



Brixworth Parish Council

Minutes of the Ordinary Parish Council Meeting

Thursday 31st August 2023 at 7.00pm

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

In attendance: Cllr Jackie Bird (Chairman), Cllr Elaine Coe, Cllr James Collyer, Cllr Tom Mitchell, Cllr Tony Nixon, Cllr Gary Spratt, Cllr Christine Ware, Cllr Barbara Lunnon and Cllr Frances Peacock

Absent: Cllr Neal Brown, Cllr Ian Barratt and Cllr Lynne Compton

Clerk: Josie Flavell

Members of the public: 8

MINUTES

PART ONE – OPENING PROCEDURES

23/6299	Welcome Cllr Bird welcomed everyone to the meeting of the Parish Council and advised attendees of the evacuation procedures and that the meeting is recorded. The new Admin Assistant Deborah Frampton was in attendance and was introduced to Council.	-
23/6300	Apologies for absence and acceptance of apologies for absence Apologies were received from the following Council members and were accepted: <ul style="list-style-type: none">▪ Cllr Lynne Compton▪ Cllr Ian Barratt▪ Cllr Frances Peacock – arrived late. Prop. Cllr Spratt / Sec. Cllr Ware. Unanimous.	-
23/6301	Declarations of Interest a) Cllr James Collyer declared an interest in agenda item 23/6304 Co-option of New Councillors due to being related to one of the councillor applicants. b) There were no dispensations or written requests for dispensation of DPI to consider.	-
23/6302	Agree and Sign the Minutes of Previous Meeting Council RESOLVED to Chairman Bird approving the Ordinary Parish Council Meeting Minutes and Confidential Minutes for the meeting held on 27 th July 2023, as a true and accurate record. Prop. Cllr Mitchell / Sec. Cllr Nixon. Unanimous.	-

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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23/6303	<p>Public Open Forum Session</p> <p>A) Martin Wilson, sustainability manager for West Northants council, conducted a presentation regarding sustainability and how WNC are tackling sustainability and climate change issues. WNC have confirmed that they have un sustainable development goals, of which there are 17 and look to be net zero for their own emissions by 2030, and to have residents and businesses net zero by 2045.</p> <p>It is estimated that local authorities are able to have a direct impact of 2-5% of an area's emissions and within the WNC commitment, is a project that will see the replacement of current gas heating systems with energy efficient electric systems, which has already commenced with the heating systems being change at 4 of their leisure centres.</p> <p>Cllr Nixon asked if there is a programme for community centres and libraries such as Brixworth and Mr Wilson confirmed any proposals could be discussed with him or the community assets team as appropriate. Community engagement work is important and WNC have created a website called sustainable West Northants which is independent of the main council website, of which all reports and tips can be obtained.</p> <p>Government grant funding is available to retro fit houses with energy efficient systems and WNC will be targeting houses of low income, vulnerable to cold and least efficient.</p> <p>The Parish Council and members of the public will be able to use a section of the Sustainable website, which allows for Brixworth's criteria to be added in, with the website directing individuals to right area of what actions can be taken now. The website should be available in the next 8 weeks.</p> <p>a) Mike Parsons of Brixworth Cricket Club spoke regarding the Cricket Club annual fees and stated that the Cricket Club have been sited at their current location for 50 years and have been protecting the playing surfaces over this period. Other clubs have been receiving substantial discounts but not the Cricket Club and they do not understand why. Council confirmed that this matter would be discussed in the confidential session and the Clerk will contact the Cricket Club to confirm the outcome.</p>	
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PART TWO – FOR DECISION

23/6304	<p>Co-option of New Councillors</p> <p>Council reviewed all 4 applications received in respect of the 2 vacant council seats with the below named receiving the majority votes:</p> <ul style="list-style-type: none">▪ Vacant seat 1 - Gaurang Metha▪ Vacant seat 2 - Alan Aisbett <p>Council RESOLVED to co-opt the aforementioned individuals to fill the 2 vacant council seats. Prop. Cllr Nixon / Sec. Cllr Spratt. Unanimous.</p> <p>The Clerk will ensure the Declaration of Acceptance of Office forms are signed, Councillor forms completed and submitted to WNC Elections, and Councillor information packs issued.</p>	<p>JF</p>
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23/6305	<p>Council Meetings Start Times</p> <p>Council considered the request from Cllr Peacock to change the monthly council meeting times to slightly later times as proposed below. A vote was conducted with 6 in favour, 2 against with 1 abstention. Prop. Cllr Peacock / Sec. Cllr Lunnon</p> <ul style="list-style-type: none"> ▪ Community Trust 7:15pm ▪ Full Council 7:30pm <p>Due to the vote outcome, the September meetings will start at the new times.</p>	-
23/6306	<p>Grass Cutting – The Ashway</p> <p>Council considered and RESOLVED to increase 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. Prop. Cllr Coe / Sec. Cllr Mitchell. 6 In favour, 2 against with 1 abstention.</p>	JF
23/6307	<p>Finance</p> <p>Council RESOLVED to approve the payments list for August 2023. Prop. Cllr Lunnon / Sec. Cllr Peacock. Unanimous</p>	GK
23/6308	<p>Revised Terms of Reference – Strategic Planning Working Group</p> <p>Council RESOLVED to approve the revised TOR's for the Strategic Planning Working Group to allow the group to cover the work required for the Housing Needs Survey. Prop. Cllr Mitchell / Sec. Cllr Ware. Unanimous.</p>	JF
23/6309	<p>Memorial Bench Maintenance</p> <p>Council RESOLVED to approve the re-painting of the memorial bench situated on Spratton Road / Brampton Way junction and to utilise the enhancements and maintenance budget for this purpose. Prop. Cllr Mitchell / Sec. Cllr Lunnon. Unanimous.</p> <p>Council also agreed for all benches within the parish to be added to the annual general maintenance programme.</p>	JF
23/6310	<p>NCALC Annual Conference</p> <p>Council RESOLVED to approve Cllr Compton's attendance at this year's Northants CALC Conference being held on the 7th of October 2023. Prop. Cllr Coe / Sec. Cllr Peacock. 8 in Favour with 1 abstention.</p>	-

PART THREE – FOR INFORMATION

23/6311	<p>ROSPA Action Plan</p> <p>Council received and NOTED an update on completed actions, as per the circulated Action Plan prior to the meeting.</p> <p>The Clerk reported that the bow top fencing for St David's will be investigated, starting next week, and that the football fence at Spratton Road will be removed in due course.</p> <p>The Clerk gave a brief report concerning the Spratton Road improvements. The community orchard and bike tracks were discussed, with it being agreed that a full programme of ideas etc. need to be created prior to it going out for public consultation.</p>	JF
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23/6312	<p>Saturday Surgery</p> <ul style="list-style-type: none"> ▪ Council received and NOTED the report from the Saturday Surgery Session held on the 5th of August 2023. ▪ Council NOTED that Cllr Bird and Cllr Mitchell will attend the Saturday Surgery on the 2nd of September 2023. <p>The Clerk agreed to ask the Admin Assistant to investigate various locations around the village where the Council Surgeries could be held and confirmed that a list of ideas of which groups in the village the Surgeries could be held at too, would be circulated in due course.</p>	JF/GK
23/6313	<p>Committee and Working Group Minutes</p> <p>Council received and NOTED the following sets of minutes, as circulated to Council prior to the meeting:</p> <ol style="list-style-type: none"> a) Planning Committee Meeting held on 7th August 2023. 	-
23/6314	<p>Clerk's Report</p> <p>Council received and NOTED the report.</p>	-
23/6315	<p>Parish Councillor Representatives Updates</p> <ol style="list-style-type: none"> a) Village Hall – Cllr Lunnon reported the land transfer with the Co-op is still outstanding and the Village Hall Committee do not wish to take on any land with a high liability. The car park surface actions are still outstanding, but no further action will be taken until the land transfer is complete. It was also reported that there are a lot of hire vacancies at present. b) Thomas Roe Charity - Cllr Lunnon/Cllr Mitchell reported the next meeting will be held on the 14th of September. c) NCALC – there were no new reports to receive and consider. d) Police Liaison – there were no new reports to receive and consider. e) Armed Forces- there were no new reports to receive and consider. f) Verification Officer – the next verification meeting is due to take place next month. g) Environment, Climate and Highways - there were no new reports to receive and consider. h) Central Sports Rep – there were no new reports to receive and consider. 	-
23/6316	<p>Council NOTED all future meeting dates as follows:</p> <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 	-

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PART FOUR – CONFIDENTIAL MATTERS

23/6317	<p>Exclusion of the Press and Public Council 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, due it being prejudicial to public interest by reason of the confidential nature of the business to be transacted. Prop. Cllr Peacock and Cllr Ware. Unanimous.</p> <p>The meeting was closed, and the Press and Public were be requested to leave to allow Council to discuss agenda item 23/6318</p>	
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PART FIVE – CONFIDENTIAL MATTERS

23/6318	<p>Cricket Club Letter - Annual Rent Fee Council reviewed the information/letter received from the Cricket Club and unanimously agreed to decline the request for any concessions. Cllr Nixon and the Clerk are to write a letter to the Cricket Club confirming this decision outlining Council’s reasons why they came to this decision.</p>	JF/TN
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The Press and Public were invited to rejoin the meeting

PART SIX – URGENT MATTERS

23/6319	<p>Urgent Matters for Report Only There was no urgent business to consider.</p>	-
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PART SEVEN – CLOSING PROCEDURES

23/6320	<p>Next Ordinary Meeting a. There were no agenda items reported for the next Council meeting in September. b. Council NOTED the next meeting date for the Ordinary Council Meeting as 28th September 2023.</p>	-
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In the absence of further business, the meeting was closed in full at 20:36pm

Signed as a true and accurate record:

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Cllr Jackie Bird - Chairman
Brixworth Parish Council
Date: 28th September 2023

Minutes Prepared by:

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