



Brixworth Parish Council

Councillors are hereby summoned to attend the Ordinary Parish Council meeting to be held on Thursday 26th October 2023 at 7.30pm

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

23/6360	Welcome Welcome by the Chairman and information regarding evacuation procedures.	ALL
23/6361	Apologies for absence and acceptance of apologies for absence To consider and accept any apologies reported.	ALL
23/6362	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
23/6363	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 28 th September 2023.	Paper A Paper C1
23/6364	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 Alan Aisbett
Councillor Ian Barratt, Councillor Neal Brown, Councillor Elaine Coe, Councillor James Collyer,
Councillor Barbara Lunnon, Councillor Gaurang Mehta, Councillor Tom Mitchell, Councillor Tony Nixon,
Councillor Frances Peacock, Councillor Gary Spratt and Councillor Christine Ware

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PART TWO – FOR DECISION

23/6365	A508 Harborough Road, Brixworth - 40mph & 50mph Speed Limits & Toucan Crossing RESOLVE to consider the WNC Highways proposal to install a Toucan crossing and reduce speed limits to 40 and 50mph respectively, along the Harborough Road within the parish of Brixworth, and agree a comments response. Deadline 31 st October 2023	Paper B
23/6366	CPRE Roof Top Solar Campaign/Petition RESOLVE to sign the CPRE petition urging the Government to fully realise the benefits of solar roof tops as detailed in Meeting Paper C.	CW Paper C
23/6367	Rural and Market Town Group Membership RESOLVE to consider joining the Rural and Market Town Group. Information concerning the group is detailed in Meeting Paper D.	Paper D
23/6368	Zero Hour – Climate and Ecology Bill RESOLVE to consider and agree to support the Climate and Ecology Bill and join the 168 Parish and Town Councils that have already done so.	Paper E
23/6369	Finance RESOLVE to consider and approve the payments list for October 2023.	Paper F
23/6370	St David’s Boundary Bollards RESOLVE to approve one of the options as detailed in Meeting Paper G, to replace the current wooden bollards on the boundary of St David’s sports field (St David’s Close area), to prohibit unauthorised access to the public open space.	Paper G
23/6371	Special Events Application – Brixworth Football Club RESOLVE to approve the application received from Brixworth Football Club to hold their annual Football Tournament Day on the 9 th of June 2024.	Paper H
23/6372	No Mow May 2024 a) RESOLVE to partake in this initiative again during May 2024, and conduct it the same as this year, i.e. only mow the sports grounds and play areas, all other greens spaces are to be left for the entire month. b) RESOLVE to publicise this via the Bulletin and social media platforms in advance of May 2024.	-
23/6373	Bus Stop Living Roof RESOLVE to approve the quote from Bridgman & Bridgman for £1085.00 to install the Living Roof to the bus stop shelter situated on the Northampton Road.	Paper I
23/6374	Hedgerow Maintenance a) To consider and RESOLVE to agree the frequency of cuts for Parish Council owned hedgerows. b) To consider any greens maintenance contractual issues and the environmental considerations.	Paper J
23/6375	Annual Village Calendar – Brixworth Bulletin RESOLVE to approve the payment of £400 to the Brixworth Bulletin for the annual village ‘Then and Now’ calendar for 2024. Proceeds are proposed to go to the Brixworth Wombles.	-

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23/6376	White Ribbon Day RESOLVE to support White Ribbon Day (25 th November 2023) and agree for a male staff member or councillor to record a short video that states how Council are supporting this initiative, which is to be added to the Council website and social media platforms.	Paper K
23/6377	Community Orchard Tree Guards RESOLVE to approve the funding of tree guards – stakes and chicken wire - for the community orchard, the same as the Jubilee tree protection.	Paper L
23/6378	Carbon Literacy Training RESOLVE to agree for Cllr Ware to run the Carbon Literacy training before the end of this year, as per information contained within Meeting Paper M.	Paper M
23/6379	Community Christmas Tree RESOLVE to approve an option for the purchase of a large community Christmas tree to stand outside of the Community Centre, as per the options detailed in Meeting Paper N.	Paper N
23/6380	Printing Costs for Housing Needs Survey RESOLVE to consider funding of printing costs for the upcoming housing needs survey, as per the options detailed in Meeting Paper O.	Paper O

PART THREE – FOR INFORMATION

23/6381	External Audit – year ending 31st March 2023 a) To NOTE the External Auditor PKF Littlejohn did not manage to review Brixworth Parish Council's audit file before the regulation deadline of 30 th September 2023 and that an Interim Audit Report was issued (1 st October) and uploaded to the Council website. b) To NOTE the External Auditor PKF Littlejohn has since concluded the audit (12 th October) with except for matters and the Notice of Conclusion of Audit and all other documents pertaining to the external audit, have been uploaded to the website. c) To NOTE the contents of the Action Plan to remedy the issue raised by the External Auditor.	Paper P
23/6382	BT Kiosk Adoption – Church St./Silver St. To NOTE that the adoption has been processed and the Clerk has signed the contract and returned it to BT.	-
23/6383	Committee and Working Group Minutes To receive and NOTE the following sets of minutes, as circulated to Council prior to the meeting: a) Brixworth Climate Action Group Meeting held on 10 th October 2023. b) Planning Committee Meeting held on 16 th October 2023. c) Brixworth Strategic Planning Working Group Meeting held on 17 th October 2023	Paper Q Paper R Paper S
23/6384	Northants CALC AGM To receive and NOTE the contents of the report from Cllr Lynne Compton in relation to the Northants CALC Annual General Meeting held on the 7 th of October 2023.	Paper T
23/6385	Clerk's Report To receive and NOTE the report.	Paper U

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23/6386	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 and Climate Change Champion - Cllr Ware h) Central Sports Rep – Cllr Nixon	-
23/6387	To Note the Dates of the Next Meetings: <ul style="list-style-type: none"> ▪ Planning Committee - 6th November 2023 ▪ Buildings Working Group – 13th November 2023 ▪ Brixworth Climate Action Group – 14th November 2023 ▪ Planning Committee – 27th November 2023 ▪ Full Council – 30th November 2023 	-

PART FOUR & FIVE – CONFIDENTIAL MATTERS

There are no confidential matters to be considered.

PART SIX – URGENT MATTERS

23/6388	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

23/6389	Next Ordinary Meeting a. To consider any items for inclusion on the November Ordinary meeting agenda. b. To NOTE the next meeting date for the Ordinary Council Meeting as 30th November 2023.	-
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