



# Brixworth Parish Council

## Minutes of the Ordinary Parish Council Meeting

Thursday 25<sup>th</sup> January 2024 at 7.30pm

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

**In attendance:** Cllr Jackie Bird (Chair), Cllr Lynne Compton (Vice Chair), Cllr Christine Ware, Cllr James Collyer, Cllr Elaine Coe, Cllr Alan Aisbett, Cllr Tony Nixon, Cllr Barbara Lunnon, Cllr Gary Spratt, Cllr Gaurang Mehta, Cllr Tom Mitchell and Cllr Ian Barratt

**Absent:** Parish Clerk Josie Flavell, Cllr Neal Brown, and Cllr Frances Peacock

**Members of the public:** Six

# MINUTES

### PART ONE – OPENING PROCEDURES

23/6442	<b>Welcome</b> Chair, Cllr Jackie Bird, welcomed all to the meeting and advised of the evacuation procedures and notified all present that the meeting was being recorded.
23/6443	<b>Apologies for absence and acceptance of apologies for absence</b> a) Apologies were received and accepted from Cllr Neal Brown b) There were no apologies received or accepted for Cllr Frances Peacock.
23/6444	<b>Declarations of Interest</b> a) Cllr Ian Barratt declared a non-prejudicial interest in agenda item 23/6469 All Saints Churchyard Maintenance due to being a church member. b) There were no dispensations or written requests for dispensation of DPI to consider.
23/6445	<b>Agree and Sign the Minutes of Previous Meeting</b> Council RESOLVED to Chair Jackie Bird approving the following sets of meeting minutes as true and accurate records: a) Ordinary Parish Council Meeting Confidential Minutes dated 30 <sup>th</sup> November 2023 Prop. Cllr Lunnon / Sec. Cllr Spratt. 11 In favour with 1 abstention. b) Ordinary Parish Council Meeting Minutes dated 21 <sup>st</sup> December 2023. These minutes were not fully accepted by council due to issues raised by Cllr Lunnon pertaining to the apologies record (min ref. 23/6421). It was unanimously agreed that these minutes only be approved at a future meeting, subject to gaining clarification from the Clerk concerning apologies for absence at the December meeting. Prop. Cllr Compton / Sec. Cllr Lunnon. 9 In favour with 3 abstentions. c) Ordinary Parish Council Meeting Confidential Minutes dated 21 <sup>st</sup> December 2023 Prop. Cllr Ware. Sec. Cllr Compton. 9 In favour with 3 abstentions.

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Councillor Ian Barratt, Councillor Neal Brown, Councillor Elaine Coe, Councillor James Collyer,  
Councillor Barbara Lunnon, Councillor Gaurang Mehta, Councillor Tom Mitchell, Councillor Tony Nixon,  
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23/6446	<p><b>Public Open Forum Session</b></p> <p>a) PCSO Carl Barton attended the meeting and introduced himself as part of the new rural policing team and handed out the most recent crime report. PCSO Barton also reported that the village, for its size, is well policed and is a low crime area. Council members were invited to ask questions, with Cllr Coe introducing herself as the Police Liaison rep for council. Council thanked PCSO Barton for attending.</p> <p>b) A member of public reported that parking on footpaths is an increasingly new hazard and is particular a problem in and around the Holcot Road area of the village. They are aware that is a WNC Highways matter but wondered if the Parish Council could assist with the issues experienced. PCSO Barton stated that if all 4 wheels are on the footpath it is classed as an illegal offence.</p> <p>c) Reverend Reith (All Saints Church) reported that many visitors from the village are concerned about the state of the churchyard and explained the issues faced with the current maintenance working party and the fact it is not sustainable for this to continue.</p> <p>Due to this item being under confidential matters (closed session), Cllr Barratt asked Reverend Reith if a working group between the Church and the Parish Council would be beneficial and something the Church would consider, to allow for discussions to be held on how the churchyard maintenance could be dealt with in future, and the answer was yes.</p>
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**PART TWO – FOR DECISION**

23/6447	<p><b>National Allotments Society Membership (NAS)</b> Council RESOLVED to approve the membership fee of £55 (exc. VAT) to join NAS to allow council to gain advice for the Northampton Road Allotment issues. Prop. Cllr Nixon / Sec. Cllr Compton. Unanimous.</p>	JF
23/6448	<p><b>Finance</b> Council RESOLVED to approve the payments list for January 2024. Prop. Cllr Compton / Sec. Cllr Ware. Unanimous.</p>	GK
23/6449	<p><b>WNC Consultations – Local Cycling and Walking Infrastructure Plans</b> Council RESOLVED to individuals responding to this consultation outside of the meeting and within the deadline date of 25<sup>th</sup> February 2024 as it does not affect Brixworth parish, but for the Admin Assistant to add this to social media subject to the Clerk agreeing it is appropriate. Prop. Cllr Ware / Sec. Cllr Compton. Unanimous.</p>	GK/JF
23/6450	<p><b>Biodiversity Policy</b></p> <p>a) Council RESOLVED NOT to approve this policy (pursuant to legislation i.e. the 2021 Environmental Act and information received from Northants CALC) and agreed for Cllr Ware in conjunction with the Brixworth Climate Action Group, to review the biodiversity audit for all council owned property and to bring this back to a future council meeting. Prop. Cllr Coe / Sec. Cllr Spratt. Unanimous.</p> <p>b) Council RESOLVED to agree any further steps as follows: - Impact assessment/audit. Prop. Cllr Ware / Sec. Cllr Coe. Unanimous.</p>	CW
23/6451	<p><b>Wellbeing Park – Spratton Road POS</b></p> <p>a) Council RESOLVED to approve the proposal to develop a wellbeing park at Spratton Road and for a formal project plan being brought back to Council at a future meeting. Prop. Cllr Ware / Sec. Cllr Coe. Unanimous.</p> <p>b) Council NOTED that each phase of the project will be scoped and costed accordingly and brought to full council for approval.</p>	CW/JF

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23/6452	<b>Wellbeing Park Grant Funding – King Charles III Charitable Fund</b> Council RESOLVED to give the Clerk delegated authority to apply for the King Charles III Charitable Fund and other grant funding as appropriate, to pay for items for the wellbeing park at Spratton Road. Prop. Cllr Bird / Sec. Cllr Compton. Unanimous.	JF
23/6453	<b>Local Council Quality Awards</b> Council RESOLVED to pay the registration fee of £50 (exc. VAT) to allow the Officer team to submit an application to gain Foundation and Quality status, eventually, seeking to gain gold standard, subject to the Clerk checking if the General Power of Competence is required. Prop. Cllr Compton / Sec. Cllr Lunnon. Unanimous.	JF
23/6454	<b>Host A Councillor</b> a) Council considered and accepted the invitation from Brixworth Community Larder to 'Host a Councillor' on Wednesday 10 <sup>th</sup> of April 2024 and for Cllr Barratt and Cllr Mitchell to attend. Prop. Cllr Lunnon / Sec. Cllr Ware. Unanimous. b) Council RESOLVED to cancel the planned Saturday Surgery date of Saturday 6 <sup>th</sup> of April, subject to the above invitation being accepted. Prop. Cllr Bird / Sec. Cllr Lunnon. Unanimous.	GK
23/6455	<b>Capability Policy</b> Council RESOLVED to approve this policy as reviewed by Cllr Christine Ware and Cllr Elaine Coe. Prop. Cllr Lunnon / Sec. Cllr Spratt. Unanimous.	JF/GK
23/6456	<b>Village, National and World Events</b> Council RESOLVED to approve the purchase of the products itemised within the meeting paper to celebrate various events in the village and agreed a budget of up to £100, utilising the Community Events budget. The Clerk was also given delegated authority. Prop. Cllr Collyer / Sec. Cllr Compton. Unanimous.	JC/JF
23/6457	<b>Railway/Heritage Bench Restoration Project</b> Council RESOLVED to approve the total cost of £5,775 to restore the 3 no. railway/heritage benches around the parish and NOTED that costs are to be borne out of the heritage budget and earmarked reserves. Prop. Cllr Barratt / Sec. Cllr Compton. Unanimous.	DF/GK/ JF

### PART THREE – FOR INFORMATION

23/6458	<b>Saturday Surgery</b> Council received and NOTED the Saturday Surgery Report of 6 <sup>th</sup> January. Cllr Compton & Cllr Coe attended. NB: Council agreed that the change of signage is a positive move.	-
23/6459	<b>Community Centre Lighting Quote</b> Council NOTED the revised quote and costs for the lighting upgrades from West Northants Council's contractor Lawrences Electrical as follows, with the relevant invoices raised to cross charge the sums owed by the separate organisations: <ul style="list-style-type: none"> <li>▪ Community Centre 3 x lights - £264.21 (exc. VAT)</li> <li>▪ Olive Branch 16 x lights - £1,409.12 (exc. VAT)</li> <li>▪ Parish Council 8 x lights - £704.67 (exc. VAT)</li> </ul>	-

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23/6460	<p><b>Committee and Working Group Minutes</b></p> <p>Council received and NOTED the following sets of minutes/notes, as circulated to Council:</p> <ul style="list-style-type: none"> <li>a) Planning Committee Meeting held on 8<sup>th</sup> January 2024</li> <li>b) Climate Action Group Meeting held on 9<sup>th</sup> January 2024.</li> <li>c) Allotments Working Group meeting held on 10<sup>th</sup> January 2024 (Confidential)</li> <li>d) Buildings Working Group Meeting held on 15<sup>th</sup> January 2024.</li> <li>e) Sports Liaison Working Group Meeting held on 16<sup>th</sup> January 2024.</li> </ul>	-
23/6461	<p><b>Clerk's Report</b></p> <p>Council received and NOTED the report.</p>	-
23/6462	<p><b>Housing Needs Survey</b></p> <p>Council NOTED the update within the Clerk's monthly report which highlights that the survey has been completed and the data is currently being collated and input by staff at WNC. Once this has been done, the draft survey will be shared with council.</p>	-
23/6463	<p><b>Q3 Finance Pack</b></p> <p>Council NOTED the contents of the Q3 Finance Report which includes the following items:</p> <ul style="list-style-type: none"> <li>▪ Summary of Rec &amp; Payments</li> <li>▪ Monthly Breakdown of Receipts and Payments</li> <li>▪ Net Position</li> <li>▪ Committed Spend</li> <li>▪ Rolling Budget</li> <li>▪ Reserves Budget</li> <li>▪ Bank Reconciliation Report</li> </ul>	-
23/6464	<p><b>Parish Councillor Representatives Updates</b></p> <ul style="list-style-type: none"> <li>a) Village Hall – Cllr Lunnon reported that there is an ongoing issue with a major water leak within the hall between one end of the building and meter and is actively being investigated. The current bill of a few thousand pounds is also being disputed. Cllr Nixon reported that he has met with a solar panel company and a quote is forthcoming. The new large washing machine for the car park is currently being reviewed as there may be some safeguarding issues.</li> <li>b) Thomas Roe Charity - Cllr Mitchell and Cllr Lunnon reported that there are no new reports until the next meeting being held on the 10<sup>th</sup> of April.</li> <li>c) NCALC – there were no new reports due to the absence of the Clerk.</li> <li>d) Police Liaison – there were no new reports to receive.</li> <li>e) Armed Forces - Cllr Bird reported that a fund raising event has taken place for the Brixworth Royal British Legion.</li> <li>f) Verification Officer – Cllr Compton reported that verification had recently taken place.</li> <li>g) Environment, Highways and Climate Change Champion - Cllr Ware reported that the potholes on the Northampton Road have been patched up but the condition still isn't great. Cllr Ware also reported that all those who undertook the Carbon Literacy training have completed it and been awarded their certificates, which includes the Admin Assistant Gavin Kirkup and Cllr Lunnon. Cllr Barratt reported that Brixworth are 8<sup>th</sup> in the county for pothole complaints. Cllr Mitchell reported that a legal definition of pothole repairs is whether the surface area and</li> </ul>	-

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	<p>depth meets the required measurements. Should a pothole be ringed in yellow spray paint it has been deemed as worthy of a repair by a WNC Highways Engineer. Not all potholes meet this requirement and therefore, do not get repaired.</p> <p>h) Central Sports Rep – Cllr Nixon reported that the end of year accounts showed an annual turnover of £124,000, which was a rise of £15,000 from the previous year. Central Sports had made charitable contributions of £2,700.00 to local organisations during the financial year.</p>	
23/6465	<p><b>To Note the Dates of the Next Meetings</b> Council NOTED all future meeting dates as follows:</p> <ul style="list-style-type: none"> <li>▪ Planning Committee Meeting – 29<sup>th</sup> January 2024</li> <li>▪ Parish Surgery (Community Centre) 3rd February 2024 JB &amp; AA Attending.</li> <li>▪ Planning Committee Meeting – 19<sup>th</sup> February 2024</li> <li>▪ Full Council Meeting – 29<sup>th</sup> February 2024</li> </ul>	-

#### PART FOUR – CONFIDENTIAL MATTERS

23/6466	<p style="text-align: center;"><b>Exclusion of the Press and Public</b></p> <p>Council RESOLVED to exclude 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 style="text-align: center;"><b>The Press and Public were requested to leave the meeting (subject to 23/6466) at 20:15pm</b></p>	
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#### PART FIVE – CONFIDENTIAL MATTERS

23/6467	<p><b>Cricket Club Lease</b> Cllr Nixon and Cllr Aisbett met with the Cricket Club Committee to discuss rent charges and the terms of the current legal agreement, which does not currently cover the outfield. Council requested the Cricket Club to provide details of the work required to allow council to consider this at a future meeting. Prop. Cllr Nixon / Sec. Cllr Aisbett. Unanimous.</p>	JF
23/6468	<p><b>Land Transfer – Rear of Village Hall</b> Council received a verbal report regarding the meeting held with the Northold Group on 12<sup>th</sup> January 2024.</p>	-
23/6469	<p><b>All Saints Church Churchyard Maintenance</b></p> <p>a) Council received and NOTED the contents of the Church Quinquennial Report and asked the Clerk to gain confirmation on a few items contained with said report.</p> <p>b) Council unanimously agreed to set up a meeting with the Church and its representatives to understand their immediate needs and to see how best the council can assist. Prop. Cllr Mitchell / Sec. Cllr Coe. Unanimous</p>	JF
23/6470	<p><b>Code of Conduct Review</b> Council received and NOTED the progress report from Cllr Aisbett and agree to bring this back to the May annual meeting.</p>	-
23/6471	<p><b>Cleaning – Community Centre</b></p> <p>a) Council received a report concerning the temporary cleaning contract.</p> <p>b) Council RESOLVED to approve all associated costs in relation to this matter.</p>	-

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The Press and Public were invited to re-enter the meeting.

PART SIX – URGENT MATTERS		
23/6472	<b>Urgent Matters for Report Only</b> There were no matters raised for consideration.	-

PART SEVEN – CLOSING PROCEDURES		
23/6473	<b>Next Ordinary Meeting</b> a. There were no items reported for inclusion on the February Ordinary Meeting agenda. b. Council NOTED the next meeting date for the Ordinary Council Meeting as 29 <sup>th</sup> February 2024.	-

In the absence of further business, the meeting closed at 21:03pm

**Signed as a true and accurate record:**

.....  
 Cllr Jackie Bird – Chair  
**Brixworth Parish Council**  
 Date: 29<sup>th</sup> February 2024

**Minutes Prepared by:**

Josie Flavell  
 Parish Clerk  
**Brixworth Parish Council**

T: 07983 141786

E: [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)

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**Brixworth Parish Council**  
**PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
318	04.06 Stationery & Postage	25/01/2024		01 Nat West Revenue		Storage Boxes	Amazon Services Europe Sarl	S	16.14	3.22	19.36
319	04.06 Stationery & Postage	23/01/2024		01 Nat West Revenue		Folder dividers	Amazon Services Europe Sarl	S	6.87	1.40	8.27
320	04.06 Stationery & Postage	22/01/2024		01 Nat West Revenue		Folders	Amazon Services Europe Sarl	S	12.49	2.50	14.99
321	03.03 Telephone -Mobile Str	24/01/2024		01 Nat West Revenue		Phone Top Up - Staff	Asda Mobile	X	5.00		5.00
322	07.06 Van Lease Costs	01/02/2024		01 Nat West Revenue		Van Lease Costs	Lex Autolease	S	239.58	47.91	287.49
323	07.02 Sundry Purchases - M	26/01/2024		01 Nat West Revenue		Weed Killer - Groundsman	Gardeners Dream	S	70.82	14.17	84.99
324	03.03 Telephone -Mobile Str	26/01/2024		01 Nat West Revenue		Phone Top Up - Staff	Asda Mobile	X	5.00		5.00
325	04.08 Training	07/02/2024		01 Nat West Revenue		CLAD Certification	The Carbon Literacy Project	E	40.00		40.00
326	14.01 - General Reserves	03/02/2024		01 Nat West Revenue		Agency Cleaning	NN Commercial	X	148.00		148.00
327	07.02 Sundry Purchases - M	01/03/2024		01 Nat West Revenue		Maintenance Sundries	Trade UK - B&Q/ Screwfix	S	62.02	12.41	74.43
328	02.10 Human Resources/ He	29/01/2024		01 Nat West Revenue		Management Services	Peninsula Business Systems	S	144.85	28.97	173.82
329	04.12 Bank Charges	31/01/2024		01 Nat West Revenue		Bank Service Charge	Nat West Bank	E	10.50		10.50
330	02.10 Human Resources/ He	01/02/2024		01 Nat West Revenue		First Aid Kits/Eye Wash Kits	Amazon Services Europe Sarl	S	24.34	4.86	29.20
330	02.10 Human Resources/ He	01/02/2024		01 Nat West Revenue		First Aid Kits/Eye Wash Kits	Amazon Services Europe Sarl	S	33.68	6.72	40.40
330	02.10 Human Resources/ He	01/02/2024		01 Nat West Revenue		First Aid Kits/Eye Wash Kits	Amazon Services Europe Sarl	S	9.16	1.83	10.99
330	04.06 Stationery & Postage	01/02/2024		01 Nat West Revenue		First Aid Kits/Eye Wash Kits	Amazon Services Europe Sarl	S	3.32	0.67	3.99
331	05.03 Heritage Projects	07/02/2024	23/6457	01 Nat West Revenue		Railway Bench Signs	Lumley Designs	X	515.00		515.00
332	03.03 Telephone -Mobile Str	02/02/2024		01 Nat West Revenue		Phone Top Up - Staff	Asda Mobile	X	5.00		5.00
333	02.15 Adobe License	02/02/2024		01 Nat West Revenue		ICT Services	Adobe	E	16.64		16.64
334	07.03 Events/Xmas Lights	05/02/2024	23/6456	01 Nat West Revenue		Decorations for Chinese New Y	Amazon Services Europe Sarl	S	11.63	2.33	13.96
334	07.03 Events/Xmas Lights	05/02/2024	23/6456	01 Nat West Revenue		Decorations for Chinese New Y	Amazon Services Europe Sarl	S	4.16	0.83	4.99
334	07.03 Events/Xmas Lights	05/02/2024	23/6456	01 Nat West Revenue		Decorations for Chinese New Y	Amazon Services Europe Sarl	S	38.32	7.66	45.98
334	07.03 Events/Xmas Lights	05/02/2024	23/6456	01 Nat West Revenue		Decorations for Chinese New Y	Amazon Services Europe Sarl	S	8.32	1.66	9.98
334	07.03 Events/Xmas Lights	05/02/2024	23/6456	01 Nat West Revenue		Decorations for Chinese New Y	Amazon Services Europe Sarl	S	24.98	5.00	29.98
335	02.11 ICT	01/03/2024		01 Nat West Revenue		Cloudy IT Monthly Charges	Cloudy IT	S	236.70	47.34	284.04
336	04.08 Training	05/02/2024		01 Nat West Revenue		FILCA Training Programme	SLCC	S	120.00	24.00	144.00
337	14.01 - General Reserves	06/02/2024	23/6471	01 Nat West Revenue		Agency Cleaning	NN Commercial	E	185.00		185.00
338	08.03 Ashway Changing Roo	21/02/2024		01 Nat West Revenue		Electricity Supply - Ashway	EON Next Energy Limited (As	L	437.78	21.89	459.67
339	08.03 Ashway Changing Roo	20/02/2024		01 Nat West Revenue		Water & Sewerage	Wave AW Business	E	70.98		70.98
340	07.16 Library Shrub Bed	01/03/2024		01 Nat West Revenue		Grounds Maintenance	R&G Grounds Maintenance	S	53.00	10.60	63.60
341	07.15 Climate Change / Envi	14/02/2024	23/6373	01 Nat West Revenue		Living Roof - Brixworth Bus Str	Bridgman & Bridgman	S	1,085.00	217.00	1,302.00
342	07.12 Trees - Surgery	07/02/2024		01 Nat West Revenue		Tree Works	Treeworx	S	770.00	154.00	924.00
343	04.11 Telephone & Broadbar	05/02/2024		01 Nat West Revenue		Broadband & Landline Telephc	Talk Talk Business	S	29.95	5.99	35.94

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344 09.05 St David's Trade Wastr	01/03/2024		01 Nat West Revenue		Trade Waste	Bakers Waste	S	116.93	23.39	140.32
345 07.07 Fuel - Van & Mowers	01/03/2024		01 Nat West Revenue		Fuel	AH Blason	S	58.33	11.66	69.99
346 14.22 Community Centre Rej	01/03/2024		01 Nat West Revenue		Community Centre Building - L	G.M. Lawrence	S	2,178.00	435.60	2,613.60
347 03.02 Chairman's Allowance	01/03/2024		01 Nat West Revenue		Flowers For Amanda	Clerk - Josie Flavell	E	30.00		30.00
348 02.10 Human Resources/ He	01/03/2024		01 Nat West Revenue		PAT Testing - All Assets	MSE	S	120.00	24.00	144.00
349 08.04 Ashway Changing Roo	01/03/2024		01 Nat West Revenue		EICR Testing Ashway Changin	MSE	S	186.50	37.30	223.80
350 08.03 Ashway Changing Roo	01/03/2024		01 Nat West Revenue		Chlorination Ashway Water Tre	Richmond Hydro-Chem	S	600.00	120.00	720.00
351 04.06 Stationery & Postage	12/02/2024	23/6458	01 Nat West Revenue		New Posters For Councillor Sui	Pixel2Print Ltd	S	17.44	3.49	20.93
352 01.01 Salaries	16/02/2024	22/5751	01 Nat West Revenue		Salaries and Wages	DCK Payroll Solutions	X	8,160.91		8,160.91
352 01.03 Pension - LGPS	16/02/2024	22/5751	01 Nat West Revenue		Salaries and Wages	DCK Payroll Solutions	X	1,155.13		1,155.13
352 01.02 Employer NI	16/02/2024	22/5751	01 Nat West Revenue		Salaries and Wages	DCK Payroll Solutions	X	650.72		650.72
353 04.11 Telephone & Broadbar	15/02/2024		01 Nat West Revenue		Mobile Telephone	EE Limited	S	3.49	0.70	4.19
354 04.08 Training	01/03/2024		01 Nat West Revenue		Ncalc Training	Northants CALC	S	48.00	9.60	57.60
355 07.02 Sundry Purchases - M	01/03/2024		01 Nat West Revenue		Maintenance Sundries	Trade UK - B&Q/ Screwfix	S	52.05	10.41	62.46
356 14.21 Play Equipment	01/03/2024		01 Nat West Revenue		Playground Parts	Wicksteed	S	244.20	48.84	293.04
356 14.21 Play Equipment	01/03/2024		01 Nat West Revenue		Playground Parts	Wicksteed	S	13.08	2.62	15.70
356 14.21 Play Equipment	01/03/2024		01 Nat West Revenue		Playground Parts	Wicksteed	S	29.04	5.81	34.85
356 14.21 Play Equipment	01/03/2024		01 Nat West Revenue		Playground Parts	Wicksteed	S	24.34	4.86	29.20
357 09.01 St David's Grounds Ma	01/03/2024		01 Nat West Revenue		Plants for St David's Troughs	Deb Frampton	X	52.00		52.00
358 05.03 Heritage Projects	22/02/2024	23/6457	01 Nat West Revenue		Railway Bench Restoration	L&A Art Studio	X	2,542.50		2,542.50
359 07.03 Events/Xmas Lights	22/02/2024		01 Nat West Revenue		Journal Correction	Amazon Services Europe Sarl	S	-26.64	-5.34	-31.98
360 07.03 Events/Xmas Lights	22/02/2024		01 Nat West Revenue		Christmas Tree Lights	Amazon Services Europe Sarl	X	31.98		31.98
361 07.03 Events/Xmas Lights	22/02/2024		01 Nat West Revenue		Journal Correction	Amazon Services Europe Sarl	S	-51.40	-10.30	-61.70
361 07.03 Events/Xmas Lights	22/02/2024		01 Nat West Revenue		Journal Correction	Amazon Services Europe Sarl	S	-349.72	-70.00	-419.72
362 07.03 Events/Xmas Lights	22/02/2024		01 Nat West Revenue		Christmas Tree Lights	Amazon Services Europe Sarl	X	61.70		61.70
362 07.03 Events/Xmas Lights	22/02/2024		01 Nat West Revenue		Christmas Tree Lights	Amazon Services Europe Sarl	X	419.72		419.72
<b>Total</b>								<b>20,812.53</b>	<b>1,275.60</b>	<b>22,088.13</b>





**Brixworth Parish Council**  
Report to: Council 02/02/2024

**Summary:** Issues with St David's Rope Swing Play Equipment

**Attachments:** Appendix A, B and C

**1.0**

**BACKGROUND**

The history of this piece of equipment is vast and long. There have been many complaints since its installation due to anti-social behaviour from older children/youths climbing and sitting on top of it, acting inappropriately and in an intimidating and aggressive manner, throwing items into the adjacent gardens, swearing at residents whilst they sit in their gardens, playing loud music, and generally making a nuisance of themselves until late into the evenings and during weekends. No less than 6 complaints letters including video footage and photos have been received for the period of summer of 2023. The behaviour has abated during the colder, darker months and the Police have been made aware.

Having researched historic paperwork and consulted Kompan, the equipment wasn't supposed to be positioned where it currently resides. At the site meeting with Kompan the Clerk was shown the original plans and it was shown to be positioned elsewhere and not close to the resident's boundary fence line as is the case. Kompan explained that they disagreed with the positioning of this equipment but that when the decision was made, it may not have been shared with the play area working group overseeing the project at the time.

A quote has been received and is available under Appendix A of this report. There are funds available to pay for this within earmarked reserves, but the cost is not insignificant and may not be the best use of the precept/taxpayer's money. However, if the equipment was moved it would alleviate any future problems and complaints and would be fully covered by CCTV to allow council to act in full where the perpetrators are concerned.

**2.0**

**PROPOSAL**

To combat the problems experienced in future, council can do one of the following:

- a) Move the piece of equipment to the area marked on the map (see below) and approve the quote, which is not only away from the resident's fence line but also in direct line of the CCTV.
- b) Leave the equipment where it is and install anti-climb measures and monitor behaviour, working closely with the Police as and when problems arise.
- c) Utilise Anti climb paint is one option but needs to be painted 2m from floor level (i.e. above head height only) but is highly effective and non-aggressive. However, it will permanently mark clothing, so signage would be needed to alert all users to the fact it is in place.
- d) Install roller barriers to either side of the top bar of the play structure, making it impossible to climb onto the top. They are highly effective as the perpetrator cannot gain any purchase to the area they intend climbing to and are non-aggressive. They can also be installed at lower levels and are not harmful in its performance or appearance and are used by hospitals and schools, so will be ROSPA compliant – see Appendix A for images.

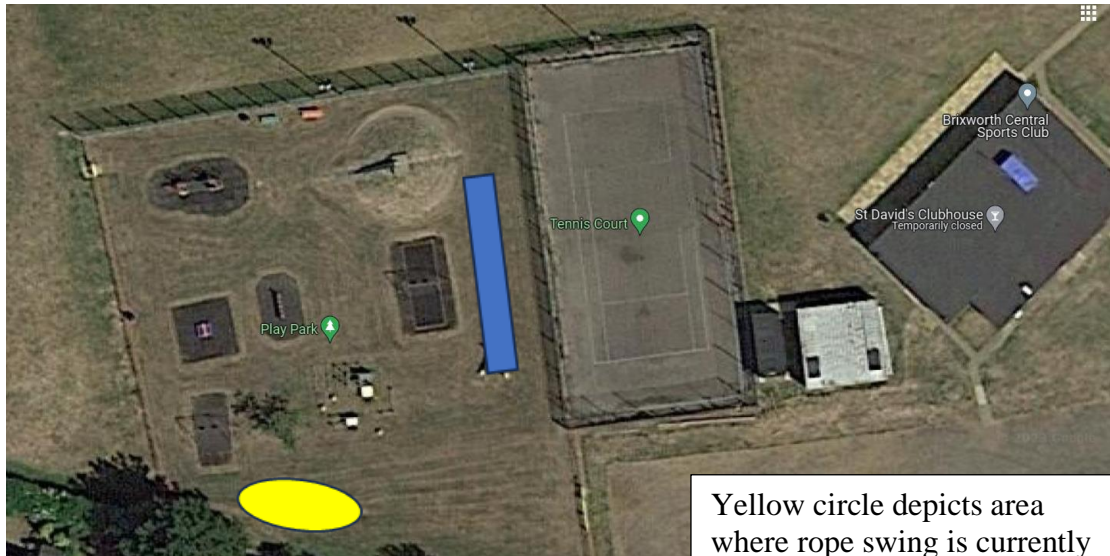


<b>3.0</b>	e) Utilise the CCTV to issue Community Protection Notices (CPN's) to those involved. A Community Protection Notice can be issued to prohibit the anti-social behaviour experienced should council decide not to move this piece of equipment. There is no maximum amount of time the CPN will last but does require legal fees – see Appendix C for further information.
<b>4.0</b>	<p><b>FINANCIAL INFORMATION</b></p> <p>a) Kompan quote £9,425.87 exc. VAT.</p> <p>b) Anti climb paint – ranges from £20.00 per tub for 1 litre up to £60 per tub for 5 litres. 2 tubs would be required,</p> <p>c) Roller Barriers – quotes are awaited but figures so far are around the £500/ mark exc. VAT.</p>
<b>5.0</b>	<p><b>CONCLUSION</b></p> <p>To consider and agree to one of the aforementioned options as detailed in section 3.0 and 4.0 of this report, to ensure action is taken prior to the better weather and lighter nights returning and the issue of youths visiting the play area re-commences.</p> <p><b>RECOMMENDATION</b></p> <p>The Proper Officer believes the re-siting of this piece of equipment would, overall, be the best long term solution, but is concerned about the cost in doing so and it not being the best use of council funds. Should this option be approved, it would result in the St David's project fund being reduced to below £3k moving into the new financial year. Therefore, the Proper Officer recommends the purchase and installation of roller barriers and anti-climb paint, and requests council approving a budget of up to £800.00, to be borne out of the St David's projects earmarked reserves.</p>

<b>Implications:</b>		
Council Objectives:	To consider and agree what actions to take concerning the rope swing.	-
Resource Requirements:	Committee / Cllrs / Working Group / <b>Officers</b> / External / Other / None Hours / Days / Weeks / Months	-
Do we have the resource available?		Y
Equalities & Human Rights	Are there equalities and /or human rights issues?	N
Equalities Impact Assessment	Is an impact assessment is required?	N
Crime and Disorder	Has crime and disorder have been considered?	Y
Biodiversity	Are there any bio-diversity implications?	N
Financial	Are there financial implications at this stage?	N
	Will there be financial implications?	Y
	Is there provision within the budget?	Y
	Could there be additional expenditure?	N
Legal	Is there potential for income generation?	N
	Do we have power, to act?	Y
	If Y which act: For example Local Government and Rating Act 1997, s. 31	-
Risk Management	Are there any risks? If so, how will these be mitigated?	N
Risk Assessment	Is a risk assessment required?	N
Project Management	Is project management is required?	Y
<b>Person originating this report:</b> Parish Clerk – Josie Flavell		
<b>Date:</b> 20/02/2024		



## Appendix A – Rope Swing Equipment Re-siting and Anti Climb Measures

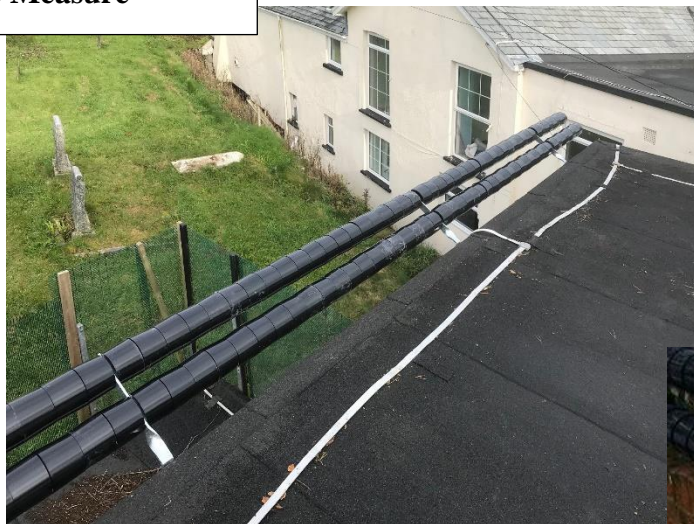


Yellow circle depicts area where rope swing is currently installed.

Blue rectangle depicts where rope swing could be moved to.



### Roller Barrier – Anti Climb Measure





## **Appendix B – Community Protection Order**

An authorised person may issue a community protection notice to an individual aged 16 or over, or a body, if satisfied on reasonable grounds that

- (i) the conduct of the individual or body is having a detrimental effect, of a persistent or continuing nature, on the quality of life of those in the locality; and
- (ii) the conduct is unreasonable.

A community protection notice may be issued by a constable, the relevant local authority, or a person designated by the relevant local authority for the purposes of this section. A community protection notice imposes any of the following requirements on the individual or body issued with it:

- a)** A requirement to stop doing specified things
- b)** A requirement to do specified things
- c)** A requirement to take reasonable steps to achieve specified results.

They can only be issued if the offender has been given a written warning that the notice will be issued if their conduct doesn't change and that they have been given enough time to have reasonably made those changes, and yet have chosen not to do so.

A person issued with a community protection notice who fails to comply with it commits an offence.

*See attached letter template.*

# APPENDIX C

## Sales - Quote

Josie Flavell  
Brixworth Parish Council  
Parish Council Office  
Brixworth Community Centre and Library  
Spatton Road  
Northampton, Northamptonshire  
NN6 9DS

Quote No. SQ289441-1  
Sell-to Contact No. 680021  
Quote Date 10-01-2024  
Expiration Date 09-02-2024

Salesperson Jerry Jarman  
Email jerjar@kompan.com  
Phone No. 07764 365667

Project Name EN353012 Cocowave relocation

No.	Description	Quantity	Unit of Measure	Unit Price	Amount
EN-INSTALLATION	uplift, relocate and install cocowave	1	Pieces	8,161.00	8,161.00
EN-SINGLEGRASSMAT LQ	Supply & Install Ecosmart Grass Matting  Less than 66m2 Combined All existing grass to be fully established & well maintained to give a critical fall height.	31	Squ. Metre	39.77	1,232.87
FREIGHT	Freight	1	Pieces	32.00	32.00
<b>Total GBP Excl. VAT</b>					<b>9,425.87</b>
20% VAT					1,885.17
<b>Total GBP Incl. VAT</b>					<b>11,311.04</b>

**Payment Terms** Net 30 days

The colour and surface texture of products and surfacing manufactured with the recycled content are influenced by the differences within the used recycled, raw materials. Therefore, minor differences in the visuality and texture not only occur, but are to be expected.

Customer responsible for offloading; however KOMPAN can provide a quotation for a Hiab delivery upon request.

KOMPAN Standard Invoicing & Payment Terms \*effective from 10/10/2022.

Please see below the standard invoicing and payment terms offered by KOMPAN. If your project has specific invoicing or payment criteria, please discuss this with us at the time you place your order.

Public Sector Customers:

Full value of the project will be invoiced upon project completion, payable within 30 days from invoice date.

Private Sector Customers:

For all new customers, a request for credit terms can be made when placing your order.

If successful, the Customer will be invoiced 50% of the KOMPAN equipment value for standard and variant products at the point of order & requires pre-payment prior to release into production.

The remaining 50% of equipment value and 100% of freight is invoiced upon dispatch from the factory payable within 30 days from invoice date. Bespoke products created by KOMPAN Design Studio are invoiced 100% at the point of order and require pre-payment prior to release into production.

The remaining order value will be invoiced upon project completion, payable within 30 days.

If credit terms cannot be offered, then the Customer will be invoiced for 100% of the KOMPAN equipment value at the point of order, having 5 days to make payment to secure order being placed with the factory.

The remaining order value will be invoiced upon project completion, payable within 30 days from invoice date.

House Builders/Developers:

Invoiced for 100% of the KOMPAN equipment value at the point of order, having 30 days to make payment to secure order being placed with the factory.

The remaining order value will be invoiced upon project completion, payable within 30 days from invoice date.

Please note order value is only valid for 30 days.

## Product Catalogues



Main Catalogue



**Brixworth Parish Council**  
Report to: Council 20/02/2024

**Summary:** Replacement Hedgehog Crossing Signs

**Attachments:** N/A

<b>1.0</b>	<p><b>BACKGROUND</b></p> <p>BPC already own 2 hedgehog crossing signs, but these are in a poor state of repair and in need of replacing.</p> <p>Hedgehogs R Us are selling new signs and asking all parishes to consider purchasing signs to help hedgehogs cross safely, with them being a species currently in decline.</p>
<b>2.0</b>	<p><b>PROPOSAL</b></p> <p>To purchase 2 new signs as per the below photo.</p> <div style="text-align: center;"> </div>
<b>3.0</b>	<p><b>FINANCIAL INFORMATION</b></p> <ul style="list-style-type: none"> <li>▪ Cost for each sign is £26.99 exc. VAT. Total cost £53.98 to be borne out of the maintenance sundries budget should council agree to the purchase.</li> </ul>
<b>4.0</b>	<p><b>CONCLUSION / RECOMMENDATION</b></p> <p>To consider and agree the purchase of the signs as detailed in the aforementioned and utilise the maintenance sundries budget to so do.</p>

Implications:		
Council Objectives:	Replace current hedgehog crossing signs with new.	-
Resource Requirements:	Committee / Cllrs / Working Group / <b>Officers</b> / External / Other / None Hours / Days / Weeks / Months	-
Do we have the resource available?		Y
Equalities & Human Rights	Are there equalities and /or human rights issues?	N
Equalities Impact Assessment	Is an impact assessment is required?	N
Crime and Disorder	Has crime and disorder have been considered?	Y
Biodiversity	Are there any bio-diversity implications?	N
Financial	Are there financial implications at this stage?	Y
	Will there be financial implications?	Y
	Is there provision within the budget?	Y
	Could there be additional expenditure?	N
Legal	Is there potential for income generation?	N
	Do we have power, to act?	Y
	If Y which act: For example Local Government and Rating Act 1997, s. 31	-
Risk Management	Are there any risks? If so, how will these be mitigated?	N
Risk Assessment	Is a risk assessment required?	N
Project Management	Is project management is required?	N
<b>Person originating this report:</b> Parish Clerk – Josie Flavell		
<b>Date:</b> 20/02/2024		



**Brixworth Parish Council**  
Report to: Council 23/02/2024

**Summary:** Replacement Hedgehog Crossing Signs

**Attachments:** N/A

**1.0 BACKGROUND**

Pytchley Court Car Home have requested if their staff can start using the St David's recreation ground car park between the hours of 8am and 8pm daily.

*The below is a snapshot of the email request received from Susan Watson – Care Home Manager:*

Dear Sir or Madam,

Previously we approached council to organise parking for staff in the St Davids car park backing onto the care home.

A key padded door was put in place by us for staff to gain access via your car park. This worked well and freed up the front car park for visitors to park.

Some weeks later we were contacted by the council requesting we would need to pay a substantial fee for the use and if that was not adhered to, all staff cars should be removed. Failure to do so would result in yourselves locking the gate preventing access for any vehicles.

We were compliant with your request and no further vehicles from Pytchley Court parked in your car park. However, since then, the parking has become an issue at the front of the home. We have also had CCTV installed to the back of our property due to the destruction of our perimeter fence caused by the joy riders that congregate in the car park at night.

The CCTV looks over your car park and social club and could be an asset to yourselves should you require evidence of property destruction.

My question to yourselves is, can we relook at permission for staff to park in your car park again please. This would only be during the day, with a maximum of five cars. Shift pattern being 8am until 8pm at night.

**2.0 PROPOSAL**

- To consider the proposal put forward and whether council wish to agree to this or not.
- To consider an annual rental fee.
- To consider drawing up a legal lease hire agreement.

**3.0 FINANCIAL INFORMATION**

To consider if a fee is to be charged and if so, agree an annual rental charge.

**4.0 CONCLUSION / RECOMMENDATION**

The Proper Officer feels that this should be given consideration as the annual rental of up to 5 car spaces at St David's car park, with a legal agreement, would bring in extra income for maintaining St David's play area, MUGA, CCTV and the car park itself.





<b>Implications:</b>		
Council Objectives:		-
Resource Requirements:	Committee / Cllrs / Working Group / <b>Officers</b> / External / Other / None Hours / Days / Weeks / Months	-
Do we have the resource available?		Y
Equalities & Human Rights	Are there equalities and /or human rights issues?	N
Equalities Impact Assessment	Is an impact assessment is required?	N
Crime and Disorder	Has crime and disorder have been considered?	Y
Biodiversity	Are there any bio-diversity implications?	N
Financial	Are there financial implications at this stage?	N
	Will there be financial implications? – legal agreement fees only	Y
	Is there provision within the budget?	N/A
	Could there be additional expenditure?	N
Legal	Is there potential for income generation?	Y
	Do we have power, to act? If Y which act: For example Local Government and Rating Act 1997, s. 31	-
Risk Management	Are there any risks? If so, how will these be mitigated?	N
Risk Assessment	Is a risk assessment required?	Y
Project Management	Is project management is required?	N
<b>Person originating this report:</b> Parish Clerk – Josie Flavell		
<b>Date:</b> 23/02/2024		



## Grant Application Form

**All questions on the Application Form must be fully answered. Additional information in support of an Application may be provided, where appropriate**

### 1. Organisation Details

Name:	<b>Brixworth Community Larder</b>
Is it a registered charity:	yes -under the umbrella of Food For Thought Daventry
Charity no.:	1184601

#### **How many people use/attend your organisation?**

The larder is open once a week for everybody in Brixworth and surrounding areas subject to qualifying criteria (see Appendix 1) which focus on low-income or financial needs.

Since opening the larder in summer 2022, more than 5700 shops have been made at the larder. For the current membership year, we have more than 200 registered members. On an average week, we supply food for between 60 and 85 shops and typically reach an average of 133 adults and 48 children with our food.

Most of our members pay for their shop – either £5 or £10 depending on the number of items they wish to get – and, in addition, we support a smaller number of people in the most extreme need with complimentary shops. These are paid for using 'points' donated by the people who pay or with small individual donations from our members or their families.

#### **How many are Brixworth residents?**

We estimate that more than 90% of our users live in Brixworth

#### **Brief description of objectives of the organisation and activities in the parish:**

Brixworth Community Larder aims to support local people to access good quality food, including fresh fruit and veg, at prices well below those in the supermarkets.

We are not a Food Bank. Food Banks are only accessible on 'referral' from social services, social prescribers for example. They give people in deep hardship a selection of free food just a few times

per year.

In contrast, Community Larders aim to reach people before they hit the level of hardship where Food Banks step in. As most of our members pay, there is the sense that we offer a 'hand up, not a hand out'. We also give each shopper the chance to choose what they take instead of imposing our ideas of what they should buy. We allow people access to the larder each week if they wish to attend; this is not the case with Food Banks. We believe our service is crucial in helping many people avoid the poverty that leads to Food Banks and dependency on such support. We do have members who go to Food Banks or receive food parcels through the Brixworth Community Food Share during school holidays and we are happy to support them.

In addition to people coming to the larder, we make home deliveries to elderly, terminally ill, and isolated people, including some referred to us by local GPs and Social Prescribers.

Our aims include:

- Ensuring access to fresh fruit and veg every week. People in the lowest income brackets spend the smallest share of their food budget on fruit and veg and this percentage is at the lowest ever historic level. The larder helps to reverse that trend.
- Making great value food available at well below market rates to help members stretch their food and household budgets and so help with the cost-of-living crisis.
- Reducing food waste and food sent to landfills – a lot of our stock is bought from the food redistribution charity Fare Share Midlands and comes from excess production, over-stock, short shelf-life, and donation. We also collect surplus food 3 nights a week from Brixworth Coop and once a week from Tesco and Sainsbury stores in Market Harborough.
- Creating a fun and friendly place for people to meet and socialise. We provide complimentary hot drinks before every larder and it's always a lively and friendly gathering. Some otherwise very lonely people tell us that the opportunity to make new friends and get out of the house is as important as getting their shopping.
- Sign-posting members to other important services – we host visitors from Community Law (who advise on debt management and benefits), West Northants Council customer services team, Independent Living Services, Highways department, the Grow, Cook, Eat team from HOPE, and the RSPCA. At least twice a month, we have such visitors and we also offer Brixworth Parish Council an opportunity to hold Council Surgery periodically.
- Helping our members to access Household Support Fund grants and other WNC-backed funds, some of which can't be accessed except through organisations such as ours.
- Providing volunteering opportunities to dozens of people in the village who come each week to help set up and serve at the larder. This is a great opportunity to meet new friends and gain a sense of purpose and satisfaction by helping others.

We are a not-for-profit, community-driven, and community-based organisation that ploughs all our income into buying more food for our members.

We are looking for a grant of **£3000** to buy stock for the larder to cover the period from now until the end of 2024. We will be able to provide copies of receipts to show where the money has gone and, in the unlikely event that we don't spend it all, or the Larder ceases operating, any remaining unspent grant from BPC can be returned in full.

## 2. Contact Details

*Name of contact:* Miranda Wixon  
*Address:* Southbourne House, High Street, Blakesley  
*Postcode:* NN12 8RE  
*Telephone no.:* 07974919221  
*Email address:* Miranda.wixon@gmail.com  
*Position of contact:* Chair of Food for Thought Daventry

## 3. Project / Activity Details

**Briefly describe the project or purpose for which you require a grant (you must demonstrate a clear need):**

Until recently, Brixworth Community Larder was supported by Northampton Hope Centre. We gave them all our income from weekly shops and annual membership and they sourced food for the larder, paid our FareShare Midlands supply bills and the Village Hall fees. They also received and administered a generous grant from Food Aid Alliance West Northants (FAAWN) on behalf of the larders and other food aid organisations. It was because of our relationship with Hope that we didn't bring our earlier grant application (December 2022) back to the Parish Council because we were not, at that time, allowed to fundraise independently of the Hope.

We have now evolved our larder network to the point where we've gained our independence from Hope, leaving them to focus on their vital work around homelessness in Northampton. We now have the freedom to build our larder network and focus on local people and their needs but with that freedom comes extra responsibility and a lot of additional work for the volunteer team who now have to take on many of the things that Hope used to do for us.

Hope has a professional team of fundraisers, but at Brixworth Community Larder we do not. We are enthusiastic volunteers without fundraising experience. Given time, we are confident that we can raise funds but we are starting from a standing start and know that it will take many months of applying for grants before we can secure our financial future.

Shoppers currently pay £5 for a 10-point shop (suitable for a single or couple household), or £10 for 22 points (suitable for a larger family). Our aim, if we receive your support, will be to maintain this level without having to increase prices or reduce the number of items.

This shop includes fresh fruit and veg (which is provided for zero points), surplus goods from the supermarkets (donated, and generally offered for zero points), and a range of fresh, frozen and store-cupboard items which each have a points value.

We never know what we will get from FareShare each week – the nature of their business is very 'lucky dip'. One week we might receive 50 packs of steak and a dozen chickens as part of the delivery, the next week it could be 200 packs of double cream and 100 packs of coleslaw which could be a lot harder to 'rehome'. This is an extreme example, and there's always plenty more in the order, but it's fair to say we can't predict what's coming or whether there will be enough to offer all our shoppers a good shop.

To ensure that everybody who comes can get a good shop, Hope used to supply us with a weekly delivery of store-cupboard staples – rice, pasta, tea, coffee, canned fruit and veg, canned soup, breakfast cereals, jam etc. This is where we will spend any grant from Brixworth Parish Council. We will buy such items to ensure that, in combination with our delivery of fresh goods, every shopper can create a few wholesome and healthy meals for their family.

Let's take a look at how the financials add up:

### **Income and Expenditure:**

In a typical week, based on January data, our income from shopper payments has been **ca £420**. – this is money we get from our members which contributes a significant proportion of our costs.

Once our finances are separated from Hope, we hope to have **ca £140** per week from our FAAWN grant to last until the end of September 2024.

Total average weekly income: **ca £560** per week

From this income, we pay **ca £230** to Fare Share Midlands for fresh food which varies every week and this amount will increase by a few percent from April.

We pay our Village Hall rental of **£38** per week out of our members' annual membership fees of £10 per shopper. We are **not** asking for money towards those costs.

Historically, our bills for store-cupboard goods supplied by Hope were on average **£450** per week. We will now have to get this food from Aldi, Wholesalers, Tesco et al at consumer prices.

Total average weekly costs excluding hall rent: **ca £680** per week

**As you can see, we have a shortfall of approximately £120 per week.**

We hope that by the summer our fundraising efforts will start to cut into this deficit, and all being well, by this time next year, we could be self-sufficient. We would therefore ask Brixworth Parish Council for a grant of £3000 – or approximately £60 per week over a year - to help keep our larder viable until new funding streams can be opened up.

It is not, at this time, our intention to come back and ask for such high sums every year, although we can't rule out that we may apply for a smaller grant at a future date.

### **What else are we putting in?**

We don't ask for financial help without first demonstrating what our volunteers and members contribute. In addition to the average weekly takings of £420, we estimate that the value of the time donated by our volunteers is considerable. With more than 35 volunteers on our books and around 26 people a week helping out, we estimate that the volunteer hours, if charged at minimum wage, would cost more than £1000 per week.

We aim to provide this large group of people – many of them of retirement age - with a sense of purpose and community. We are extremely grateful for their support.

**How will the funding benefit residents of Brixworth (include the number of beneficiaries living in the Parish)?**

Funding will enable Brixworth Community Larder to:

- Provide a wider range of produce for people in the village who need a little extra help with their food bills, ensuring access to fresh fruit and vegetables for those least likely to have money to spare for such foodstuff.
- Continue to offer a Larder service without having to put up the price to members, or reduce the amount or quality of food available.
- Offer a warm and friendly social gathering every week, helping villagers to meet new people and form new friendships.
- Provide a sense of purpose and well-being for our volunteer team
- Continue to reduce food waste in the supply chain
- Continue to deliver food parcels to elderly, infirm or isolated people
- Provide a location and event that enables villagers to access the support of local council and independent bodies such as Community Law, West Northants Council customer service team, Grow, Cook, Eat team from Hope, and the RSPCA.
- Provide a route for low-income members to apply for WNC/DWP shopping vouchers via the Household Support Fund.

**Financial Details**

Current balance in all bank account (s) and investments at the time of this application	£ 3359.06
Estimated annual income and expenditure of organisation:	
Income:	
£28,000	
Expenditure:	
£34,000	
What is the total cost of the project?	£6000 shortfall
<b>What is the total amount of grant requested?</b>	<b>£ 3000</b>

Details of how the remaining balance will be funded:

Income from our members paying for their weekly shop  
Future Income from FAWN and other Grant applications  
Income from corporate and individual donors

Details of any fundraising events held / planned or funding received:

Grant from FAWN as mentioned above £5619 for the period up to and including September 2024.

Brixworth Community Larder is one of a network of Larders operating under the Food For Thought (Daventry) Charity. All of the larders along with the trustees of FFT(Dav) will be exploring local and national funding opportunities as well as working closely with FAWN to maximise any opportunities for which the Larders are eligible to apply.

Local fundraising will also include exploring what our local business community can do to support our cause. We are also looking to stage a fundraising event in the summer – this may involve music or comedy!

Details of previous grants from the Parish Council within the last 5 years:

None

Any other comments in support of your application?

Brixworth Community Larder has brought a buzz to the village since it was founded 18 months ago. Members report that they knew nobody in the village and now can't step out of their houses without bumping into fellow larder members. Volunteers feel they're doing something worthwhile and report feeling good about being able to contribute to their village.

## Declaration

I declare that I am authorised to make the application on behalf of the above organisation.

I have read and fully understood the Brixworth Parish Council Grants Policy and certify that the information contained in this application is correct at the time of submission.

Signed: Miranda Wixon

Dated: 22/02/24

Check – ✓

- Read and understood the Grants Policy?
- Accounts attached?
- Constitution attached?
- Evidence attached of alternative funding sources (if applicable)?
- Evidence attached of the project costs?
- Evidence attached of 'best value - three quotes for those projects costing more than £500?

**Please return this form with enclosures to the Clerk of Brixworth Parish Council via email at [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)**



# COMMUNITY EMERGENCY PLAN



**Version:** 0.2 draft  
**Written By:** Parish Clerk  
**Date:** February 2024  
**Date of Last Amendment:** February 2024

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## 1. Record of Amendments/Revisions to Plan

Date	Page Number	Details of Amendments/revisions	Amended/revised By
06/11/2023		First Draft	Admin Support, Parish Council
12/02/2024		Amendment to contact details	Admin Support, Parish Council
15/02/2024		Amendment to contact details and finalising which contact is required for each organisation.	Clerk, Parish Council

## 2. Community Resilience and Response Group (CRRG)

e.g. Flood Warden, Community Volunteer or Group, overall responsibility of co-ordinating and updating the plan.

Name	Position of CRRG	Address	Contact No.
Jackie Bird	Chair, BPC	Brixworth Community Centre, Spratton Road	07714867513
Lynne Compton	Vice-Chair BPC	Brixworth Community Centre, Spratton Road	07908153603
Josie Flavell	Parish Clerk	Brixworth Community Centre, Spratton Road	07983 141786
Gavin Kirkup	Admin Assistant BPC	Brixworth Community Centre, Spratton Road	07833 590140
Deb Frampton	Admin Support BPC	Brixworth Community Centre, Spratton Road	07713916754
Marc Sugden	Groundsman	Brixworth Community Centre, Spratton Road	07833 590063
Mike Nice	Volunteer Community Centre Manager	Brixworth Community Centre, Spratton Road	07960 627212

## 3. Community Resilience and Response Group - Volunteers

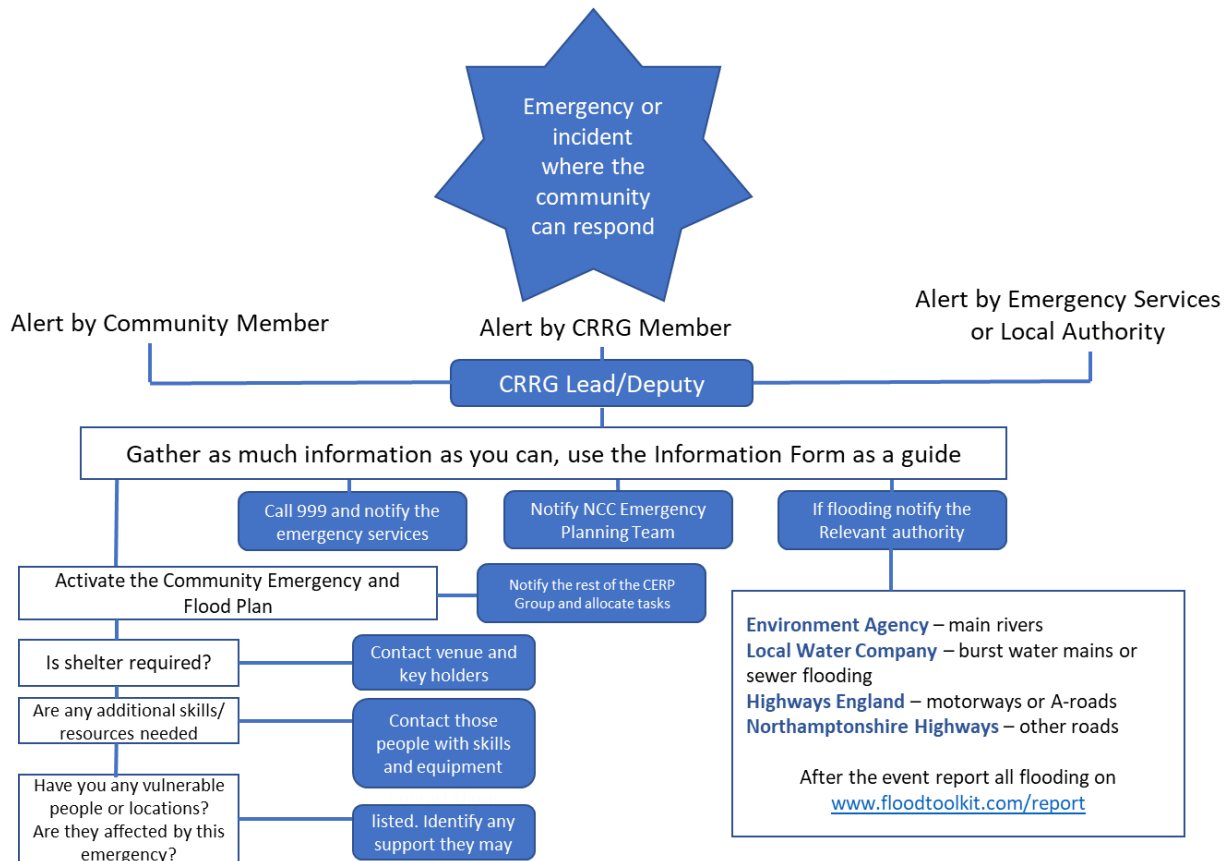
Not permanent members but willing to assist in an emergency when extra resources are required

Name	Contact no	Email	Address
Barbara Lunnon	07515 068027	<a href="mailto:Barbara.lunnon@brixworthparishcouncil.gov.uk">Barbara.lunnon@brixworthparishcouncil.gov.uk</a>	
Christine Ware	07899 845627	<a href="mailto:Christine.ware@brixworthparishcouncil.gov.uk">Christine.ware@brixworthparishcouncil.gov.uk</a>	
James Collyer	07777692928	<a href="mailto:James.collyer@brixworthparishcouncil.gov.uk">James.collyer@brixworthparishcouncil.gov.uk</a>	
Mike Nice	07960 627212	<a href="mailto:mike.nice100@gmail.com">mike.nice100@gmail.com</a>	
Brixworth Bulletin Delivery Team	-	<a href="mailto:dist.manager@brixworthbulletin.co.uk">dist.manager@brixworthbulletin.co.uk</a>	
Mark Palmer	07917 573784	<a href="mailto:brixworthcommunitychurch@gmail.com">brixworthcommunitychurch@gmail.com</a>	
Dennis Coles	07531 873471	<a href="mailto:Chair@brixworthvillagehall.co.uk">Chair@brixworthvillagehall.co.uk</a>	

## 4. Distribution List

Name	Address	Contact Numbers	Contact/Email Address
Village Hall	Northampton Road	07531 873471	Dennis Coles <a href="mailto:Chair@brixworthvillagehall.co.uk">Chair@brixworthvillagehall.co.uk</a>
All Saints Church	Church Street	01604 880139	David Reith <a href="mailto:revdavidreith@gmail.com">revdavidreith@gmail.com</a>
Brixworth Primary School	Froxhill Crescent	01604 883900	Neil Tyler <a href="mailto:head@brixworth.northants-ecl.gov.uk">head@brixworth.northants-ecl.gov.uk</a>
Brixworth Information Point	Spratton Road Brixworth	01604 882622	Roger Partington <a href="mailto:Brixworthinformationpoint@gmail.com">Brixworthinformationpoint@gmail.com</a>
The Brixworth Centre	10 Church Street Brixworth	07449 179019	Victoria Stamer <a href="mailto:victoriastarmer@hotmail.com">victoriastarmer@hotmail.com</a>

5. Activation Chart



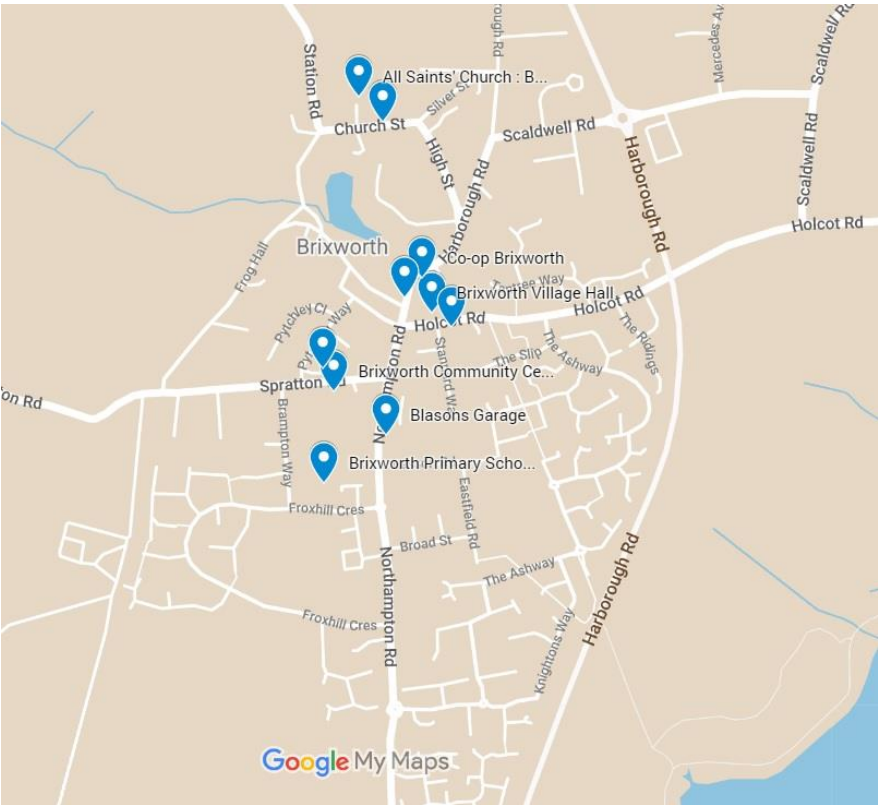
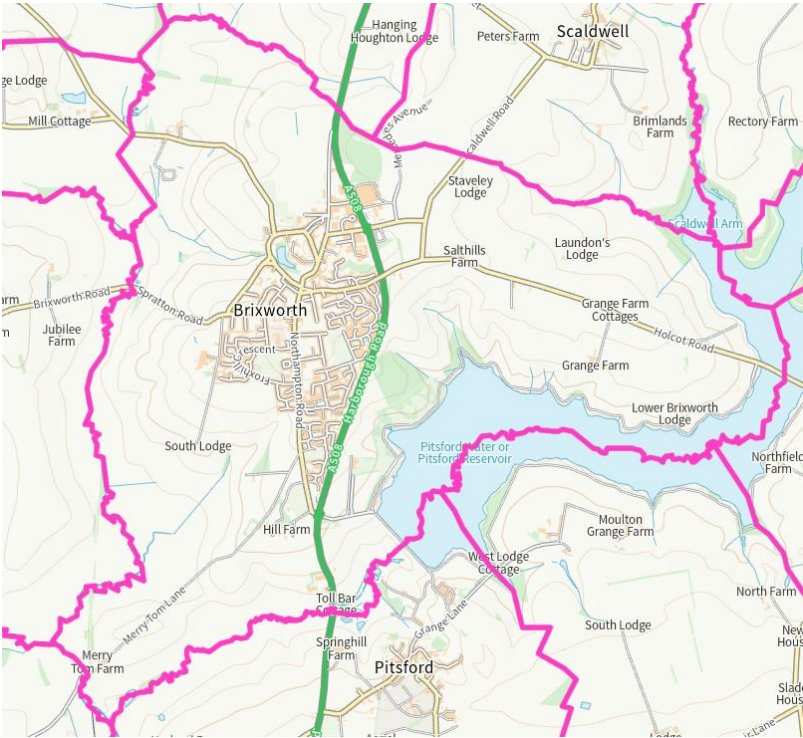
Call Action	
Call Local Authority West Northants Council 0300 126 7000	Chair
Call Environment Agency 0800 807060	Vice Chair
Call Anglian Water (if burst water mains) 03457 145145	Vice Chair
Call National Grid (if power outage) 0800 404090	Vice Chair
Listen to the radio for news updates	Councillor
Check relevant websites	Councillor
Monitor and Update Social Media sites	Councillor
Door-knocking (every street)	Councillors
Using Loudhailer	Councillors
Contacting Vulnerable People	Parish Clerk with the support of Cllr Christine Ware and Cllr Barbara Lunnon
Keep notice boards updated	Chairman and Officers

## Community Emergency Plan

Action		Tick when complete
1	If it is possible that the emergency services are not aware, call 999 as soon as possible (use incident report to give information).	<input type="checkbox"/>
2	Contact and inform the West Northants Emergency Planning Team and relevant authorities. Take note of any safety advice given to you and discuss at the CRRG meeting.	<input type="checkbox"/>
3	Keep a decision/action log and record the following: <ul style="list-style-type: none"> <li>▪ Any decision you have made.</li> <li>▪ Who you spoke to and what you said.</li> <li>▪ Any information received.</li> </ul>	<input type="checkbox"/>
4	Contact Other members of the CRRG (see section ?? for contact details) <ul style="list-style-type: none"> <li>▪ Those specifically under threat</li> <li>▪ The Parish Council via the Parish Clerk and Chairman</li> <li>▪ Volunteers and key holders as appropriate</li> </ul>	<input type="checkbox"/>
5	Have CRRG briefing	<input type="checkbox"/>
6	<ul style="list-style-type: none"> <li>▪ Decide actions.</li> <li>▪ Consider the need for a parish shelter</li> <li>▪ Check on vulnerable people</li> <li>▪ Be prepared to create a soup kitchen, flood defences, and provide blankets.</li> </ul>	<input type="checkbox"/>
7	Inform the community of the emergency and actions being undertaken via the Parish Council website, social media and knocking on doors (loud hailer).	<input type="checkbox"/>
8	Inform the community of any advice given to you from the Principal Local Authority, Environment Agency, or emergency services. Request the community to tune into local radio and TV news stations.	<input type="checkbox"/>
9	Inform the West Northants Emergency Planning Team of any decisions made.	<input type="checkbox"/>
10	Remember to regularly liaise with the Principal Local Authority, Environment Agency, and emergency services to maintain the safety of the community.	<input type="checkbox"/>

6. Map of Community/Parish

To aid the emergency services, or a neighbouring parish, who may not be familiar with the area to use the Plan during an emergency.



7. Pictures of Local and Community Landmarks

To assist those not familiar with parish  
War Memorial - Harborough Road



Brixworth Library/Community Centre - Spratton Road



Village Hall - Northampton Road



All Saints Church - Church Street



Brixworth Local Centre – Spratton Road



Brixworth Co-op – Northampton Road



The George Public House – Northampton Road



Brixworth Fire Station – Holcot Road





## 8. Local Risks – What could happen? What has happened in the past?

Use the Community Risk Register for Northamptonshire (found at [New Northamptonshire Community Risk Register 2017\3](#)) and historic emergencies your community has experienced.

Local Risk	Likelihood to occur	Potential impacts	Mitigations
Burst water main / Blocked drains overflowing	Low	Flooding of properties and possibly affecting access to Primary School	PC and residents to report problems as they arise to Anglia Water
Fire in dwelling or business premises	Low	Residents and businesses affected and displaced. Traffic disruption if roads blocked.	Fire and rescue service is responsible for identifying the inner cordon and for the health and safety of all those operating within it. Police will co-ordinate the response
Pandemic (e.g. Covid-19)	Low	Shortages of food and medicines. Provisions of support for those at risk.	Follow advice from services, government, NHS. Encourage residents, particularly vulnerable, to have personal Emergency Plan
Major road traffic incident	Low	Traffic disruption if roads blocked or closed	Emergency services to lead on response (e.g. Police/Fire)
Heavy Snow	Low	Road blockages affecting access to shops / services	PC to ensure grit bins are kept stocked and encourage residents to have their own Emergency Plan
Gas Leak	Low	Residents asked to leave homes	PC and residents to report problems as they arise to British Gas

## 9. Shelters/Temporary Reception Centres

Key Holders Name	Name & Address of Centre	Facilities	24 Hr Contact Number(s)
Mike Nice	Brixworth Community Centre Spratton Road	Provides heat and shelter for up to 100 residents (seated) Full cooking facilities Wi-Fi	07960 627212
Barbara Lunnon	Brixworth Village Hall Northampton Road	Provides heat and shelter for up to 120 residents (seated) Hot drink making facilities	07531 87347
Stephen James	The Brixworth Centre Church Street	Provides heat and shelter for up to 120 residents (seated) Hot drink making facilities	07713 916754

## 10. Skills within the Community

Include experience and qualifications, address and 24hr telephone numbers, e.g. doctors, nurses, plumbers, childcare, emergency volunteers

Who	What	Contact
MSE	Electrical services	01604 881003
Elite Plumbing	Emergency Plumbing	07867 783147
First Responders	Emergency first aid	07970268288

## 11. Equipment within the Community

Include owner address and 24hr contact number, e.g. 4x4 vehicles, chain saws, camping equipment, boats etc

Emergency First Aider	James Collyer	Emergency First Aid
Defibrillators	Brixworth Community Centre Brixworth Village Hall Ashway Changing Rooms St Davids Recreation Ground	Spratton Road - ///proper.sands.debate Holcot Road - ///fails.admire.brings Ashway Playing Fields - ///tree.march.deals NN6 9EA - ///takes.poster.uses

## 12. Vulnerable Locations

This includes details of people living in vulnerable locations – details to be kept private from the main document

Pytchley Court	5 Northampton Road, Brixworth, NN6 9DX	01604 882979
Saxon House	Spratton Road, Brixworth, NN6 9NJ	0300 456 2531
Sunshine Farm	Holcot Road, Brixworth, NN6 9BN	07442 502972
Funday	Spratton Road, Brixworth, NN6 9DS	07761602055

## 13. Vulnerable People

This includes details of vulnerable people – details to be kept private from the main document and can be obtained from Paris Robinson, 07875 283735.

## 14. Neighbouring Parish Council Contact Details

Parish Council	Contact Details
Spratton	Parish Clerk – Fiona Young T: 07715651904
Creaton	Parish Clerk – Katrina Jones T: 07739435744
Cottesbroke	Parish Manager: Joanne Leech T: 0116 277 9518
Lamport & Hanging Houghton	Parish Clerk – Mrs F Allbury T: 01536 790870
Scaldwell	Parish Clerk – Mrs Katrina Jones <a href="mailto:scaldwellpc@gmail.com">scaldwellpc@gmail.com</a>
Old	Parish Clerk – Sarah Gresly <a href="mailto:oldparishcouncil@gmail.com">oldparishcouncil@gmail.com</a>
Walgrave	Parish Clerk – Lorna McGoldrick <a href="mailto:clerk@walgraveparishcouncil.gov.uk">clerk@walgraveparishcouncil.gov.uk</a>
Holcot	Parish Clerk – Ruby Cole T: 01604 781834 or 07881 458801
Moulton	Executive Officer – Jane Austin T: 01604 642202
Pitsford	Parish Clerk – Mrs Sarah Stock T: 01604 820635
Church & Chapel Brampton	Parish Clerk – Mrs Sarah Stock T: 01604 820635

### 15. Useful Local and Private Companies

Name	Contact Details
Mawsley Machines	8 Ferro Fields, Brixworth, Northampton NN6 9UA 01604 880621
Brixworth Community Food Share	

### 16. Local Council Contact Details

Organisation	Contact Details
West Northants Council	T: 0300 126 7000
West Northants Highways	T: 0300 126 7000
West Northants Emergency Planning Team	T: 01604 837 999 (out of hours telephone number)

### 17. Emergency Contact Details

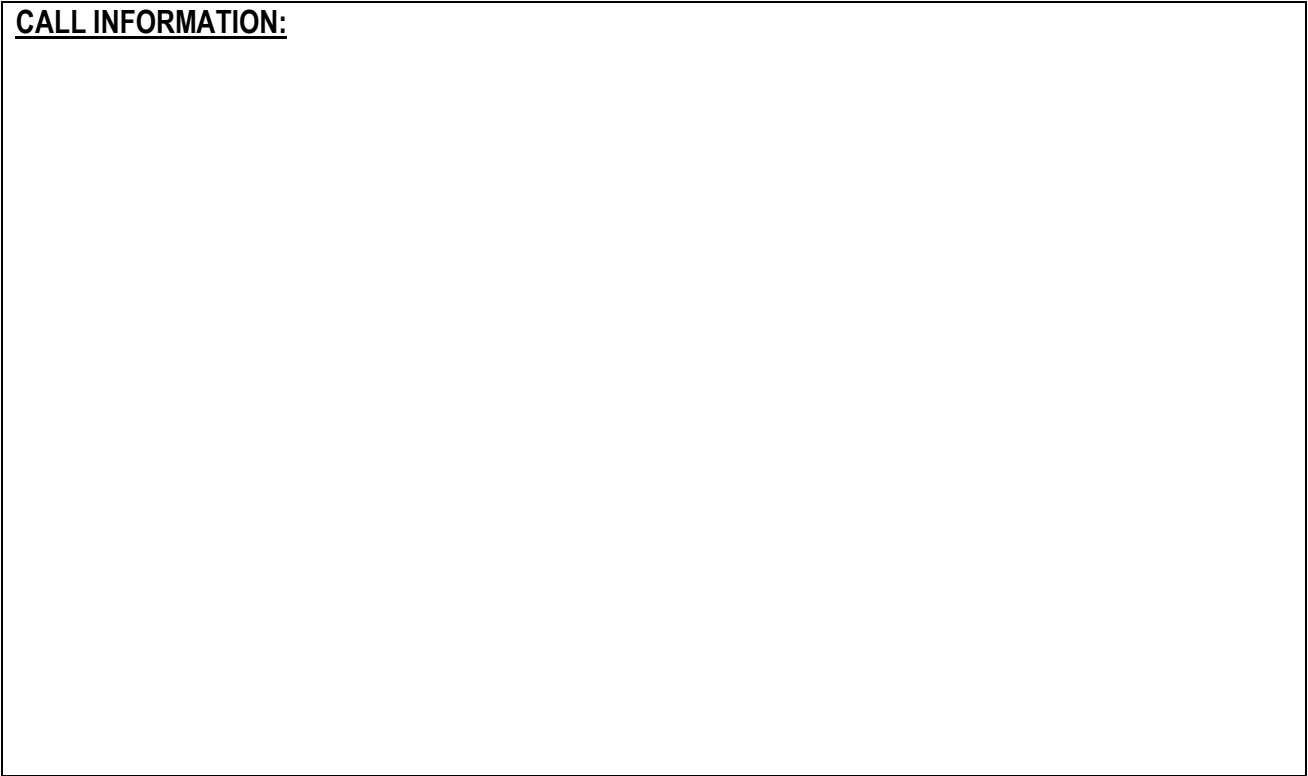
Name	Contact Details
Emergency Services	999 (emergency) 101 (non-emergency)
Crime Stoppers	0800 555 111
Environment Agency Incident Hotline	0800 80 70 60 (24 hrs)
Highways England	0300 123 5000
Out of Hours Medical advice	111
Police Counter-terrorism Hotline	0800 789 321
Power Cuts	105
Gas Leaks	0800 111 999
Water leaks	08457 145 145
RSPCA	0300 123 4999

Appendix A

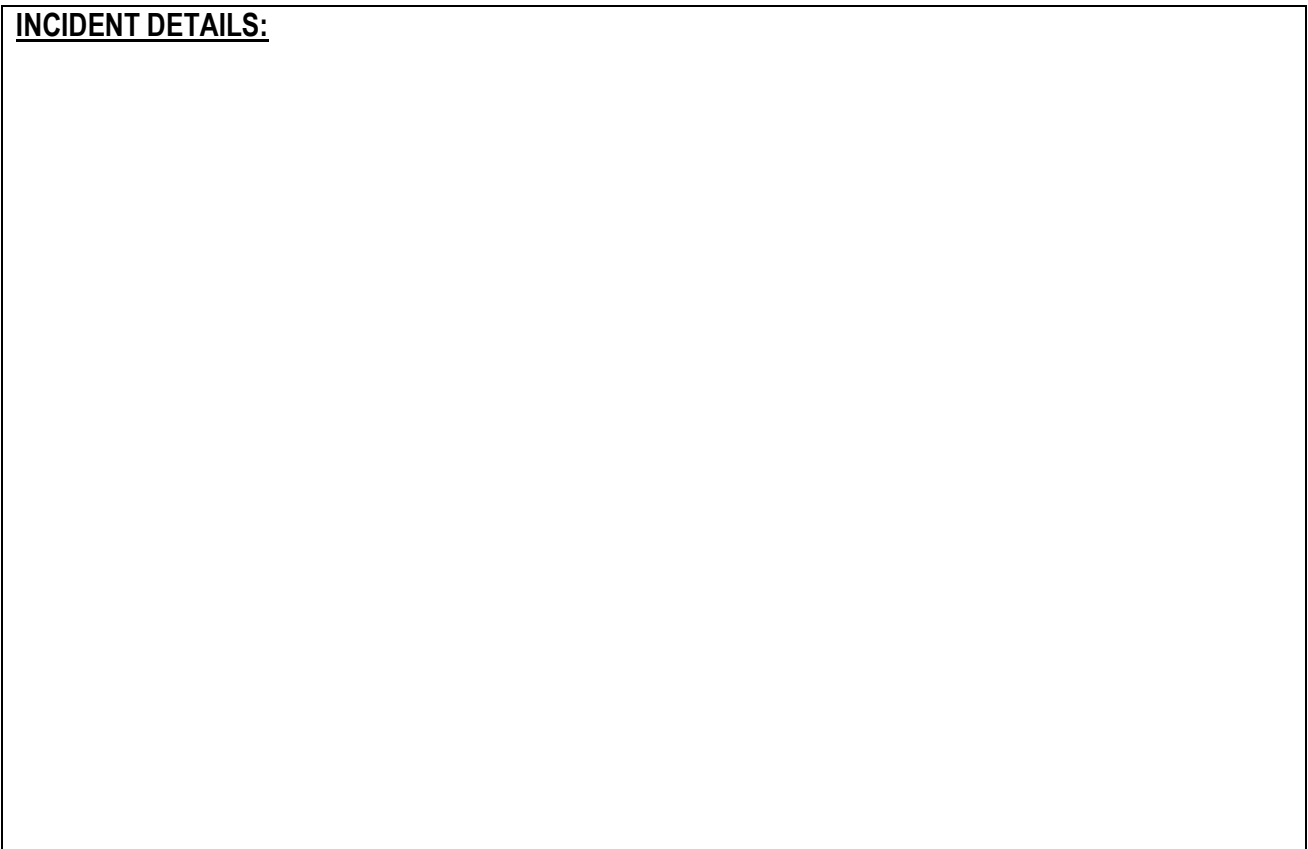
### Initial Incident Information Form

Use this form to record initial information received on the incident. Complete as many boxes as possible. Start your log as soon as possible.

**CALL INFORMATION:**



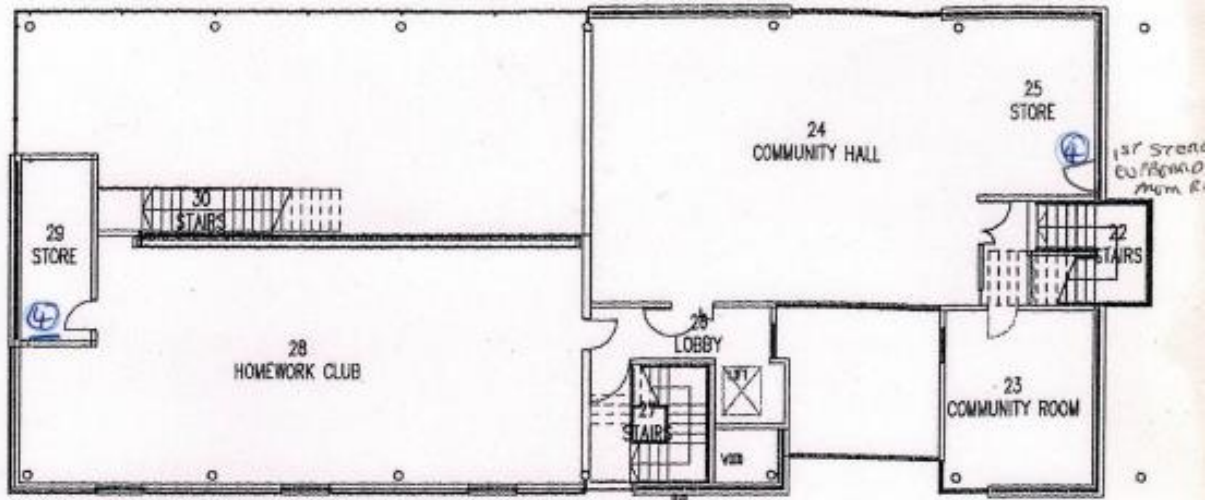
**INCIDENT DETAILS:**



**INCIDENT LOG**

Date	Time	Action

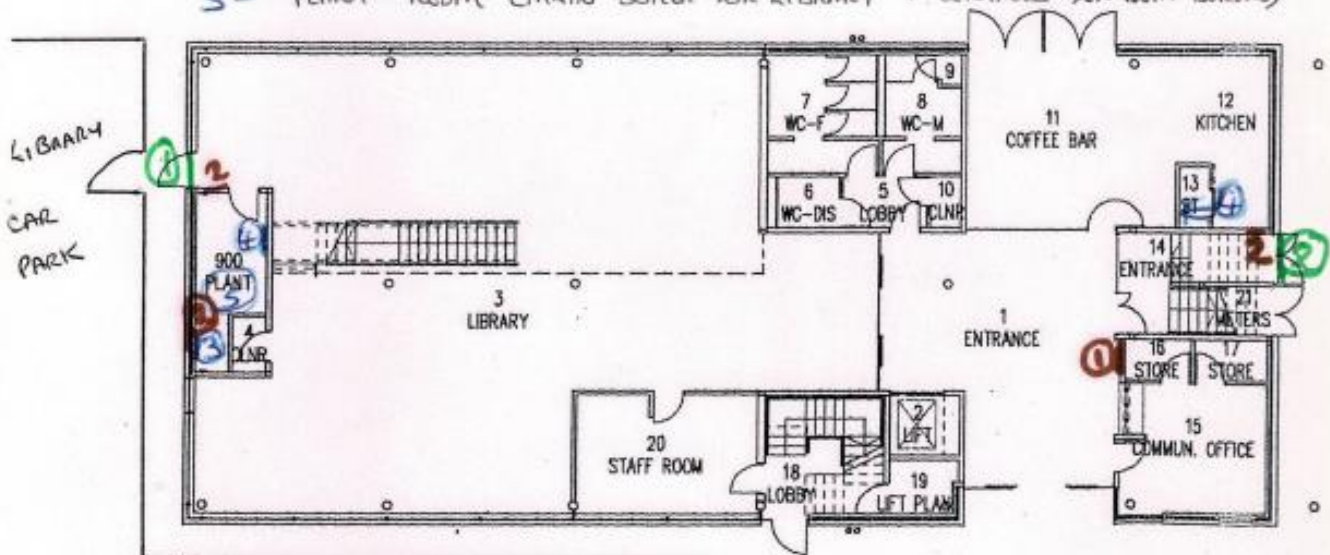
Appendix C



Site : D0510	Est : E70	GEA: ✓
Block: A	Floor: FIRST	GIA: ✓

- 1- GAS METERS IN CURBSIDES IN CAR PARK
- 2- MAIN WATER STOP-TAP (IN CAR PARK)
- 3- ELECTRICITY METER (WHOLE BUILDING LIB + COMM.)
- 4- FUSE BOXES - 4 AROUND BUILDING
- 5- PLANT ROOM (MAIN BUILDING FOR LIBRARY + CENTRALS FOR BOTH BUILDINGS)

① 800 6691 - LIBRARY  
 ② 0302052 - COMMUNITY CENTRE  
 ③ (RESERVED HOUSE)



Site : D0510	Est : E70	GEA: ✓
Block: A	Floor: GROUND	GIA: ✓

- ① - STAFF ENTRANCE LIBRARY
- ② - STAFF ENTRANCE COMMUNITY CENTRE



**Brixworth Parish Council**  
Report to: Council 29/02/2024

<b>Subject: Ashway Car Park Repairs</b>	
<b>Summary: The paper covers the cost of repairing the surface of The Ashway Car Park.</b>	
<b>Attachments: Appendix A includes estimates received from suppliers</b>	
<b>1.0</b>	<p><b>BACKGROUND</b></p> <p>The surface of the car park is badly damaged and in need of repair. There are many potholes and these are a hazard to cars and pedestrians. Previous repairs have been completed and these appear to be holding up well.</p>
<b>2.0</b>	<p><b>PROPOSAL</b></p> <p>The original proposal and request for estimates is for repairs to the surface to be completed.</p>
<b>3.0</b>	<p><b>OPTIONS CONSIDERED</b></p> <p>Of the four companies approached for estimates, one is yet to respond due to holidays (West Northants usual supplier). All 3 estimates received are for repairs, but all suppliers suggested it might be worth investing in a complete re-surfacing. One also suggested twice a year maintenance to maintain the current surface (rather than complete replacement).</p>
<b>4.0</b>	<p><b>FINANCIAL INFORMATION</b></p> <p>a) Raybell's quote covers complete removal of the current surface rather than what they considered to be a temporary repair. <b>The total cost for this option is £4,950 +vat.</b></p> <p>b) Phoenix Surfacing's quote for repairs to the current surface is <b>£753 +vat</b>. However, they did recommend a complete re-surface as a more long-term solution and the cost for a solid, tarmac surface is given as £40,127 +vat.</p> <p>c) R&amp;G Services quote covers repairs to the surface at a cost of <b>£1,112 +vat</b>. However, the quote also recommends twice a year maintenance to re-level the surface to avoid more potholes; this comes at a cost of <b>£300 +vat per maintenance visit</b>.</p>
<b>5.0</b>	<p><b>CONCLUSION / RECOMMENDATION</b></p> <p>Given that the previous repairs have held up well, the recommended solution is for the repair of the existing surface based on the quote from Phoenix Surfacing. <b>The total cost of the repair for approval is £753 +vat.</b> The Proper Officer is in agreement with this course of action.</p> <p>The Proper Officer also recommends to continue to building upon the reserves annually for the Ashway car park to allow for any future repairs.</p>

<b>Implications:</b>		
Council Objectives:	To repair the surface of the Ashway car park.	
Resource Requirements:	Other / Hours	6
Do we have the resource available?		Y
Equalities & Human Rights	Are there equalities and /or human rights issues?	N
Equalities Impact Assessment	Is an impact assessment is required?	N
Crime and Disorder	Has crime and disorder have been considered?	Y
Biodiversity	Are there any bio-diversity implications?	N
Financial	Are there financial implications at this stage?	Y
	Will there be financial implications?	Y
	Is there provision within the budget?	Y
	Could there be additional expenditure?	Y



	Is there potential for income generation?	N
Legal	Do we have power, to act?	Y
	If Y which act: For example Local Government and Rating Act 1997, s. 31	Y
Risk Management	Are there any risks?	N
	If so, how will these be mitigated?	
Risk Assessment	Is a risk assessment required?	N
Project Management	Is project management is required?	N
<b>Person originating this report:</b> Deborah Frampton, Admin Support		
<b>Date:</b> 20 February 2024		

## APPENDIX A



Cottage Farm  
Welford Road  
Creton  
Northants  
NN6 8FF

### Quotation

Quotation Ref:

Date:

<b>Enquiry From:</b>	Name: Deb Frampton Organisation: BRIXWORTH Parish Council
<b>Location:</b>	The Ashway PF
<b>Details:</b>	Ashway Car Park: Grade The Ashway Car Park using CAT bucket. Dress with 4mm down Granite and roll with 3t roller.
<b>Price:</b>	£1,112.00 Plus VAT at current Standard rate Terms - 30 days from date of invoice
<b>Quotation Prepared By:</b>	Ken Francis

To accept the quotation and place an order  
Please email any Purchase Orders or instructions to proceed to : [ken@rgrounds.co.uk](mailto:ken@rgrounds.co.uk)





8 February 2024  
Our Ref: 51090

**RE: Brixworth Village Hall & Ashway Car Park**

Item	Description	Qty	Unit	Rate	Value
<b>Village Hall Option 1 - Resurfacing (Excluding Playground)</b>					
1	Break out existing broken 125x150 (6x5) kerb and dispose off site. Reinststate void with AC20 dense bin 100/150 to BS 594987:2015	10	m	£ 59.48	£ 594.80
2	Extra-over to renew second row of 125x150 BN (6x5) kerb if required	5	m	£ 22.62	
3	Clear up existing leaves and detritus, dispose off site; Sweep clean; Apply bituminous bond coat; Provide, lay by machine and consolidate 50mm of AC10 close surf 100/150 to BS 594987:2015	510	m <sup>2</sup>	£ 21.44	£ 10,934.40
4	Apply line markings to delineate spaces		item	£ 425.00	£ 425.00
					<b>£ 11,954.20</b>
<b>Village Hall Option 2 - 'Pothole' Repairs</b>					
5	Sweep existing potholes clear; Apply K1-40 emulsion; Provide, lay by hand and consolidate 50mm of AC10 close surf 100/150 to BS 594987:2015 to pothole reinstatement	9	m <sup>2</sup>	£ 113.96	£ 1,025.64
<b>The Ashway Car Park Option 1 - Pothole Repairs</b>					
6	Provide and lay imported road planings to potholes	4	T	£ 188.13	£ 752.52
<b>The Ashway Car Park Option 2 - Asphalt Surfacing (Budget)</b>					
7	Re-grade existing sub-base; Provide, lay and consolidate 60mm of AC20 open bin and 40mm of PA10 to BS 594987:2015	1370	m <sup>2</sup>	£ 29.29	£ 40,127.30



**RAYBELL & SONS**  
SURFACING LIMITED



FAO Deb Frampton C/O Brixworth Parish Council Community Centre Spratton Road Brixworth Northampton	Date: 31 January 2024
	Quotation No: B0128-24
	Site Address: Village Hall Brixworth

By email only to: [admin.support@brixworthparishcouncil.gov.uk](mailto:admin.support@brixworthparishcouncil.gov.uk)

We thank you for your enquiry and are pleased to quote as follows,

**TARMAC – 24m<sup>2</sup>**  
 To scrape and sweep area and cart arisings to recycling centre,  
 To saw cut and break out 8 number of potholes and cart arisings to recycling centre,  
 To sweep area clear of loose material and apply adhesive tack coat,  
 To supply and lay 50mm of 55/10 HRA Surface Course macadam,  
 To consolidate to a finish, seal all joints and leave site clean and tidy on completion,

**Our price would be ..... £1,980.00 + VAT**

**ASHWAY PLAYING FIELD – 1390m<sup>2</sup>**  
 To scrape existing hardcore surface and cart arisings to recycling centre,  
 To scrape area to the bottom of all damaged areas,  
 To supply and lay type 1 hardcore as required and compact with mechanical roller,  
 To leave site clean and tidy on completion,

**Our price would be ..... £4,950.00 + VAT**

We hope that our offer is of interest and await your advice,  
 Our price is valid for 28 days from quotation date,

If our quotation is acceptable, please confirm in writing,

Raybell and Sons Surfacing Ltd will act as Principal Contractor under CDM Regulations 2015 to manage this project unless instructed otherwise.

Payment Terms Strictly 28 days

Yours Faithfully,

*Bob Earl*

Bob Earl, for Raybell and Sons Surfacing Ltd  
 Mobile No. 07894 612505

LOWER FARM ROAD, MOULTON PARK, NORTHAMPTON NN3 6XF  
 TEL : 01604 211111 \* [www.raybellandsons.co.uk](http://www.raybellandsons.co.uk) \* E-mail : [enquiries@raybellandsons.co.uk](mailto:enquiries@raybellandsons.co.uk)

Terms: Strictly 28 Days Nett \* Company Reg No. 072 447 50 \* VAT Reg No. 992 1530 13  
 ALL GOODS REMAIN THE PROPERTY OF RAYBELL & SONS SURFACING LTD UNTIL PAID IN FULL



**Saturday Surgery Notes – 3<sup>rd</sup> February 2023 – Cllr Jackie & Cllr Alan Aisbett**

Very quiet surgery.

Two issues about the gas pipe company (CADENT). They had caused a water leak and damaged Wi-Fi and electricity in two homes but this has now been resolved.

Complaint was made about the state of the footpaths when they have finished working. It was noted that the paths have been patched up but they are not level making it dangerous for people with sight and mobility issues.



Dear Josie,

I'm writing to thank you for your support of the real Living Wage as an accredited employer, and to share an update about your accreditation fees.

From 1st April 2024, we will be increasing our accreditation fees by 4%, the rate of inflation. Your fee this year will be £69. This will apply for all accredited Living Employers. This increase is necessary to enable our team to continue to strengthen our movement of over 14,000 employers and improve what we can offer our growing network of employers.

Your new fee will be reflected on your next renewal invoice. If you are not already signed up for Direct Debit and would like to do so, you can easily access our secure online portal by clicking on this link:

<https://pay.gocardless.com/AL0002WWS0MR32>.

We would like to thank Brixworth Parish Council for your commitment to the real Living Wage. Together we have put over £3 billion back into the pockets of the lowest paid workers and paying a wage that reflects the cost of living has never been more important for workers and their families than amid the current rises to living costs. With millions of workers still not earning a real Living Wage, there is more for us to do, which is only possible with your support.

If you have any questions about the fee increase, please do not hesitate to contact your relationship manager: [louis.collins@livingwage.org.uk](mailto:louis.collins@livingwage.org.uk).

Thank you, as ever, for your continued support and leadership for the Living Wage movement. It has helped to make a difference to the lives of over 460,000 people across the UK.

Katherine Chapman

Katherine Chapman (She/Her)  
Director | [Living Wage Foundation](#)



## Brixworth Parish Council

### Minutes of the Brixworth Planning Committee Meeting

Monday 29<sup>th</sup> January 2024 at 7.30pm

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

<b>In attendance:</b>	Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt, Councillor James Collyer & Councillor Barbara Lunnon
<b>Absent:</b>	Councillor Gary Spratt & Councillor Christine Ware
<b>Clerical Support:</b>	Gavin Kirkup (Admin)
<b>Members of Public:</b>	0

#### PART ONE – OPENING PROCEDURES

23/2506	<b>Welcome by Chairman</b> Councillor Mitchell welcomed everyone to the Planning Committee meeting and advised attendees of the evacuation procedures and that the meeting was being recorded.	-
23/2507	<b>Apologies for absence and acceptance of apologies for absence</b> <b>The Planning Committee noted the apologies received from the following Councillors:</b> <ul style="list-style-type: none"> <li>• Cllr Christine Ware</li> <li>• Cllr Gary Spratt</li> </ul>	
23/2508	<b>Declarations of Interest</b> a) There were no declarations of any disclosable pecuniary or other interests reported. b) There were no dispensations or written requests for dispensation of DPI to consider.	
23/2509	<b>Agree and Sign the Minutes of Previous Meeting</b> All present <b>RESOLVED</b> to the Chairman, Cllr Mitchell, approving the Planning Committee Meeting Minutes of 8 <sup>th</sup> January, as a true and accurate record. Prop. Cllr. Lunnon. Sec. Cllr. Peacock. Unanimous.	Paper A
23/2510	<b>Public Open Forum Session</b> There were no members of the public present.	-

#### PART TWO – FOR DECISION

	Ref Number	Application Description	Location
23/2511	<a href="#">2023/7966/TCA</a>	Works to 1x Sycamore Tree in the conservation area	Land to rear of 105A Northampton Road Brixworth NN6 9DX

#### Members of Brixworth Parish Council - Planning Committee

Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt, Councillor James Collyer, Councillor Barbara Lunnon, Councillor Gary Spratt and Councillor Christine Ware.

Initialled:



When we do need to print we only use 100% recycled paper



The Planning Committee **RESOLVED** to **SUPPORT** this application.

Prop. Cllr. Mitchell. Sec. Cllr. Lunnon. 1 Abstention.

	Ref Number	Application Description	Location
23/2512	<a href="#">2024/0126/TCA</a>	Removal of 1x Silver Birch tree and work to 1 x Hazel tree/bush in the conservation area	Tulip Tree House Brixworth Hall Park Brixworth NN6 9DE

Cllr Barratt raised his uncertainty around the removal of the Silver Birch Tree. Cllr Mitchell noted that a Tree surgeon had written the application, so would assume it was based on an assumed professional opinion. Cllr Collyer requested that, should the tree be removed, we would expect the tree is replaced with a suitable replacement.

The Planning Committee **RESOLVED** to make **COMMENTS** on this application.

**Comments – We are unable to give judgement on the removal of the Silver Birch, but if it is to be removed could WNC suggest to the applicant that an appropriate species be planted to replace it.**

Prop. Cllr. Mitchell. Sec. Cllr. Peacock. Unanimous.

	Ref Number	Application Description	Location
23/2513	<a href="#">2024/0140/FULL</a>	Installation of a Solar Photovoltaic car ports and associated infrastructure works.	Mercedes-Benz High Performance Engines, Hybrid Technical Centre, Morgan Drive, Brixworth, NN6 9GZ

The Planning Committee **RESOLVED** to **SUPPORT** this application. Cllr Mitchell praised the plans which the Planning Committee commended.

Prop. Cllr. Mitchell. Sec. Cllr. Lunnon. Unanimous.

	Ref Number	Application Description	Location
23/2514	<a href="#">2023/7962/TCA</a>	Works to fell 2 x Conifers in the conservation area	2 Brixworth Hall Park Brixworth NN6 9DE

The Planning Committee **RESOLVED** to make **COMMENTS** on this application.

**Comments – Should WNC decide that the Conifers be removed, could WNC suggest to the applicant that a suitable species be planted to replace it.**

Prop. Cllr. Mitchell. Sec. Cllr Peacock. Unanimous.

### PART THREE – FOR INFORMATION

23/2515	<p><b>Any Other Business – Upcoming Applications</b></p> <p>0244/Full – Loft Conversion. Cllr Mitchell noted there was lots of information and drawings within the application, which has now been deferred to the next meeting following a successful extension request. Cllr Mitchell has sent out information via email to the Planning Committee members.</p> <p>0245/MAR – Cllr Mitchell noted his confusion regarding the application as the information seems to have been duplicated on the WNC site. Cllr Mitchell questioned if this was a valid application as many of the</p>
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**Members of Brixworth Parish Council - Planning Committee**

Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt, Councillor James Collyer, Councillor Barbara Lunnon, Councillor Gary Spratt and Councillor Christine Ware.

Initialled:



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previous conditions in the outline consent have not been met. Cllr Mitchell also questioned whether the designs of the cottages are in fact care cottages. On the original outline, the cottages proposed made specific reference to class 2 institutional residential in their planning statement. Within the design of those cottages, they had a facility for a lift. The drawings that proposit to these 25 care cottages makes no reference to institutional residential and within the design of them, there is no lift. This is potentially a residential development. Cllr Mitchell requests the planning committee read through the available information in preparation for the next meeting.

#### PART FOUR – CLOSING PROCEDURES

23/2516

#### Next Ordinary Meeting

- 1) Next agenda - there were no items reported.
- 2) All present NOTED the date of the next Planning Committee Meeting on Monday 19<sup>th</sup> February 2024.

In the absence of further business, the meeting was closed in full at 19:52

**Signed as a true and accurate record:**

.....  
Cllr Tom Mitchell - Chairman  
Brixworth Parish Council

Date: 19<sup>th</sup> February 2024

**Minutes Prepared By:**

Gavin Kirkup  
Administrative Assistant  
Brixworth Parish Council

Telephone: 01604 347993  
Email: [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)  
Web: [www.brixworthparishcouncil.gov.uk](http://www.brixworthparishcouncil.gov.uk)

**Members of Brixworth Parish Council - Planning Committee**

Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt,  
Councillor James Collyer, Councillor Barbara Lunnon,  
Councillor Gary Spratt and Councillor Christine Ware.

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## Brixworth Parish Council

### **DRAFT** Minutes of the Brixworth Planning Committee Meeting

Monday 19<sup>th</sup> February 2024 at 7.30pm

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

<b>In attendance:</b>	Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt, Councillor James Collyer & Councillor Gary Spratt
<b>Absent:</b>	Councillor Barbara Lunnon Councillor Gary Spratt
<b>Clerical Support:</b>	Gavin Kirkup (Admin)
<b>Members of Public:</b>	4

#### PART ONE – OPENING PROCEDURES

23/2517	<b>Welcome by Chairman</b> Councillor Mitchell welcomed everyone to the Planning Committee meeting and advised attendees of the evacuation procedures and that the meeting was being recorded.	-
23/2518	<b>Apologies for absence and acceptance of apologies for absence</b> The Planning Committee noted and accepted the apologies received from the following Councillors: <ul style="list-style-type: none"><li>• Cllr Barbara Lunnon</li><li>• Cllr Gary Spratt</li></ul>	
23/2519	<b>Declarations of Interest</b> a) There were no declarations of any disclosable pecuniary or other interests reported. b) There were no dispensations or written requests for dispensation of DPI to consider.	
23/2520	<b>Agree and Sign the Minutes of Previous Meeting</b> All present <b>RESOLVED</b> to the Chairman, Cllr Mitchell, approving the Planning Committee Meeting Minutes of 29th January, as a true and accurate record. Prop. Cllr. Peacock Sec Cllr Mitchell. One abstention.	<b>Paper A</b>
23/2521	<b>Public Open Forum Session</b> Four members of the public were present. Sue, the Home Manager from Pychley Court care home and her colleague expressed her interest and concern with the application for a 60-bed nursing home. She explained that the community focused care home caters for local people and surrounding villages. She noted that they can struggle to get staff and raised concerns that if this goes ahead, they will struggle further. Cllr Mitchell briefly explained the history of the Nursing Home and Care Cottages explaining that it was now down to WNC to make the final	-

#### **Members of Brixworth Parish Council - Planning Committee**

Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt,  
Councillor James Collyer, Councillor Barbara Lunnon,  
Councillor Gary Spratt and Councillor Christine Ware.

Initialed:



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decision. It was also noted that the 60 bed care home had been previously considered by the Planning Committee and had not been supported by the Planning Committee.

Steven James and Mike Parsons were attending with interest in application 2024/0245/MAR. It was highlighted that the 60 Bed portion of the Nursing Home occupies at least 60% of the land from the outline application. It was further noted that 41 applications had been made on the site since 2011.

**PART TWO – FOR DECISION**

	Ref Number	Application Description	Location
23/2522	<a href="#">2024/0245/MAR</a>	Provision of 25 Close Care Cottages (use class A2) - approved outline permission DA/2018/1046 [for the provision of 60 bed nursing home, 25 Close Care Cottages]	Victors Barn Northampton Road Brixworth

Cllr Mitchell gave some historic information around the history of the application. Cllr Mitchell raise concerns and compared the classification to that of the 7 cottages that have already been built. The existing cottages have planning classification of C2, assisted residential living. They have the facility for the installation of a lift. Looking at the design of 25 close care cottages, some of which are 2.5 story, nowhere within the design have they made an allowance for a lift. There is nothing in the floor plan that suggests a lift could be installed. Some of these are 3 bed cottages, you cannot install a lift and therefore by its definition they cannot be suitable to fall under a C2 classification. In Cllr Mitchell's view, these are residential cottages that are being described as care cottages, but by their design, will not be a care cottage.

It was highlighted that the context of this application only tackles 3 of the 16 conditions from the outline application that have not been met. Cllr Mitchell suggested the 13 outstanding conditions should be discharged to be able to consider the application further.

Cllr Barratt noted that this proposed development is an exception to policy and is looking to the applicant to prove the exception. A C2 has to be a property that is dependent on its closeness to the care home. These homes should be clearly adaptable in a distinct manner. Cllr Barratt's opinion was that these houses are no different to many houses in parts of the village. Cllr Barratt perceived these to be adaptable C3 properties which do not qualify as an exception to the planning policies.

The Pychley Care Home Manager suggested this development will add additional pressure on the GP practise. People go into care homes as their families have busy lives. She felt the likelihood of finding families to match the properties is not practical or realistic.

Cllr Mitchell noted that when the 2018 outline consent was granted, the operational model suggested the care cottage residents would be supported by the care home staff. Now that the application is split, the link is not clear.

The Planning Committee **RESOLVED** to **NOT SUPPORT** this application. The design does not support category C2 residential accommodation. The cottages are not designed to provide assisted residential living and there are numerous conditions within the outline consent of 2018 that have not been applied for or discharged.

**Members of Brixworth Parish Council - Planning Committee**

Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt, Councillor James Collyer, Councillor Barbara Lunnon, Councillor Gary Spratt and Councillor Christine Ware.

Initialed:



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There is not sufficient evidence within the application that the design or need clearly establishes this development to be suitable for C2 assisted living accommodation. Therefore, there are no exceptions to normal planning conditions and this type of development would be in contrary to RA1 and RA6 of the Daventry Local Plan (Part 2). It is also contrary to Policy R1 of the Joint Core Strategy Local Plan.

Prop. Cllr Mitchell. Sec. Cllr Ware. Unanimous

	Ref Number	Application Description	Location
23/2523	<a href="#">2024/0244/FULL</a>	Loft conversion to provide additional nursery accommodation. Flat roof canopy on posts to provide covered waiting area for parents.	Climbing High Nurseries Ltd, 5 Northampton Road, Brixworth, NN6 9DX

Cllr Barratt noted that the application was contrary to the Village Design Statement as it has a flat roof. He further noted that the overall benefit to the community and need for extra accommodation outweigh the disadvantages. Cllr Ware suggested a recommendation to consider a living roof.

Concerns were raised by a member of the public around the issue of potential additional parking need.

The Planning Committee **RESOLVED** to **SUPPORT** this application with additional comments. We would like to request consideration is given to a green roof and the queries raised by the Highway Authority (which are fully supported by this Planning Committee) are replied in full and details should be provided prior to a decision being made by WNC.

Prop. Cllr. Mitchell. Sec. Cllr Barratt. Unanimous.

	Ref Number	Application Description	Location
23/2524	<a href="#">2024/0338/TCA</a>	T1 Removal of Sycamore growing through and impacting Yew tree on front of property. T2 Reduce lateral limbs on Yew in rear garden.	Church End Brixworth Hall Park Brixworth NN6 9DE

Cllr Ware noted the tree would still be capturing carbon, even though not worthy of a TPO, it is in a conservation area and within a location noted within the neighbourhood plan and we should be making a strong recommendation for a replacement tree to be re-planted in an appropriate place and in a timely manner. WNC to Impose where possible.

The Planning Committee **RESOLVED** to **SUPPORT** this application. With strong recommendation that WNC impose, where possible, a condition to ensure an appropriate species is planted in a timely manner and location to be agreed within the boundary of the application site.

Prop. Cllr Mitchell Sec. Cllr Ware. Unanimous.

	Ref Number	Application Description	Location
23/2525	<a href="#">2024/0384/FULL</a>	Proposed one and two storey office premises	Haddonstone Ltd, Harborough Road, Brixworth, NN6 9EU

The Planning Committee **RESOLVED** to this application.

Cllr Mitchell noted that this would not be visible from the highway. He added that a biodiversity statement should include sustainability within the context of the design and access statement.

Cllr noted that there was a possible drainage issue as it was linking into the existing drainage system.

**Members of Brixworth Parish Council - Planning Committee**

Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt, Councillor James Collyer, Councillor Barbara Lunnon, Councillor Gary Spratt and Councillor Christine Ware.

Initialed:



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The Planning Committee **RESOLVED** to **SUPPORT** this application. with suggestion that applications of this size should include sustainability statement and biodiversity statement.

Prop. Cllr Mitchell. Sec. Cllr Peacock. Unanimous.

23/2526	<b>NCALC Planning Service Information Session – 27<sup>th</sup> February 2024</b> The Planning Committee noted that Cllr Mitchell and Cllr Ian Barratt had nominated themselves to attend the NCALC Planning Service Information Session on the 27 <sup>th</sup> February 2024.	<b>Paper B</b>
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**PART THREE – FOR INFORMATION**

23/2527	<b>Any Other Business</b> – Late notice of a received planning application 2024/0580/FULL. Previous application has been withdrawn. The new application echoes an earlier application in 2020 that was also not supported by BPC and refused by DDC. Cllr Mitchell asked that when this application is discussed at the next planning meeting, members to look back at the planning history to look how it was in 2020 in preparation for the next meeting.
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**PART FOUR – CLOSING PROCEDURES**

23/2528	<b>Next Ordinary Meeting</b> 1) Next agenda - there were no items reported. 2) All present NOTED the date of the next Planning Committee Meeting on Monday 11 <sup>th</sup> March 2024.
---------	---

In the absence of further business, the meeting was closed in full at 20:31

**Signed as a true and accurate record:**

.....  
Cllr Tom Mitchell - Chairman  
Brixworth Parish Council

Date: 11<sup>th</sup> March 2024

**Minutes Prepared By:**  
Gavin Kirkup  
Administrative Assistant  
Brixworth Parish Council

Telephone: 01604 347993  
Email: [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)  
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**Members of Brixworth Parish Council - Planning Committee**

Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor Ian Barratt,  
Councillor James Collyer, Councillor Barbara Lunnon,  
Councillor Gary Spratt and Councillor Christine Ware.

Initialed:



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**St David's Swing Set (Resident Complaints)**

Council will be considering the quote from Kompan at the February meeting, including other anti-climb measures.

**St David's Planters/Spheres**

These have all now been installed with an order for aggregate and compost already place. Plants/flowers will be planted in due course. Photos to follow in due course.

**Emergency Plan**

This has now been completed and reviewed by relevant council members and is ready for approval by Council.

**Chip Shop Trees**

Responses from the landowners is still awaited. The Admin Assistant will be politely chasing for an answer soon. Until consent is received from all landowners, no further action can be taken.

**Memorial Bench – St David's**

The Clerk is still awaiting a response from the family and has sent another polite reminder.

**Housing Needs Survey**

The total completed questionnaires received is 352. WNC have organised resource to complete the data input, resulting in none of the BPC staff having to do fulfil this. However, this will take some time, so the first draft of the Housing Needs Report will be issued in due course.

**Bench Maintenance**

The repairs/renovation of the memorial bench on Spratton Road and its surrounding slabs has been completed. Contact has been made with the contractor taking on the railway bench renovations and work will begin soon.

**Hedgerow Maintenance/Plan**

The Clerk has met with all 3 contractors. Only one has actually formulated a plan as requested, with the other 2 having issued quotes only. This item will be brought before council at its March meeting.

**Councillor Absence Policy**

The Clerk has created the policy in line with legislation and is ready for approval.

**Cricket Club**

A meeting took place on the 24<sup>th</sup> of January, whereby the Cricket Club agreed to pay the remaining rent fee.

**Northampton Road Allotments**

Much work has been undertaken since the inception of the working group, which will be reported at the meeting under the confidential session.

**Land to the Rear of the Village Hall**

There has been no movement with the Developer. However, the Clerk has taken pictures of the land and trees within it and is currently liaising with the WNC Tree Officer to apply for TPO's.

Quotes have also been gained for the re-surfacing of the car park but will only be circulated to council once an update on the legal agreement has been ascertained.

**Millennium Gardens Lighting**

The Diocese has confirmed that the lighting can be installed as long as the Brixworth Centre and Brixworth Parish Council have a legal contract stating who is responsible for the purchase, installation, maintenance and ongoing running costs.

### **Community Centre & Library Lighting/Emergency Lighting**

All new LED lights have been installed throughout the community centre, Library, Olive Branch and Parish Council areas.

### **Ashway Car Park**

Quotes for re-surfacing and repairs have been received and are ready for council to consider and approve.

### **Policies**

The review of policies has highlighted a number of policies which are required. These will all be investigated over the coming weeks and months and brought before council for consideration and approval.

### **Wellbeing Park**

The Clerk has started applying for grant funding, has sought two outdoor gym quotes, and is currently awaiting return quotes for the footpath.

### **Parish Tree Works**

Due to resident complaints and a very old request to have The Ridings POS tidied and the trees and vegetation maintained, the Clerk arranged for this to be done, with the contractor finishing the work today, of which they have done an excellent job.

### **Disability Audit**

An audit has been undertaken and completed with regards to non-able bodied individuals use of the community centre, Olive Branch, and parish council space.

### **COSHH Register**

The COSHH register has not only been updated but has also received its regular review to ensure it is still up to date.

### **Future Tasks**

- Bow top fencing St David's MUGA/play area
- Climate Projects including electrical charging points
- Green Audit - mapping of community assets including all green assets
- New Noticeboard and street works licence

### **Meetings/Training Attended**

- Larger Councils Forum Meeting (NCALC and WNC).
- Site meetings: Hedge maintenance
- Finance Verification Meeting- Internal Control
- Scribe meeting
- Various one-to-one councillor meetings.

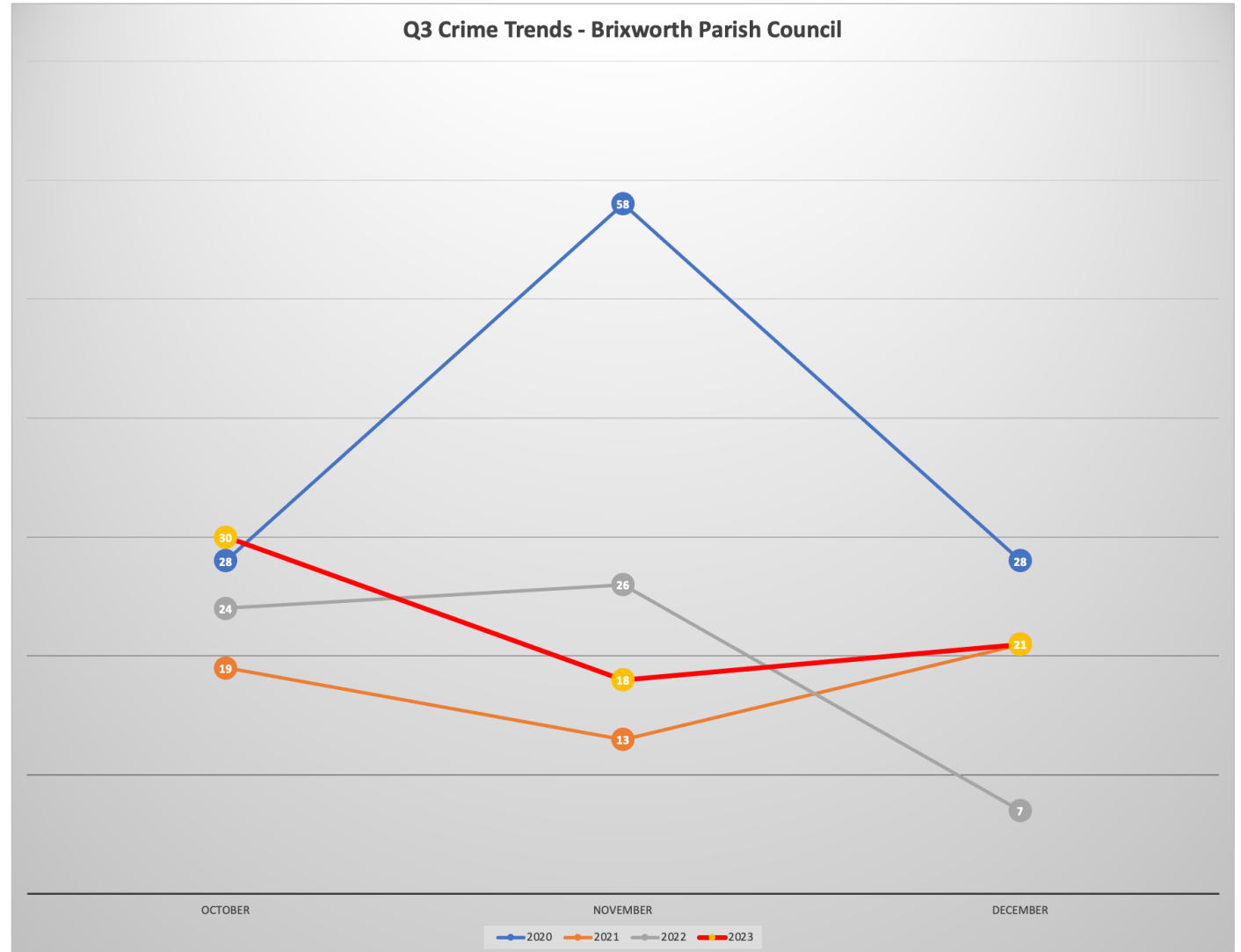
**Prepared by:** Josie Flavell  
Parish Clerk/Proper Officer  
22<sup>nd</sup> February 2024



### Q3 – Safety Paper

October – December 2023

	2020	2021	2022	2023
October	28	19	24	30
November	58	13	26	18
December	28	21	7	21

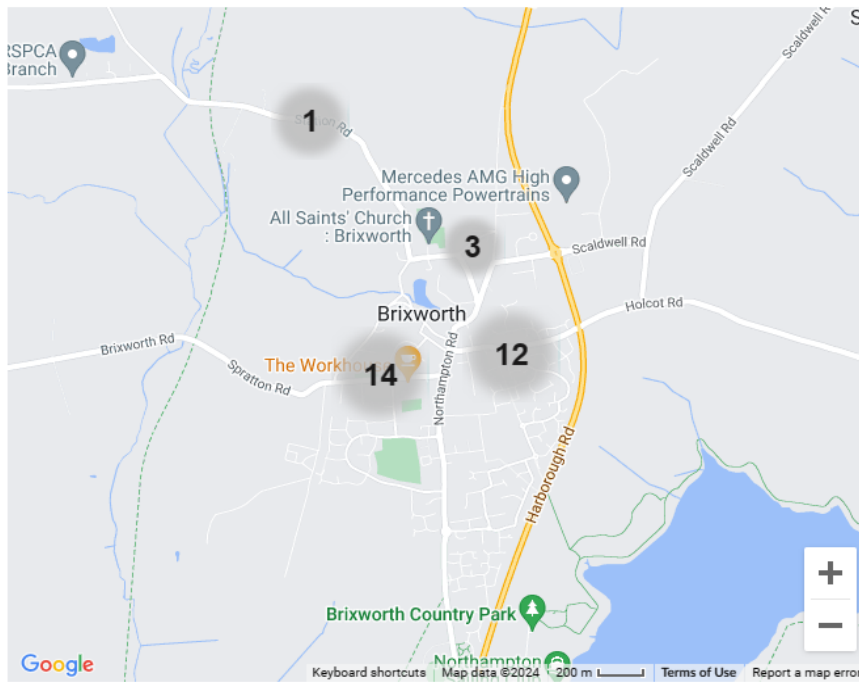




## Reported Crime for October 2023

[Daventry Rural | Police.uk \(www.police.uk\)](https://www.police.uk)

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



Edit crime type and time period

All Crimes (154) ▼

October 2023 ▼

154 crimes were reported here in October 2023

Violence and sexual offences	64
Anti-social behaviour	33
Criminal damage and arson	16
All other crime	41

[View crime definitions](#)

[Download area crime data](#)

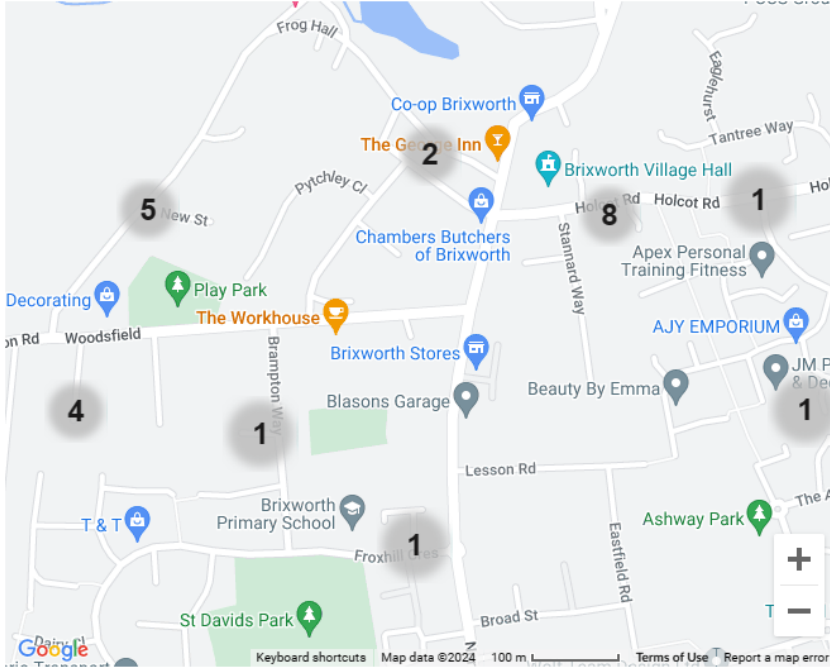
### Trend

2021	2022	2023
19	24	30

*\*\*This is a broad category of types not covered in other categories. They range from weapon-related crimes to hate crimes and robbery.*

# Activity Hotspots

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



Edit crime type and time period

All Crimes (154) ▾

October 2023 ▾

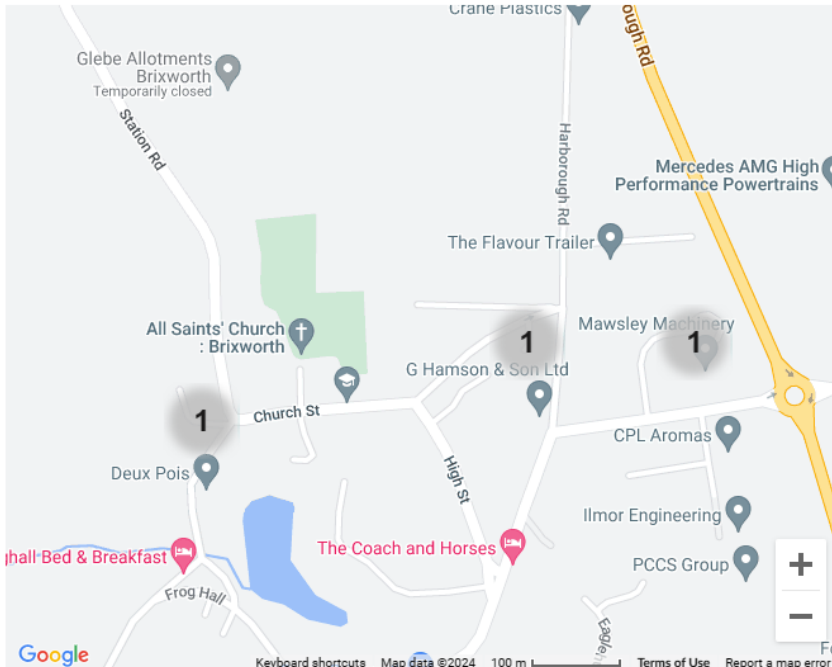
154 crimes were reported here in October 2023

Violence and sexual offences	64
Anti-social behaviour	33
Criminal damage and arson	16
All other crime	41

[View crime definitions](#)

[Download area crime data](#)

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



Edit crime type and time period

All Crimes (154) ▾

October 2023 ▾

154 crimes were reported here in October 2023

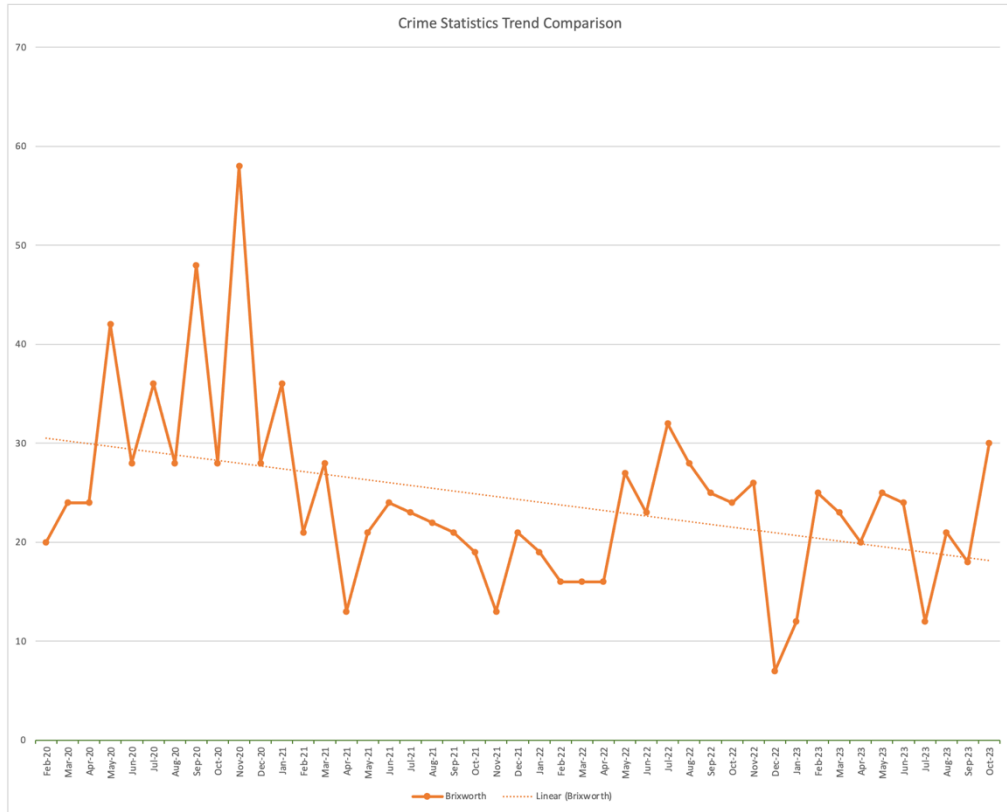
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Anti-social behaviour	33
Criminal damage and arson	16
All other crime	41

[View crime definitions](#)

[Download area crime data](#)



Brixworth	
Feb-20	20
Mar-20	24
Apr-20	24
May-20	42
Jun-20	28
Jul-20	36
Aug-20	28
Sep-20	48
Oct-20	28
Nov-20	58
Dec-20	28
Jan-21	36
Feb-21	21
Mar-21	28
Apr-21	13
May-21	21
Jun-21	24
Jul-21	23
Aug-21	22
Sep-21	21
Oct-21	19
Nov-21	13
Dec-21	21
Jan-22	19
Feb-22	16
Mar-22	16
Apr-22	16
May-22	27
Jun-22	23
Jul-22	32
Aug-22	28
Sep-22	25
Oct-22	24
Nov-22	26
Dec-22	7
Jan-23	12
Feb-23	25
Mar-23	23
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Jun-23	24
Jul-23	12
Aug-23	21
Sep-23	18
Oct-23	30

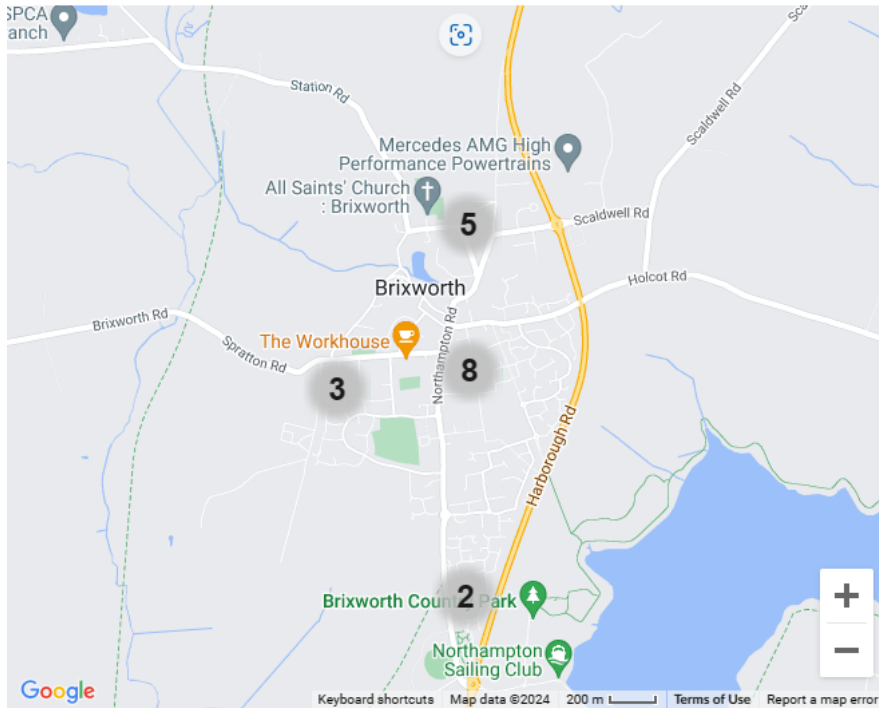


test



## Reported Crime for November 2023

[Daventry Rural | Police.uk \(www.police.uk\)](http://www.police.uk)



All Crimes (133) ▼

November 2023 ▼

18 crimes were reported here in November 2023

- Violence and sexual offences 11
- Anti-social behaviour 2
- Criminal damage and arson 1
- All other crime 4

[View crime definitions](#)

[Download area crime data](#)

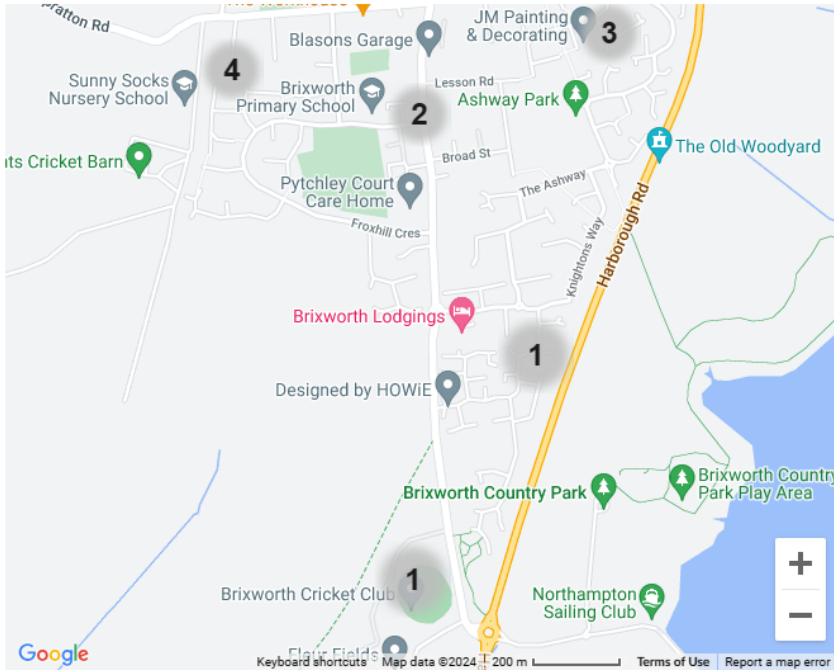
### Trend

2021	2022	2023
13	26	18

*\*\*This is a broad category of types not covered in other categories. They range from weapon-related crimes to hate crimes and robbery.*

# Activity Hotspots

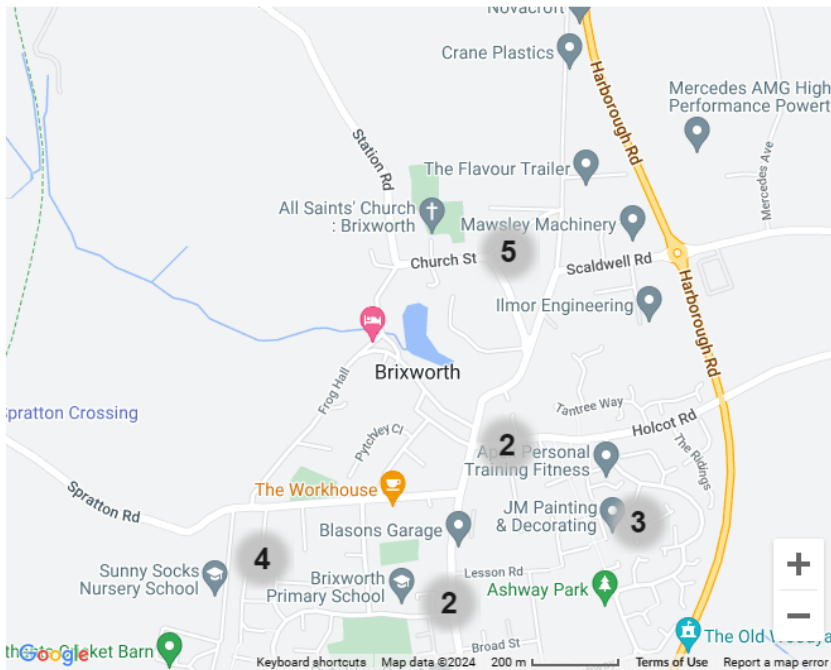
Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



Edit crime type and time period

All Crimes (133)   
November 2023

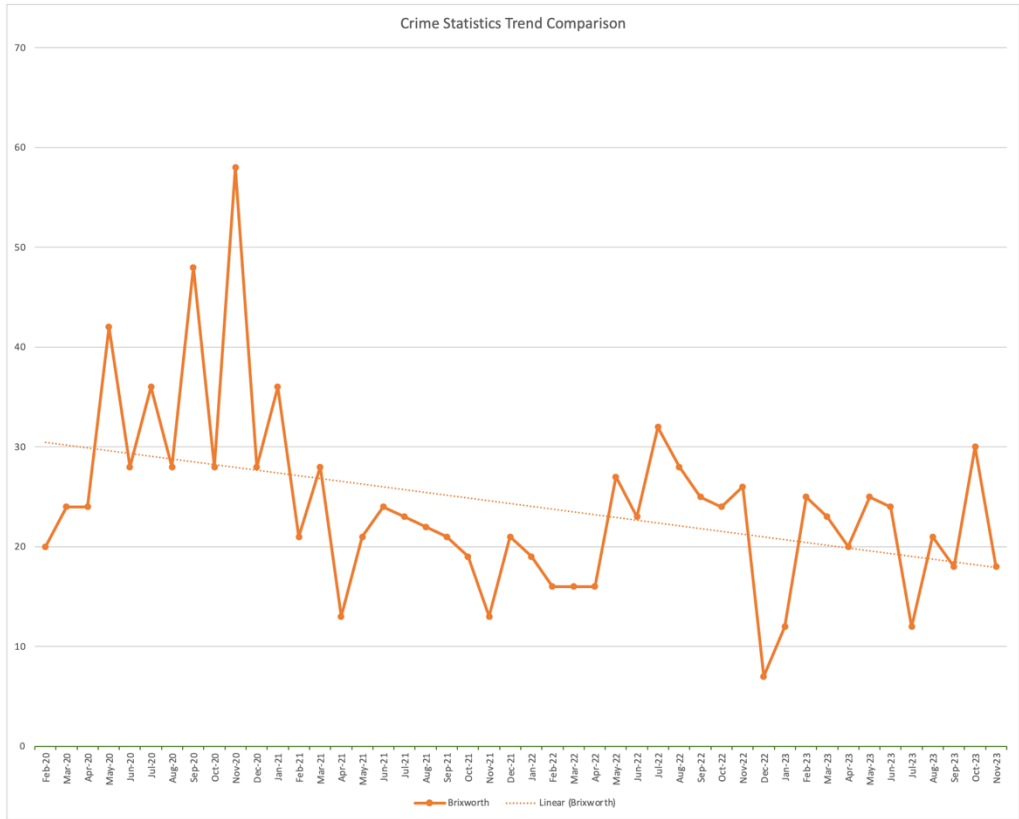
Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



Edit crime type and time period

All Crimes (133)   
November 2023

Brixworth	
Feb-20	20
Mar-20	24
Apr-20	24
May-20	42
Jun-20	28
Jul-20	36
Aug-20	28
Sep-20	48
Oct-20	28
Nov-20	58
Dec-20	28
Jan-21	36
Feb-21	21
Mar-21	28
Apr-21	13
May-21	21
Jun-21	24
Jul-21	23
Aug-21	22
Sep-21	21
Oct-21	19
Nov-21	13
Dec-21	21
Jan-22	19
Feb-22	16
Mar-22	16
Apr-22	16
May-22	27
Jun-22	23
Jul-22	32
Aug-22	28
Sep-22	25
Oct-22	24
Nov-22	26
Dec-22	7
Jan-23	12
Feb-23	25
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Jul-23	12
Aug-23	21
Sep-23	18
Oct-23	30
Nov-23	18

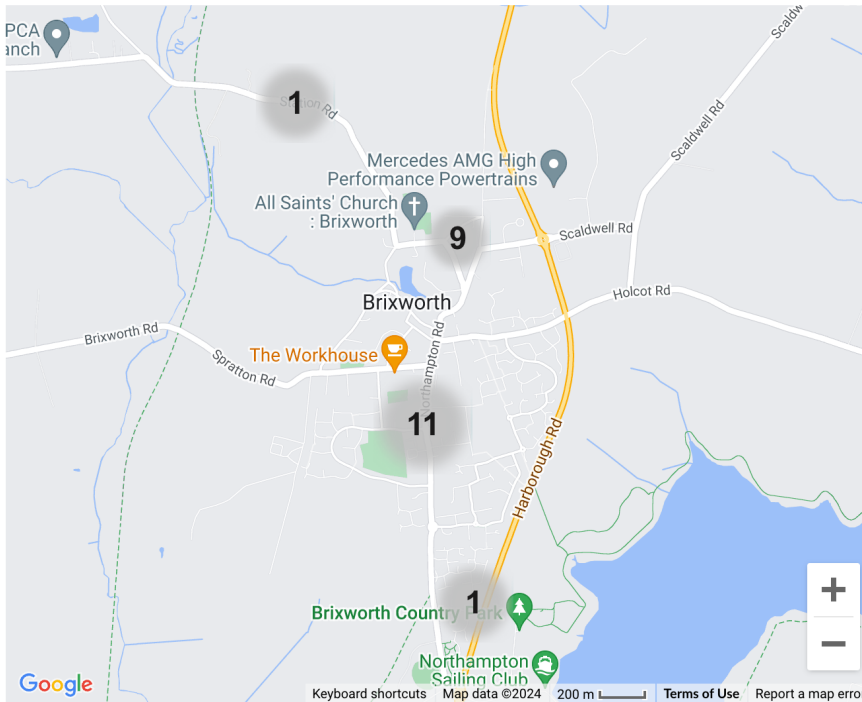




## Reported Crime for December 2023

[Daventry Rural | Police.uk \(www.police.uk\)](https://www.police.uk)

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



Edit crime type and time period

All Crimes (90) ▼

December 2023 ▼

21 crimes were reported here in December 2023

- Violence and sexual offences 16
- Anti-social behaviour 1
- Criminal damage and arson 1
- All other crime 3

[View crime definitions](#)

[Download area crime data](#)

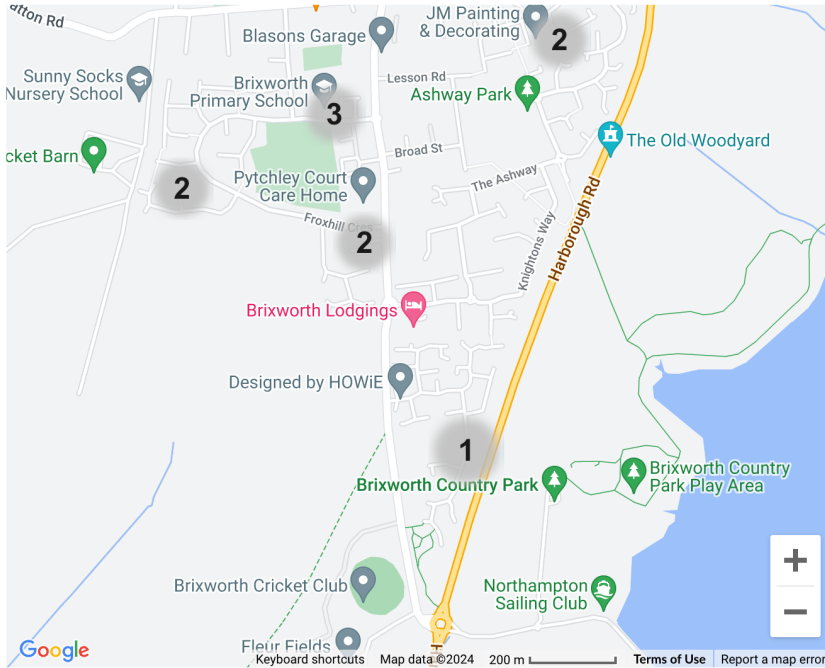
### Trend

2021	2022	2023
21	7	21

*\*\*This is a broad category of types not covered in other categories. They range from weapon-related crimes to hate crimes and robbery.*

# Activity Hotspots

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



Edit crime type and time period

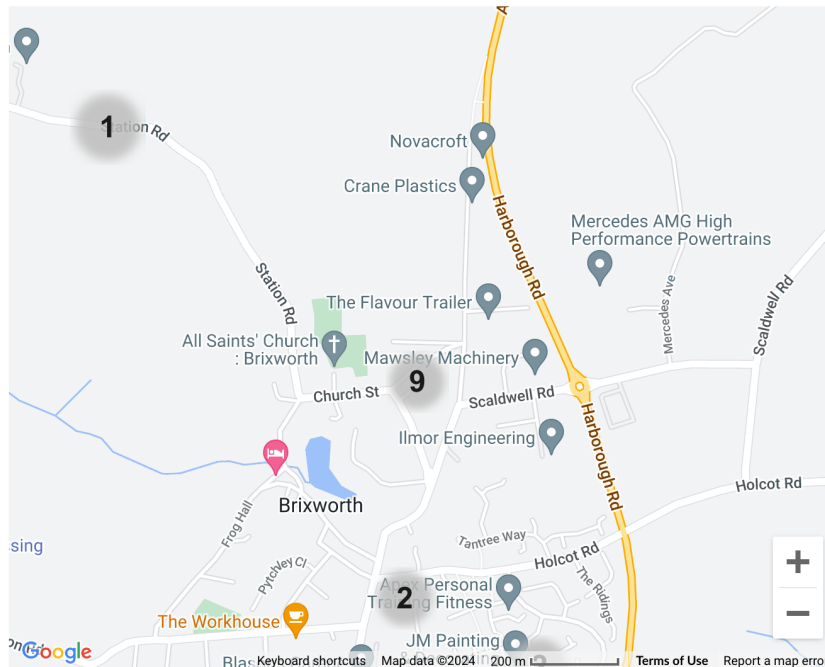
All Crimes (90) ▼

December 2023 ▼

[View crime definitions](#)

[Download area crime data](#)

Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



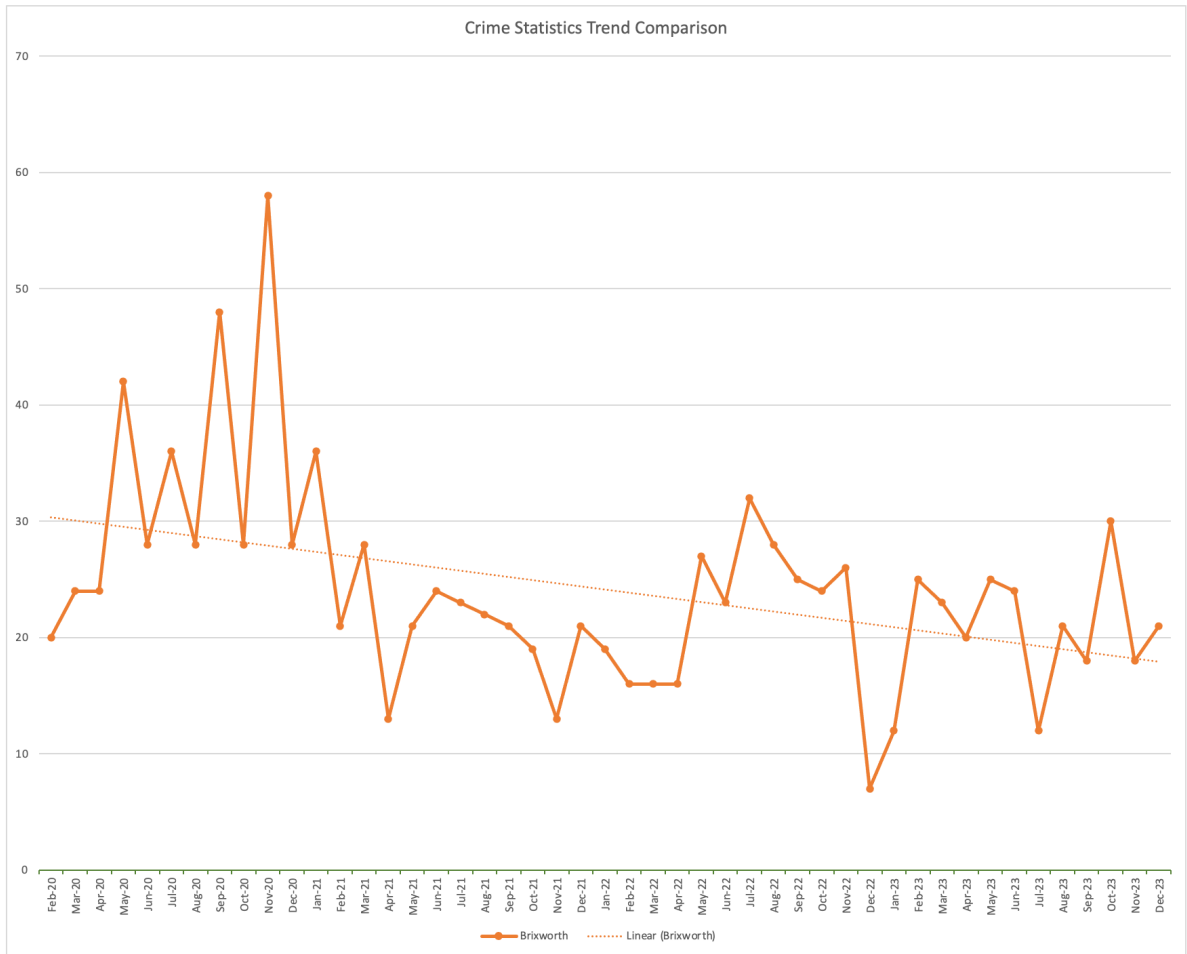
Edit crime type and time period

All Crimes (90) ▼

December 2023 ▼

[View crime definitions](#)

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**Prepared by: Gavin Kirkup  
Administrative Assistant**