



Brixworth Parish Council Minutes of the Finance Committee Meeting

Thursday 13th July 2023 at 7:00pm

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

In Attendance: Cllr Nixon (Chairman), Cllr Lunnon, Cllr Bird, Cllr Compton and Cllr Barratt

Parish Clerk: Josie Flavell

Members of Public: No members of the public

MINUTES

PART ONE – OPENING PROCEDURES

23/0032	Welcome by Chairman Chairman Cllr Nixon welcomed everyone to the Finance Committee Meeting and advised all present of the evacuation procedures.	-
23/0033	Apologies for absence and acceptance of apologies for absence <ul style="list-style-type: none"> ▪ There were no apologies to consider. ▪ Cllr Barratt arrived late at 19:10pm. 	-
23/0034	Declarations of Interest <ol style="list-style-type: none"> a) Cllr Bird declared an interest in agenda item 23/0041 Central Sports Lease Renewal due to being a committee member. b) Cllr Bird was given dispensation to participate and speak during agenda item 23/0041 Central Sports Lease Renewal. Prop. Cllr Nixon / Sec. Cllr Lunnon. 	-
23/0035	Agree and Sign the Minutes of Previous Meeting Council RESOLVED to Chairman Nixon approving the Finance Committee Meeting Minutes and Confidential Meeting Minutes for the meeting held on 26 th April 2023, as true and accurate records. Prop. Cllr Bird / Sec. Cllr Compton.	-
23/0036	Public Open Forum Session There were no members of public in attendance.	-

PART TWO – FOR DECISION

23/0037	Business Plan All present reviewed the DRAFT Business Plan and unanimously agreed to defer approving this item until the September Committee meeting, to allow the Clerk extra time to add in further detail including long term aims, such as the Ashway Changing rooms improvements. Prop. Cllr Nixon / Sec. Cllr Compton.	JF
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Members of Brixworth Parish Council - Finance Committee

Councillor Tony Nixon (Chair), Councillor Jackie Bird, Councillor Ian Barratt,
Councillor Lynne Compton and Councillor Barbara Lunnon,

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PART THREE – FOR INFORMATION

23/0038	<p>Property Matters and Assets Update Cllr Nixon circulated a report prior to the meeting but also reported on the following matter:</p> <ul style="list-style-type: none"> ▪ Millennium Gardens dry stone wall is in need of repair but council are not responsible for the retaining walls. It was agreed that quotes for the work be carried out, be obtained in preparation for the next committee meeting and to aid the setting of the next budget. It was also suggested that a working group be formed to strip the undergrowth from the wall that requires repair, prior to any works being carried out. 	TN
23/0039	<p>Quarter 1 Finances All present received and NOTED the below finance reports.</p> <ol style="list-style-type: none"> a) Quarter 1 budget report. b) Quarter 1 performance against budget. c) Quarter 1 VAT Claim. 	-

PART FOUR – CONFIDENTIAL MATTERS

23/0040	<p>Exclusion of the Press and Public All present unanimously RESOLVED 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 to it being prejudicial to public interest by reason of the confidential nature of the business to be transacted. Prop. Cllr Compton / Sec. Cllr Bird. All in favour.</p> <p align="center">The Press and Public were requested to leave the meeting (subject to 23/0040)</p>	-
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PART FIVE – CONFIDENTIAL MATTERS

23/0041	<p>Central Sports Lease Renewal Cllr Bird gave details on how the Central Sports Committee currently manages the funds and the building, but questioned the maintenance of such, as the current fire doors need replacing. Cllr Bird felt that if commercial rent isn't charged, the Central Sports Committee would be happy to continue maintaining the building and internal structure. Cllr Nixon circulated a paper prior to the meeting but also reported that the current lease ran out on 14th of November 2022, and since the last Finance Committee meeting in April, discussions have been held with all sports club representatives concerning their usage and the lease renewal. All present agreed to the proposed mechanism for the new lease with Cllr Nixon agreeing to create a Statement of Intent for Council to consider at its next meeting. Prop. Cllr Nixon / Sec. Cllr Compton. 4 In favour with 1 abstention.</p>	TN
23/0042	<p>Allotments – Northampton Road All present RESOLVED to continue negotiations on the freehold transfer to the Council and for this to go to full council for approval. Prop. Cllr Lunnon / Sec. Cllr Bird. All in favour.</p>	TN
23/0043	<p>New Starter Additional Costs All present RESOLVED to approve the additional costs i.e. laptop and IT/phone provisions in relation to the new Administration Assistant, as per information circulated prior to the meeting. Prop. Cllr Lunnon / Sec. Cllr Bird. All in favour.</p>	JF

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There were no Press or Public to be invited back into the meeting.

PART SIX – CLOSING PROCEDURES

23/0044	Next Meeting a. Business plan / Assets b. All present NOTED the date of the next Finance Committee Meeting as 14 th September 2023.	JF
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In the absence of further business, the meeting closed at 19:49pm

Signed as a true and accurate record:

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Cllr Tony Nixon - Chairman
Brixworth Parish Council
Date: 14th September 2023

Minutes Prepared by:

Josie Flavell
Parish Clerk

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