/04/2023		01 Nat West Revenue		Phone Top Up - Groundsman	Asda Mobile	X	5.00		5.00
7	02.13 Information Commissio	05/04/2023		01 Nat West Revenue		ICO renewal	Information Commissioner	E	35.00		35.00
8	14.23 Events	11/04/2023		01 Nat West Revenue		Bunting - King Charles	Amazon Services Europe Sarl	S	32.46	6.51	38.97
9	04.11 Telephone & Broadbar	11/04/2023		01 Nat West Revenue		Broadband & Landline Telephc	Talk Talk Business	S	60.49	12.10	72.59
10	14.23 Events	13/04/2023		01 Nat West Revenue		Coronation Bookmarks	Totally Branded	S	1,800.00	360.00	2,160.00
11	02.03 ACRE	17/04/2023		01 Nat West Revenue		ACRE Membership Renewal	ACRE	S	35.00	7.00	42.00
12	03.03 Telephone -Mobile Str	17/04/2023		01 Nat West Revenue		Clerk's Phone	EE Limited	X	20.18		20.18
13	04.08 Training	18/04/2023		01 Nat West Revenue		Training	NALC	S	32.68	6.54	39.22
14	08.03 Ashway Changing Roo	28/04/2023		01 Nat West Revenue		Emergency Lighting Test	Chubb Fire Security Limited	S	202.87	40.57	243.44
15	14.28 - CCTV	28/04/2023		01 Nat West Revenue		CCTV Works Grounds St David	Vertu Security	S	774.49	154.90	929.39
16	07.10 - Planting Grants	28/04/2023		01 Nat West Revenue		Eaglehurst Plants (CPRE GRAN	R&G Grounds Maintenance	S	73.00	14.60	87.60
17	02.09 Web Site & Emails	28/04/2023		01 Nat West Revenue		Website Hosting	Parish Council Web Sites	S	88.00	17.60	105.60
18	02.04 Society Local Clerks (S	28/04/2023		01 Nat West Revenue		Clerk SLCC Membership	SLCC	E	374.00		374.00
19	04.12 Bank Charges	28/04/2023		01 Nat West Revenue		Bank Service Charge	Nat West Bank	E	8.75		8.75
20	14.28 - CCTV	28/04/2023		01 Nat West Revenue		CCTV Install St Davids (Outsta	Vertu Security	S	910.37	182.07	1,092.44
21	07.07 Fuel - Van & Mowers	28/04/2023		01 Nat West Revenue		Fuel	AH Blason	S	119.17	23.83	143.00
22	04.06 Stationery & Postage	28/04/2023		01 Nat West Revenue		Stationary	Amazon Services Europe Sarl	S	6.65	1.33	7.98
23	02.14 Payroll Services	28/04/2023		01 Nat West Revenue		Payroll System	DCK Payroll Solutions	S	38.50	7.70	46.20
24	06.01 Lighting of Parish Foot	28/04/2023		01 Nat West Revenue		Street Lighting Maintenance	EON Energy Solutions Limite	S	28.28	5.66	33.94
25	02.04 Society Local Clerks (S	28/04/2023		01 Nat West Revenue		Admin SLCC Membership	SLCC	E	189.00		189.00
26	04.08 Training	28/04/2023		01 Nat West Revenue		Training	Northants CALC	S	114.00	22.80	136.80
27	09.05 St David's Trade Wast	28/04/2023		01 Nat West Revenue		Trade Waste	Bakers Waste	S	88.60	17.72	106.32
28	02.01 NALC	03/04/2023		01 Nat West Revenue		NCALC Membership 2023/2022	Northants CALC	E	181.43		181.43
28	02.01 NALC	03/04/2023		01 Nat West Revenue		NCALC Membership 2023/2022	Northants CALC	E	1,159.45		1,159.45
28	02.01 NALC	03/04/2023		01 Nat West Revenue		NCALC Membership 2023/2022	Northants CALC	E	328.29		328.29
28	02.01 NALC	03/04/2023		01 Nat West Revenue		NCALC Membership 2023/2022	Northants CALC	S	495.00	99.00	594.00
28	02.01 NALC	03/04/2023		01 Nat West Revenue		NCALC Membership 2023/2022	Northants CALC	S	10.00	2.00	12.00
29	06.01 Lighting of Parish Foot	28/04/2023		01 Nat West Revenue		Footway Lighting	NPOWER	L	159.60	7.98	167.58

Brixworth Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
30	09.02	St David's Grass Cuttir	28/04/2023								
				01 Nat West Revenue		Grounds Maintenance	R&G Grounds Maintenance	S	55.00	11.00	66.00
30	08.02	Ashway Grass Cutting	28/04/2023								
				01 Nat West Revenue		Grounds Maintenance	R&G Grounds Maintenance	S	138.00	27.60	165.60
31	07.04	Running Costs Mowers	28/04/2023								
				01 Nat West Revenue		Mower Service	Euromec	S	594.05	118.81	712.86
32	14.17	St David's Car Park	28/04/2023								
				02 Nat West Capital		MUGA	Kompan Limited	S	7,500.00	1,500.00	9,000.00
32	14.06	S106 St David's MUGA	28/04/2023								
				02 Nat West Capital		MUGA	Kompan Limited	S	100,067.85	20,013.57	120,081.42
33	01.02	Employer NI	20/04/2023								
				01 Nat West Revenue		Salaries and Wages	DCK Payroll Solutions	E	595.89		595.89
33	01.01	Salaries	20/04/2023								
				01 Nat West Revenue		Salaries and Wages	DCK Payroll Solutions	E	7,374.74		7,374.74
33	01.03	Pension - LGPS	20/04/2023								
				01 Nat West Revenue		Salaries and Wages	DCK Payroll Solutions	E	1,105.08		1,105.08
34	14.06	S106 St David's MUGA	19/04/2023								
				01 Nat West Revenue		Safety Signs For Muga	Safety Signs 4 Less	S	87.64	17.53	105.17
Total									125,101.23	22,782.81	147,884.04

Brixworth Parish Council - Annual Meeting Calendar 2023 - 2024

Q1			Q2			Q3			Q4		
April	May	June	July	August	September	October	November	December	January	February	March
	1 Mo Bank Holiday								1 Mo New Years Day 40		
	2 Tu BCAG?			1 Tu					2 Tu		
	3 We			2 We					3 We		
	4 Th Media Editorial	1 Th		3 Th Media Editorial			1 We		4 Th	1 Th Media Editorial	
	5 Fr	2 Fr		4 Fr		1 Fr	2 Th Media Editorial		5 Fr	2 Fr	1 Fr
1 Sa Surgery	6 Sa Surgery	3 Sa Surgery	1 Sa Surgery	5 Sa Surgery	2 Sa Surgery		3 Fr	1 Fr	6 Sa Surgery	3 Sa Surgery	2 Sa Surgery
2 Su	7 Su	4 Su	2 Su	6 Su	3 Su	1 Su	4 Sa Surgery	2 Sa Surgery	7 Su	4 Su	3 Su
3 Mo	8 Mo Coronation (BH)	5 Mo Planning 10	3 Mo BCAG	7 Mo Planning 14	4 Mo Planning 23	2 Mo	5 Su	3 Su	8 Mo Planning 41	5 Mo	4 Mo Buildings 49
4 Tu	9 Tu Buildings	6 Tu	4 Tu BCAG	8 Tu	5 Tu BCAG	3 Tu	6 Mo Planning 32	4 Mo	9 Tu BCAG	6 Tu	5 Tu BCAG
5 We	10 We	7 We	5 We	9 We	6 We	4 We	7 Tu BCAG	5 Tu	10 We	7 We	6 We
6 Th	11 Th Annual Parish Meeting	8 Th	6 Th	10 Th	7 Th	5 Th	8 We	6 We	11 Th	8 Th	7 Th
7 Fr Good Friday	12 Fr	9 Fr	7 Fr	11 Fr	8 Fr	6 Fr	9 Th	7 Th	12 Fr	9 Fr	8 Fr
8 Sa	13 Sa	10 Sa	8 Sa	12 Sa	9 Sa	7 Sa Surgery	10 Fr	8 Fr	13 Sa	10 Sa	9 Sa
9 Su	14 Su	11 Su	9 Su	13 Su	10 Su	8 Su	11 Sa	9 Sa	14 Su	11 Su	10 Su
10 Mo Easter Monday	15 Mo Planning 6	12 Mo	10 Mo	14 Mo	11 Mo Buildings 24	9 Mo	12 Su	10 Su	15 Mo Buildings 42	12 Mo	11 Mo Planning #
11 Tu	16 Tu	13 Tu	11 Tu Buildings	15 Tu	12 Tu	10 Tu	13 Mo Buildings 33	11 Mo	16 Tu	13 Tu	12 Tu
12 We	17 We	14 We	12 We	16 We	13 We	11 We	14 Tu	12 Tu	17 We	14 We	13 We
13 Th Media	18 Th	15 Th	13 Th Personnel & Finance	17 Th	14 Th Personnel & Finance	12 Th	15 We	13 We	18 Th Media	15 Th	14 Th Personnel & Finance
14 Fr	19 Fr	16 Fr	14 Fr	18 Fr	15 Fr	13 Fr	16 Th	14 Th Personnel & Finance	19 Fr	16 Fr	15 Fr
15 Sa	20 Sa	17 Sa	15 Sa	19 Sa	16 Sa	14 Sa	17 Fr	15 Fr	20 Sa	17 Sa	16 Sa
16 Su	21 Su	18 Su	16 Su	20 Su	17 Su	15 Su	18 Sa	16 Sa	21 Su	18 Su	17 Su
17 Mo Planning 3	22 Mo	19 Mo	17 Mo Planning 16	21 Mo	18 Mo	16 Mo Planning 29	19 Su	17 Su	22 Mo	19 Mo	18 Mo
18 Tu	23 Tu	20 Tu	18 Tu	22 Tu	19 Tu	17 Tu	20 Mo	18 Mo	23 Tu	20 Tu	19 Tu
19 We	24 We	21 We	19 We	23 We	20 We	18 We	21 Tu	19 Tu	24 We	21 We	20 We
20 Th	25 Th Annual Meeting of the PC	22 Th	20 Th Media	24 Th	21 Th	19 Th Media	22 We	20 We	25 Th Full Council	22 Th	21 Th
21 Fr	26 Fr	23 Fr	21 Fr	25 Fr	22 Fr	20 Fr	23 Th	21 Th	26 Fr	23 Fr	22 Fr
22 Sa	27 Sa	24 Sa	22 Sa	26 Sa	23 Sa	21 Sa	24 Fr	22 Fr	27 Sa	24 Sa	23 Sa
23 Su	28 Su	25 Su	23 Su	27 Su	24 Su	22 Su	25 Sa	23 Sa	28 Su	25 Su	24 Su
24 Mo	29 Mo Bank Holiday	26 Mo Planning 13	24 Mo	28 Mo Bank Holiday	25 Mo Planning 26	23 Mo	26 Sa	24 Sa	29 Mo Planning #	26 Mo	25 Mo
25 Tu	30 Tu	27 Tu	25 Tu	29 Tu	26 Tu	24 Tu	27 Su	25 Su	30 Tu	27 Tu	26 Tu
26 We Personnel & Finance	31 We	28 We	26 We	30 We	27 We	25 We	28 Mo	26 Mo	31 We	28 We	27 We
27 Th Full Council		29 Th Full Council	27 Th Full Council	31 Th Full Council	28 Th Full Council	26 Th Full Council	29 We	27 We		29 Th Full Council	28 Th Full Council
28 Fr		30 Fri	28 Fr		29 Fr	27 Fr	30 Th Full Council	28 Th		30 Sa	29 Fr
29 Sa			29 Sa		30	28 Sa		29 Fr		31 Su	30 Sa
30 Su			30 Su		31 Mo	29 Su		30 Sa			31 Su
			31 Mo	18		30 Mo	31	31 Su			
						31 Tu					



Report to Council April 2023

Summary:
As previously discussed at council and with council approval (22/5756), BCAG has been developing the Green Framework for Brixworth along the lines agreed by council in March 2022. Following feedback from council in March 2023, the framework has been reviewed by BCAG and the attached document is for consideration by council.

Attachments: DRAFT Brixworth Climate Emergency Statement of Intent – the Green Framework Appendixes – for information

1.0	<p>BACKGROUND</p> <p>In August 2021 Brixworth Parish Council declared a Climate Emergency (21/5544). Since then work has been carried out within the parish to work towards becoming a net zero parish by 2030 in line with and to support West Northants Council’s own aspiration to be net zero.</p> <p>The Brixworth Climate Emergency Statement of Intent – the Green Framework document explains our aspirations in greater detail. In line with West Northants Council UK 100 pledge, our aim is to become a net zero carbon parish council by 2030. West Northants Council has a wider pledge to achieve net zero status for the whole of the West Northants area by 2045. The UK government has a 2050 pledge which is built into law.</p> <p><u>This document is a statement of intent rather than a granular plan for agreement. It can be used to guide thinking and inform papers put to council for consideration.</u></p> <p>The Green Framework should be regularly reviewed and amended accordingly through council and this should become a key output from BCAG to provide updates for consideration as appropriate.</p>
2.0	<p>PROPOSAL</p> <p>Council approve the Green Framework for wider communication to the village and other interested groups (for example other parishes/ other environmental groups). It will make a public statement of our intent as a parish to work towards net zero and provide a framework for considering environmental projects as they are presented to council.</p>
3.0	<p>OPTIONS CONSIDERED</p> <p>The Green Framework has been developed by and through BCAG members. BCAG is attended by members of the parish and parish councillors.</p>



Report to Council April 2023

4.0	<p>FINANCIAL INFORMATION</p> <p>There are no immediate financial implications of approving the Green Framework document.</p>
5.0	<p>Any projects developed under the banner of the Green Framework will be presented separately to council for consideration at the appropriate time.</p> <p>CONCLUSION / RECOMMENDATION</p> <p>Council approves the Green Framework.</p> <p>In line with council policies the Green Framework should be regularly reviewed and amended accordingly through council. This should become a key output from BCAG to provide updates for consideration as appropriate.</p>

Implications:		
Council Objectives:	Provide clarity of the intentions of Brixworth Parish Council to become a net zero parish in line with West Northants Council pledge for 2030.	
Resource Requirements:	Committee / Cllrs / Working Group / Officers / External / Other <u>None *</u> Hours / Days / Weeks / Months	
Do we have the resource available?	None required	Y/N
Equalities & Human Rights	Are there equalities and /or human rights issues?	Y/N
Equalities Impact Assessment	Is an impact assessment is required?	Y/N
Crime and Disorder	Has crime and disorder have been considered?	Y/N
Biodiversity	Are there any bio-diversity implications?	Y/N
Financial	Are there financial implications at this stage?	Y/N
	Will there be financial implications?	Y/N
	Is there provision within the budget?	Y/N
	Could there be additional expenditure?	Y/N
	Is there potential for income generation?	Y/N
Legal	Do we have power, to act?	Y/N
	If Y which act: For example Local Government and Rating Act 1997, s. 31	
Risk Management	Are there any risks?	Y/N
	If so, how will these be mitigated?	
Risk Assessment	Is a risk assessment required?	Y/N
Project Management	Is project management is required?	Y/N



Report to Council April 2023

Person originating this report: Cllr Christine Ware – Chair BCAG

Date: 20 April 2023

*for the absence of doubt – this paper **requires no immediate financial or resource commitment**. The Framework is a statement of intent with any resulting climate and biodiversity projects presented to council at future dates for consideration. Projects will be brought forward on an individual basis. These projects may have finance and resource implications which will be clearly outlined in any proposals presented for consideration.



Climate Emergency Statement of Intent The Green Framework

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3. What we have achieved so far	4
4. How we intend to implement the framework	4
5. Emergency Contingency Planning	5
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NB. Appendixes for information in separate document 1



Climate Emergency Statement of Intent The Green Framework

1. INTRODUCTION

Brixworth Parish Council followed the lead from West Northants Council (WNC) and declared a Climate Emergency in July 2021(21/5544). WNC is formulating a 'Sustainability and Climate Plan' in line with the UN 17 Sustainability Goals, and Brixworth Parish Council is committed to actions that will support the aims of WNC action plan.

As part of the action resulting from declaring a climate emergency, Brixworth has established a climate action group (BCAG). BCAG membership includes residents and councillors to develop a plan to help the parish address the emergency locally.

This framework explains Parish commitments and aspirations in greater detail with the aim of becoming a net zero carbon parish council by 2030. This is in line with West Northants Council UK 100 pledge and its wider pledge to achieve net zero status for the whole of the West Northants area by 2045. It should be noted that the UK government has a 2050 pledge which is built into law.

This framework is a statement of intent for the Parish rather than a granular plan for agreement. It will be subject to annual review and should be used to guide thinking and inform report put to council.

The Green Framework should be regularly reviewed and amended accordingly through council and this should become a key output from BCAG to provide updates for consideration as appropriate.

Any budget requirements will be reported on a project by project basis although council may consider earmarking a Green Framework budget as part of the annual budget setting process.



Climate Emergency Statement of Intent The Green Framework

2. HOW CAN THE PARISH TACKLE THE CLIMATE EMERGENCY?

Brixworth Parish Council can:

- Support and engage with West Northants Council and central government on initiatives to tackle the climate emergency
- Ensure that parish decisions taken have considered their climate impact, environment and biodiversity impacts
- Work with the Brixworth community on climate and environmental initiatives
- Provide climate and environment information via the Parish Council website, social media, public meetings and events.
- Lead by example – by demonstrating the climate and environmental impacts of projects are assessed and reviewed.
- Encourage use of The Cycle to Work Scheme by promoting safe cycling routes
- Promote safer cycling and walking opportunities within the village.

HOW DO WE ACHIEVE NET ZERO CARBON?

Firstly, Brixworth Parish Council will look to review its own carbon footprint, with the help of West Northants Council officers, then encourage residents to do the same in their own households.

West Northants Council has recently appointed an officer who can advise on how to calculate a household's carbon footprint, and we plan to engage with this officer to achieve an understanding of our current carbon footprint as a council. If there are any associated costs for using this officer, they will be approved by council beforehand.

A net zero community would achieve sustainability by:

- utilising power with maximum efficiency and getting it from renewable sources such as wind and solar
- reducing the number of petrol and diesel vehicles on the road
- Encouraging the changeover to electric/hybrid/green fuel (such as hydrogen) vehicles, reducing waste and plastic consumption
- Encourage buying food from local sources
- Consider installing renewable energy sources locally, saving tonnes of carbon emissions every year

The government is offering grants for improved window glazing, home insulation, and heat pumps, and plan to phase out gas boilers. There is also an initiative to introduce hydrogen into gas to reduce nitrogen oxide and reduce pollutants, as well as initiatives to install home charging points for electric / PHEV vehicles.

Our goal with the Green Framework is to inform Brixworth residents, support them in changing their behaviours to reduce carbon emissions, and to help build resilience against the adverse impact of climate change. The framework will make public our intent as a parish to work towards net zero.



Climate Emergency Statement of Intent The Green Framework

3. WHAT WE HAVE ACHIEVED SO FAR (as at April 2023)

Brixworth Parish Council has:

- Acknowledged that we are in a state of climate emergency and supported the creation of the Green Framework
- Supported the planting of trees, hedgerows and wildflowers around the village of Brixworth
- Initiated a liaison with WNC and other parishes and similar groups to share information on tackling climate change
- Agreed a liaison with BCAG to pool resources
- Agreed that all BPC facilities should endeavour to become net zero carbon as soon as possible or when they are upgraded
- Applied for a CPRE grant to plant new hedgerows
- Through BCAG, engaged with local schools and youth group to undertake projects.

4. HOW WE INTEND TO IMPLEMENT THE FRAMEWORK

4.1 WHAT WE AIM TO DO SHORT TERM (By March 2024)

- Establish the Parish Council's own carbon footprint (properties, grass cutting, mileage etc.)
- Encourage parishioners to identify their own carbon footprints
- Look for suitable land for tree, hedgerow and wildflower planting, and maintain existing mature trees that are sited away from housing
- Set up a survey to gain local opinion, and to raise awareness
- Encourage buying local produce
- Establish more wildflower verges
- Work with the community and local environmental groups
- Liaise with the gardening and allotment group
- Adopt the Carbon Literacy Project's Parish Council training programme with the aim of gaining a Bronze level or higher Carbon Literacy Certificate for the council.

4.2 WHAT WE AIM TO DO MEDIUM TERM (By December 2027)

- Support any building of 'green' homes in Brixworth
- Support a community car sharing scheme
- Reduce paper consumption further
- Develop further tree, hedgerow planting and wildflower conservation areas
- Work with West Northants Council to establish proper joined-up cycle routes from Brixworth to surrounding communities.
- Support the provision of better bus routes and more frequent services
- Encourage the installation of EV charging stations
- Ensure any parish facilities have climate change technology at the heart of any proposals for upgrading, maintenance or replacement.



Climate Emergency Statement of Intent The Green Framework

- Adopt the Carbon Literacy Project's Parish Council training programme with the aim of gaining a Gold level or higher Carbon Literacy Certificate for the council.

4.3 WHAT WE AIM TO DO LONG TERM (By December 2030)

To reach our aim of becoming net zero, we will need to ensure:

- That our homes and businesses are made dramatically more energy efficient, with carbon-free heating sources, by promoting knowledge of Government Incentive schemes for insulation, boiler replacement with heat pumps, replacement double glazing etc.
 - We have 100% clean electricity and local renewable energy generation within the parish of Brixworth
 - We are much less reliant on fossil fuel driven transport, with more transport sharing and improved public transport infrastructure.
 - That we encourage adoption of electric vehicles by providing charging points on Council properties, in line with West Northants Council Grant Funding opportunities.
 - Healthier lifestyles based on locally grown food, more walking and cycling, and sustainable local farming economy
 - Explore possibilities for locally owned solar and wind turbines
 - Be a net zero council
- Adopt the Carbon Literacy Project's Parish Council training programme with the aim of gaining a Platinum level or higher Carbon Literacy Certificate for the council.

5. EMERGENCY CONTINGENCY PLANNING

Brixworth Parish Council will support West Northants Council, public utilities and other relevant authorities to put in place 'Planning for Emergencies' such as severe flooding and other climate-driven risks to Brixworth.

Like many other areas of the UK, Brixworth is threatened by extreme weather events. As storms intensify, the village will be at risk of flooding from both excessive sudden precipitation and extreme temperatures.

We will support the development of mitigation plans:

- For rainfall that exceeds storm-drain capacity, we will work with WNC and other local councils.
- That identify areas at risk of flash flooding
- That enable Brixworth Parish Council to suggest and support schemes for residents to receive some financial help to buy water butts
- That support any initiatives for new housing to include planned rainwater harvesting. This will take water out of the drain system and save it for food growing in drought seasons.
- That allow for consultation with the local sewage works which may help to show where the dangers lie locally
- That support activity where, in case of extreme temperatures and sudden storm surges, the parish council has to flag up warnings to residents, local/national infrastructure and to county planners.
- Where we need to work with West Northants and other councils, and, using realistic scientific forecasts for timing, plan evacuation centres for Brixworth residents who need to move to places of safety.



Climate Emergency Statement of Intent The Green Framework

- In order to support WNC as they consider planning for evacuees from other parts of the area that may be needed.

6. CONCLUSION

The world will not fall apart tomorrow but gradually over time, and not in our lifetimes, however the long-term damage to the planet can only be reversed if we act now. Even small steps by individuals and groups will make a difference, the more we do and the more of us that do it, the greater difference we will make. Implementing this framework will benefit us all. Everyone can make their own small contribution in their own garden or in areas where they work as a community. Schools, sports clubs, and village organisations can all adopt elements of this and can help bring this framework to life.

Brixworth Parish Council is committed to achieving all the above through informing our residents and working towards the required infrastructure being in place. The Brixworth Community needs to mobilise in response to the climate emergency, and it is the Parish Council's responsibility to support and lead by example.

9. ABOUT US

About Brixworth Parish Council

Parish Population: 5766 (2021 census) Households: 2000+

Land Area: 3896 km²

Contact: Brixworth Parish Council

Telephone:

Email: parish.clerk@brixworthparishcouncil.gov.uk

Brixworth Climate Action Group and Brixworth Parish Council would like to thank Burwell Parish Council for sharing with us their own Climate Action pledge to use as a template.

We would also like to thank the local people of Brixworth who have started an avalanche with their own efforts to combat what may seem like an insurmountable threat to our future, and who have inspired and contributed to this framework.

N.B. This is a DRAFT document for BCAG and PC comment / approval.



Climate Emergency Statement of Intent The Green Framework

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FOR INFORMATION



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APPENDIX 1

Brixworth Climate Action Group Biodiversity Plan – April 2023

Introduction

- Biodiversity is an important requirement of any community. The need to ensure there is a biodiverse environment where plants and animals can thrive sustains our community. It is also important that this relatively small project contributes to the overall larger context of the country and the world.
- Trees, wildflowers, and plants, along with all types of animal life, are inter-dependent on each other to provide a sustainable eco structure for wildlife. Many animals (both vertebrates and invertebrates) sustain tree and plant life. This in turn provides the very oxygen we breathe as well as naturally removing harmful CO². Therefore, by developing and delivering sustainable biodiversity actions within Brixworth, we will be fulfilling our responsibility for the planet and its future. The details in this plan will expand on how this will be achieved.

Flora

- The Tree Walk survey was carried out in November 2021 and although there is a document highlighting suggested sites, the areas are not exhaustive and further work is suggested on areas not yet examined. This document should be seen as a 'work in progress' and should be re-visited annually each autumn. The development of all these areas should be seen as an ongoing work with opportunities taken to develop the project as they arise (e.g. new building on the village could include trees, hedgerows and orchard planting as part of landscaping in planning applications)
In summary, the Tree Walk document highlights:
 - **Tree Planting** – 11 tree planting sites identified
 - **Community Orchard** – 5 fruit tree planting sites identified (apples, pears, plums apricot and cherries)
 - **Hedgerows** – 3 sites for planting hedgerows have been identified.
 - **Wildflowers** – Several areas for this have already been piloted and a further 4 sites have been identified. It should be an aim to identify planting opportunities around the community orchard sites
 - **Living Roofs** – This is a way of bringing green spaces to rooftop areas such as the local bus shelters. This is currently on-going work where we are identifying sites and exploring suggested planting schemes.
- Appendix 4 Tree Walk (November 2021) gives details of individual sites and suggested species are identified
- Appendix 3 The Brixworth Community Orchard outlines the specific details of this project.

Fauna

- There is no need to specify exact locations but much of this could supplement the other areas (e.g. bird boxes sited on existing and new trees and in orchard and hedgerow areas). The



Climate Emergency Statement of Intent The Green Framework

importance of encouraging pollinators (particularly bees and butterflies), food chains for prey and predators to sustain an abundance of wildlife. Some of this can be developed as a community but much can be done on an individual basis. Making our gardens 'wildlife friendly' is not too difficult. Putting some of the developments below in each garden would make a huge difference. As part of this plan, locating bird and bat boxes around the village can complement the tree planting and utilise the existing trees in the village. Again, creating areas for hedgehog houses and encouraging 'Hedgehog Highways' can also help preserve the hedgehogs we have in the village. Installing insect houses will bring benefits but the most natural and effective way of doing this is through wood and stones piles across the community. Leaving a log or some branch prunings to rot away in a quiet corner (brush piles), creates a habitat that insects and other invertebrates will colonise in time. Small mammals will also make use of these too.

- We would also like to identify a local beekeeper who can develop hives in or near the village. This will encourage bees into the community, and they are key pollinators to sustaining the ecology of the village.
- Bird Boxes
- Bat Boxes
- Hedgehog Habitats
- Insect Habitats
- Bees – possible local beekeeper to be involved (contact local Beekeeping Society)
- Butterflies – planting recognised shrubs and plants that attract butterflies is widely documented. The wildflower carpets and flowering shrubs like buddleia will always attract pollinators of varying types.
- Micro Habitats – wood piles, stone piles, pond, and water areas. Retaining some debris from garden management provides these low cost habitats as well as recycling materials.

Community Allotments and Composting - Long Term developments

- This is a longer-term plan and will need considerable community engagement if it was to develop. There are many examples of this type of project across the country and it would be designed for those people who wished to work collectively to grow their own food. This is usually organised on the basis that people take on specific tasks in the allotment but all those on the project but share the produce that is grown collectively. Excess produce could be sold to local residents or given to Brixworth Community larder for example. A community compost area could be developed although it is likely the allotment would make use of the compost in order to maintain it as an 'organic' project. Should this be a future project, then further work will need to be carried out to bring it to fruition.

Communication

- Communication with the village is critical. Getting the village to feel some collective ownership of the Climate Action Group Project can lead to achievements on a much wider scale. However, there are many areas of biodiversity that can be managed at a personal level. Regular articles in the Brixworth Bulletin should be used to promote biodiversity in residents'



Climate Emergency Statement of Intent The Green Framework

personal spaces such as gardens and at local communal facilities. Engagement with young people could be undertaken through the schools, nurseries and other youth groups (scouts, guides, etc).

FOR INFORMATION



Climate Emergency Statement of Intent The Green Framework

APPENDIX 2

Brixworth Parish Council

Brixworth Climate Action Working Group

Terms of Reference

The Parish Council, at its meeting on 23 August 2021 declared a Climate Emergency. As part of this, the Parish Council agreed to set up the Brixworth Climate Action Working Group to develop a green agenda and action plan for long term climate support.

The Brixworth Climate Action Working Group is 'advisory' only and has no authority to make decisions or to incur expenditure.

Purpose

- To engage the local community in developing and implementing an ongoing Brixworth Climate Action Plan
- To champion, promote and encourage good environmental practices and keep the climate and ecological emergency as a key consideration by all councillors and officers in all council actions

Aims

To deliver a series of recommendations and actions to the Parish Council for agreement in order to become a net carbon neutral parish by 2045.

Composition

3 Parish Councillors and 5 members of the public from the parish to be co-opted at the discretion of the Working Group.

Councillors initially appointed at the Parish Council Meeting of 23 August 2021 were:

Cllr Barbara Lunnon

Cllr Tony Nixon

Cllr Christine Ware (Chair)

This working group will be re-appointed at each Annual Meeting for the Parish Council along with other Working Groups and Committees.

Volunteers from the community will be sought through the Media & Communications Committee

Quorum

3 members - inclusive of at least 2 councillors

Meeting Frequency



Climate Emergency Statement of Intent The Green Framework

The group will meet at least bi monthly (every two months) and at other times as required.
The group will report back to full council after each group meeting.

Responsibilities

- Review Environment Policy as presented in October 2019 to ensure it is still appropriate for implementation and amend/ represent for consideration at full council. Ensure the Environment Policy is added to the list of council policies and review dates.
- Development of the Brixworth Climate Action Plan: this may include the following areas:
 - energy usage and sources
 - transport and travel
 - agriculture and food
 - housing, infrastructure and home insulation
 - local business
 - waste and resources
 - environment and land use
- The plan will have short, medium and long term aims.
- Develop a Communication Plan linked to the Brixworth Climate Action Plan to be agreed at full council

Notes

- Members of the public are welcome to attend and participate - this is an open meeting. We will engage the local and wider community including other parish councils.
- The agenda for the Climate Action Working Group will be set by the Working Group Chair in consultation with the Parish Clerk and other group members.
- Meetings will be held virtually (by video conference) whenever possible to reduce travel and time requirements. The Chair and Parish Clerk will agree who will issue invitations.
- The Climate Action Working Group will develop action plans and recommendations for agreement and authorisation by full council.
- Where The Climate Action Working Group makes recommendations that are impacted by or have impact on the Brixworth Neighbourhood Plan then the CAWG will consult with/ liaise with/ communicate with and involve the Brixworth Strategic Planning Working Group.
- The meeting will be chaired by a Parish Councillor appointed by the Working Group. The Chair will act in an impartial way to ensure that all different views are heard and are taken into account.
- Reports for full council will be prepared by the Working Group.

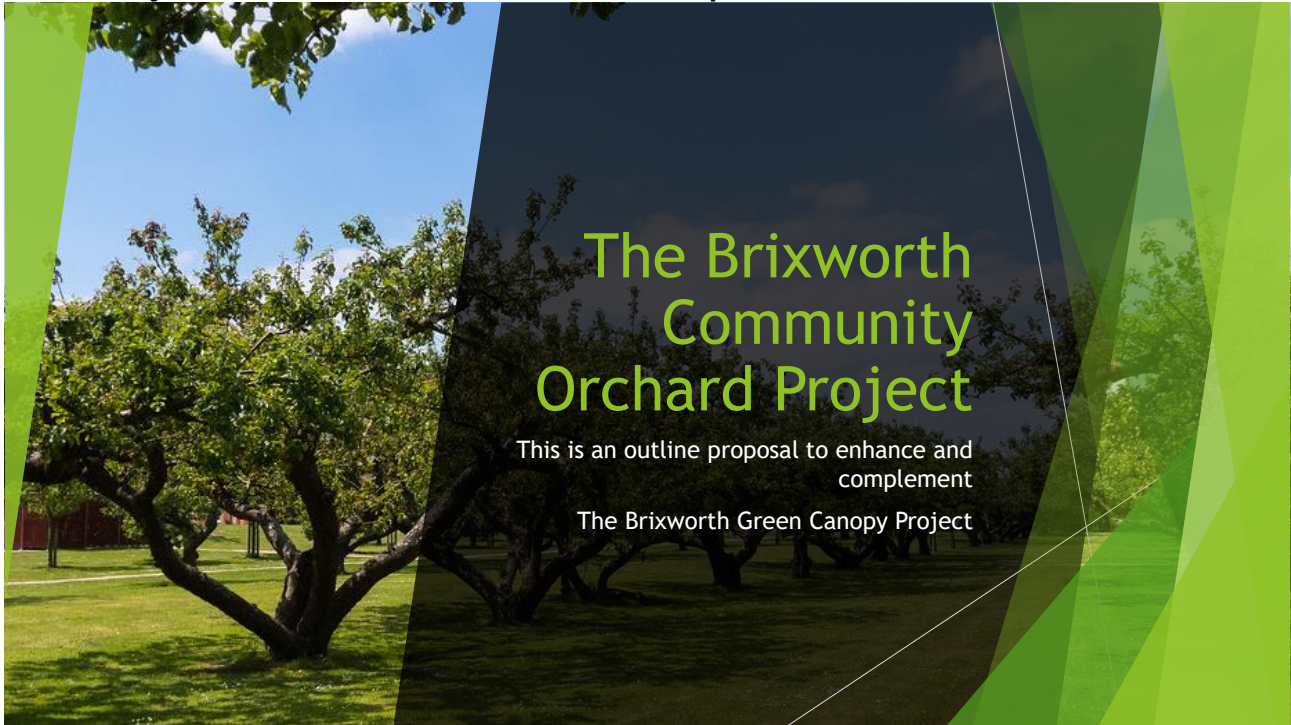
Due for review 12 months after last approval



Climate Emergency Statement of Intent The Green Framework

APPENDIX 3

Community Orchard Plan/Presentation – This was presented to council December 2021



The Aims

We all use energy that affects climate change; therefore, we all have a responsibility to present and future residents of Brixworth to reduce the impact we have on our environment and our world.

The principal aims are:

- To create a community of orchard spaces on open land accessible to Brixworth residents.
- To be part of the Brixworth Green Canopy Project, planting useful trees that can be productive for all the community as well as helping address climate change, bio-diversity and combatting CO2 emissions.
- To plant up 200 trees in the first phase and have planned phases to increase this to 500
- Engage the whole village community for the benefit of all in the community



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The Proposal

The proposal is to identify areas of common/parish ground within Brixworth where orchards could be planted

Orchards can comprise of single trees to suitable clumps. Collectively Brixworth would have one community orchard

The orchards would supplement the Green Canopy Project - trees planted on the grounds of their usefulness to the community and to complement the aesthetic and environmental needs of other trees that may be planted

The combining of tree species could provide mixed orchards

Some Orchards could be specific of one species of fruiting trees (e.g. apple or pear only)

Future housing and business developments to provide, where possible, orchard spaces as a condition of planning (landscaping is often a condition and this could be a specification within that condition)

Identifying Village Spaces

- ▶ Open Spaces such as;
- ▶ The green space on the footpath between Tantree Way and Holcot Road
- ▶ Small pockets of land on the three existing playing fields (around the edges or in identified plots)
- ▶ Millennium Green
- ▶ Greenswards, pathways and hedgerows
- ▶ School and nursery grounds
- ▶ Churchyard
- ▶ Sports Clubs
- ▶ New building developments





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Planting English Native Fruit Trees

- Apple - varieties of eating and cooking apples
- Pears - varieties of eating pears
- Plum - variety of English species
- Cherry - varieties of edible cherries
- Others - could be included
(quince, sweet chestnut, cob nuts,
crab apple, sloes, etc)



FOR



Enhancing the Wildflower Scheme

- Encompass the wildflower planting projects by planting wildflower carpets around the orchard boundaries and between the trees
- Remove the current practice to 'weedkill' boundary edges by planting wildflower carpets



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Funding

Utilise Central and Local Government Grant Funding

QEII 70 Anniversary Scheme

Access 'Climate Change' Charities and Trusts

Wildlife Conservation Groups and Charities

Business Donations - especially large carbon users such as Mercedes

Business Donors from the horticultural and Farming Industries (including garden/plant centres)

Village shops

Personal Donors

Village organisations (societies, associations, U3A, nurseries, schools and sporting groups)

Moulton College

Partnerships

Parish Residents

Parish Council

Schools and Nurseries

Community Groups and Organisations

Religious and Faith Groups

Financial Partners



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Benefits

A project to engage and excite the whole community

Trees improve the environment - providing free seasonal fruit for the residents to collect and use from the first year onwards - an instant impact!

Trees would bring enhancements to the environment - reduce CO₂, increase oxygen, address climate change

The orchard spaces could also provide wildflower and wildlife ecosystems to enhance the bio-diversity of the village. (encourage pollinators, insect and invertebrate habitats, bird and bat boxes, etc)

Provide a community resource which would enhance residents' health with free accessible fruit

Offset Brixworth's CO₂ emissions helping to make the parish net carbon zero.

By planting in existing green spaces, the need to manage grass (mowing and the use of weedkillers) would reduce costs and lower emissions

The Community Orchard would be a long-term sustainable legacy for future generations to build upon

Brixworth could be an 'blueprint' for other communities to follow

Sustainability

► The project would need a sustainability Plan which needs to be developed although initial and ongoing work would be relatively minimal. Each orchard would need time to develop and grow.

► This may include the establishment of residents' working groups to carry out some basic maintenance when required. Small groups with responsibility for each orchard

► Some Parish Council funding could be redirected towards maintenance rather than current activities (less weedkilling and mowing, more tending the growing)

► The project could be ongoing over many years - Everyone benefits so everyone helps (an ideal)



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APPENDIX 4

Tree Walk Plan

In November 2021 Several parish councillors, the Parish Clerk, the landscape/ garden contractor used by the Parish met with Michael Venton the officer at WNC responsible for tree matters to explore options for consideration within the parish.

These fell into four broad categories:

1. New trees
2. Maintenance of existing trees
3. New hedgerows
4. Wildflower verges

The table below shows, in order of the walk, sites identified and action required.

The report was presented to full council in December 2021 and it was resolved at that meeting to apply for a CPRE grant to progress the hedgerow project stream (21/5662).

Various strands of the plan have subsequently been presented to council for resolution and action is ongoing. This is a 'working document' with projects presented to council at the appropriate time.

Brixworth Tree Walk Wednesday 10 November 2021

In the order of the walk:

Site	Comment	Species	Action – sites to be checked with highways where appropriate
Village Hall – registered common land	This is highways land (street light) and faces a private property that has solar panels on its roof. The Village Hall committee have requested a tree on this site – the Beech Tree adjacent was planted to celebrate Queen Victoria's Golden Jubilee. Whilst not mentioned in the VH minutes it is suspected that they would welcome another Beech. Advice recommends alternatives to Beech to manage the spread of the maturing tree and limit interference for nearby properties. The suggested species have a more limited spread.	Fastigate Hornbeam or Dawn Redwood	Consultation with neighbouring property owners. Services check Resolved and completed



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The Green - from Holcot Road to Tantree Way	This site has been identified by a resident for consideration – the request specifically asked for consideration of a small community orchard	6 trees in total – apples and pears 2 to the left (narrower strip of grass) 4 to the right	Services check - Resolved at March 23 Full Council
Entrance to Pocket Park off Eaglehurst	Part of the verge is council land and has an existing Silver Birch tree. Opportunity to plant a second Silver Birch	Multi Stem Silver Birch	Check boundary of PC land
Eaglehurst Pocket Park	<p>There is an established and spectacular Sycamore at the entrance to the park. It requires some maintenance around it to allow it to continue to flourish – specifically the removal of a dead Elder and the pruning of a Hawthorn.</p> <p>Whilst there is no opportunity to plant more trees in this part (doing so would significantly alter this green space) there is general maintenance of the woodland required including the removal of some discarded wooden posts.</p> <p>In addition there is a gap in the existing hedgerow up the bank and towards the adjacent properties where 3 trees have been removed. No permission was sought.</p> <p>To maintain the hedgerow these need to be replaced with appropriate hedging.</p>	Blackthorn and Hawthorn whips (Saxon mix?)	<p>Write to residents in properties adjacent to the gap in the hedge.</p> <p>SOME COMPLETE SOME WORK IN PROGRESS</p>
Holcot Road Verge – Tantree Way side	Leave stump (eco plugged)	Low growing wildflower planting	Highways check
The Ridings Green	There are 2 small Whitebeams which are too close to neighbouring trees – these are to be felled.	2 x Field Maples to replace trees being felled. Shade tolerant wildflower planting	Need to establish boundary of PC land – there is a tree close to the boundary of a property – not clear if



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	<p>There is a stump from a previously felled tree which needs removing. Tree number 015 needs a 'minor tidy'.</p> <p>There is an area of shrubbery by the street sign which is somewhat scruffy. This to be removed then replaced by 2 trees to replace the felled ones – a more suitable location.</p> <p>There was some discussion about possible root damage to tarmac bordering The Ridings Green however, advice was that this was more likely relating to poor road laying rather than root damage (wrong direction of cracks)</p>		<p>this is PC land or private land.</p>
The Ashway Green	<p>Opportunity for 2 trees by the front edge of The Ashway Green.</p>	<p>2 x Pear or Mountain Ash</p>	
The Ashway – Playing Field	<p>Concerns about current 'hedge' behind goal posts – many brambles – these do provide some security for bordering properties and advice is to consult with residents regarding removal and replacement.</p> <p>Opportunity to extend wildlife corridor on north (?) side of the park – again to consult with neighbouring property owners</p>	<p>TBC</p> <p>Wildflower border – to extend in front of metal fence</p>	<p>Consult with residents – Eastfield Rd</p> <p style="color: red;">Maintenance of the hedge including a major flail has taken place</p> <p>Consult with neighbouring properties - Brackenborough</p>
Breach Close	<p>Pruning required to tree 013 – low branches to be removed</p> <p>Previously lopped 'willow' type has resprouted. Opportunity to either tidy or remove and replace however, advice is to</p>	<p>Possible replacement – Mountain Ash</p>	<p>Consult with residents 2 properties Breach Close (36/38?)</p>



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	consult with the two properties it fronts		
The Slip	Tree 006		Possible cobra brace required – NOT REQUIRED
Millennium Gardens			Check ivy growth on Sycamore and remove
Churchyard	Expect a planning application for felling of diseased Horse Chestnut – to be replaced by 2 more Investigate with Church Council whether any of the felled timber can be repurposed – potential bench/ pew/ coffer for the Church or churchyard	2 x Horse Chestnut	Investigate timber repurposing with Church Council
Silver Street	Replace felled Sycamore Stump to be eco plugged to prevent sprouting	Tree in conservation area to be replaced Recommend Mountain Ash	Services check
Large Green Pytchley Close (Pytchley Way end)	Existing Sycamore had a partner tree – felled in the past because of disease. Replace	Fastigate Field Maple	LINKED TO GIGACLEAR DONATION
Spratton Road Park	On the west (?) side of the park there are 2 hawthorns – one of which is dead/dying and should be removed. The second is in need of tidying and ivy removal but can be saved. There is opportunity to plant a small orchard – 3 fruit trees – and plant this corner with wildflowers. Tree 091 needs to be monitored. The Hawthorn trees on Spratton Road itself all need ivy removing.	3 new cherry trees – part of Sakura Project 3 apple/pear trees	Cherry Trees - COMPLETED
Woodsfield	There is a remaining stump from a previously felled tree. There is opportunity to replace this with a new tree without removing the stump.	Hornbeam	This is Highways land not PC THIS WILL BE THE TRANSPLANTED TREE FROM EAGLEHURST
Enclosed Strip of land between The White House and Rosemary Cottage Froghall	This strip of land has in the past been used as an allotment but in recent years left to the overgrowth.	5-6 fruit trees or Wildflower garden	Investigate land ownership



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	It could be a useful spot for a small orchard or wildflower garden if the owners were receptive. It is not clear who has ownership of this land.		
St David's Park – verge on Froxhill Crescent	There is opportunity to create an 'avenue' of 6/7 trees to follow the line of the existing trees by the fence. Some of these should be 'park side' – the side behind the Gigaclear cabinet - and some 'street side' of the fence.	Hornbeam	
St David's Park	<p>Opportunity to plant a specimen tree outside the clubhouse.</p> <p>Hedge opportunity next to the car park – advice is to explore moving hedge closer to car park – this would require a one metre strip of the car park being lost to hedging. Recommendation is to extend hedge into play area – given plans to flood light the MUGA this would afford some screening.</p> <p>There is also opportunity to introduce 2-3 fruit trees at the corner of this area</p>	<p>Walnut Tree</p> <p>'Saxon mix' hedge – hawthorn/ blackthorn/ Dog Wood/ Field Maple/ Hazel/ Holly</p> <p>2-3 apple trees</p>	<p>SITE NOT AGREED</p> <p>Consult with residents in bordering properties – where overhanging conifers would need pruning</p> <p>HEDGE COMPLETED</p>

Areas not discussed

New Street			Highways
Parklands Avenue			Highways
St David's Road			Highways
The Pound	The plaque for the existing Mountain Ash has disappeared. This tree was planted in memoriam.		PC land
Harborough Road (the Old Harborough Road)			



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APPENDIX 5

Glossary of Terms for the purpose of the Green Plan

biodiversity – all the different kinds of life that can be found in an area, including animals, plants, fungi and bacteria

Brixworth – refers to the parish of Brixworth, Northamptonshire

Brixworth Community Larder – a food club scheme where residents can purchase food supply excess food which prevents it going to landfill

carbon emissions – gases given off by human and animal activity

carbon footprint – the total amount of greenhouse gases generated by our actions

carbon neutral – offsetting carbon emissions through having a balance between emitting carbon and absorbing carbon from the atmosphere

climate change – long term shifts in temperatures and weather patterns

climate emergency – serious and urgent problems caused by changes in the world's weather, caused by human activity increasing CO² levels and rising global temperatures

green energy and renewable energy - energy that comes from sources that are constantly and naturally renewed, such as wind and solar power (it is also referred to as sustainable energy)

greenhouse gases – harmful gases that affect the atmosphere and cause global warming (the most common are carbon dioxide (76%), methane (16%) and nitrous oxide (6%))

fauna – all forms of animal life

flora – all forms of plant life

fossil fuels – fuels generated from the decomposition of buried carbon-based organisms that died millions of years ago. (i.e. coal, gas and oil)

pollinators – mammals, insects and most importantly bees and other flying insects which naturally pollinate growing plants

natural carbon storage – a means of capturing and storing carbon from the atmosphere through water, woodland, soil and plants



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net zero carbon – cutting carbon emissions as close to zero as possible through a combination of reducing carbon as much as possible and only offsetting the remaining emissions. Offsetting to achieve net zero CANNOT be through purchasing carbon credits but only through greenhouse gas removals such as sustainable reforestation projects

smart metering technology – devices which monitor use of energy and water at regular intervals

wet wood – unseasoned or 'green' wood

Abbreviations

BCAG – Brixworth Climate Action Group

BPC – Brixworth Parish Council

CO² - carbon dioxide (a harmful greenhouse gas which accounts for 76% of harmful emissions)

CPRE - Council for the Preservation of Rural England

EV – electric vehicle

LED – light emitting diode (energy efficient light)

PHEV – plug in hybrid electric vehicle

WNC – West Northants Council

FOR INFORMATION



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APPENDIX 6

WHERE IS THE CARBON COMING FROM?

Carbon emissions come from many sources. To reduce these damaging emissions, we first need to identify their source, then limit or eliminate them. Examples of how we may tackle each of these sources is outlined below. These are not exhaustive lists and over time projects and plans will add to the actions.

1. Power Energy Usage and Sources
2. Transport and Active Travel
3. Agriculture and Food
4. Residential Housing, Infrastructure, Home insulation
5. Local Business
6. Rubbish and Recycling (including refill and repair, Waste and Resources)
7. Biodiversity and Land use

What are the top ten culprits for greenhouse gases?

1. Burning fossil fuels to heat our houses and businesses, and fuel our transport, accounts for nearly a third of global emissions
2. Transportation – driving, flying etc. accounts for almost 15% of global climate change pollution
3. Manufacturing and construction
4. Unsustainable food systems
5. Burning other fuels such as 'wet' wood
6. Industry – mainly cement and aluminium production
7. Destruction of forests and woodland
8. Gas flares
9. Landfills produce methane, a potent greenhouse gas
10. The fashion industry

THE CLIMATE EMERGENCY ACTION IDEAS FOR FUTURE CONSIDERATION

Brixworth Parish Council may consider the following actions to reduce the carbon emissions from the sources outlined above.

1. *Energy Usage and Sources*

The excess use of energy in our homes is a major challenge. Switching to a green energy supplier, and better insulating our homes, would make a significant step towards becoming carbon neutral.

Projects which the council will need to pursue include.....

- Encourage residents and local businesses to change their behaviours to use energy most efficiently and adopt smart metering technology at the earliest opportunity



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- Endeavour to have all new builds in the parish built to high environmental and energy efficient standards (insulation, draught-proofing, efficient heating/cooling systems)
- Promote the same standards to be applied to existing housing where possible
- Support West Northants Council Highways to upgrade to the latest LED streetlight specification at the earliest opportunity and consult and consider a 'dark skies' policy for the village
- Explore any options presented by WNC, central government and industry for a local renewable energy sources
- Make residents aware of government grants / initiatives to phase out natural gas in domestic use, and replace it with clean fuel sources on future builds (e.g. heat pumps)

2 Transport and Travel

Brixworth Parish Council recognises the need for improved public transport systems, and the provision of safe cycle routes and walkways. To reduce pollution from conventional cars, we also need to promote electric vehicles, explore installing communal electric car charging points on parish council properties (taking advantage of government grant initiatives and commercial opportunities), and car sharing by promoting car sharing bubbles.

Projects which the council may pursue include.....

- Work with BCAG to promote car share
- Install electric vehicle charging points, and encourage local businesses to do the same, working with West Northants Council for funding
- Engage with other local councils to create safe cycle paths and joined up cycle routes enabling residents to safely cycle to work, for leisure and recreation
- Ensure that footpaths and walkways in the parish are safe for pedestrians
- Discourage all forms of dirty hydrocarbon travel, pending clean-energy fuelled appliances coming into service
- Enhance Brixworth as a place with beautiful, accessible wild areas, some tiny, some larger, so that villagers can enjoy this area for recreation and exercise

3 Agriculture and Food

Current methods of the production and distribution of food in today's world are not sustainable. Products are flown over the globe by aeroplane, over-wrapped in single use plastic, and some agricultural practices degrade the land and reduce capacity to store carbon. Intensive farming is linked to loss of wildlife, soil, and water pollution, and poor animal welfare. Local farmers are encouraged to work with the Wildlife Trust to try and find a way of cultivating the land in an environmentally sustainable way.

Projects which the council may pursue include.....

- Promoting locally grown produce and local restaurants to reduce the import of food, and vehicle usage
- Liaising with the Brixworth Country Park team regarding the community orchard in the Country Park
- Supporting the Brixworth Larder, local farm shops and Refill initiatives
- Encouraging eating habits that are better for the environment (more plants, less meat)
- Keeping the allotments thriving to produce food locally



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- Supporting and helping local farmers to maximise local food production and restore the carbon storage facility of our land
- Reducing single use plastics

4 Housing, Infrastructure, Home Insulation

Brixworth Parish Council recognises that improving the energy efficiency of local buildings is one of the most effective means by which a local community can contribute to reducing carbon emissions.

Projects which the council may pursue include.....

- Ensuring all parish council owned properties to have a net zero carbon footprint by 2030

5 Local Business

Engagement with our local businesses will support the achievement of our ambition.

Projects which the council may pursue include.....

- Support and promote local businesses in order to minimize the need to travel to work
- Support and welcome provision for young people to work locally after education is complete
- Support the establishment of new local business within the guidelines of current planning regulations and the Neighbourhood Plan
- Support the local Business & IP Centre in the Community Library, which is part of the British Library's National Network of Business & IP Centres, to ensure there is appropriate internet and audio-visual facilities to support private individuals, small and medium local businesses, home office workers and small traders.

6 Waste and Resources

The last century has seen a rise of material possession, and current generations accept it as the norm that we can obtain and discard "stuff". We need to consider where the "stuff" has come from, what pollution was created in the making and delivery of it, where it goes when it is discarded.

Projects which the council may pursue include.....

- Inform our residents through public awareness campaigns and local media
- Promote upcycling and recycling
- Promote the swapping and sharing of items rather than sending them to landfill
- Exploring options with local businesses for reduced packaging
- Install water refill stations (as per the Recreation Ground installation) to minimise the use of plastic bottles - over 7 billion water bottles are used in a year in the UK alone
- Work with local community and business to set up re-use and recycling facilities within the parish
- Encourage repair cafes and recycling hubs
- Encourage the use of the Community Larder and refill projects to avoid waste packaging



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- Support government and West Northants Council initiatives to enforce a higher level of resource recovery
- Encourage the retention and enhancement of the HWRC located within Brixworth

7. Environment and Land Use

Our local community is already working on improving the natural environment with trees, (including a community orchard), hedgerow planting and wild flowering campaigns. Brixworth has a keen team of volunteers who we will work closely with. The Parish is committed to offering support and encouragement to these campaigns and driving further community work on improving our local land use and environment.

To improve the local environment, we will: -

- Encourage the planting of suitable trees in appropriate pre-defined and approved places
- Support restoration of hedgerows and open spaces
- Continue to promote the creation and management of more green spaces, wildlife gardens, wildflower areas and community gardens
- Encourage residents to promote biodiverse gardens

These actions will continue to encourage biodiversity of our flora and fauna, which in turn will protect our pollinators, which in turn will ensure a better local food supply.

FOR INFORMATION



Paper H

Brixworth Parish Council

DRAFT Minutes of the Brixworth Planning Committee Meeting

Monday 17th April 2023 at 7.30pm

Community Centre & Library, Spratton Road, Brixworth NN6 9DS

In attendance:	Councillor Ian Barratt, Councillor James Collyer, Councillor Barbara Lunnon, Councillor Sandra Moxon & Councillor Christine Ware
Absent:	-
Apologies:	Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair) & Councillor Tony Nixon
Clerical Support:	Gavin Kirkup (Admin)
Members of Public:	2

PART ONE – OPENING PROCEDURES

23/2356	In the absence of a chair or vice-chair, Councillor Moxon agreed to chair the meeting. She welcomed everyone to the Planning Committee meeting and advised attendees of the evacuation procedures and that the meeting was being recorded.	-
23/2357	Apologies for absence Apologies were received and noted from the following Councillors: <ul style="list-style-type: none"> ▪ Cllr Tony Nixon ▪ Cllr Tom Mitchell ▪ Cllr Frances Peacock 	-
23/2358	Declarations of Interest a) There were no declarations of any disclosable pecuniary or other interests reported. b) There were no dispensations or written requests for dispensation of DPI to consider.	-
23/2359	Agree and Sign the Minutes of Previous Meeting The Planning Committee RESOLVED to Cllr Moxon, approving the Planning Committee Meeting Minutes of 27 th March 2023, as a true and accurate record. Prop. Cllr Lunnon, Sec. Cllr. Collyer. One abstention.	Paper A
23/2360	Public Open Forum Session There were no comments from two members of the public that were present.	-

Members of Brixworth Parish Council - Planning Committee

Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt,
Councillor James Collyer, Councillor Barbara Lunnon, Councillor Sandra Moxon,
Councillor Tony Nixon and Councillor Christine Ware.

Initialed:



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PART TWO – FOR DECISION

	Ref Number	Description	Location
23/2361	WND/2023/0193	Work to tree within a conservation area	1A, Froghall, Brixworth, Northamptonshire, NN6 9DH
<p>Cllr Lunnon noted that the new planning portal system was not user friendly. The new interface requires documents to be downloaded before the files can be opened and viewed. It was also noted by Councillor Collyer that the system is also not user friendly for mobile users. Feedback will be shared with WNC from Brixworth Officers.</p> <p>The Planning Committee RESOLVED to SUPPORT the application, with no objections.</p> <p>Prop. Cllr Lunnon, Sec. Cllr Ware. Unanimous.</p>			
23/2362	WND/2023/0194	Works to tree within a conservation area	16, Newlands, Brixworth, Northamptonshire, NN6 9DN
<p>The Planning Committee RESOLVED to SUPPORT the application, with no objections.</p> <p>Prop. Cllr Lunnon, Sec. Cllr Ware. Unanimous.</p>			
23/2363	WND/2023/0237	Removal of tress in a conservation area	Tulip Tree House, Brixworth Hall Park, Brixworth, Northamptonshire, NN6 9DE
<p>The Planning Committee RESOLVED to SUPPORT the application, with no objections.</p> <p>Prop. Cllr Lunnon, Sec. Cllr Ware. Unanimous.</p>			
23/2364	WND/2023/0242	Work to tree within a conservation area	Cedar, Brixworth Hall Park, Brixworth, Northamptonshire, NN6 9DE
<p>The Planning Committee RESOLVED to SUPPORT the application with no objections.</p> <p>Prop. Cllr Lunnon, Sec. Cllr Collyer. Unanimous.</p>			
23/2365	<p>The Planning Committee considered an initial response to an email (circulated 29/03/2023) from WNC affordable housing officer regarding a proposed rural exception development site in the village.</p> <p>Cllr Barratt identified that the current housing need survey report identifies a need for 26 houses but was conducted prior to the new estate being built. There is no evidence that further housing is required. He also identified that the Village design statement, that was written by people in the village, also residents were given the opportunity to comment on it went to a referendum. We know from this document that residents want the village boundaries to be left intact.</p>		Paper B

Members of Brixworth Parish Council - Planning Committee

Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt,
Councillor James Collyer, Councillor Barbara Lunnon, Councillor Sandra Moxon,
Councillor Tony Nixon and Councillor Christine Ware.



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Initialed:



	<p>Cllr Ware raised concerns around the impact on green spaces, and the need to review specific details of any plans should they be submitted. Cllr Lunnon identified the difficulty in making any comment with the sparse amount of information that has been provided. There is no indication of the number of homes that could be considered.</p> <p>It was RESOLVED to submit the following view in reply to the email from WNC - 'In view of the historic development in the village and lack of perceived present need, at present we would not support a rural exception development site.'</p> <p>Prop. Cllr Barratt, Sec. Cllr Ware. Unanimous.</p>	
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PART THREE – FOR INFORMATION

23/2366	<p>Any Other Business - Councillor Tony Nixon has written to the Clerk requesting that he steps down from the Brixworth Planning Committee. The Planning Committee would like to formally thank Councillor Nixon for his valued contributions to the committee.</p>	-
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PART FOUR – CLOSING PROCEDURES

23/2367	<p>Next Ordinary Meeting</p> <p>a. There were no considered items discussed for inclusion on the next meeting agenda. b. To note the date of the next Planning Committee Meeting on Monday 15th May 2023.</p>	-
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In the absence of further business, the meeting was closed in full at 7:48pm.

Signed as a true and accurate record:

.....
Tom Mitchell - Chairman
Brixworth Parish Council

Date: 15th May 2023

Minutes Prepared By:
Gavin Kirkup
Administrative Assistant
Brixworth Parish Council

Telephone: 01604 347993
Email: parish.clerk@brixworthparishcouncil.gov.uk
Web: www.brixworthparishcouncil.gov.uk

Members of Brixworth Parish Council - Planning Committee

*Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt,
Councillor James Collyer, Councillor Barbara Lunnon, Councillor Sandra Moxon,
Councillor Tony Nixon and Councillor Christine Ware.*



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Surgery report for the Brixworth Parish Council Meeting of 27th April 2023



Report from Councillors Christine Ware & Tony Nixon

Parish Council Surgery 1st April 2023

Councillors Christine Ware and Tony Nixon attended the Parish Council Surgery held on the morning of 1st April 2023.

The following matters were discussed:

1. A resident (name withheld) discussed the current consultation regarding the proposed relocation of the Post Office to the new Co-op site. She was against the move, on the grounds that she liked the current location as it was a large shop unit and conveniently located next to the Chemist. She asked whether the Parish had any influence regarding the proposed move.
2. A resident (name and email supplied) complained about bad language used by footballers at the St Davids Recreation Ground, particularly those from the Sands Football Club. The resident advised that he had complained to the Parish before, but that the situation had not improved. Adding the matter to the Agenda for the next Sports Liaison Meeting was discussed.
3. A resident (name withheld) was concerned about the adequacy of parking in the village generally, and at the new Co-op particularly. Concern was also expressed about the Post Office relocation.

Crime Statistics Report for the Brixworth Parish Council of 27th April 2023

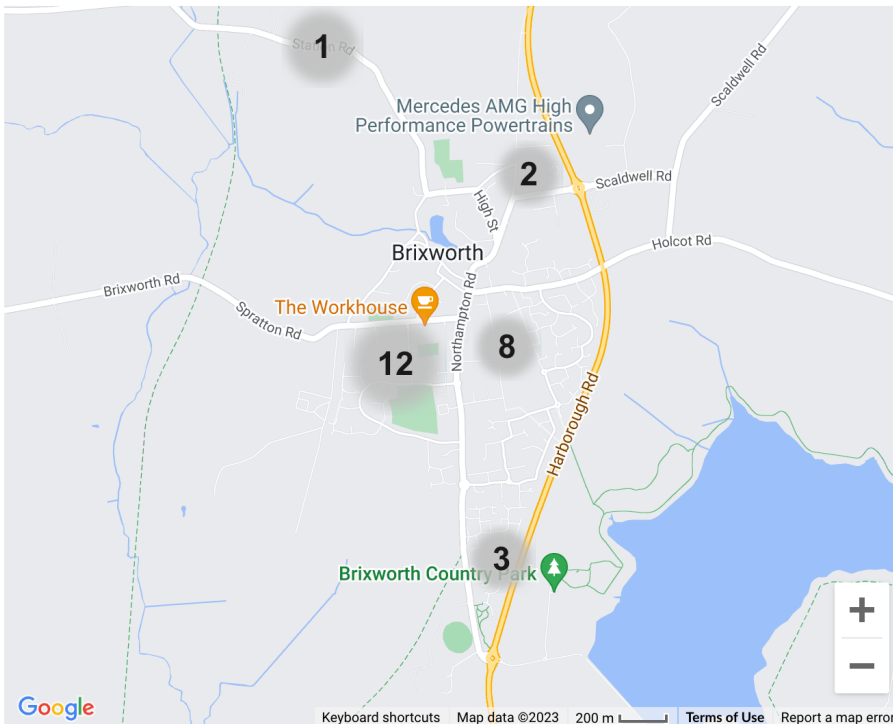


Reported Crime for February 2023

[Daventry Rural | Police.uk \(www.police.uk\)](http://www.police.uk)

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).

Edit crime type and time period



All Crimes (501)

February 2023

25 crimes were reported here in February 2023

- Violence and sexual offences 11
- Anti-social behaviour 6
- Criminal damage and arson 5
- All other crime 3

[View crime definitions](#)

[Download area crime data](#)

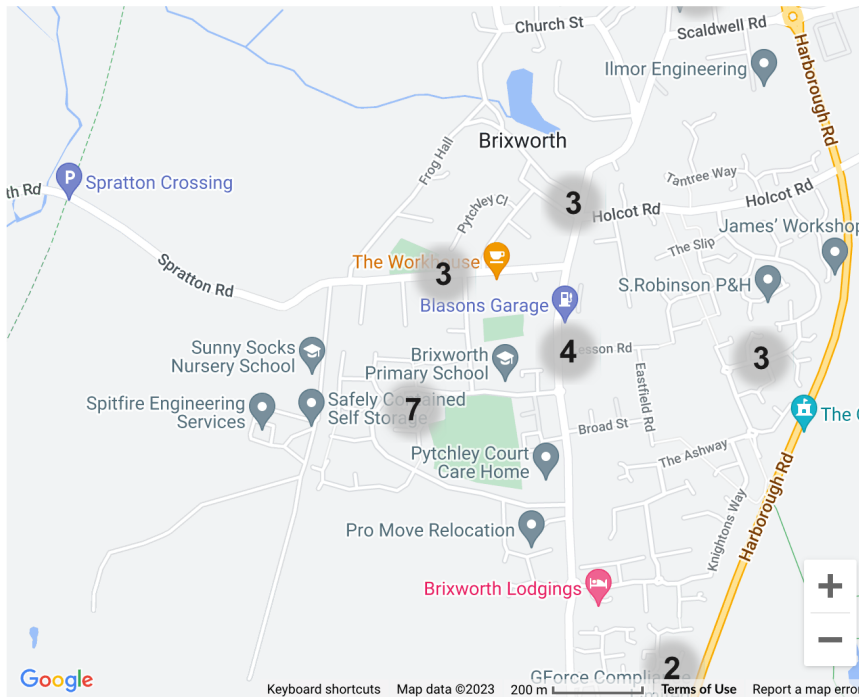
Trend

2021	2022	2023
21	16	25

***This is a broad category of types not covered in other categories. They range from weapon-related crimes to hate crimes and robbery.*

Activity Hotspots

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



Edit crime type and time period

All Crimes (501) ▼

February 2023 ▼

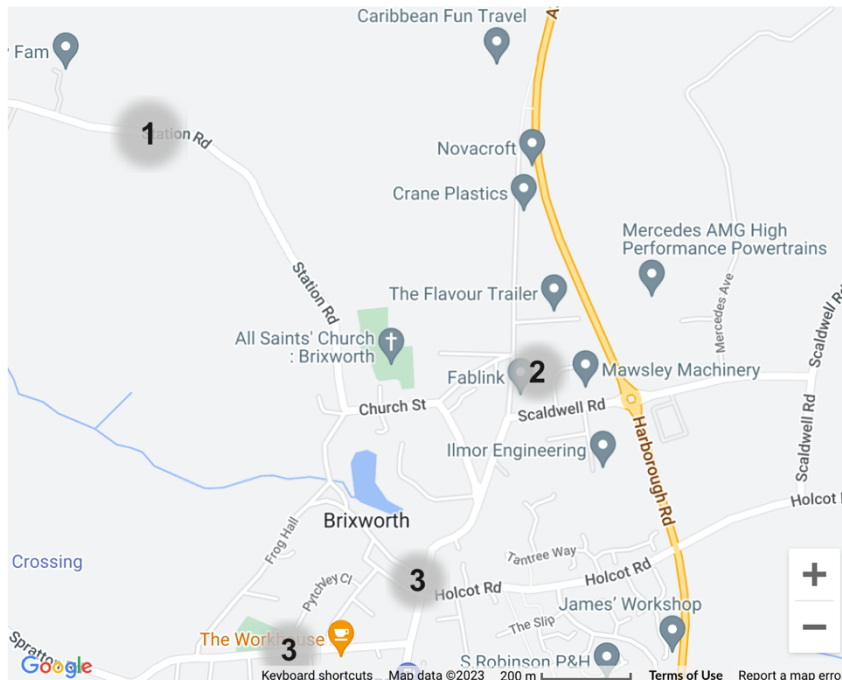
12 crimes were reported here in February 2023

Anti-social behaviour	5
Violence and sexual offences	4
Criminal damage and arson	3

[View crime definitions](#)

[Download area crime data](#)

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



Edit crime type and time period

All Crimes (501) ▼

February 2023 ▼

[View crime definitions](#)

[Download area crime data](#)



Traffic Analysis Report – 20/03/23- 19/04/2023

TRAFFIC ANALYSIS REPORT

For Project: April 2023
 Project Notes/Address: Harborough Road In-bound
 Location/Name: Incoming
 Report Generated: 20/04/2023 09:19:54
 Speed Intervals = 5 MPH
 Time Intervals = 5 minutes

Traffic Report From 20/03/2023 10:00:00 through 19/04/2023 09:59:59

85th Percentile Speed = 32.1 MPH
 85th Percentile Vehicles = 49,206 counts
 Max Speed = 55.0 MPH on 13/04/2023 08:30:00
 Total Vehicles = 57,890 counts
 AADT: 1929.7

Volumes - weekly vehicle counts

	Time	5 Day	7 Day
Average Daily		2,024	1,863
AM peak	11:00 to 12:00	172	164
PM peak	4:00 to 5:00	217	187

Speed

Speed limit: 35 MPH
 85th Percentile Speed: 32.1 MPH
 Average Speed: 26.3 MPH

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	324	380	318	305	300	269	201
% over limit	3.4	3.6	3.7	3.3	3.5	4.1	3.9
Avg speeder	38.1	38.0	38.1	38.2	38.3	38.2	38.0

Summary:

- Location: Harborough Road - Inbound
- Note: Speed limit is set at 35mph. (30mph+10%+2mph=35mph)
- 85% (85th percentile) of all vehicles during this period was 32.1 mph, or below.
- Average speed of all vehicles checked was 26.3 mph.
- Total number of vehicles tracked: 57,890. There were **2,097** vehicles tracked over the speed limit. **(3.6%)**
- Average Speeder was tracked between 38.0 – 38.3 mph.
- Maximum speed recorded was 55 mph at 08:30 on 13/04/2023.
- 96.4% of vehicles tracked were at or below the speed limit (35mph). 55,793 vehicles.
- Next Location: Harborough Road - Outbound

Brixworth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 01/04/2022 and 31/03/2023)

Paper N

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1.00 Staff			0.00 (N/A)	117,177.00	88,310.02	28,866.98 (24%)	28,866.98
3.00 Expenses and Allowances			0.00 (N/A)	2,604.00	495.36	2,108.64 (80%)	2,108.64
Support Services			0.00 (N/A)			0.00 (N/A)	0.00
2.00 Subscriptions and Licences			0.00 (N/A)	7,750.00	10,757.35	-3,007.35 (-38%)	-3,007.35
4.00 Administration		377.48	377.48 (37748%)	15,150.00	11,686.90	3,463.10 (22%)	3,840.58
Supplies			0.00 (N/A)			0.00 (N/A)	0.00
Plant			0.00 (N/A)			0.00 (N/A)	0.00
11.00 Recreation Grounds		38.68	38.68 (3868%)	9,350.00	11,312.77	-1,962.77 (-20%)	-1,924.09
10.00 Maintenance		139.98	139.98 (13998%)	20,060.00	16,487.99	3,572.01 (17%)	3,711.99
5.00 Projects - Revenue		204.94	204.94 (20494%)	11,100.00	6,971.03	4,128.97 (37%)	4,333.91
Restricted Funds - Ringfenced Proj			0.00 (N/A)		76,925.89	-76,925.89 (-76925%)	-76,925.89
7.00 Earmarked Reserves (Capital)			0.00 (N/A)	43,860.09	23,622.09	20,238.00 (46%)	20,238.00
12.00 Income	192,245.00	201,471.25	9,226.25 (4%)		3,251.00	-3,251.00 (-32510%)	5,975.25
8.00 Highways			0.00 (N/A)	2,000.00	1,123.97	876.03 (43%)	876.03
9.00 Environment			0.00 (N/A)	9,300.00	4,143.00	5,157.00 (55%)	5,157.00
NET TOTAL	192,245.00	202,232.33	9,987.33 (5%)	238,351.09	255,087.37	-16,736.28 (-7%)	-6,748.95

Total for ALL Cost Centres	202,232.33	255,087.37
V.A.T.	62,027.19	30,918.40
GROSS TOTAL	264,259.52	286,005.77

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

Paper O

1.00 Staff

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
136	1.01 Salaries				85,949.00	67,703.49	18,245.51	18,245.51 (21%)
143	1.03 Employer NI				5,214.00	4,938.96	275.04	275.04 (5%)
137	1.08 Pension - LGPS				21,014.00	6,616.32	14,397.68	14,397.68 (68%)
140	1.10 Staffing Review				5,000.00	3,445.00	1,555.00	1,555.00 (31%)
159	1.11 Locum Clerk					5,606.25	-5,606.25	-5,606.25 (N/A)
SUB TOTAL					117,177.00	88,310.02	28,866.98	28,866.98 (24%)

10.00 Maintenance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
81	10.01 Enhancements & Maintena				1,000.00	330.00	670.00	670.00 (67%)
48	10.02 Sundry Purchases - Maint		139.98	139.98	1,000.00	1,191.26	-191.26	-51.28 (-5%)
67	10.03 Christmas Lights				1,000.00	58.68	941.32	941.32 (94%)
57	10.04 Ashway Grounds Maintena				3,360.00	4,517.00	-1,157.00	-1,157.00 (-34%)
64	10.05 St David's Grounds Mainte				5,250.00	4,917.00	333.00	333.00 (6%)
151	10.07 MUGA Maintenance				500.00		500.00	500.00 (100%)
50	10.08 Running Costs Mowers				500.00	469.43	30.57	30.57 (6%)
51	10.09 Van Lease Costs				2,500.00	2,891.08	-391.08	-391.08 (-15%)
49	10.10 Fuel - Van & Mowers				1,600.00	1,113.59	486.41	486.41 (30%)
152	10.11 Safety Surfaces Maintenan				500.00		500.00	500.00 (100%)
72	10.12 Millenium Garden				1,100.00	740.00	360.00	360.00 (32%)
74	10.14 Defibrillator Maintenance				500.00	259.95	240.05	240.05 (48%)
75	10.15 Pocket Park				1,250.00		1,250.00	1,250.00 (100%)
SUB TOTAL			139.98	139.98	20,060.00	16,487.99	3,572.01	3,711.99 (18%)

11.00 Recreation Grounds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
80	11.01 Vandalism				1,000.00	27.40	972.60	972.60 (97%)
63	11.02 St David's Grass Cutting				2,800.00	2,531.00	269.00	269.00 (9%)
56	11.03 Ashway Grass Cutting				1,800.00	1,562.00	238.00	238.00 (13%)
52	11.04 St David's Trade Waste		38.68	38.68	750.00	940.03	-190.03	-151.35 (-20%)
53	11.05 Ashway Changing Rooms				2,500.00	3,256.64	-756.64	-756.64 (-30%)
54	11.06 Ashway Changing Rooms				500.00	119.70	380.30	380.30 (76%)
160	11.07 - CPRE Planting					2,736.00	-2,736.00	-2,736.00 (N/A)
60	Spratton Road Grounds Maintainer					140.00	-140.00	-140.00 (N/A)
SUB TOTAL			38.68	38.68	9,350.00	11,312.77	-1,962.77	-1,924.09 (-20%)

12.00 Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
87	12.01 Precept	170,000.00	170,000.00					(0%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

82	12.02 Bank Interest	50.00	906.80	856.80			856.80 (1713%)
91	12.04 Sports - Cricket Club	1,020.00	1,071.62	51.62			51.62 (5%)
94	12.05 Sports - Sands United	400.00	672.00	272.00			272.00 (68%)
111	12.06 Sports - Brixworth Seniors	400.00	399.00	-1.00			-1.00 (-0%)
92	12.07 Sports - Brixworth Juniors	2,930.00	2,329.00	-601.00			-601.00 (-20%)
93	12.08 Sports - Other		100.00	100.00			100.00 (N/A)
84	12.09 Community Centre Cleani	5,200.00	4,940.00	-260.00			-260.00 (-5%)
89	12.10 s106 Pocket Park	1,250.00		-1,250.00			-1,250.00 (-100%)
90	12.11 s106 The Ashway	9,645.00		-9,645.00			-9,645.00 (-100%)
85	12.12 Miscellaneous		3,201.00	3,201.00			3,201.00 (N/A)
86	12.13 WNC Grass Cutting	1,350.00	1,371.23	21.23			21.23 (1%)
158	12.14 CIL Payment		11,845.90	11,845.90			11,845.90 (N/A)
102	s106 Community Centre		4,634.70	4,634.70			4,634.70 (N/A)
112	VAT				3,251.00	-3,251.00	-3,251.00 (N/A)
95	VAT Q1						(N/A)
96	VAT Q2						(N/A)
97	VAT Q3						(N/A)
98	VAT Q4						(N/A)
SUB TOTAL		192,245.00	201,471.25	9,226.25	3,251.00	-3,251.00	5,975.25 (3%)

2.00 Subscriptions and Licenc

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	2.01 NALC				1,600.00	2,009.01	-409.01	-409.01 (-25%)
29	2.03 CPRE				40.00	36.00	4.00	4.00 (10%)
28	2.04 ACRE				40.00	35.00	5.00	5.00 (12%)
37	2.05 Society Local Clerks (SLCC				280.00		280.00	280.00 (100%)
142	2.06 ROSPA				300.00	287.00	13.00	13.00 (4%)
31	2.07 Living Wage				70.00	60.00	10.00	10.00 (14%)
36	2.10 Scribe Finance				500.00	768.00	-268.00	-268.00 (-53%)
34	2.11 Parish On Line Mapping				100.00		100.00	100.00 (100%)
38	2.12 Web Site & Emails				500.00	180.00	320.00	320.00 (64%)
23	2.13 Human Resources/ Health				3,300.00	3,313.76	-13.76	-13.76 (-0%)
24	2.14 ICT				250.00	2,869.02	-2,619.02	-2,619.02 (-1047%)
32	2.15 Microsoft				300.00	225.60	74.40	74.40 (24%)
30	2.16 Information Commissioner				70.00	35.00	35.00	35.00 (50%)
141	2.17 Payroll Services				400.00	825.20	-425.20	-425.20 (-106%)
138	2.18 Adobe License					113.76	-113.76	-113.76 (N/A)
SUB TOTAL					7,750.00	10,757.35	-3,007.35	-3,007.35 (-38%)

3.00 Expenses and Allowance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
17	3.01 Clerk's Expenses				1,500.00	495.36	1,004.64	1,004.64 (66%)
19	3.02 Community Allowance				400.00		400.00	400.00 (100%)
18	3.03 Telephone -Mobile (Clerk)				504.00		504.00	504.00 (100%)
20	3.04 Parish Councillors Expense				200.00		200.00	200.00 (100%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

SUB TOTAL					2,604.00	495.36	2,108.64	2,108.64 (80%)
4.00 Administration								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
22	4.01 Audit - Internal				400.00	300.00	100.00	100.00 (25%)
21	4.02 Audit - External				800.00	1,000.00	-200.00	-200.00 (-25%)
43	4.03 Newsletters				1,500.00	1,500.00		(0%)
41	4.04 Insurance - General				1,500.00	1,522.81	-22.81	-22.81 (-1%)
42	4.05 Insurance - Vehicles				950.00	821.32	128.68	128.68 (13%)
47	4.06 Stationery & Postage				350.00	362.35	-12.35	-12.35 (-3%)
46	4.07 Office Equipment		377.48	377.48	1,000.00	1,555.73	-555.73	-178.25 (-17%)
45	4.08 Training				1,500.00	961.00	539.00	539.00 (35%)
25	4.09 Legal Costs (Asset Manage				5,000.00	1,540.05	3,459.95	3,459.95 (69%)
40	4.10 Hall Hire (Meetings)				1,500.00	1,000.00	500.00	500.00 (33%)
44	4.11 Telephone & Broadband				650.00	988.54	-338.54	-338.54 (-52%)
139	4.12 Bank Charges					135.10	-135.10	-135.10 (N/A)
SUB TOTAL			377.48	377.48	15,150.00	11,686.90	3,463.10	3,840.58 (25%)
5.00 Projects - Revenue								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
117	5.02 Planning Applications					58.00	-58.00	-58.00 (N/A)
145	5.04 Bus Subsidiary				1,000.00	1,000.00		(0%)
146	5.06 BT Box				1,000.00		1,000.00	1,000.00 (100%)
69	5.09 Defibrillators				1,500.00		1,500.00	1,500.00 (100%)
148	5.10 Community First Aid Trainin				500.00		500.00	500.00 (100%)
100	5.11 Community Calendar				400.00	369.00	31.00	31.00 (7%)
155	5.12 Community Centre Cleanin				4,200.00	4,000.00	200.00	200.00 (4%)
101	5.15 Events		204.94	204.94	2,500.00	1,544.03	955.97	1,160.91 (46%)
SUB TOTAL			204.94	204.94	11,100.00	6,971.03	4,128.97	4,333.91 (39%)
7.00 Earmarked Reserves (Cap								
		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
122	7.01 Election Costs							(N/A)
154	7.02 Crime Prevention							(N/A)
115	7.03 Mower Replacement Fund				2,000.00		2,000.00	2,000.00 (100%)
118	7.04 Projects - St David's Play P					708.00	-708.00	-708.00 (N/A)
120	7.05 Legal Costs (Other)							(N/A)
121	7.06 Legal Costs County Court							(N/A)
125	7.07 St David's Car Park							(N/A)
153	7.08 St David's MUGA							(N/A)
128	7.09 The Ashway Car Park							(N/A)
131	7.10 Bus Shelter Replacement				2,000.00		2,000.00	2,000.00 (100%)
126	7.11 Litter Bin Replacement				1,500.00		1,500.00	1,500.00 (100%)
127	7.12 Play Equipment				3,000.00		3,000.00	3,000.00 (100%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

132	7.13 Community Centre Repairs	15,000.00	554.00	14,446.00	14,446.00 (96%)
156	7.14 - Floodlights	18,760.00	18,760.00		(0%)
157	7.15 - CCTV	1,600.09	1,600.09		(0%)
119	7.16 Community Grants		2,000.00	-2,000.00	-2,000.00 (N/A)
129	7.16 Strategic Planning				(N/A)
133	7.17 Events				(N/A)
SUB TOTAL		43,860.09	23,622.09	20,238.00	20,238.00 (46%)

8.00 Highways

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
123	8.01 Lighting of Parish Footpaths				1,000.00	1,123.97	-123.97	-123.97 (-12%)
144	8.02 Signs				500.00		500.00	500.00 (100%)
73	8.03 Footways				500.00		500.00	500.00 (100%)
SUB TOTAL					2,000.00	1,123.97	876.03	876.03 (43%)

9.00 Environment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
79	9.01 Trees - Annual Survey				600.00		600.00	600.00 (100%)
78	9.02 Trees - Maintenance				1,500.00		1,500.00	1,500.00 (100%)
149	9.03 Hedge/Fencing				4,000.00	3,751.50	248.50	248.50 (6%)
71	9.04 Library Shrub Bed				200.00	234.00	-34.00	-34.00 (-17%)
70	9.05 Flowers				1,000.00		1,000.00	1,000.00 (100%)
150	9.06 Climate Change / Environm				2,000.00	157.50	1,842.50	1,842.50 (92%)
SUB TOTAL					9,300.00	4,143.00	5,157.00	5,157.00 (55%)

Restricted Funds - Ringfenced

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
106	Ashway and The Ridings Public							(N/A)
105	Ashway Public Open Space							(N/A)
107	Community Infrastructure Levy (C							(N/A)
104	Crime Prevention							(N/A)
124	Lottery Fund Heritage Project (B							(N/A)
103	Pocket Park Maintenance							(N/A)
110	s106 Community Centre Indoor					27,888.47	-27,888.47	-27,888.47 (N/A)
109	s106 St David's MUGA							(N/A)
108	s106 St David's Play Park					49,037.42	-49,037.42	-49,037.42 (N/A)
SUB TOTAL						76,925.89	-76,925.89	-76,925.89 (N/A)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

Summary

NET TOTAL	192,245.00	202,232.33	9,987.33	238,351.09	255,087.37	-16,736.28	-6,748.95 (-1%)
V.A.T.		62,027.19			30,918.40		
GROSS TOTAL		264,259.52			286,005.77		

Brixworth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2022 and 31/03/2023)

Paper P

Cost Centre Name

1.00 Staff		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
136	1.01 Salaries				85,949.00	67,703.49	18,245.51
143	1.03 Employer NI				5,214.00	4,938.96	275.04
137	1.08 Pension - LGPS				21,014.00	6,616.32	14,397.68
140	1.10 Staffing Review				5,000.00	3,445.00	1,555.00
159	1.11 Locum Clerk					5,606.25	-5,606.25
					117,177.00	£88,310.02	28,866.98

10.00 Maintenance		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
81	10.01 Enhancements & M				1,000.00	330.00	670.00
48	10.02 Sundry Purchases -			139.98	1,000.00	1,191.26	-51.28
67	10.03 Christmas Lights				1,000.00	58.68	941.32
57	10.04 Ashway Grounds M				3,360.00	4,517.00	-1,157.00
64	10.05 St David's Grounds				5,250.00	4,917.00	333.00
151	10.07 MUGA Maintenance				500.00		500.00
50	10.08 Running Costs Mow				500.00	469.43	30.57
51	10.09 Van Lease Costs				2,500.00	2,891.08	-391.08
49	10.10 Fuel - Van & Mower				1,600.00	1,113.59	486.41
152	10.11 Safety Surfaces Mai				500.00		500.00
72	10.12 Millenium Garden				1,100.00	740.00	360.00
74	10.14 Defibrillator Mainten				500.00	259.95	240.05
75	10.15 Pocket Park				1,250.00		1,250.00
					£139.98	20,060.00	£16,487.99
							3,711.99

11.00 Recreation Grounds		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
80	11.01 Vandalism				1,000.00	27.40	972.60
63	11.02 St David's Grass Cu				2,800.00	2,531.00	269.00
56	11.03 Ashway Grass Cutti				1,800.00	1,562.00	238.00
52	11.04 St David's Trade Wa			38.68	750.00	940.03	-151.35
53	11.05 Ashway Changing R				2,500.00	3,256.64	-756.64
54	11.06 Ashway Changing R				500.00	119.70	380.30
160	11.07 - CPRE Planting					2,736.00	-2,736.00
60	Spratton Road Grounds M					140.00	-140.00
					£38.68	9,350.00	£11,312.77
							-1,924.09

12.00 Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
87	12.01 Precept	170,000.00	170,000.00				
82	12.02 Bank Interest	50.00	906.80				856.80
91	12.04 Sports - Cricket Clu	1,020.00	1,071.62				51.62
94	12.05 Sports - Sands Unitt	400.00	672.00				272.00
111	12.06 Sports - Brixworth S	400.00	399.00				-1.00
92	12.07 Sports - Brixworth J	2,930.00	2,329.00				-601.00
93	12.08 Sports - Other		100.00				100.00
84	12.09 Community Centre (5,200.00	4,940.00				-260.00
89	12.10 s106 Pocket Park	1,250.00					-1,250.00
90	12.11 s106 The Ashway	9,645.00					-9,645.00
85	12.12 Miscellaneous		3,201.00				3,201.00
86	12.13 WNC Grass Cutting	1,350.00	1,371.23				21.23
158	12.14 CIL Payment		11,845.90				11,845.90
102	s106 Community Centre		4,634.70				4,634.70
112	VAT				3,251.00		-3,251.00
95	VAT Q1						
96	VAT Q2						
97	VAT Q3						
98	VAT Q4						
					192,245.00	£201,471.25	£3,251.00
							5,975.25

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Brixworth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2022 and 31/03/2023)

Cost Centre Name**2.00 Subscriptions and Licences**

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
33	2.01 NALC				1,600.00	2,009.01	-409.01
29	2.03 CPRE				40.00	36.00	4.00
28	2.04 ACRE				40.00	35.00	5.00
37	2.05 Society Local Clerks				280.00		280.00
142	2.06 ROSPA				300.00	287.00	13.00
31	2.07 Living Wage				70.00	60.00	10.00
36	2.10 Scribe Finance				500.00	768.00	-268.00
34	2.11 Parish On Line Mapp				100.00		100.00
38	2.12 Web Site & Emails				500.00	180.00	320.00
23	2.13 Human Resources/ H				3,300.00	3,313.76	-13.76
24	2.14 ICT				250.00	2,869.02	-2,619.02
32	2.15 Microsoft				300.00	225.60	74.40
30	2.16 Information Commiss				70.00	35.00	35.00
141	2.17 Payroll Services				400.00	825.20	-425.20
138	2.18 Adobe License					113.76	-113.76
					7,750.00	£10,757.35	-3,007.35

3.00 Expenses and Allowances

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
17	3.01 Clerk's Expenses				1,500.00	495.36	1,004.64
19	3.02 Community Allowanc				400.00		400.00
18	3.03 Telephone -Mobile (C				504.00		504.00
20	3.04 Parish Councillors Ex				200.00		200.00
					2,604.00	£495.36	2,108.64

4.00 Administration

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance	
			Budget	Actual	Budget	Actual	Budget	
22	4.01 Audit - Internal				400.00	300.00	100.00	
21	4.02 Audit - External				800.00	1,000.00	-200.00	
43	4.03 Newsletters				1,500.00	1,500.00		
41	4.04 Insurance - General				1,500.00	1,522.81	-22.81	
42	4.05 Insurance - Vehicles				950.00	821.32	128.68	
47	4.06 Stationery & Postage				350.00	362.35	-12.35	
46	4.07 Office Equipment			377.48	1,000.00	1,555.73	-178.25	
45	4.08 Training				1,500.00	961.00	539.00	
25	4.09 Legal Costs (Asset M				5,000.00	1,540.05	3,459.95	
40	4.10 Hall Hire (Meetings)				1,500.00	1,000.00	500.00	
44	4.11 Telephone & Broadba				650.00	988.54	-338.54	
139	4.12 Bank Charges					135.10	-135.10	
					£377.48	15,150.00	£11,686.90	3,840.58

5.00 Projects - Revenue

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance	
			Budget	Actual	Budget	Actual	Budget	
117	5.02 Planning Applications					58.00	-58.00	
145	5.04 Bus Subsidiary				1,000.00	1,000.00		
146	5.06 BT Box				1,000.00		1,000.00	
69	5.09 Defibrillators				1,500.00		1,500.00	
148	5.10 Community First Aid				500.00		500.00	
100	5.11 Community Calendar				400.00	369.00	31.00	
155	5.12 Community Centre C				4,200.00	4,000.00	200.00	
101	5.15 Events			204.94	2,500.00	1,544.03	1,160.91	
					£204.94	11,100.00	£6,971.03	4,333.91

7.00 Earmarked Reserves (Capital)

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
122	7.01 Election Costs						
154	7.02 Crime Prevention						
115	7.03 Mower Replacement				2,000.00		2,000.00
118	7.04 Projects - St David's I					708.00	-708.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Brixworth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2022 and 31/03/2023)

Cost Centre Name

120 7.05 Legal Costs (Other)					
121 7.06 Legal Costs County C					
125 7.07 St David's Car Park					
153 7.08 St David's MUGA					
128 7.09 The Ashway Car Part					
131 7.10 Bus Shelter Replacer			2,000.00		2,000.00
126 7.11 Litter Bin Replaceme			1,500.00		1,500.00
127 7.12 Play Equipment			3,000.00		3,000.00
132 7.13 Community Centre R			15,000.00	554.00	14,446.00
156 7.14 - Floodlights			18,760.00	18,760.00	
157 7.15 - CCTV			1,600.09	1,600.09	
119 7.16 Community Grants				2,000.00	-2,000.00
129 7.16 Strategic Planning					
133 7.17 Events					
			43,860.09	£23,622.09	20,238.00

8.00 Highways

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
123 8.01 Lighting of Parish Fo					1,000.00	1,123.97	-123.97
144 8.02 Signs					500.00		500.00
73 8.03 Footways					500.00		500.00
					2,000.00	£1,123.97	876.03

9.00 Environment

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
79 9.01 Trees - Annual Surve					600.00		600.00
78 9.02 Trees - Maintenance					1,500.00		1,500.00
149 9.03 Hedge/Fencing					4,000.00	3,751.50	248.50
71 9.04 Library Shrub Bed					200.00	234.00	-34.00
70 9.05 Flowers					1,000.00		1,000.00
150 9.06 Climate Change / En					2,000.00	157.50	1,842.50
					9,300.00	£4,143.00	5,157.00

Restricted Funds - Ringfenced Projects

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
106 Ashway and The Ridings f							
105 Ashway Public Open Spac							
107 Community Infrastructure							
104 Crime Prevention							
124 Lottery Fund Heritage Proj							
103 Pocket Park Maintenance							
110 s106 Community Centre I						27,888.47	-27,888.47
109 s106 St David's MUGA							
108 s106 St David's Play Park						49,037.42	-49,037.42
						£76,925.89	-76,925.89

NET TOTAL

	192,245.00	£202,232.33	238,351.09	£255,087.37	-6,748.95
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Committed Spend

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

Paper Q

1.00 Staff

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
136 1.01 Salaries				85,949.00	67,703.49		67,703.49	18,245.51	18,245.51 (21%)
143 1.03 Employer NI				5,214.00	4,938.96		4,938.96	275.04	275.04 (5%)
137 1.08 Pension - LGPS				21,014.00	6,616.32		6,616.32	14,397.68	14,397.68 (68%)
140 1.10 Staffing Review				5,000.00	3,445.00		3,445.00	1,555.00	1,555.00 (31%)
159 1.11 Locum Clerk					5,606.25		5,606.25	-5,606.25	-5,606.25 (N/A)
SUB TOTAL				117,177.00	88,310.02		88,310.02	28,866.98	28,866.98 (24%)

10.00 Maintenance

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
81 10.01 Enhancements & Maint				1,000.00	330.00		330.00	670.00	670.00 (67%)
48 10.02 Sundry Purchases - Ma		139.98	139.98	1,000.00	1,191.26		1,191.26	-191.26	-51.28 (-5%)
67 10.03 Christmas Lights				1,000.00	58.68		58.68	941.32	941.32 (94%)
57 10.04 Ashway Grounds Maint				3,360.00	4,517.00		4,517.00	-1,157.00	-1,157.00 (-34%)
64 10.05 St David's Grounds Ma				5,250.00	4,917.00		4,917.00	333.00	333.00 (6%)
151 10.07 MUGA Maintenance				500.00				500.00	500.00 (100%)
50 10.08 Running Costs Mowers				500.00	469.43	594.05	1,063.48	-563.48	30.57 (6%)
51 10.09 Van Lease Costs				2,500.00	2,891.08		2,891.08	-391.08	-391.08 (-15%)
49 10.10 Fuel - Van & Mowers				1,600.00	1,113.59		1,113.59	486.41	486.41 (30%)
152 10.11 Safety Surfaces Mainte				500.00				500.00	500.00 (100%)
72 10.12 Millenium Garden				1,100.00	740.00		740.00	360.00	360.00 (32%)
74 10.14 Defibrillator Maintenan				500.00	259.95		259.95	240.05	240.05 (48%)
75 10.15 Pocket Park				1,250.00				1,250.00	1,250.00 (100%)
SUB TOTAL		139.98	139.98	20,060.00	16,487.99	594.05	17,082.04	2,977.96	3,711.99 (18%)

11.00 Recreation Ground

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
80 11.01 Vandalism				1,000.00	27.40		27.40	972.60	972.60 (97%)
63 11.02 St David's Grass Cuttin				2,800.00	2,531.00		2,531.00	269.00	269.00 (9%)
56 11.03 Ashway Grass Cutting				1,800.00	1,562.00		1,562.00	238.00	238.00 (13%)
52 11.04 St David's Trade Waste		38.68	38.68	750.00	940.03		940.03	-190.03	-151.35 (-20%)
53 11.05 Ashway Changing Room				2,500.00	3,256.64		3,256.64	-756.64	-756.64 (-30%)
54 11.06 Ashway Changing Room				500.00	119.70		119.70	380.30	380.30 (76%)
160 11.07 - CPRE Planting					2,736.00	73.00	2,809.00	-2,809.00	-2,736.00 (N/A)
60 Spratton Road Grounds Mair					140.00		140.00	-140.00	-140.00 (N/A)
SUB TOTAL		38.68	38.68	9,350.00	11,312.77	73.00	11,385.77	-2,035.77	-1,924.09 (-20%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

12.00 Income

Code Title	Receipts			Payments				Net Position	
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
87 12.01 Precept	170,000.00	170,000.00							(0%)
82 12.02 Bank Interest	50.00	906.80	856.80						856.80 (1713%)
91 12.04 Sports - Cricket Club	1,020.00	1,071.62	51.62						51.62 (5%)
94 12.05 Sports - Sands United	400.00	672.00	272.00						272.00 (68%)
111 12.06 Sports - Brixworth Seni	400.00	399.00	-1.00						-1.00 (-0%)
92 12.07 Sports - Brixworth Junic	2,930.00	2,329.00	-601.00						-601.00 (-20%)
93 12.08 Sports - Other		100.00	100.00						100.00 (N/A)
84 12.09 Community Centre Clea	5,200.00	4,940.00	-260.00						-260.00 (-5%)
89 12.10 s106 Pocket Park	1,250.00		-1,250.00						-1,250.00 (-100%)
90 12.11 s106 The Ashway	9,645.00		-9,645.00						-9,645.00 (-100%)
85 12.12 Miscellaneous		3,201.00	3,201.00						3,201.00 (N/A)
86 12.13 WNC Grass Cutting	1,350.00	1,371.23	21.23						21.23 (1%)
158 12.14 CIL Payment		11,845.90	11,845.90						11,845.90 (N/A)
102 s106 Community Centre		4,634.70	4,634.70						4,634.70 (N/A)
112 VAT					3,251.00		3,251.00	-3,251.00	-3,251.00 (N/A)
95 VAT Q1									(N/A)
96 VAT Q2									(N/A)
97 VAT Q3									(N/A)
98 VAT Q4									(N/A)
SUB TOTAL	192,245.00	201,471.25	9,226.25		3,251.00		3,251.00	-3,251.00	5,975.25 (3%)

2.00 Subscriptions and I

Code Title	Receipts			Payments				Net Position	
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
33 2.01 NALC				1,600.00	2,009.01		2,009.01	-409.01	-409.01 (-25%)
29 2.03 CPRE				40.00	36.00		36.00	4.00	4.00 (10%)
28 2.04 ACRE				40.00	35.00		35.00	5.00	5.00 (12%)
37 2.05 Society Local Clerks (SL				280.00				280.00	280.00 (100%)
142 2.06 ROSPA				300.00	287.00		287.00	13.00	13.00 (4%)
31 2.07 Living Wage				70.00	60.00		60.00	10.00	10.00 (14%)
36 2.10 Scribe Finance				500.00	768.00		768.00	-268.00	-268.00 (-53%)
34 2.11 Parish On Line Mapping				100.00				100.00	100.00 (100%)
38 2.12 Web Site & Emails				500.00	180.00		180.00	320.00	320.00 (64%)
23 2.13 Human Resources/ Heal				3,300.00	3,313.76		3,313.76	-13.76	-13.76 (-0%)
24 2.14 ICT				250.00	2,869.02		2,869.02	-2,619.02	-2,619.02 (-1047%)
32 2.15 Microsoft				300.00	225.60		225.60	74.40	74.40 (24%)
30 2.16 Information Commission				70.00	35.00		35.00	35.00	35.00 (50%)
141 2.17 Payroll Services				400.00	825.20		825.20	-425.20	-425.20 (-106%)
138 2.18 Adobe License					113.76		113.76	-113.76	-113.76 (N/A)

Committed Spend

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

SUB TOTAL		7,750.00	10,757.35	10,757.35	-3,007.35	-3,007.35 (-38%)
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3.00 Expenses and Allow

Code Title	Receipts			Payments				Net Position	
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	
17 3.01 Clerk's Expenses				1,500.00	495.36		495.36	1,004.64	1,004.64 (66%)
19 3.02 Community Allowance				400.00				400.00	400.00 (100%)
18 3.03 Telephone -Mobile (Cler				504.00				504.00	504.00 (100%)
20 3.04 Parish Councillors Exper				200.00				200.00	200.00 (100%)
SUB TOTAL				2,604.00	495.36		495.36	2,108.64	2,108.64 (80%)

4.00 Administration

Code Title	Receipts			Payments				Net Position	
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	
22 4.01 Audit - Internal				400.00	300.00		300.00	100.00	100.00 (25%)
21 4.02 Audit - External				800.00	1,000.00		1,000.00	-200.00	-200.00 (-25%)
43 4.03 Newsletters				1,500.00	1,500.00		1,500.00		(0%)
41 4.04 Insurance - General				1,500.00	1,522.81		1,522.81	-22.81	-22.81 (-1%)
42 4.05 Insurance - Vehicles				950.00	821.32		821.32	128.68	128.68 (13%)
47 4.06 Stationery & Postage				350.00	362.35		362.35	-12.35	-12.35 (-3%)
46 4.07 Office Equipment		377.48	377.48	1,000.00	1,555.73		1,555.73	-555.73	-178.25 (-17%)
45 4.08 Training				1,500.00	961.00		961.00	539.00	539.00 (35%)
25 4.09 Legal Costs (Asset Manag				5,000.00	1,540.05		1,540.05	3,459.95	3,459.95 (69%)
40 4.10 Hall Hire (Meetings)				1,500.00	1,000.00		1,000.00	500.00	500.00 (33%)
44 4.11 Telephone & Broadband				650.00	988.54		988.54	-338.54	-338.54 (-52%)
139 4.12 Bank Charges					135.10		135.10	-135.10	-135.10 (N/A)
SUB TOTAL		377.48	377.48	15,150.00	11,686.90		11,686.90	3,463.10	3,840.58 (25%)

5.00 Projects - Revenue

Code Title	Receipts			Payments				Net Position	
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	
117 5.02 Planning Applications					58.00		58.00	-58.00	-58.00 (N/A)
145 5.04 Bus Subsidiary				1,000.00	1,000.00		1,000.00		(0%)
146 5.06 BT Box				1,000.00				1,000.00	1,000.00 (100%)
69 5.09 Defibrillators				1,500.00				1,500.00	1,500.00 (100%)
148 5.10 Community First Aid Trai				500.00				500.00	500.00 (100%)
100 5.11 Community Calendar				400.00	369.00		369.00	31.00	31.00 (7%)
155 5.12 Community Centre Clear				4,200.00	4,000.00		4,000.00	200.00	200.00 (4%)
101 5.15 Events		204.94	204.94	2,500.00	1,544.03		1,544.03	955.97	1,160.91 (46%)
SUB TOTAL		204.94	204.94	11,100.00	6,971.03		6,971.03	4,128.97	4,333.91 (39%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

7.00 Earmarked Reserve

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
122 7.01 Election Costs									(N/A)
154 7.02 Crime Prevention									(N/A)
115 7.03 Mower Replacement Fur				2,000.00				2,000.00	2,000.00 (100%)
118 7.04 Projects - St David's Play					708.00		708.00	-708.00	-708.00 (N/A)
120 7.05 Legal Costs (Other)									(N/A)
121 7.06 Legal Costs County Cou									(N/A)
125 7.07 St David's Car Park									(N/A)
153 7.08 St David's MUGA						103,124.28	103,124.28	103,124.28	(N/A)
128 7.09 The Ashway Car Park									(N/A)
131 7.10 Bus Shelter Replacemer				2,000.00				2,000.00	2,000.00 (100%)
126 7.11 Litter Bin Replacement				1,500.00				1,500.00	1,500.00 (100%)
127 7.12 Play Equipment				3,000.00				3,000.00	3,000.00 (100%)
132 7.13 Community Centre Repa				15,000.00	554.00		554.00	14,446.00	14,446.00 (96%)
156 7.14 - Floodlights				18,760.00	18,760.00		18,760.00		(0%)
157 7.15 - CCTV				1,600.09	1,600.09		1,600.09		(0%)
119 7.16 Community Grants					2,000.00		2,000.00	-2,000.00	-2,000.00 (N/A)
129 7.16 Strategic Planning									(N/A)
133 7.17 Events									(N/A)
SUB TOTAL				43,860.09	23,622.09	103,124.28	126,746.37	-82,886.28	20,238.00 (46%)

8.00 Highways

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
123 8.01 Lighting of Parish Footpa				1,000.00	1,123.97		1,123.97	-123.97	-123.97 (-12%)
144 8.02 Signs				500.00				500.00	500.00 (100%)
73 8.03 Footways				500.00				500.00	500.00 (100%)
SUB TOTAL				2,000.00	1,123.97		1,123.97	876.03	876.03 (43%)

9.00 Environment

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
79 9.01 Trees - Annual Survey				600.00				600.00	600.00 (100%)
78 9.02 Trees - Maintenance				1,500.00				1,500.00	1,500.00 (100%)
149 9.03 Hedge/Fencing				4,000.00	3,751.50		3,751.50	248.50	248.50 (6%)
71 9.04 Library Shrub Bed				200.00	234.00		234.00	-34.00	-34.00 (-17%)
70 9.05 Flowers				1,000.00				1,000.00	1,000.00 (100%)
150 9.06 Climate Change / Enviro				2,000.00	157.50		157.50	1,842.50	1,842.50 (92%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

SUB TOTAL				9,300.00	4,143.00		4,143.00	5,157.00	5,157.00 (55%)
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Restricted Funds - Ringfenced

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
106	Ashway and The Ridings Pub									(N/A)
105	Ashway Public Open Space									(N/A)
107	Community Infrastructure Lev									(N/A)
104	Crime Prevention									(N/A)
124	Lottery Fund Heritage Project									(N/A)
103	Pocket Park Maintenance									(N/A)
110	s106 Community Centre Indc					27,888.47	95.45	27,983.92	-27,983.92	27,888.47 (N/A)
109	s106 St David's MUGA									(N/A)
108	s106 St David's Play Park					49,037.42		49,037.42	-49,037.42	49,037.42 (N/A)
SUB TOTAL						76,925.89	95.45	77,021.34	-77,021.34	-76,925.89 (N/A)

Summary

NET TOTAL	192,245.00	202,232.33	9,987.33	238,351.09	255,087.37	103,886.78	358,974.15	120,623.06	-6,748.95 (-1%)
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Brixworth Parish Council
Reserves Balance up to 31st Mar 2023
2022-2023

Paper R

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
RF - Pocket Park Maintenance	2,290.60				2,290.60
RF - Crime Prevention Security	1,299.94				1,299.94
RF - Ashway POS	1,734.00				1,734.00
RF - Ashway/Ridings POS	23,712.30				23,712.30
RF S106 MUGA	105,000.00				105,000.00
ER - Kubota Grass Mower	9,782.00				9,782.00
ER - Van Branding & end of lease	1,272.00				1,272.00
ER - Small Mower Replacement	1,200.00				1,200.00
ER - Strimmer Replacement Fuel	600.00				600.00
ER - Projects	12,549.23				12,549.23
ER - Community Grants	13,620.01		2,000.00		11,620.01
ER - Legal Other	864.00				864.00
ER - Legal County Court	5,560.44				5,560.44
ER - Election Costs	4,545.00				4,545.00
ER - Lighting Footpaths	7,020.00				7,020.00
ER - Heritage Projects	343.50				343.50
ER - St David's Car Park	7,500.00				7,500.00
7.09 ER - Ashway Car Park	9,000.00				9,000.00
7.10 ER - Bus Shelters	7,980.00				7,980.00
7.11 ER - Litter Bins	4,500.00				4,500.00
7.12 ER - Play Equip	12,000.00				12,000.00
7.13 ER - Community Centre Repairs	6,791.00		554.00		6,237.00
ER - Events	2,500.00				2,500.00
ER - Strategic Planning	10,599.19				10,599.19
ER - Calender	224.00				224.00
Community Infrastructure Levy	23,521.26				23,521.26
Projects St Davids	28,336.43				28,336.43
Floodlights	25,000.00		18,760.00		6,240.00
CCTV	2,800.00		1,600.09		1,199.91
Total Capital	332,144.90		22,914.09		309,230.81
TOTAL RESERVE	332,144.90		22,914.09		309,230.81
GENERAL FUND					79,399.12
TOTAL FUNDS					388,629.93

Brixworth Parish Council

Paper S

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/03/2023			
	Cash in Hand 01/04/2022			410,376.18
	ADD			
	Receipts 01/04/2022 - 31/03/2023			264,259.52
				674,635.70
	SUBTRACT			
	Payments 01/04/2022 - 31/03/2023			286,005.77
A	Cash in Hand 31/03/2023 (per Cash Book)			388,629.93
	Cash in hand per Bank Statements			
	Petty Cash	31/03/2023	0.00	
	02 Nat West Capital	31/03/2023	205,296.72	
	01 Nat West Revenue	31/03/2023	183,333.21	
				388,629.93
	Less unrepresented payments			
				388,629.93
	Plus unrepresented receipts			
B	Adjusted Bank Balance			388,629.93
	A = B Checks out OK			

Brixworth Parish Council
STATEMENT OF ACCOUNTS

Paper T

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	410,376.18	
Cash in Hand		
3.01 Clerk's Expenses		495.36
3.03 Telephone -Mobile (Clerk)		
3.02 Community Allowance		
3.04 Parish Councillors Expenses		
4.02 Audit - External		1,000.00
4.01 Audit - Internal		300.00
2.13 Human Resources/ Health & Safety		3,313.76
2.14 ICT		2,869.02
4.09 Legal Costs (Asset Management)		1,540.05
2.04 ACRE		35.00
2.03 CPRE		36.00
2.16 Information Commissioner		35.00
2.07 Living Wage		60.00
2.15 Microsoft		225.60
2.01 NALC		2,009.01
2.11 Parish On Line Mapping		
2.08 SAGE Payroll		
2.10 Scribe Finance		768.00
2.05 Society Local Clerks (SLCC)		
2.12 Web Site & Emails		180.00
4.10 Hall Hire (Meetings)		1,000.00
4.04 Insurance - General		1,522.81
4.05 Insurance - Vehicles		821.32
4.03 Newsletters		1,500.00
4.11 Telephone & Broadband		988.54
4.08 Training		961.00
4.07 Office Equipment	377.48	1,555.73
4.06 Stationery & Postage		362.35
10.02 Sundry Purchases - Maintenance	139.98	1,191.26
10.10 Fuel - Van & Mowers		1,113.59
10.08 Running Costs Mowers		469.43
10.09 Van Lease Costs		2,891.08
11.04 St David's Trade Waste	38.68	940.03
11.05 Ashway Changing Rooms Running		3,256.64
11.06 Ashway Changing Rooms Mainten.		119.70
11.03 Ashway Grass Cutting		1,562.00
10.04 Ashway Grounds Maintenance		4,517.00
Spratton Road Grounds Maintenance		140.00
11.02 St David's Grass Cutting		2,531.00

Brixworth Parish Council
STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
10.05 St David's Grounds Maintenance		4,917.00
10.03 Christmas Lights		58.68
5.09 Defibrillators		
9.05 Flowers		
9.04 Library Shrub Bed		234.00
10.12 Millenium Garden		740.00
8.03 Footways		
10.14 Defibrillator Maintenance		259.95
10.15 Pocket Park		
9.02 Trees - Maintenance		
9.01 Trees - Annual Survey		
11.01 Vandalism		27.40
10.01 Enhancements & Maintenance		330.00
12.02 Bank Interest	906.80	
12.09 Community Centre Cleaning	4,940.00	
12.12 Miscellaneous	3,201.00	
12.13 WNC Grass Cutting	1,371.23	
12.01 Precept	170,000.00	
Refunds		
12.10 s106 Pocket Park		
12.11 s106 The Ashway		
12.04 Sports - Cricket Club	1,071.62	
12.07 Sports - Brixworth Juniors	2,329.00	
12.08 Sports - Other	100.00	
12.05 Sports - Sands United	672.00	
VAT Q1		
VAT Q2		
VAT Q3		
VAT Q4		
5.16 Brixworth Klitchen		
5.11 Community Calendar		369.00
5.15 Events	204.94	1,544.03
s106 Community Centre	4,634.70	
Pocket Park Maintenance		
Crime Prevention		
Ashway Public Open Space		
Ashway and The Ridings Public Open Sp		
Community Infrastructure Levy (St David'		
s106 St David's Play Park		49,037.42
s106 St David's MUGA		
s106 Community Centre Indoor Sports		27,888.47
12.06 Sports - Brixworth Seniors FC	399.00	
VAT		3,251.00

Brixworth Parish Council
STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
7.03 Mower Replacement Fund		
5.02 Planning Applications		58.00
7.04 Projects - St David's Play Park		708.00
7.16 Community Grants		2,000.00
7.05 Legal Costs (Other)		
7.06 Legal Costs County Court		
7.01 Election Costs		
8.01 Lighting of Parish Footpaths		1,123.97
Lottery Fund Heritage Project (Blue Sign)		
7.07 St David's Car Park		
7.11 Litter Bin Replacement		
7.12 Play Equipment		
7.09 The Ashway Car Park		
7.16 Strategic Planning		
7.10 Bus Shelter Replacement		
7.13 Community Centre Repairs and Mai		554.00
7.17 Events		
Grants		
1.01 Salaries		67,703.49
1.08 Pension - LGPS		6,616.32
2.18 Adobe License		113.76
4.12 Bank Charges		135.10
1.10 Staffing Review		3,445.00
2.17 Payroll Services		825.20
2.06 ROSPA		287.00
1.03 Employer NI		4,938.96
8.02 Signs		
5.04 Bus Subsidiary		1,000.00
5.06 BT Box		
5.08 Railway Benches		
5.10 Community First Aid Training		
9.03 Hedge/Fencing		3,751.50
9.06 Climate Change / Environment		157.50
10.07 MUGA Maintenance		
10.11 Safety Surfaces Maintenance/Ren		
7.08 St David's MUGA		
7.02 Crime Prevention		
5.12 Community Centre Cleaning Grant		4,000.00
7.14 - Floodlights		18,760.00
7.15 - CCTV		1,600.09
12.14 CIL Payment	11,845.90	
1.11 Locum Clerk		5,606.25

Brixworth Parish Council
STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
11.07 - CPRE Planting		2,736.00
VAT	62,027.19	30,918.40
	264,259.52	286,005.77
Closing Balances:		
Balances in Bank Account		388,629.93
Cash in Hand		
TOTAL	674,635.70	674,635.70

The above statement represents fairly the financial position of the council as at 31 Mar 2023

Signed _____
Responsible Financial Officer

Date _____

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

PAYMENTS

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
1.00 Staff															
1.01 Salaries	85,949.00	6,650.97	6,807.97	6,205.81	4,195.06	3,739.68	3,838.67	3,677.84	3,586.76	6,684.52	7,980.73	7,092.58	7,242.90	67,703.49	18,245.51
1.03 Employer NI	5,214.00	551.82	576.15	461.10	176.48	178.77	209.35	216.51	178.77	492.55	712.17	588.47	596.82	4,938.96	275.04
1.08 Pension - LGPS	21,014.00	1,085.65	1,108.78	823.66	196.11					187.99	933.13	1,140.50	1,140.50	6,616.32	14,397.68
1.10 Staffing Review	5,000.00				2,242.50		1,202.50							3,445.00	1,555.00
1.11 Locum Clerk							1,300.00	1,137.50		2,421.25		747.50		5,606.25	-5,606.25
10.00 Maintenance															
10.01 Enhancements &	1,000.00	330.00												330.00	670.00
10.02 Sundry Purchase	1,000.00	230.36	40.19		41.35	241.30	53.78			68.24	104.57	41.54	369.93	1,191.26	-191.26
10.03 Christmas Lights	1,000.00							58.68						58.68	941.32
10.04 Ashway Grounds	3,360.00	45.00			2,387.00		408.00	255.00		385.00		992.00	45.00	4,517.00	-1,157.00
10.05 St David's Ground	5,250.00	66.00	85.00	2,272.00	836.00		365.00	66.00		625.00		536.00	66.00	4,917.00	333.00
10.07 MUGA Maintenance	500.00														500.00
10.08 Running Costs M	500.00			308.80					160.63					469.43	30.57
10.09 Van Lease Costs	2,500.00	239.58	239.58	239.58	255.70	239.58	239.58	239.58	239.58	239.58	239.58	239.58	239.58	2,891.08	-391.08
10.10 Fuel - Van & Mow	1,600.00	115.43	171.50	136.67	194.92	75.83	135.09	53.33	67.50		98.32	65.00		1,113.59	486.41
10.11 Safety Surfaces M	500.00														500.00
10.12 Millenium Garden	1,100.00	40.00		210.00	40.00			370.00				40.00	40.00	740.00	360.00
10.14 Defibrillator Maint	500.00						259.95							259.95	240.05
10.15 Pocket Park	1,250.00														1,250.00
11.00 Recreation Group															
11.01 Vandalism	1,000.00					27.40								27.40	972.60
11.02 St David's Grass	2,800.00	338.00	338.00	338.00	338.00	395.00	224.00	281.00	167.00	112.00				2,531.00	269.00
11.03 Ashway Grass Cu	1,800.00	178.00	227.00	227.00	178.00	129.00	178.00	178.00	178.00	89.00				1,562.00	238.00
11.04 St David's Trade	750.00	82.69	65.96	74.96	102.68	68.12	123.50	66.02	57.96	78.18	75.80	70.08	74.08	940.03	-190.03
11.05 Ashway Changing	2,500.00		406.07			1,145.13		500.00	737.30			468.14		3,256.64	-756.64
11.06 Ashway Changing	500.00					119.70								119.70	380.30
11.07 - CPRE Planting												2,736.00		2,736.00	-2,736.00
Spratton Road Grounds												140.00		140.00	-140.00

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)



12.00 Income

12.01 Precept															
12.02 Bank Interest															
12.04 Sports - Cricket C															
12.05 Sports - Sands U															
12.06 Sports - Brixwort															
12.07 Sports - Brixwort															
12.08 Sports - Other															
12.09 Community Centr															
12.12 Miscellaneous															
12.13 WNC Grass Cutti															
12.14 CIL Payment															
s106 Community Centre															
VAT													3,251.00	-3,251.00	
VAT Q1															
VAT Q2															
VAT Q3															
VAT Q4															

2.00 Subscriptions an

2.01 NALC	1,600.00				2,009.01									2,009.01	-409.01
2.03 CPRE	40.00													36.00	4.00
2.04 ACRE	40.00		35.00											35.00	5.00
2.05 Society Local Clerk	280.00														280.00
2.06 ROSPA	300.00				287.00									287.00	13.00
2.07 Living Wage	70.00		60.00											60.00	10.00
2.10 Scribe Finance	500.00		200.00		568.00									768.00	-268.00
2.11 Parish On Line Ma	100.00														100.00
2.12 Web Site & Emails	500.00				180.00									180.00	320.00
2.13 Human Resources	3,300.00	271.62	271.62	271.62	271.62	271.62	271.62	271.62	271.62	271.62	271.62	271.62	271.62	3,313.76	-13.76
2.14 ICT	250.00	12.64	931.39	12.64					331.20	165.60	165.60	1,084.35	165.60	2,869.02	-2,619.02
2.15 Microsoft	300.00	225.60												225.60	74.40
2.16 Information Commi	70.00	35.00												35.00	35.00

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

2.17 Payroll Services	400.00	88.20	76.00	76.00			55.90		276.60		93.50	81.50	77.50	825.20	-425.20
2.18 Adobe License					12.64	12.64	12.64	12.64	12.64	12.64	12.64	12.64	12.64	113.76	-113.76
3.00 Expenses and All															
3.01 Clerk's Expenses	1,500.00	64.54	27.17	12.10			45.00	36.80	94.75		215.00			495.36	1,004.64
3.02 Community Allowa	400.00														400.00
3.03 Telephone -Mobile	504.00														504.00
3.04 Parish Councillors	200.00														200.00
4.00 Administration															
4.01 Audit - Internal	400.00		300.00											300.00	100.00
4.02 Audit - External	800.00						1,000.00							1,000.00	-200.00
4.03 Newsletters	1,500.00			350.00	100.00	350.00					350.00		350.00	1,500.00	
4.04 Insurance - Gener	1,500.00		1,522.81											1,522.81	-22.81
4.05 Insurance - Vehicle	950.00									821.32				821.32	128.68
4.06 Stationery & Posta	350.00	169.08			98.08				28.66	35.86	16.31		14.36	362.35	-12.35
4.07 Office Equipment	1,000.00		310.50						85.82			310.50	848.91	1,555.73	-555.73
4.08 Training	1,500.00			765.00				38.00				158.00		961.00	539.00
4.09 Legal Costs (Asset	5,000.00					0.05	1,540.00							1,540.05	3,459.95
4.10 Hall Hire (Meetings	1,500.00										1,000.00			1,000.00	500.00
4.11 Telephone & Broad	650.00	103.87	75.48	100.31	74.09	74.09	74.09	90.76	74.09	74.09	74.09	93.96	79.62	988.54	-338.54
4.12 Bank Charges		12.25	14.00	9.10	9.80	5.60	10.15		16.80	34.65	7.35	8.05	7.35	135.10	-135.10
5.00 Projects - Revenu															
5.02 Planning Applicatic				58.00										58.00	-58.00
5.04 Bus Subsidiary	1,000.00	1,000.00												1,000.00	
5.06 BT Box	1,000.00														1,000.00
5.09 Defibrillators	1,500.00														1,500.00
5.10 Community First Ai	500.00														500.00
5.11 Community Calend	400.00									369.00				369.00	31.00
5.12 Community Centre	4,200.00										4,000.00			4,000.00	200.00
5.15 Events	2,500.00	37.37	360.12	374.99		430.00			341.55					1,544.03	955.97
7.00 Earmarked Reser															
14.06 St David's MUGA															
7.01 Election Costs															

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

7.02 Crime Prevention											
7.03 Mower Replaceme	2,000.00										2,000.00
7.04 Projects - St David								708.00		708.00	-708.00
7.05 Legal Costs (Other											
7.06 Legal Costs Count											
7.07 St David's Car Parl											
7.09 The Ashway Car P											
7.10 Bus Shelter Replac	2,000.00										2,000.00
7.11 Litter Bin Replacen	1,500.00										1,500.00
7.12 Play Equipment	3,000.00										3,000.00
7.13 Community Centre	15,000.00				554.00					554.00	14,446.00
7.14 - Floodlights	18,760.00							18,760.00		18,760.00	
7.15 - CCTV	1,600.09	832.50	60.00	562.52	145.07					1,600.09	
7.16 Community Grants			2,000.00							2,000.00	-2,000.00
7.16 Strategic Planning											
7.17 Events											
8.00 Highways											
8.01 Lighting of Parish F	1,000.00	28.28	121.30		486.68	189.28	115.92	182.51		1,123.97	-123.97
8.02 Signs	500.00										500.00
8.03 Footways	500.00										500.00
9.00 Environment											
9.01 Trees - Annual Sur	600.00										600.00
9.02 Trees - Maintenanc	1,500.00										1,500.00
9.03 Hedge/Fencing	4,000.00					209.00	3,315.00		227.50	3,751.50	248.50
9.04 Library Shrub Bed	200.00	15.00	53.00	15.00		15.00	53.00	68.00	15.00	234.00	-34.00
9.05 Flowers	1,000.00										1,000.00
9.06 Climate Change / E	2,000.00								157.50	157.50	1,842.50
Restricted Funds - Rin											
Ashway and The Riding											
Ashway Public Open Sp											
Community Infrastructur											
Pocket Park Maintenanc											

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

s106 Community Centr	27,430.13		458.34												27,888.47	-27,888.47
s106 St David's MUGA																
s106 St David's Play Pa		49,037.42													49,037.42	-49,037.42

	43,530.58	63,287.71	15,263.64	15,367.30	7,950.11	12,528.57	8,118.28	7,358.51	35,413.33	16,532.92	17,694.01	12,042.41		
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Total:	255,087.37
Variance:	-16,736.28

RECEIPTS

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
1.00 Staff															
1.01 Salaries															
1.03 Employer NI															
1.08 Pension - LGPS															
1.10 Staffing Review															
1.11 Locum Clerk															
10.00 Maintenance															
10.01 Enhancements &															
10.02 Sundry Purchase:		139.98												139.98	139.98
10.03 Christmas Lights															
10.04 Ashway Grounds															
10.05 St David's Ground															
10.07 MUGA Maintenanc															
10.08 Running Costs M															
10.09 Van Lease Costs															
10.10 Fuel - Van & Mow															
10.11 Safety Surfaces M															
10.12 Millenium Garden															
10.14 Defibrillator Maint															
10.15 Pocket Park															
11.00 Recreation Grou															

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

11.01 Vandalism																
11.02 St David's Grass																
11.03 Ashway Grass Cu																
11.04 St David's Trade \		38.68												38.68	38.68	
11.05 Ashway Changing																
11.06 Ashway Changing																
11.07 - CPRE Planting																
Spratton Road Grounds																
12.00 Income																
12.01 Precept	170,000.00	85,000.00					85,000.00								170,000.00	
12.02 Bank Interest	50.00	21.00	18.91	16.80	16.24	18.49	36.97	66.68	117.71	134.60	143.67	141.52	174.21	906.80	856.80	
12.04 Sports - Cricket C	1,020.00									1,071.62				1,071.62	51.62	
12.05 Sports - Sands U	400.00	336.00										336.00		672.00	272.00	
12.06 Sports - Brixworth	400.00									399.00				399.00	-1.00	
12.07 Sports - Brixworth	2,930.00									2,329.00				2,329.00	-601.00	
12.08 Sports - Other													100.00	100.00	100.00	
12.09 Community Centr	5,200.00										4,940.00			4,940.00	-260.00	
12.12 Miscellaneous					100.00				3,101.00					3,201.00	3,201.00	
12.13 WNC Grass Cutti	1,350.00									1,371.23				1,371.23	21.23	
12.14 CIL Payment								11,845.90						11,845.90	11,845.90	
s106 Community Centre		4,634.70												4,634.70	4,634.70	
VAT																
VAT Q1																
VAT Q2																
VAT Q3																
VAT Q4																
2.00 Subscriptions and																
2.01 NALC																
2.03 CPRE																
2.04 ACRE																
2.05 Society Local Clerk																
2.06 ROSPA																

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

2.07 Living Wage			
2.10 Scribe Finance			
2.11 Parish On Line Ma			
2.12 Web Site & Emails			
2.13 Human Resources			
2.14 ICT			
2.15 Microsoft			
2.16 Information Commi			
2.17 Payroll Services			
2.18 Adobe License			
3.00 Expenses and All			
3.01 Clerk's Expenses			
3.02 Community Allowa			
3.03 Telephone -Mobile			
3.04 Parish Councillors			
4.00 Administration			
4.01 Audit - Internal			
4.02 Audit - External			
4.03 Newsletters			
4.04 Insurance - Gener			
4.05 Insurance - Vehicle			
4.06 Stationery & Posta			
4.07 Office Equipment		377.48	377.48
4.08 Training			
4.09 Legal Costs (Asset			
4.10 Hall Hire (Meetings			
4.11 Telephone & Broad			
4.12 Bank Charges			
5.00 Projects - Revenu			
5.02 Planning Applicatic			
5.04 Bus Subsidiary			
5.06 BT Box			

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

5.09 Defibrillators				
5.10 Community First Ai				
5.11 Community Calend				
5.12 Community Centre				
5.15 Events		204.94	204.94	204.94
7.00 Earmarked Reser				
14.06 St David's MUGA				
7.01 Election Costs				
7.02 Crime Prevention				
7.03 Mower Replaceme				
7.04 Projects - St David				
7.05 Legal Costs (Other				
7.06 Legal Costs Count				
7.07 St David's Car Parl				
7.09 The Ashway Car P				
7.10 Bus Shelter Replac				
7.11 Litter Bin Replacen				
7.12 Play Equipment				
7.13 Community Centre				
7.14 - Floodlights				
7.15 - CCTV				
7.16 Community Grants				
7.16 Strategic Planning				
7.17 Events				
8.00 Highways				
8.01 Lighting of Parish F				
8.02 Signs				
8.03 Footways				
9.00 Environment				
9.01 Trees - Annual Sur				
9.02 Trees - Maintenanc				
9.03 Hedge/Fencing				

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

9.04 Library Shrub Bed

9.05 Flowers

9.06 Climate Change / E

Restricted Funds - Rin

Ashway and The Riding

Ashway Public Open Sp

Community Infrastructur

Pocket Park Maintenanc

s106 Community Centr

s106 St David's MUGA

s106 St David's Play Pa

90,170.36	18.91	16.80	116.24	18.49	85,036.97	11,912.58	3,423.65	5,305.45	5,083.67	477.52	651.69
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Total: 202,232.33

Variance: 20,882.33

Brixworth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 01/04/2023 and 20/04/2023)

Paper V

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
01.00 Staff			0.00 (N/A)	117,051.00	9,075.71	107,975.29 (92%)	107,975.29
03.00 Expenses & Allowances			0.00 (N/A)	1,850.00	25.18	1,824.82 (98%)	1,824.82
02.00 Subscriptions & Licences			0.00 (N/A)	11,230.00	2,206.49	9,023.51 (80%)	9,023.51
04.00 Administration			0.00 (N/A)	14,440.00	93.17	14,346.83 (99%)	14,346.83
07.00 Greens & Maintenance			0.00 (N/A)	30,600.00	239.58	30,360.42 (99%)	30,360.42
05.00 Projects			0.00 (N/A)	10,300.00		10,300.00 (100%)	10,300.00
14.00 Reserves			0.00 (N/A)	110,455.40	1,920.10	108,535.30 (98%)	108,535.30
13.00 Income	185,868.00	63.00	-185,805.00 (-99%)			0.00 (N/A)	-185,805.00
06.00 Highways & Street Lighting			0.00 (N/A)	3,000.00		3,000.00 (100%)	3,000.00
00.00 Section 137			0.00 (N/A)	500.00		500.00 (100%)	500.00
08.00 The Ashway			0.00 (N/A)	11,300.00	10.82	11,289.18 (99%)	11,289.18
09.00 St David's			0.00 (N/A)	16,800.00		16,800.00 (100%)	16,800.00
10.00 Millenium Garden			0.00 (N/A)	1,100.00		1,100.00 (100%)	1,100.00
11.00 Pocket Park			0.00 (N/A)	1,250.00		1,250.00 (100%)	1,250.00
12.00 Spratton Road			0.00 (N/A)	140.00		140.00 (100%)	140.00
NET TOTAL	185,868.00	63.00	-185,805.00 (-99%)	330,016.40	13,571.05	316,445.35 (95%)	130,640.35

Total for ALL Cost Centres	63.00	13,571.05
V.A.T.	2,406.29	615.07
GROSS TOTAL	2,469.29	14,186.12

Brixworth Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

20 April 2023 (2023-2024)

Paper W

00.00 Section 137

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
162	00.00 Section 137				500.00		500.00	500.00 (100%)
SUB TOTAL					500.00		500.00	500.00 (100%)

01.00 Staff

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
136	01.01 Salaries				90,000.00	7,374.74	82,625.26	82,625.26 (91%)
143	01.02 Employer NI				6,000.00	595.89	5,404.11	5,404.11 (90%)
137	01.03 Pension - LGPS				21,051.00	1,105.08	19,945.92	19,945.92 (94%)
140	01.04 Staffing Review							(N/A)
159	01.05 Locum Clerk							(N/A)
SUB TOTAL					117,051.00	9,075.71	107,975.29	107,975.29 (92%)

02.00 Subscriptions & Licence

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	02.01 NALC				1,600.00	2,174.17	-574.17	-574.17 (-35%)
29	02.02 CPRE				40.00		40.00	40.00 (100%)
28	02.03 ACRE				40.00	35.00	5.00	5.00 (12%)
37	02.04 Society Local Clerks (SLC)				280.00	563.00	-283.00	-283.00 (-101%)
142	02.05 ROSPA				300.00		300.00	300.00 (100%)
31	02.06 Living Wage				70.00		70.00	70.00 (100%)
36	02.07 Scribe Finance				1,000.00		1,000.00	1,000.00 (100%)
34	02.08 Parish On Line Mapping				150.00		150.00	150.00 (100%)
38	02.09 Web Site & Emails				500.00	88.00	412.00	412.00 (82%)
23	02.10 Human Resources/ Health				3,300.00	-54.32	3,354.32	3,354.32 (101%)
24	02.11 ICT				2,750.00		2,750.00	2,750.00 (100%)
32	02.12 Microsoft							(N/A)
30	02.13 Information Commissioner				40.00	35.00	5.00	5.00 (12%)
141	02.14 Payroll Services				1,000.00	38.50	961.50	961.50 (96%)
138	02.15 Adobe License				160.00	16.64	143.36	143.36 (89%)
SUB TOTAL					11,230.00	2,895.99	8,334.01	8,334.01 (74%)

03.00 Expenses & Allowances

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
17	03.01 Clerk's Expenses				750.00		750.00	750.00 (100%)
19	03.02 Chairman's Allowance				400.00		400.00	400.00 (100%)
18	03.03 Telephone -Mobile Staff				500.00	25.18	474.82	474.82 (94%)
20	03.04 Parish Councillors Expens				200.00		200.00	200.00 (100%)

Brixworth Parish Council
Summary of Receipts and Payments

20 April 2023 (2023-2024)

All Cost Centres and Codes

SUB TOTAL	1,850.00	25.18	1,824.82	1,824.82 (98%)
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04.00 Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
22	04.01 Audit - Internal				400.00		400.00	400.00 (100%)
21	04.02 Audit - External				1,000.00		1,000.00	1,000.00 (100%)
43	04.03 Newsletters				1,500.00		1,500.00	1,500.00 (100%)
41	04.04 Insurance - General				2,000.00		2,000.00	2,000.00 (100%)
42	04.05 Insurance - Vehicles				900.00		900.00	900.00 (100%)
47	04.06 Stationery & Postage				600.00	6.65	593.35	593.35 (98%)
46	04.07 Office Equipment				400.00		400.00	400.00 (100%)
45	04.08 Training				2,000.00	146.68	1,853.32	1,853.32 (92%)
25	04.09 Legal Costs (Asset Manag				2,500.00		2,500.00	2,500.00 (100%)
40	04.10 Hall Hire (Meetings)				1,500.00		1,500.00	1,500.00 (100%)
44	04.11 Telephone & Broadband				1,500.00	60.49	1,439.51	1,439.51 (95%)
139	04.12 Bank Charges				140.00	8.75	131.25	131.25 (93%)
112	04.13 VAT Payments							(N/A)
SUB TOTAL					14,440.00	222.57	14,217.43	14,217.43 (98%)

05.00 Projects

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
117	05.01 Planning Applications							(N/A)
145	05.02 Bus Subsidiary				1,000.00		1,000.00	1,000.00 (100%)
146	05.03 Heritage Projects				2,900.00		2,900.00	2,900.00 (100%)
69	05.04 Defibrillators				1,500.00		1,500.00	1,500.00 (100%)
148	05.05 Community First Aid Traini				500.00		500.00	500.00 (100%)
100	05.06 Community Calendar				400.00		400.00	400.00 (100%)
155	05.07 Community Centre Cleani				4,000.00		4,000.00	4,000.00 (100%)
101	05.08 Events							(N/A)
SUB TOTAL					10,300.00		10,300.00	10,300.00 (100%)

06.00 Highways & Street Light

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
123	06.01 Lighting of Parish Footpat				2,000.00	187.88	1,812.12	1,812.12 (90%)
144	06.02 Signs				500.00		500.00	500.00 (100%)
73	06.03 Footways				500.00		500.00	500.00 (100%)
SUB TOTAL					3,000.00	187.88	2,812.12	2,812.12 (93%)

07.00 Greens & Maintenance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend

Brixworth Parish Council
Summary of Receipts and Payments

20 April 2023 (2023-2024)

All Cost Centres and Codes

81	07.01 Enhancements & Mainten:	1,000.00		1,000.00	1,000.00 (100%)
48	07.02 Sundry Purchases - Maint	1,000.00		1,000.00	1,000.00 (100%)
67	07.03 Christmas Lights	4,000.00		4,000.00	4,000.00 (100%)
50	07.04 Running Costs Mowers	700.00	594.05	105.95	105.95 (15%)
161	07.05 Litter Bins	2,000.00		2,000.00	2,000.00 (100%)
51	07.06 Van Lease Costs	3,000.00	239.58	2,760.42	2,760.42 (92%)
49	07.07 Fuel - Van & Mowers	2,200.00	119.17	2,080.83	2,080.83 (94%)
74	07.08 Defibrillator Maintenance	2,000.00		2,000.00	2,000.00 (100%)
80	07.09 Vandalism	1,000.00		1,000.00	1,000.00 (100%)
160	07.10 - Planting Grants		73.00	-73.00	-73.00 (N/A)
79	07.11 Trees - Annual Survey	1,500.00		1,500.00	1,500.00 (100%)
78	07.12 Trees - Surgery	5,000.00		5,000.00	5,000.00 (100%)
149	07.13 Hedge/Fencing	4,000.00		4,000.00	4,000.00 (100%)
70	07.14 Flowers	1,000.00		1,000.00	1,000.00 (100%)
150	07.15 Climate Change / Environr	2,000.00		2,000.00	2,000.00 (100%)
71	07.16 Library Shrub Bed	200.00		200.00	200.00 (100%)
SUB TOTAL		30,600.00	1,025.80	29,574.20	29,574.20 (96%)

08.00 The Ashway

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
57	08.01 Ashway Grounds Mainten:				6,000.00		6,000.00	6,000.00 (100%)
56	08.02 Ashway Grass Cutting				1,800.00	138.00	1,662.00	1,662.00 (92%)
53	08.03 Ashway Changing Rooms				3,000.00	202.87	2,797.13	2,797.13 (93%)
54	08.04 Ashway Changing Rooms				500.00	10.82	489.18	489.18 (97%)
SUB TOTAL					11,300.00	351.69	10,948.31	10,948.31 (96%)

09.00 St David's

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
64	09.01 St David's Grounds Maint:				7,000.00		7,000.00	7,000.00 (100%)
63	09.02 St David's Grass Cutting				2,800.00	55.00	2,745.00	2,745.00 (98%)
151	09.03 MUGA Maintenance				2,000.00		2,000.00	2,000.00 (100%)
152	09.04 Safety Surfaces Maintena				4,000.00		4,000.00	4,000.00 (100%)
52	09.05 St David's Trade Waste				1,000.00	88.60	911.40	911.40 (91%)
SUB TOTAL					16,800.00	143.60	16,656.40	16,656.40 (99%)

10.00 Millenium Garden

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
72	10.01 Millennium Garden				1,100.00		1,100.00	1,100.00 (100%)
SUB TOTAL					1,100.00		1,100.00	1,100.00 (100%)

Brixworth Parish Council
Summary of Receipts and Payments

20 April 2023 (2023-2024)

All Cost Centres and Codes

11.00 Pocket Park

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
75	11.01 Pocket Park				1,250.00		1,250.00	1,250.00 (100%)
SUB TOTAL					1,250.00		1,250.00	1,250.00 (100%)

12.00 Spratton Road

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
60	12.01 Spratton Road Grounds M				140.00		140.00	140.00 (100%)
SUB TOTAL					140.00		140.00	140.00 (100%)

13.00 Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
87	13.01 Precept	175,000.00		-175,000.00				-175,000.00 (-100%)
82	13.02 Bank Interest	310.00		-310.00				-310.00 (-100%)
158	13.03 CIL Payment							(N/A)
91	13.04 Sports - Cricket Club	1,120.00		-1,120.00				-1,120.00 (-100%)
94	13.05 Sports - Sands United	399.00	63.00	-336.00				-336.00 (-84%)
111	13.06 Sports - Brixworth Seniors	399.00		-399.00				-399.00 (-100%)
92	13.07 Sports - Brixworth Juniors	2,329.00		-2,329.00				-2,329.00 (-100%)
93	13.08 Sports - Other							(N/A)
84	13.09 Community Centre Cleani	4,940.00		-4,940.00				-4,940.00 (-100%)
163	13.10 Section 106							(N/A)
86	13.11 WNC Grass Cutting	1,371.00		-1,371.00				-1,371.00 (-100%)
102	13.12 S106 Community Centre							(N/A)
85	13.13 Miscellaneous							(N/A)
95	13.14 VAT Q1							(N/A)
96	13.15 VAT Q2							(N/A)
97	13.16 VAT Q3							(N/A)
98	13.17 VAT Q4							(N/A)
SUB TOTAL		185,868.00	63.00	-185,805.00				-185,805.00 (-99%)

14.00 Reserves

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
164	14.01 - General Reserves							(N/A)
103	14.02 Pocket Park Maintenance							(N/A)
154	14.03 Crime Prevention							(N/A)
105	14.04 Ashway Public Open Spac							(N/A)
106	14.05 Ashway and The Ridings F							(N/A)
109	14.06 S106 St David's MUGA				100,155.49	100,155.49		(0%)
165	14.07 Kubota Grass Mower							(N/A)
166	14.08 Van Branding & End of Le							(N/A)

Brixworth Parish Council
Summary of Receipts and Payments

20 April 2023 (2023-2024)

All Cost Centres and Codes

115	14.09 Mower Replacement Fund							(N/A)
167	14.10 Strimmer Replacement							(N/A)
168	14.11 Projects							(N/A)
119	14.12 Community Grants							(N/A)
120	14.13 Legal Costs (Other)							(N/A)
121	14.14 Legal Costs County Court							(N/A)
122	14.15 Election Costs							(N/A)
169	14.16 Lighting Footpaths							(N/A)
125	14.17 St David's Car Park	7,500.00		7,500.00				(0%)
128	14.18 The Ashway Car Park							(N/A)
131	14.19 Bus Shelter Replacement							(N/A)
126	14.20 Litter Bin Replacement							(N/A)
127	14.21 Play Equipment							(N/A)
132	14.22 Community Centre Repair							(N/A)
133	14.23 Events	1,600.00		1,832.46	-232.46		-232.46	(-14%)
129	14.24 Strategic Planning							(N/A)
170	14.25 Calendar							(N/A)
118	14.26 Projects - St David's Play I							(N/A)
156	14.27 - Floodlights							(N/A)
157	14.28 - CCTV	1,199.91		1,684.86	-484.95		-484.95	(-40%)
107	14.29 Community Infrastructure I							(N/A)
110	14.30 S106 Community Centre I							(N/A)
108	14.31 S106 St David's Play Park							(N/A)
SUB TOTAL			110,455.40	111,172.81	-717.41		-717.41	(-0%)

Summary

NET TOTAL	185,868.00	63.00	-185,805.00	330,016.40	125,101.23	204,915.17	19,110.17	(3%)
V.A.T.		2,406.29			22,782.81			
GROSS TOTAL		2,469.29			147,884.04			

Brixworth Parish Council
Net Position by Cost Centre and Code

Paper X

Cost Centre Name**00.00 Section 137**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
162	00.00 Section 137				500.00		500.00
					500.00		500.00

01.00 Staff

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
136	01.01 Salaries				90,000.00	7,374.74	82,625.26
143	01.02 Employer NI				6,000.00	595.89	5,404.11
137	01.03 Pension - LGPS				21,051.00	1,105.08	19,945.92
140	01.04 Staffing Review						
159	01.05 Locum Clerk						
					117,051.00	£9,075.71	107,975.29

02.00 Subscriptions & Licences

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
33	02.01 NALC				1,600.00	2,174.17	-574.17
29	02.02 CPRE				40.00		40.00
28	02.03 ACRE				40.00	35.00	5.00
37	02.04 Society Local Clerks				280.00	563.00	-283.00
142	02.05 ROSPA				300.00		300.00
31	02.06 Living Wage				70.00		70.00
36	02.07 Scribe Finance				1,000.00		1,000.00
34	02.08 Parish On Line Map				150.00		150.00
38	02.09 Web Site & Emails				500.00	88.00	412.00
23	02.10 Human Resources/				3,300.00	-54.32	3,354.32
24	02.11 ICT				2,750.00		2,750.00
32	02.12 Microsoft						
30	02.13 Information Commis				40.00	35.00	5.00
141	02.14 Payroll Services				1,000.00	38.50	961.50
138	02.15 Adobe License				160.00	16.64	143.36
					11,230.00	£2,895.99	8,334.01

03.00 Expenses & Allowances

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
17	03.01 Clerk's Expenses				750.00		750.00
19	03.02 Chairman's Allowan				400.00		400.00
18	03.03 Telephone -Mobile				500.00	25.18	474.82
20	03.04 Parish Councillors E				200.00		200.00
					1,850.00	£25.18	1,824.82

04.00 Administration

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
22	04.01 Audit - Internal				400.00		400.00
21	04.02 Audit - External				1,000.00		1,000.00
43	04.03 Newsletters				1,500.00		1,500.00
41	04.04 Insurance - General				2,000.00		2,000.00
42	04.05 Insurance - Vehicles				900.00		900.00
47	04.06 Stationery & Postag				600.00	6.65	593.35
46	04.07 Office Equipment				400.00		400.00
45	04.08 Training				2,000.00	146.68	1,853.32
25	04.09 Legal Costs (Asset I				2,500.00		2,500.00
40	04.10 Hall Hire (Meetings)				1,500.00		1,500.00
44	04.11 Telephone & Broadt				1,500.00	60.49	1,439.51
139	04.12 Bank Charges				140.00	8.75	131.25
112	04.13 VAT Payments						
					14,440.00	£222.57	14,217.43

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Brixworth Parish Council
Net Position by Cost Centre and Code

Cost Centre Name**05.00 Projects**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
117	05.01 Planning Applicator						
145	05.02 Bus Subsidiary				1,000.00		1,000.00
146	05.03 Heritage Projects				2,900.00		2,900.00
69	05.04 Defibrillators				1,500.00		1,500.00
148	05.05 Community First Aid				500.00		500.00
100	05.06 Community Calenda				400.00		400.00
155	05.07 Community Centre (4,000.00		4,000.00
101	05.08 Events						
					10,300.00		10,300.00

06.00 Highways & Street Lighting

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
123	06.01 Lighting of Parish Ft				2,000.00	187.88	1,812.12
144	06.02 Signs				500.00		500.00
73	06.03 Footways				500.00		500.00
					3,000.00	£187.88	2,812.12

07.00 Greens & Maintenance

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
81	07.01 Enhancements & M				1,000.00		1,000.00
48	07.02 Sundry Purchases -				1,000.00		1,000.00
67	07.03 Christmas Lights				4,000.00		4,000.00
50	07.04 Running Costs Mow				700.00	594.05	105.95
161	07.05 Litter Bins				2,000.00		2,000.00
51	07.06 Van Lease Costs				3,000.00	239.58	2,760.42
49	07.07 Fuel - Van & Mower				2,200.00	119.17	2,080.83
74	07.08 Defibrillator Mainten				2,000.00		2,000.00
80	07.09 Vandalism				1,000.00		1,000.00
160	07.10 - Planting Grants					73.00	-73.00
79	07.11 Trees - Annual Surv				1,500.00		1,500.00
78	07.12 Trees - Surgery				5,000.00		5,000.00
149	07.13 Hedge/Fencing				4,000.00		4,000.00
70	07.14 Flowers				1,000.00		1,000.00
150	07.15 Climate Change / Ei				2,000.00		2,000.00
71	07.16 Library Shrub Bed				200.00		200.00
					30,600.00	£1,025.80	29,574.20

08.00 The Ashway

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
57	08.01 Ashway Grounds M				6,000.00		6,000.00
56	08.02 Ashway Grass Cutti				1,800.00	138.00	1,662.00
53	08.03 Ashway Changing F				3,000.00	202.87	2,797.13
54	08.04 Ashway Changing F				500.00	10.82	489.18
					11,300.00	£351.69	10,948.31

09.00 St David's

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
64	09.01 St David's Grounds				7,000.00		7,000.00
63	09.02 St David's Grass Cu				2,800.00	55.00	2,745.00
151	09.03 MUGA Maintenance				2,000.00		2,000.00
152	09.04 Safety Surfaces Mai				4,000.00		4,000.00
52	09.05 St David's Trade We				1,000.00	88.60	911.40
					16,800.00	£143.60	16,656.40

10.00 Millenium Garden

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Brixworth Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

72 10.01 Millennium Garden	1,100.00	1,100.00
	1,100.00	1,100.00

11.00 Pocket Park

<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
		Budget	Actual	Budget	Actual	Budget
75 11.01 Pocket Park				1,250.00		1,250.00
				1,250.00		1,250.00

12.00 Spratton Road

<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
		Budget	Actual	Budget	Actual	Budget
60 12.01 Spratton Road Groi				140.00		140.00
				140.00		140.00

13.00 Income

<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
		Budget	Actual	Budget	Actual	Budget
87 13.01 Precept		175,000.00				-175,000.00
82 13.02 Bank Interest		310.00				-310.00
158 13.03 CIL Payment						
91 13.04 Sports - Cricket Clul		1,120.00				-1,120.00
94 13.05 Sports - Sands Unit		399.00	63.00			-336.00
111 13.06 Sports - Brixworth S		399.00				-399.00
92 13.07 Sports - Brixworth J		2,329.00				-2,329.00
93 13.08 Sports - Other						
84 13.09 Community Centre (4,940.00				-4,940.00
163 13.10 Section 106						
86 13.11 WNC Grass Cutting		1,371.00				-1,371.00
102 13.12 S106 Community C						
85 13.13 Miscellaneous						
95 13.14 VAT Q1						
96 13.15 VAT Q2						
97 13.16 VAT Q3						
98 13.17 VAT Q4						
		185,868.00	£63.00			-185,805.00

14.00 Reserves

<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
		Budget	Actual	Budget	Actual	Budget
164 14.01 - General Reserves						
103 14.02 Pocket Park Mainte						
154 14.03 Crime Prevention						
105 14.04 Ashway Public Ope						
106 14.05 Ashway and The Ri						
109 14.06 S106 St David's MU				100,155.49	100,155.49	
165 14.07 Kubota Grass Mowe						
166 14.08 Van Branding & Enc						
115 14.09 Mower Replacem						
167 14.10 Strimmer Replacem						
168 14.11 Projects						
119 14.12 Community Grants						
120 14.13 Legal Costs (Other)						
121 14.14 Legal Costs County						
122 14.15 Election Costs						
169 14.16 Lighting Footpaths						
125 14.17 St David's Car Park				7,500.00	7,500.00	
128 14.18 The Ashway Car Pa						
131 14.19 Bus Shelter Replace						
126 14.20 Litter Bin Replacem						
127 14.21 Play Equipment						
132 14.22 Community Centre i						
133 14.23 Events				1,600.00	1,832.46	-232.46
129 14.24 Strategic Planning						
170 14.25 Calendar						
118 14.26 Projects - St David's						
156 14.27 - Floodlights						

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Brixworth Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

157 14.28 - CCTV			1,199.91	1,684.86	-484.95
107 14.29 Community Infrastru					
110 14.30 S106 Community C					
108 14.31 S106 St David's Pla					

			110,455.40	£111,172.81	-717.41
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NET TOTAL	185,868.00	£63.00	330,016.40	£125,101.23	19,110.17
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Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

Paper Y

00.00 Section 137

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
162 00.00 Section 137				500.00				500.00	500.00 (100%)
SUB TOTAL				500.00				500.00	500.00 (100%)

01.00 Staff

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
136 01.01 Salaries				90,000.00	7,374.74		7,374.74	82,625.26	82,625.26 (91%)
143 01.02 Employer NI				6,000.00	595.89		595.89	5,404.11	5,404.11 (90%)
137 01.03 Pension - LGPS				21,051.00	1,105.08		1,105.08	19,945.92	19,945.92 (94%)
140 01.04 Staffing Review									(N/A)
159 01.05 Locum Clerk									(N/A)
SUB TOTAL				117,051.00	9,075.71		9,075.71	107,975.29	107,975.29 (92%)

02.00 Subscriptions & Li

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
33 02.01 NALC				1,600.00	2,174.17		2,174.17	-574.17	-574.17 (-35%)
29 02.02 CPRE				40.00				40.00	40.00 (100%)
28 02.03 ACRE				40.00	35.00		35.00	5.00	5.00 (12%)
37 02.04 Society Local Clerks (S				280.00				280.00	280.00 (100%)
142 02.05 ROSPA				300.00				300.00	300.00 (100%)
31 02.06 Living Wage				70.00				70.00	70.00 (100%)
36 02.07 Scribe Finance				1,000.00				1,000.00	1,000.00 (100%)
34 02.08 Parish On Line Mapping				150.00				150.00	150.00 (100%)
38 02.09 Web Site & Emails				500.00				500.00	500.00 (100%)
23 02.10 Human Resources/ He				3,300.00	-54.32		-54.32	3,354.32	3,354.32 (101%)
24 02.11 ICT				2,750.00				2,750.00	2,750.00 (100%)
32 02.12 Microsoft									(N/A)
30 02.13 Information Commissio				40.00	35.00		35.00	5.00	5.00 (12%)
141 02.14 Payroll Services				1,000.00				1,000.00	1,000.00 (100%)
138 02.15 Adobe License				160.00	16.64		16.64	143.36	143.36 (89%)
SUB TOTAL				11,230.00	2,206.49		2,206.49	9,023.51	9,023.51 (80%)

03.00 Expenses & Allow

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
17 03.01 Clerk's Expenses				750.00				750.00	750.00 (100%)
19 03.02 Chairman's Allowance				400.00				400.00	400.00 (100%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

18	03.03 Telephone -Mobile Sta	500.00	25.18	25.18	474.82	474.82 (94%)
20	03.04 Parish Councillors Expe	200.00			200.00	200.00 (100%)
SUB TOTAL		1,850.00	25.18	25.18	1,824.82	1,824.82 (98%)

04.00 Administration

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
22	04.01 Audit - Internal				400.00				400.00	400.00 (100%)
21	04.02 Audit - External				1,000.00				1,000.00	1,000.00 (100%)
43	04.03 Newsletters				1,500.00				1,500.00	1,500.00 (100%)
41	04.04 Insurance - General				2,000.00				2,000.00	2,000.00 (100%)
42	04.05 Insurance - Vehicles				900.00				900.00	900.00 (100%)
47	04.06 Stationery & Postage				600.00				600.00	600.00 (100%)
46	04.07 Office Equipment				400.00				400.00	400.00 (100%)
45	04.08 Training				2,000.00	32.68		32.68	1,967.32	1,967.32 (98%)
25	04.09 Legal Costs (Asset Mar				2,500.00				2,500.00	2,500.00 (100%)
40	04.10 Hall Hire (Meetings)				1,500.00				1,500.00	1,500.00 (100%)
44	04.11 Telephone & Broadband				1,500.00	60.49		60.49	1,439.51	1,439.51 (95%)
139	04.12 Bank Charges				140.00				140.00	140.00 (100%)
112	04.13 VAT Payments									(N/A)
SUB TOTAL					14,440.00	93.17		93.17	14,346.83	14,346.83 (99%)

05.00 Projects

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
117	05.01 Planning Applications									(N/A)
145	05.02 Bus Subsidiary				1,000.00				1,000.00	1,000.00 (100%)
146	05.03 Heritage Projects				2,900.00				2,900.00	2,900.00 (100%)
69	05.04 Defibrillators				1,500.00				1,500.00	1,500.00 (100%)
148	05.05 Community First Aid Tr				500.00				500.00	500.00 (100%)
100	05.06 Community Calendar				400.00				400.00	400.00 (100%)
155	05.07 Community Centre Clea				4,000.00				4,000.00	4,000.00 (100%)
101	05.08 Events									(N/A)
SUB TOTAL					10,300.00				10,300.00	10,300.00 (100%)

06.00 Highways & Street

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
123	06.01 Lighting of Parish Footp				2,000.00				2,000.00	2,000.00 (100%)
144	06.02 Signs				500.00				500.00	500.00 (100%)
73	06.03 Footways				500.00				500.00	500.00 (100%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

SUB TOTAL				3,000.00				3,000.00	3,000.00 (100%)
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07.00 Greens & Maintenance

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
81	07.01 Enhancements & Maint				1,000.00				1,000.00	1,000.00 (100%)
48	07.02 Sundry Purchases - Ma				1,000.00				1,000.00	1,000.00 (100%)
67	07.03 Christmas Lights				4,000.00				4,000.00	4,000.00 (100%)
50	07.04 Running Costs Mowers				700.00				700.00	700.00 (100%)
161	07.05 Litter Bins				2,000.00				2,000.00	2,000.00 (100%)
51	07.06 Van Lease Costs				3,000.00	239.58		239.58	2,760.42	2,760.42 (92%)
49	07.07 Fuel - Van & Mowers				2,200.00				2,200.00	2,200.00 (100%)
74	07.08 Defibrillator Maintenan				2,000.00				2,000.00	2,000.00 (100%)
80	07.09 Vandalism				1,000.00				1,000.00	1,000.00 (100%)
160	07.10 - Planting Grants									(N/A)
79	07.11 Trees - Annual Survey				1,500.00				1,500.00	1,500.00 (100%)
78	07.12 Trees - Surgery				5,000.00				5,000.00	5,000.00 (100%)
149	07.13 Hedge/Fencing				4,000.00				4,000.00	4,000.00 (100%)
70	07.14 Flowers				1,000.00				1,000.00	1,000.00 (100%)
150	07.15 Climate Change / Envir				2,000.00				2,000.00	2,000.00 (100%)
71	07.16 Library Shrub Bed				200.00				200.00	200.00 (100%)
SUB TOTAL					30,600.00	239.58		239.58	30,360.42	30,360.42 (99%)

08.00 The Ashway

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
57	08.01 Ashway Grounds Maint				6,000.00				6,000.00	6,000.00 (100%)
56	08.02 Ashway Grass Cutting				1,800.00				1,800.00	1,800.00 (100%)
53	08.03 Ashway Changing Roo				3,000.00				3,000.00	3,000.00 (100%)
54	08.04 Ashway Changing Roo				500.00	10.82		10.82	489.18	489.18 (97%)
SUB TOTAL					11,300.00	10.82		10.82	11,289.18	11,289.18 (99%)

09.00 St David's

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
64	09.01 St David's Grounds Ma				7,000.00				7,000.00	7,000.00 (100%)
63	09.02 St David's Grass Cuttin				2,800.00				2,800.00	2,800.00 (100%)
151	09.03 MUGA Maintenance				2,000.00				2,000.00	2,000.00 (100%)
152	09.04 Safety Surfaces Mainte				4,000.00				4,000.00	4,000.00 (100%)
52	09.05 St David's Trade Waste				1,000.00				1,000.00	1,000.00 (100%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

SUB TOTAL					16,800.00				16,800.00	16,800.00 (100%)
10.00 Millenium Garden										
		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
72	10.01 Millennium Garden				1,100.00				1,100.00	1,100.00 (100%)
SUB TOTAL					1,100.00				1,100.00	1,100.00 (100%)
11.00 Pocket Park										
		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
75	11.01 Pocket Park				1,250.00				1,250.00	1,250.00 (100%)
SUB TOTAL					1,250.00				1,250.00	1,250.00 (100%)
12.00 Spratton Road										
		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
60	12.01 Spratton Road Ground				140.00				140.00	140.00 (100%)
SUB TOTAL					140.00				140.00	140.00 (100%)
13.00 Income										
		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
87	13.01 Precept	175,000.00		175,000.00						75,000.00 (-100%)
82	13.02 Bank Interest	310.00		-310.00						-310.00 (-100%)
158	13.03 CIL Payment									(N/A)
91	13.04 Sports - Cricket Club	1,120.00		-1,120.00						-1,120.00 (-100%)
94	13.05 Sports - Sands United	399.00	63.00	-336.00						-336.00 (-84%)
111	13.06 Sports - Brixworth Seni	399.00		-399.00						-399.00 (-100%)
92	13.07 Sports - Brixworth Junic	2,329.00		-2,329.00						-2,329.00 (-100%)
93	13.08 Sports - Other									(N/A)
84	13.09 Community Centre Clea	4,940.00		-4,940.00						-4,940.00 (-100%)
163	13.10 Section 106									(N/A)
86	13.11 WNC Grass Cutting	1,371.00		-1,371.00						-1,371.00 (-100%)
102	13.12 S106 Community Centr									(N/A)
85	13.13 Miscellaneous									(N/A)
95	13.14 VAT Q1									(N/A)
96	13.15 VAT Q2									(N/A)
97	13.16 VAT Q3									(N/A)
98	13.17 VAT Q4									(N/A)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

SUB TOTAL	185,868.00	63.00	185,805.00						185,805.00 (-99%)
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14.00 Reserves

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
164	14.01 - General Reserves									(N/A)
103	14.02 Pocket Park Maintenance									(N/A)
154	14.03 Crime Prevention									(N/A)
105	14.04 Ashway Public Open Space									(N/A)
106	14.05 Ashway and The Riding									(N/A)
109	14.06 S106 St David's MUGA				100,155.49	87.64		87.64	100,067.85	00,067.85 (99%)
165	14.07 Kubota Grass Mower									(N/A)
166	14.08 Van Branding & End of									(N/A)
115	14.09 Mower Replacement Fuel									(N/A)
167	14.10 Strimmer Replacement									(N/A)
168	14.11 Projects									(N/A)
119	14.12 Community Grants									(N/A)
120	14.13 Legal Costs (Other)									(N/A)
121	14.14 Legal Costs County Council									(N/A)
122	14.15 Election Costs									(N/A)
169	14.16 Lighting Footpaths									(N/A)
125	14.17 St David's Car Park				7,500.00				7,500.00	7,500.00 (100%)
128	14.18 The Ashway Car Park									(N/A)
131	14.19 Bus Shelter Replacement									(N/A)
126	14.20 Litter Bin Replacement									(N/A)
127	14.21 Play Equipment									(N/A)
132	14.22 Community Centre Repairs									(N/A)
133	14.23 Events				1,600.00	1,832.46		1,832.46	-232.46	-232.46 (-14%)
129	14.24 Strategic Planning									(N/A)
170	14.25 Calendar									(N/A)
118	14.26 Projects - St David's Park									(N/A)
156	14.27 - Floodlights									(N/A)
157	14.28 - CCTV				1,199.91				1,199.91	1,199.91 (100%)
107	14.29 Community Infrastructure									(N/A)
110	14.30 S106 Community Centre									(N/A)
108	14.31 S106 St David's Play Park									(N/A)
SUB TOTAL					110,455.40	1,920.10		1,920.10	108,535.30	108,535.30 (98%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

Summary

NET TOTAL	185,868.00	63.00	185,805.00	330,016.40	13,571.05	13,571.05	316,445.35	30,640.35 (25%)
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Brixworth Parish Council
Reserves Balance
2023-2024

Paper Z

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
14.02 Pocket Park Maintenance	2,290.60				2,290.60
14.03 Crime Prevention Security	1,299.94				1,299.94
14.04 - Ashway POS RF	1,734.00				1,734.00
14.05 - Ashway/Ridings POS - f	23,712.30				23,712.30
14.06 - S106 MUGA RF	105,000.00		100,155.49		4,844.51
14.07 - Kubota Grass Mower EF	9,782.00				9,782.00
14.08 - Van Branding & end of l	1,272.00				1,272.00
14.09 - Small Mower Replacem	1,200.00				1,200.00
14.10 - Strimmer Replacement l	600.00				600.00
14.11 - Projects ER	12,549.23				12,549.23
14.12 - Community Grants - ER	11,620.01				11,620.01
14.13 - Legal Other ER	864.00				864.00
14.14 - Legal County Court ER	5,560.44				5,560.44
14.15 - Election Costs ER	4,545.00				4,545.00
14.16 - Lighting Footpaths ER	7,020.00				7,020.00
ER - Heritage Projects - CLOSE	343.50	-343.50			0.00
14.17 - St David's Car Park ER	7,500.00		7,500.00		0.00
14.18 - Ashway Car Park - ER	9,000.00				9,000.00
14.19 - Bus Shelters ER	7,980.00				7,980.00
14.20 - Litter Bins ER	4,500.00				4,500.00
14.21 - Play Equipment	12,000.00				12,000.00
14.22 - Community Centre Rep:	6,237.00	554.00			6,791.00
14.23 - Community Events	2,500.00		1,832.46		667.54
14.24 - Strategic Planning ER	10,599.19	-7,599.19			3,000.00
14.25 - Calendar ER	224.00				224.00
14.29 - Community Infrastructur	23,521.26				23,521.26
14.26 - Projects St Davids	28,336.43				28,336.43
14.27 - Floodlights	6,240.00				6,240.00
14.28 - CCTV	1,199.91		1,684.86		-484.95
14.01 General Reserves					0.00
Total Capital	309,230.81	-7,388.69	111,172.81		190,669.31
TOTAL RESERVE	309,230.81	-7,388.69	111,172.81		190,669.31
GENERAL FUND					52,545.87
TOTAL FUNDS					243,215.18

Brixworth Parish Council
Reserves Balance
2023-2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
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Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

PAYMENTS

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
00.00 Section 137															
00.00 Section 137	500.00														500.00
01.00 Staff															
01.01 Salaries	90,000.00	7,374.74												7,374.74	82,625.26
01.02 Employer NI	6,000.00	595.89												595.89	5,404.11
01.03 Pension - LGPS	21,051.00	1,105.08												1,105.08	19,945.92
01.04 Staffing Review															
01.05 Locum Clerk															
02.00 Subscriptions &															
02.01 NALC	1,600.00	2,174.17												2,174.17	-574.17
02.02 CPRE	40.00														40.00
02.03 ACRE	40.00	35.00												35.00	5.00
02.04 Society Local Cle	280.00	563.00												563.00	-283.00
02.05 ROSPA	300.00														300.00
02.06 Living Wage	70.00														70.00
02.07 Scribe Finance	1,000.00														1,000.00
02.08 Parish On Line M	150.00														150.00
02.09 Web Site & Email	500.00	88.00												88.00	412.00
02.10 Human Resource	3,300.00	-54.32												-54.32	3,354.32
02.11 ICT	2,750.00														2,750.00
02.12 Microsoft															
02.13 Information Comr	40.00	35.00												35.00	5.00
02.14 Payroll Services	1,000.00	38.50												38.50	961.50
02.15 Adobe License	160.00	16.64												16.64	143.36
03.00 Expenses & Allo															
03.01 Clerk's Expenses	750.00														750.00
03.02 Chairman's Allow:	400.00														400.00
03.03 Telephone -Mobil	500.00	25.18												25.18	474.82
03.04 Parish Councillors	200.00														200.00

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

Paper AA

04.00 Administration

04.01 Audit - Internal	400.00			400.00
04.02 Audit - External	1,000.00			1,000.00
04.03 Newsletters	1,500.00			1,500.00
04.04 Insurance - Gene	2,000.00			2,000.00
04.05 Insurance - Vehic	900.00			900.00
04.06 Stationery & Post	600.00	6.65	6.65	593.35
04.07 Office Equipment	400.00			400.00
04.08 Training	2,000.00	146.68	146.68	1,853.32
04.09 Legal Costs (Assr	2,500.00			2,500.00
04.10 Hall Hire (Meeting	1,500.00			1,500.00
04.11 Telephone & Broa	1,500.00	60.49	60.49	1,439.51
04.12 Bank Charges	140.00	8.75	8.75	131.25
04.13 VAT Payments				

05.00 Projects

05.01 Planning Applicat				
05.02 Bus Subsidiary	1,000.00			1,000.00
05.03 Heritage Projects	2,900.00			2,900.00
05.04 Defibrillators	1,500.00			1,500.00
05.05 Community First /	500.00			500.00
05.06 Community Caler	400.00			400.00
05.07 Community Centr	4,000.00			4,000.00
05.08 Events				

06.00 Highways & Stre

06.01 Lighting of Parish	2,000.00	187.88	187.88	1,812.12
06.02 Signs	500.00			500.00
06.03 Footways	500.00			500.00

07.00 Greens & Mainte

07.01 Enhancements &	1,000.00			1,000.00
07.02 Sundry Purchase:	1,000.00			1,000.00
07.03 Christmas Lights	4,000.00			4,000.00
07.04 Running Costs M	700.00	594.05	594.05	105.95

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

07.05 Litter Bins	2,000.00			2,000.00
07.06 Van Lease Costs	3,000.00	239.58	239.58	2,760.42
07.07 Fuel - Van & Mow	2,200.00	119.17	119.17	2,080.83
07.08 Defibrillator Maint	2,000.00			2,000.00
07.09 Vandalism	1,000.00			1,000.00
07.10 - Planting Grants		73.00	73.00	-73.00
07.11 Trees - Annual St	1,500.00			1,500.00
07.12 Trees - Surgery	5,000.00			5,000.00
07.13 Hedge/Fencing	4,000.00			4,000.00
07.14 Flowers	1,000.00			1,000.00
07.15 Climate Change /	2,000.00			2,000.00
07.16 Library Shrub Bec	200.00			200.00
08.00 The Ashway				
08.01 Ashway Grounds	6,000.00			6,000.00
08.02 Ashway Grass Cu	1,800.00	138.00	138.00	1,662.00
08.03 Ashway Changing	3,000.00	202.87	202.87	2,797.13
08.04 Ashway Changing	500.00	10.82	10.82	489.18
09.00 St David's				
09.01 St David's Ground	7,000.00			7,000.00
09.02 St David's Grass	2,800.00	55.00	55.00	2,745.00
09.03 MUGA Maintenance	2,000.00			2,000.00
09.04 Safety Surfaces	4,000.00			4,000.00
09.05 St David's Trade	1,000.00	88.60	88.60	911.40
10.00 Millenium Garde				
10.01 Millennium Garde	1,100.00			1,100.00
11.00 Pocket Park				
11.01 Pocket Park	1,250.00			1,250.00
12.00 Spratton Road				
12.01 Spratton Road G	140.00			140.00
13.00 Income				
13.01 Precept				
13.02 Bank Interest				

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

13.03 CIL Payment			
13.04 Sports - Cricket C			
13.05 Sports - Sands U			
13.06 Sports - Brixwort			
13.07 Sports - Brixwort			
13.08 Sports - Other			
13.09 Community Centr			
13.10 Section 106			
13.11 WNC Grass Cutti			
13.12 S106 Community			
13.13 Miscellaneous			
13.14 VAT Q1			
13.15 VAT Q2			
13.16 VAT Q3			
13.17 VAT Q4			
14.00 Reserves			
14.01 - General Reserv			
14.02 Pocket Park Main			
14.03 Crime Prevention			
14.04 Ashway Public Op			
14.05 Ashway and The			
14.06 S106 St David's M	100,155.49	100,155.49	100,155.49
14.07 Kubota Grass Mo			
14.08 Van Branding & E			
14.09 Mower Replacem			
14.10 Strimmer Replace			
14.11 Projects			
14.12 Community Grant			
14.13 Legal Costs (Othe			
14.14 Legal Costs Cour			
14.15 Election Costs			
14.16 Lighting Footpath			

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

- 02.01 NALC
- 02.02 CPRE
- 02.03 ACRE
- 02.04 Society Local Cle
- 02.05 ROSPA
- 02.06 Living Wage
- 02.07 Scribe Finance
- 02.08 Parish On Line M
- 02.09 Web Site & Email
- 02.10 Human Resource
- 02.11 ICT
- 02.12 Microsoft
- 02.13 Information Comr
- 02.14 Payroll Services
- 02.15 Adobe License

03.00 Expenses & Allo

- 03.01 Clerk's Expenses
- 03.02 Chairman's Allow:
- 03.03 Telephone -Mobil
- 03.04 Parish Councillors

04.00 Administration

- 04.01 Audit - Internal
- 04.02 Audit - External
- 04.03 Newsletters
- 04.04 Insurance - Gene
- 04.05 Insurance - Vehic
- 04.06 Stationery & Post
- 04.07 Office Equipment
- 04.08 Training
- 04.09 Legal Costs (Assr
- 04.10 Hall Hire (Meeting
- 04.11 Telephone & Broa

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

04.12 Bank Charges

04.13 VAT Payments

05.00 Projects

05.01 Planning Applicat

05.02 Bus Subsidiary

05.03 Heritage Projects

05.04 Defibrillators

05.05 Community First /

05.06 Community Caler

05.07 Community Centr

05.08 Events

06.00 Highways & Stre

06.01 Lighting of Parish

06.02 Signs

06.03 Footways

07.00 Greens & Mainte

07.01 Enhancements &

07.02 Sundry Purchase:

07.03 Christmas Lights

07.04 Running Costs M

07.05 Litter Bins

07.06 Van Lease Costs

07.07 Fuel - Van & Mow

07.08 Defibrillator Maint

07.09 Vandalism

07.10 - Planting Grants

07.11 Trees - Annual St

07.12 Trees - Surgery

07.13 Hedge/Fencing

07.14 Flowers

07.15 Climate Change /

07.16 Library Shrub Bec

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

08.00 The Ashway				
08.01 Ashway Grounds				
08.02 Ashway Grass Ct				
08.03 Ashway Changing				
08.04 Ashway Changing				
09.00 St David's				
09.01 St David's Ground				
09.02 St David's Grass				
09.03 MUGA Maintenanc				
09.04 Safety Surfaces M				
09.05 St David's Trade				
10.00 Millenium Garde				
10.01 Millennium Garde				
11.00 Pocket Park				
11.01 Pocket Park				
12.00 Spratton Road				
12.01 Spratton Road G				
13.00 Income				
13.01 Precept	175,000.00			-175,000.00
13.02 Bank Interest	310.00			-310.00
13.03 CIL Payment				
13.04 Sports - Cricket C	1,120.00			-1,120.00
13.05 Sports - Sands U	399.00	63.00	63.00	-336.00
13.06 Sports - Brixwort	399.00			-399.00
13.07 Sports - Brixwort	2,329.00			-2,329.00
13.08 Sports - Other				
13.09 Community Centr	4,940.00			-4,940.00
13.10 Section 106				
13.11 WNC Grass Cuttii	1,371.00			-1,371.00
13.12 S106 Community				
13.13 Miscellaneous				
13.14 VAT Q1				

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

13.15 VAT Q2

13.16 VAT Q3

13.17 VAT Q4

14.00 Reserves

14.01 - General Reser

14.02 Pocket Park Main

14.03 Crime Prevention

14.04 Ashway Public Op

14.05 Ashway and The

14.06 S106 St David's M

14.07 Kubota Grass Mo

14.08 Van Branding & E

14.09 Mower Replacem

14.10 Strimmer Replace

14.11 Projects

14.12 Community Grant

14.13 Legal Costs (Othe

14.14 Legal Costs Cour

14.15 Election Costs

14.16 Lighting Footpath

14.17 St David's Car Pa

14.18 The Ashway Car l

14.19 Bus Shelter Repl

14.20 Litter Bin Replace

14.21 Play Equipment

14.22 Community Centr

14.23 Events

14.24 Strategic Plannin

14.25 Calendar

14.26 Projects - St Davi

14.27 - Floodlights

14.28 - CCTV

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

14.29 Community Infras

14.30 S106 Community

14.31 S106 St David's F

63.00

Total: 63.00
Variance: -185,805.00



Media & Communications
Thursday 13th April 2023 at 7.00pm

The Meeting was held via Teams - Link circulated prior to meeting.

Meeting Notes

STANDING ITEMS FOR DISCUSSION

1.	Welcome by Chairman Cllr Coe welcomed everyone to the meeting.	
2.	Apologies for absence Apologies had been received from Cllr Ware and Cllr Lunnon. These were noted.	
3.	Previous Meeting Notes The meeting notes of 25th January 2023 were received.	
4.	Brixworth Bulletin The new layout of the Bulletin was reviewed and draft content of the next edition including placement of articles within the layout was received positively. There were minor layout adjustments and edits suggested which the Admin Assistant noted and will action. If the MUGA opening takes place before the deadline for submission, MUGA photo to be changed. ACTIONS: Cllr Bird will write the coronation bookmarks article. Cllr Moxon will write Chairman's Chat article. Admin will make changes to layout as suggested before circulating to the group for further amendments ahead of the editorial meeting planned for the 4th of May.	
5.	Social Media Posting Plans a) Receive SM posting plan for April 2023 - Received and noted. b) Receive SM posting plan for May 2023 - Received and noted. The media group were happy with the SM content planned for both April and May.	
6.	SM Metrics Analysis To review latest SM metrics data - Reviewed and noted. The group received statistics on page growth, reach, most popular/engaging posts and membership demographics for both Facebook and Instagram.	
7.	Website Analysis To review latest Website metrics data - Reviewed and noted. The group received metrics data on page visitation clearly showing Facebook posts were the biggest drivers to bringing people to the website. It was also noted that 74% of visitation in March was from new visitors.	
8.	Items referred from the Parish Council There were no items referred from the Parish Council to discuss.	

Members of Brixworth Parish Council - Media & Comms Working Group
Councillor Elaine Coe (Chair), Councillor Barbara Lunnon (Vice Chair), Councillor Jackie Bird,
Councillor Sandra Moxon and Councillor Christine Ware.



When we do need to print we only use 100% recycled paper





9.	National Events Kings Coronation - Social Media campaign for bookmarks in Bulletin.	
10.	Any other business None.	
11.	Date of Next Meeting - Editorial 4th May 2023 - 7pm	

Gavin Kirkup Administrative Assistant Brixworth Parish Council	Brixworth Parish Council Telephone: 01604 347986 Mobile: 07833 590140 Email: admin@brixworthparishcouncil.gov.uk
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Members of Brixworth Parish Council - Media & Comms Working Group
Councillor Elaine Coe (Chair), Councillor Barbara Lunnon (Vice Chair), Councillor Jackie Bird,
Councillor Sandra Moxon and Councillor Christine Ware.



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Report of the Admin Assistant

April 2023

1. Overview

My primary focus for the past few weeks has been working with the Clerk on financial year end, ensuring that our accounts are accurate, balanced and all in order in preparation for Audit. I have attended online training with Scribe which has been beneficial in ensuring the smooth closure of our 2022-2023 accounts. A few historic errors were identified during this process, which have been corrected. I have also worked with the clerk to prepare AGAR documents.

With the Clerks guidance, I have also worked on our Scribe budget and reserve set up for 2023-2024. This involved reviewing all of the cost codes that we currently use, re-grouping and re-numbering for clearer financial reporting for the coming financial year. This year's budget figures have also been entered.

I have also been working on the next Parish Council Bulletin Pages with support from the Media WG. I have restructured and reworked the layouts of our pages to bring a modernised, bright, fresh feel to the pages, matching the style of our Social Media offering and Website.

- Kept website and SM channels up-to-date with news and events.
- Social Media plan for April has been implemented.
- Ongoing website development and 2023-2024 set up.
- Invoice Management on Scribe.
- Scribe 2023-2024 Set Up.
- Scribe 2022-2023 Accounts Finalisation.
- Responsible for 'Contact The Clerk' and complaints - first line response.
- Worked on projects, as directed.
- Traffic Data and Crime Data analysis.
- Maintained parish noticeboard.
- Assisted Clerk with Accounts, payments and bank reconciliation.
- Utility Searches.
- Renewal of expired memberships (ACRE).
- Coronation Bookmarks.
- Compiling Councillor attendance data for WG & Committee Review
- Updating and maintaining training records.

2. Meetings Attended

- Planning Committee
- Various meetings with the Clerk, including AGAR
- Finance Verification Meeting
- Media WG Meeting

3. Training & Development

- Scribe - End Of Year/Account Set up Training
- Scribe - Online Bitesize Training Videos

4. Media & Communications

Social Media metrics continue to indicate our posts are being engaged with and enjoyed by residents in Brixworth. At the last Media WG meeting, metrics reports were reviewed for Facebook and Instagram. I also reviewed the metrics data for the website that show our Social Media brings people to our website content, and in March, 75% of visits to our website were from 'new' visitors.

5. Customer Contact

Complaints received this month.

ID	Date Received	Complaint	Action Taken
9	05/04/2023	Resident concerned that the fencing around the the the children's park is no longer secure. Where the new basket ball court has been erected there is a gap in the fence to the car park and the playing field.	Resident was assured that this was being actively looked at by Council and the fence line was not part of the MUGA project works.

6. Ongoing Tasks

- Ongoing project work, as directed.
- Page by page website overhaul.
- Policy review and update - phase 3.
- Maintaining Council diary and regulatory compliance.
- Daily administrative tasks.
- Updating and booking training for Councillors.
- Building procedures for administrative tasks.
- Brixworth Bulletin & Social Media
- Historical Resolutions.

Brixworth Parish Council

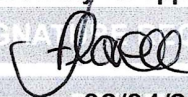
	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	256,193	410,376	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	166,460	170,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	284,311	94,260	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	73,841	67,703	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	222,747	218,302	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	410,376	388,630	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	410,376	388,630	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	339,372	339,372	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED



Date 06/04/2023

I confirm that these Accounting Statements were approved by this authority on this date:

27/04/2023

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED