




Brixworth Parish Council

Councillors are hereby summoned to attend the Ordinary Parish Council meeting to be held on Thursday 29th February 2024 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

23/6474	Welcome Welcome by the Chairman and information regarding evacuation procedures.	ALL
23/6475	Apologies for absence and Acceptance of Apologies for Absence To consider and accept all apologies reported.	ALL
23/6476	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
23/6477	Agree and Sign the Minutes of Previous Meeting RESOLVE to the Chairman approving the following sets of meeting minutes: a) Ordinary Parish Council Meeting Minutes dated 25th January 2024. b) Ordinary Parish Council Meeting Confidential Minutes dated 25th January 2024	Paper A Paper C1
23/6478	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

23/6479	Finance Resolve to consider and APPROVE the payments list for February 2024.	Paper B
23/6480	St David's Rope Swing a) To consider the re-siting of the rope swing equipment at St David's due to resident complaints. b) RESOLVE to consider and approve the KOMPAN quotation to re-site this piece of equipment.	Paper C
23/6481	Hedgehog Signs RESOLVE to approve the purchase of 2 new hedgehog signs at a cost of £26.99 exc. VAT each, to replace the current dilapidated signs.	Paper D
23/6482	Request to use St David's Car Park a) To consider the request received from the Pytchley Court Care Home Manager asking to use the St David's car park for their employees to park daily between 8am until 8pm. b) RESOLVE to approve the request and consider potential hire fees and legal agreement.	Paper E
23/6483	Brixworth Community Larder Grant Application a) To receive the grant application and all associated papers from the Brixworth Community Larder. b) RESOLVE to approve the grant of £3000	Paper F
23/6484	Councillor Absence Policy RESOLVE to approve the Councillor Absence Policy as circulated for review prior to the meeting.	Paper G
23/6485	Host A Councillor a) To consider an invitation from PCSO Carl Barton to 'Host a Councillor' on the Police Beat Bus outside the Library & Community Centre Building on Sunday 3rd of March 2024. Cllr Mehta and Cllr Nixon to attend. b) RESOLVE to cancel the planned Saturday Surgery date of Saturday 2nd of March, subject to the above invitation being accepted.	-
23/6486	Emergency Plan RESOLVE to approve the Emergency Plan as reviewed by relevant council members.	Paper H
23/6487	Ashway Car Park Repairs RESOLVE to approve one of the 3 received quotes as recommended in the meeting paper for the repair of the car park at the Ashway sports ground.	Paper I

PART THREE – FOR INFORMATION

23/6488	Saturday Surgery To receive and NOTE the Saturday Surgery Report of 3 rd February. Cllr Bird & Cllr Aisbett attended.	Paper J
23/6489	Living Wage Foundation To NOTE the Living Wage Foundation Accreditation fee from April 2024 will rise by 4% to £69.	Paper K

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23/6490	Committee and Working Group Minutes To receive and NOTE the following sets of minutes/notes, as circulated to Council: a) Planning Committee Meeting held on 29 th January 2024 b) Allotments Working Group Meeting held on 15 th February 2024 (Confidential) c) Planning Committee Meeting held on 19 th February 2024.	Paper L Paper C2 Paper M
23/6491	Clerk's Report To receive and NOTE the report.	Paper N
23/6492	Q3 Crime Data Analysis To receive and NOTE the Q3 Crime Data Analysis Report.	Paper O
23/6493	Millennium Garden Lighting To receive an update concerning approval from the Diocese to install the footpath lighting.	JF
23/6494	Buttercross (Condition and Maintenance) To receive information from Cllr Barratt concerning its current condition.	IB
23/6495	Disability Audit To NOTE that a full disability audit has been conducted and completed for the community centre and parish council areas of the building.	-
23/6496	WNC Local Plan - Rural Areas Settlement Hierarchy Technical Engagement a) To NOTE that WNC are undertaking engagement with all parishes to gain an understanding of the current settlement hierarchy, as part of the Local Plan changes. b) To NOTE the documents and response form received for completion concerning this matter, have been forward to the Strategic Planning Working Group for completion, which will be brought to council for approval at its March meeting, ahead of the 2 nd April 2024 deadline.	-
23/6497	Parish Councillor Representatives Updates a) Village Hall – Cllr Lunnon b) Thomas Roe Charity - Cllr Mitchell/Cllr Lunnon 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	-
23/6498	To Note the Dates of the Next Meetings: <ul style="list-style-type: none"> ▪ Buildings Working Group Meeting – 4th March 2024 ▪ Brixworth Climate Action Group Meeting – 5th March 2024 ▪ Planning Committee Meeting – 11th March 2024 ▪ Personnel Working Group Meeting – 14th March 2024 ▪ Finance Working Group Meeting – 14th March 2024 ▪ Full Council Meeting – 28th March 2024 	

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PART FOUR – CONFIDENTIAL MATTERS

23/6499	<p>Exclusion of the Press and Public</p> <p>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.</p> <p>The Press and Public will be requested to leave the meeting (subject to 23/6499)</p>	
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PART FIVE – CONFIDENTIAL MATTERS

23/6500	<p>Central Sports Lease</p> <p>To receive an update concerning the lease.</p>	TN
23/6501	<p>Allotments</p> <p>a) To receive a progress report. b) To receive and NOTE the valuation documentation from Berry's, as circulated with the working group minutes.</p>	TN
23/6502	<p>Cricket Club</p> <p>a) To receive and NOTE email exchanges between the Cricket Club Representatives and Cllr Nixon and Cllr Aisbett. b) To consider the request and proposed amount for a reduction in the annual fees as compensation for the work the Club conducts annually to the cricket pitch at St David's.</p>	Paper C3 TN/AA

PART SIX – URGENT MATTERS

23/6503	<p>Urgent Matters for Report Only</p> <p><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></p>	-
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PART SEVEN – CLOSING PROCEDURES

23/6504	<p>Next Ordinary Meeting</p> <p>a. To consider any items for inclusion on the March Ordinary Meeting agenda. b. To NOTE the next meeting date for the Ordinary Council Meeting as 28th March 2024.</p>	-
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