



Brixworth Parish Council

Councillors are hereby summoned to attend the Ordinary Parish Council meeting to be held on Thursday 31st August 2023 at 7.15pm

The Meeting will be held in the Community Centre & Library, Spratton Road, Brixworth NN6 9DS

Please inform the Clerk of your apologies in writing, should you be unable to attend.

Email: parish.clerk@brixworthparishcouncil.gov.uk

Signed: 

Josie Flavell - Proper Officer/Clerk

The press and public are also invited to attend

Please note that this is a public meeting and you may be filmed, recorded and/or published.

AGENDA

PART ONE – OPENING PROCEDURES

23/6299	Welcome Welcome by the Chairman and information regarding evacuation procedures.	ALL
23/6300	Apologies for absence and acceptance of apologies for absence To consider and accept any apologies reported.	ALL
23/6301	Declarations of Interest a) To consider any declarations of any disclosable pecuniary or other interests. b) To consider any dispensations or written requests for dispensation of DPI.	ALL
23/6302	Agree and Sign the Minutes of Previous Meeting RESOLVE to the Chairman approving the Ordinary Parish Council Meeting Minutes and Confidential Minutes for the meeting held on 27 th July 2023.	Paper A Paper C1
23/6303	Public Open Forum Session a) This is an opportunity for parish residents and members of other Councils, once recognised by the Chairman, to make brief representations or ask questions of the Parish Council via the Chairman. Each will be allowed three (3) minutes to address the Parish Council via the Chairman. This open session is limited to 15 minutes. b) Although the Parish Council will endeavour to answer all questions put to it, persons asking questions should not expect immediate answers, but rather a formal written response in due course. c) Those who wish to comment on an agenda item are encouraged to do so at this time or they may ask the Chairman to be allowed to speak when the subject is raised.	-

Members of Brixworth Parish Council

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



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PART TWO – FOR DECISION

23/6304	Co-option of New Councillors RESOLVE to co-opt new Councillors for the 2 vacant council seats from the applications received, in line with election regulations and procedures.	ALL
23/6305	Council Meetings Start Times RESOLVE to consider and approve the request to change the council meeting start times to the proposed times as follows: <ul style="list-style-type: none"> ▪ Community Trust 7:15pm ▪ Full Council 7:30pm 	ALL
23/6306	Grass Cutting – The Ashway To consider increasing the frequency of grass cuts at The Ashway from bi-weekly to weekly at an additional cost of £490.00 exc. VAT, for the remainder of the grass cutting season, i.e. an extra 10 cuts and utilising the Ashway reserves to cover the cost.	ALL
23/6307	Finance RESOLVE to consider and approve the payments list for August 2023.	Paper B
23/6308	Revised Terms of Reference – Strategic Planning Working Group RESOLVE to approve the revised TOR's for the Strategic Planning Working Group to allow the working group to cover the work required for the Housing Needs Survey.	Paper C
23/6309	Memorial Bench Maintenance RESOLVE to approve the re-painting of the memorial bench situated on Spratton Road and to utilising the enhancements and maintenance budget.	Paper D
23/6310	NCALC Annual Conference RESOLVE to approve Cllr Compton's attendance at this year's Northants CALC Conference being held on the 7 th October 2023.	ALL

PART THREE – FOR INFORMATION

23/6311	ROSPA Action Plan To receive and NOTE an update on completed actions, as per the circulated Action Plan prior to the meeting.	Paper E
23/6312	Saturday Surgery <ul style="list-style-type: none"> ▪ To receive and NOTE the report from the Saturday Surgery Session held on the 5th August 2023. ▪ To NOTE that Cllr Bird and Cllr Mitchell will attend the Saturday Surgery on the 2nd of September 2023. 	Paper F
23/6313	Committee and Working Group Minutes To receive and NOTE the following sets of minutes, as circulated to Council prior to the meeting: <ol style="list-style-type: none"> a) Planning Committee Meeting held on 7th August 2023. 	Paper G

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23/6314	Clerk's Report To receive and NOTE the report.	Paper H
23/6315	Parish Councillor Representatives Updates a) Village Hall – Cllr Lunnon b) Thomas Roe Charity - Cllr Lunnon/Cllr Mitchell c) NCALC – Parish Clerk d) Police Liaison – Cllr Coe e) Armed Forces- Cllr Bird f) Verification Officer – Cllr Compton g) Environment & Highways - Cllr Ware h) Climate Change Champion – Cllr Ware i) Central Sports Rep – Cllr Nixon	-
23/6316	To Note the Dates of the Next Meetings: <ul style="list-style-type: none">▪ Saturday Surgery – 2nd September 2023 - JB & TM▪ Planning Committee – 4th September 2023▪ BCAG - 5th September 2023▪ Buildings Working Group - 11th September 2023▪ Finance Committee - 14th September 2023▪ Personnel Committee - 14th September 2023▪ Planning Committee - 25th September 2023▪ Full Council Meeting - 28th September 2023	-

PART FOUR – CONFIDENTIAL MATTERS

23/6317	Exclusion of the Press and Public RESOLVE to consider the exclusion of 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. The Press and Public will be requested to leave the meeting (subject to 23/6317)	
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PART FIVE – CONFIDENTIAL MATTERS

23/6318	Cricket Club Letter - Annual Rent Fee RESOLVE to consider the contents of the letter concerning annual rent fees and decide a response/course of action.	Paper C2
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PART SIX – URGENT MATTERS

23/6319	Urgent Matters for Report Only <u>Business must be urgent and the Chairman notified by no later than 5pm on the day of the meeting. Business discussed will be noted by Council ONLY, as no decisions can be legally made under this agenda item.</u>	-
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PART SEVEN – CLOSING PROCEDURES

Members of Brixworth Parish Council

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



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23/6320	Next Ordinary Meeting a. To consider any items for inclusion on the September Ordinary meeting agenda. b. To NOTE the next meeting date for the Ordinary Council Meeting as 28 th September 2023.	-
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