



Brixworth Parish Council

Minutes of the Ordinary Parish Council Meeting

Thursday 28th March 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 Tony Nixon, Cllr Barbara Lunnon, Cllr Gary Spratt, Cllr Alan Aisbett, Cllr Frances Peacock and Cllr Ian Barratt.

Clerk: Josie Flavell

Absent: Cllr Tom Mitchell, Cllr Elaine Coe, Cllr Gaurang Mehta, and Cllr Neal Brown

Members of the public: Three

MINUTES

PART ONE – OPENING PROCEDURES

23/6505	<p>Welcome 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.</p>	
23/6506	<p>Apologies for absence and Acceptance of Apologies for Absence Apologies and reason for absence were received and accepted from the following Councillors:</p> <ul style="list-style-type: none"> ▪ Cllr Gaurang Mehta ▪ Cllr Mitchell ▪ Cllr Coe <p>Prop. Cllr Peacock / Sec. Cllr Lunnon. All in favour.</p>	
23/6507	<p>Declarations of Interest</p> <ol style="list-style-type: none"> 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. 	
23/6508	<p>Agree and Sign the Minutes of Previous Meeting Council RESOLVED to the Chairman approving the following sets of meeting minutes:</p> <ol style="list-style-type: none"> a) Ordinary Parish Council Meeting Minutes dated 28th February 2024. b) Ordinary Parish Council Meeting Confidential Minutes dated 28th February 2024 Prop. Cllr Spratt / Sec. Cllr Compton. 8 In favour with 2 Abstentions. 	<p>Paper A Paper C1</p>
23/6509	<p>Public Open Forum Session WNC Cllr Jonathan Harris reported as follows:</p> <ul style="list-style-type: none"> ▪ Collapsed Brick Wall – the wall which has collapsed on a footpath between 2 properties between Beechhurst and Brackenbrough, is being investigated by WNC who are trying to establish who owns the 	

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	<p>wall. WNC are also gaining costs for the repair and will charge the owners for the repair work. It is still a work in progress.</p> <ul style="list-style-type: none"> ▪ Parking issues outside of the Workhouse – still discussing this matter with WNC and the Police who have reported that there are not many options and no solution at present, but Cllr Harris is holding a meeting with Highways next week. ▪ Vehicular Accidents Co-op - at least 3 incidents with vehicles colliding have happened recently. The situation needs to be reviewed with Highways to make it safer. ▪ Allotment Petition – this was presented to WNC last week and they have a set amount of time to reply. ▪ Local Plan Consultation – this will go live week commencing 8th of April and will be open for 6 weeks and open to all. <p>There is a new policy, PD 11 allotment protections and all those who agreed to be contacted will be sent a newsletter to ask them to comment on this piece of policy.</p> <ul style="list-style-type: none"> ▪ WNC Financial Year-End – there is a shortfall of £4.2M at year end, which will result in another challenging year, with the same financial pressures as last year, i.e. Adult, Childrens and Temporary Accommodation.
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PART TWO – FOR DECISION

23/6510	<p>Finance Council RESOLVED to consider and approve the payments list for March 2024. Prop. Cllr Compton / Sec. Cllr Peacock. All in favour.</p>	GK
23/6511	<p>West Northants Council Parish Engagement – Local Plan Response Council considered and RESOLVED to approve the completed questionnaire by the Strategic Planning Working Group subject to the various amendments as reported by several councillors at the meeting. The Clerk is to make the reported amendments and submit this to WNC within the deadline date of 2nd April. Prop. Cllr Ware / Sec. Cllr Spratt. All in favour.</p>	GK
23/6512	<p>Training and Development Policy Council RESOLVED to approve the Training and Development Policy as pre-approved by the Personnel Committee on the 14th of March. Prop. Cllr Ware / Sec. Cllr Lunnon. All in favour.</p>	JF/GK
23/6513	<p>St David’s Rope Swing</p> <ol style="list-style-type: none"> a) Council received and NOTED the information concerning historic decision making and approved plans via the Confidential Meeting Paper C2. b) Council considered and RESOLVED to install the anti-roll bars at a cost of £500 (exc. VAT). Prop. Cllr Nixon / Sec. Cllr Ware. All in favour. c) Council considered and RESOLVED not to approve the quote from Kompan for the re-siting of the play equipment. 	JF
23/6514	<p>Northampton Cycling and Walking Infrastructure Plan Council considered and agreed to submit a comments response to the proposed plan within the deadline of the 3rd of April, as follows:</p> <ul style="list-style-type: none"> ▪ Council supports this initiative. Prop. Barratt / Sec. Cllr Ware. All in favour. 	JF

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PART THREE – FOR INFORMATION

23/6515	<p>Saturday Surgery</p> <p>a) Council received and NOTED the Saturday Surgery Report of 3rd March. Cllr Nixon & Cllr Mehta attended.</p> <p>a) Council NOTED the next Host a Councillor will be held on Wednesday 10th of April during the Community Larder. Cllr Barratt and Cllr Mitchell attending.</p>	IB/TM
23/6516	<p>Committee and Working Group Minutes</p> <p>Council received and NOTED the following sets of minutes/notes, as circulated to Council prior to the meeting:</p> <p>a) Planning Committee Meeting held on 11 March 2024</p> <p>b) Allotments Working Group Meeting held on 21 March 2024 (Confidential paper included)</p> <p>c) Personnel Committee Meeting held on 14 March 2024</p> <p>d) Finance Committee Meeting held on 14 March 2024 (Confidential paper included)</p> <p>e) BCAG Working Group Meeting held on 19 March 2024</p>	
23/6517	<p>Q4 Traffic Analysis</p> <p>Council received and NOTED the report.</p>	-
23/6518	<p>Clerk's Report</p> <p>Council received and NOTED the report.</p>	-
23/6519	<p>Parish Councillor Representatives Updates</p> <p>Council received update reports as follows:</p> <p>a) Village Hall – Cllr Lunnon reported progression has been made with regards to identifying the water leak issues. There is no further update concerning the washing machine and investigations are underway regarding the need for CCTV due to recent vandalism and anti-social behaviour issues.</p> <p>b) Thomas Roe Charity – Cllr Lunnon that the next meeting is being held on the 10th of April.</p> <p>c) NCALC – there were no new reports to consider.</p> <p>d) Police Liaison – there were no new reports to consider.</p> <p>e) Armed Forces - Cllr Bird reported a successful fund raiser was held at the cricket club last week.</p> <p>f) Verification Officer – Cllr Compton reported that the most recent verification has been completed.</p> <p>g) Environment, Highways and Climate Change Champion - Cllr Ware reported there is still nno new reports concerning biodiversity, due to the WNC staff member having only just returned from long term sick. Phase one of the community orchard was planted last Sunday at Spratton Road Wellbeing Park. 21 Trees were planted by members of the community, BCAG members and Friends of Brampton Valley Way – thanks are recorded for their support - and the Bulletin and a reporter were present. There will be an information board installed in due course.</p> <p>h) Central Sports Rep – Cllr Nixon reported that £200 was recently donated to the Food Share and £100 to the Community Larder. The cost of electricity for the shed and MUGA is £1,100 per annum and the plans for the pavilion extension were discussed, with Cllr Mitchell agreeing to draw up the plans for the lease.</p>	-

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23/6520	<p>To Note the Dates of the Next Meetings</p> <p>Council NOTED all meeting dates as follows:</p> <ul style="list-style-type: none"> ▪ Planning Committee Meeting – 8 April 2024 ▪ Sports Liaison Working Group – 9 April 2024 ▪ Host A Councillor – Village Hall – 10 April 2024 ▪ Personnel Working Group Meeting – 18 April 2024 ▪ Finance Working Group Meeting – 18 April 2024 ▪ Full Council Meeting – 25 April 2024 ▪ Planning Committee Meeting – 29 April 2024 	
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PART FOUR – CONFIDENTIAL MATTERS

23/6521	<p align="center">Exclusion of the Press and Public</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 align="center">Prop. Cllr Bird / Sec. Cllr Lunnon. All in favour.</p> <p align="center">The Press and Public were requested to leave the meeting at 20:06pm</p>	
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PART FIVE – CONFIDENTIAL MATTERS

23/6522	<p>Allotments – Northampton Road</p> <p>a) Council received a progress report.</p> <p>b) Council considered and RESOLVED to approve the recommended quote from North West Leicestershire Solicitors for legal advice, as recommended by the Allotments Working Group at its meeting held on the 21st of March. Prop. Cllr Bird / Sec. Cllr Ware. All in favour.</p> <p>c) Council considered and RESOLVED to approve the Heads of Terms for the transfer of land to the Parish from Barratt Homes holding company and the grant of a lease from the Parish to the Trustees/Officers of the Northampton Road Allotment Society. Prop. Cllr Nixon / Sec. Cllr Compton. All in favour.</p>	JF/TN
23/6523	<p>Cricket Club</p> <p>a) Council received an update from Cllr Nixon and the Clerk concerning the request received.</p> <p>b) Council considered and RESOLVED to approve the recommendation put forward. Prop. Cllr Bird / Sec. Cllr Lunnon. All in favour.</p>	JF/TN
23/6524	<p>Complaints</p> <p>Council NOTED the contents of the 2 formal complaints received and agreed a course of action.</p>	JB/AA
23/6525	<p>Staff Appraisal and Proposed Salary Increase</p> <p>The Clerk left the meeting room for this motion.</p> <p>a) Council received and NOTED an update from Chair, Cllr Jackie Bird, concerning the recently completed staff appraisal for the Clerk.</p> <p>b) Council considered and RESOLVED to approve the proposed salary and spinal point increase as discussed in accordance with the contract. Prop. Cllr Bird / Sec. Cllr Ware. All in favour.</p>	JB/JF

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The Press and Public were invited back into the meeting at 20:49pm

PART SIX – URGENT MATTERS		
23/6526	Urgent Matters for Report Only There were no urgent matters to consider.	-

PART SEVEN – CLOSING PROCEDURES		
23/6527	Next Ordinary Meeting a. Ratify the orchard tree purchase. Personnel Committee Cllr Aisbett to join. b. Council NOTED the next meeting date for the Ordinary Council Meeting as 25 th April 2024.	-

In the absence of further business, the meeting closed at 20:53pm

Signed as a true and accurate record:

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Cllr Jackie Bird – Chair
Brixworth Parish Council
Date: 25th April 2024

Minutes Prepared by:

Josie Flavell
Parish Clerk
Brixworth Parish Council
T: 07983 141786

E: parish.clerk@brixworthparishcouncil.gov.uk

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Brixworth Parish Council

19 April 2024 (2024-2025)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	11.11 Projects	05/04/2024	23/6457	01 Nat West Revenu		Railway Bench Restoration	L&A Art Studio	X	2,542.50		2,542.50
2	02.13 Information Commission	05/04/2024		01 Nat West Revenu		ICO renewal	Information Commissioner	E	35.00		35.00
3	07.06 Van Lease Costs	02/04/2024		01 Nat West Revenu		Van Lease Costs	Lex Autolease	S	239.58	47.91	287.49
4	03.03 Telephone -Mobile Staff	03/04/2024		01 Nat West Revenu		Phone Top Up - Staff	Asda Mobile	X	5.00		5.00
5	02.10 Human Resources/ Healt	03/04/2024		01 Nat West Revenu		Management Services	Peninsula Business System	S	144.85	28.97	173.82
6	02.15 Adobe License	04/04/2024		01 Nat West Revenu		ICT Services	Adobe	E	16.64		16.64
7	02.14 Payroll Services	05/04/2024		01 Nat West Revenu		Payroll System	DCK Payroll Solutions	S	14.00	2.80	16.80
8	02.14 Payroll Services	05/04/2024		01 Nat West Revenu		Payroll System	DCK Payroll Solutions	S	31.80	6.36	38.16
9	02.11 ICT	26/04/2024		01 Nat West Revenu		Cloudy IT Monthly Charges	Cloudy IT	S	236.70	47.34	284.04
10	04.01 Audit - Internal	26/04/2024		01 Nat West Revenu		NCALC Membership 2024/2025	Northants CALC	S	525.00	105.00	630.00
10	02.12 Data Protection Officer F	26/04/2024		01 Nat West Revenu		NCALC Membership 2024/2025	Northants CALC	S	12.00	2.40	14.40
10	02.01 NALC	26/04/2024		01 Nat West Revenu		NCALC Membership 2024/2025	Northants CALC	E	193.05		193.05
10	02.01 NALC	26/04/2024		01 Nat West Revenu		NCALC Membership 2024/2025	Northants CALC	E	1,211.53		1,211.53
10	02.01 NALC	26/04/2024		01 Nat West Revenu		NCALC Membership 2024/2025	Northants CALC	E	332.05		332.05
11	08.02 Ashway Grass Cutting	26/04/2024		01 Nat West Revenu		Grounds Maintenance	R&G Grounds Maintenance	S	129.00	25.80	154.80
11	09.02 St David's Grass Cutting	26/04/2024		01 Nat West Revenu		Grounds Maintenance	R&G Grounds Maintenance	S	167.00	33.40	200.40
12	09.05 St David's Trade Waste	26/04/2024		01 Nat West Revenu		Trade Waste	Bakers Waste	S			
13	11.14 Legal Costs	26/04/2024		01 Nat West Revenu		Legals Costs Relating to Allotm	Berrys	S	1.00	0.20	1.20
14	07.07 Fuel - Van & Mowers	26/04/2024		01 Nat West Revenu		Fuel	AH Blason	S	104.17	20.83	125.00
15	06.01 Lighting of Parish Footpa	26/04/2024		01 Nat West Revenu		Street Lighting Maintenance	EON UK Limited (Street Lig	S	16.00	3.20	19.20
16	06.01 Lighting of Parish Footpa	26/04/2024		01 Nat West Revenu		Street Lights	NPOWER	L	376.66	18.83	395.49
17	07.15 Climate Change / Environi	09/04/2024		01 Nat West Revenu		Plants for Co-op planters	Soarmill Nursery	E	74.00		74.00
18	04.11 Telephone & Broadband	09/04/2024		01 Nat West Revenu		Broadband & Landline Telepho	Talk Talk Business	S	32.65	6.53	39.18
19	04.16 Signage	26/04/2024		01 Nat West Revenu		Community Orchard Signage	NBB Recycled Furniture	S	275.00	55.00	330.00
20	02.04 Society Local Clerks (SLC	26/04/2024		01 Nat West Revenu		Admin SLCC Membership	SLCC	E	183.00		183.00
21	02.04 Society Local Clerks (SLC	26/04/2024		01 Nat West Revenu		Clerk SLCC Membership	SLCC	E	357.00		357.00
22	07.09 Vandalism	26/04/2024		01 Nat West Revenu		Grounds Maintenance	Trade UK - B&Q/ Screwfix	S	44.22	6.95	51.17
23	11.22 Events	26/04/2024		01 Nat West Revenu		Brixworth Centre Hire Fee for C	The Brixworth Centre	E	60.00		60.00
24	07.15 Climate Change / Environi	11/04/2024		01 Nat West Revenu		Plants for Co-op planters	Soarmill Nursery	E	20.00		20.00
25	01.01 Salaries	16/04/2024		01 Nat West Revenu		Salaries and Wages	DCK Payroll Solutions	E	8,792.86		8,792.86
25	01.03 Pension - LGPS	16/04/2024		01 Nat West Revenu		Salaries and Wages	DCK Payroll Solutions	E	1,220.58		1,220.58
25	01.02 Employer NI	16/04/2024		01 Nat West Revenu		Salaries and Wages	DCK Payroll Solutions	E	697.55		697.55
26	07.02 Sundry Purchases - Main	26/04/2024		01 Nat West Revenu		Maintenance Sundries	Lovell Hardware	S	23.82	4.77	28.59
27	04.11 Telephone & Broadband	15/04/2024		01 Nat West Revenu		Mobile Telephone	EE Limited	S	5.40	1.08	6.48

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
28	11.14	Legal Costs	26/04/2024	01 Nat West Revenu	64004612	Legal Advice/Works relating to	North West Leicestershire !	S	495.00	99.00	594.00
								Total	18,614.61	516.37	19,130.98

Policy Review – policies due for review up to 31 March 2024

In accordance with the published review timescales a number of policies are due for review and re-approval.

The list below summarises the policies amended and the changes made. It also includes 4 new policies, shown first in the table. Changes made to existing documents have been highlighted in yellow in the individual documents. Changes made to the Asset Register (General) are detailed in a separate sheet for ease.

Policy id	Name	Changes made
CORP14	BPC Risk Management Policy	New document that replaces very old Risk Management Policy (that was never made available on BPC website) CORP14 - BPC Risk Management Policy
CORP15	Computer Use Policy	New document – first draft CORP15 - Computer Use Policy
EP05	Lighting Policy	New document -first draft EP05 - Lighting Policy
MC02	Website Policy	New document as previous version from 2015 required a total re-write. Website Policy
CORP05	Grants Policy	Cover sheet updated with new storage location and review schedule No changes made to wording at all CORP05 - Grants Policy
CORP06	Complaints Policy	Cover sheet updated with new storage location & review schedule Gender neutral terms adopted where applicable (e.g. Chairman changed to Chair) CORP06 - Complaints Policy
CORP12	Safeguarding Policy	Cover sheet updated with new storage location and review schedule No changes made to wording at all CORP12 - Safeguarding Policy
EMP09	Whistleblowing Policy	Cover sheet updated with new storage location and review schedule Gender neutral terms adopted where applicable (e.g. He/She changed to They)

		CORP16 - Whistleblowing Policy
EP01	Environment Policy	Cover sheet updated with new storage location and review schedule Details of Green Framework document number added EP01 - Environment Policy
FP04	Internal Controls	Cover sheet updated with new storage location and review schedule Gender neutral terms adopted where applicable (e.g. Chairman changed to Chair) FP04 - Internal Controls
FP08	Asset Register (Land)	Cover sheet added with new storage location and review schedule Updated status on Information Office Lease Updated status on Central Sports lease Updated status on Village Hall car park transfer from Co-op Added two new pieces of land, Eaglehurst, transferred from Beazer Homes and Persimmon Homes FP08 - Asset Register - Land
FP09	Asset Register (General)	Cover sheet added with new storage location and review schedule Added summary sheet to show items removed and items added to schedule Added Red Telephone Box FP09 - Asset Register General FP09 - items removed or added 2024
MC03	Website Accessibility	Cover sheet updated with new storage location and review schedule No changes made to wording at all – website accessibility tool used to identify any new issues (there were none reported) MC03 - Website Accessibility Statement



Brixworth Parish Council
Report to: Council 18/04/2024

Summary: Market/Butter Cross Repairs

Attachments: Photo

1.0

REPORT

Cllr Barratt approached the Clerk several weeks ago to report that the Buttercross on Church Street, looked to be in need of repair but acknowledged that he wasn't sure of the ownership of such and the land on which it resides.

2.0

BACKGROUND

2.1 The Clerk set about researching the history and ownership of both and it transpires that the Buttercross – more commonly known as the Market Cross - is under the responsibility of the Parish Council and is on Council's asset register.

The land on which it resides is not Parish owned and therefore, after some research, the Clerk was told it may be under the ownership of the Lamport Hall Preservation Trust. Contact was made with the Trustees, and they have since confirmed they do not own the land.

After further research, it is believed that the land might possibly belong to the Brixworth Heritage Centre but confirmation of this cannot be given without further investigations and/or ordering a Title Plan through HM Land Registry. As this is not needed for council to make informed decisions concerning the repairs of the Market Cross, the Clerk has not taken any further action concerning this matter.

2.2 Market Cross History

The Market Cross is a scheduled Ancient Monument and is Grade II listed, and therefore protected under the Ancient Monuments and Archaeological Areas Act 1979. It was first listed on the Historic England website on the 10th of May 1978, with the most recent amendment to its listing being made on the 4th of February 1999.

Due to its age and the fact there are now less than 2,000 market crosses that remain in England, it is of great historical significance and value.

The history of the cross is long and varied. According to Historic England they believe the Market Cross to have been erected between the 14th and 16th century in medieval times, with changes made in 1727 to commemorate the accession of George II.

Having consulted Brixworth History Society, it transpires that repair works were undertaken to the Market Cross back in 1950, by the then, Northamptonshire County Council. It is believed that no further repairs works have been undertaken since.

The repair works undertaken were due to the top square section (which includes the cross) having fallen off sometime during June of 1949. The then Vicar (Rev. W.I. Freeman), rescued the stones and kept them in his garden for safe keeping. At the time, there were two village Squires, one of which was Sir Gyles Isham of Lamport Hall, who decided to have the fallen stonework examined by an Architect. This resulted in the Architect confirming that this section of the Market Cross was added at a later date to the original three tiers of stepped stones, on which it originally sat. The Vicar also confirmed that the square section – as it would have been back then – was actually a part of the church building which had fallen victim to the civil war and had been used to rebuild the cross in the 17th century, for the purposes of commemorating the accession of George II.



Following the expert advice given, NCC agreed to pay for the repairs and had this top section cemented back onto the original base of the three steps.

2.3 Future Repairs

Having consulted a local Conservation Stonemason the Clerk has worked with in the past, Mr Sleight kindly visited the Market Cross and confirmed that the stones themselves are all in very good condition, with no delamination and are not loose. The only repair that he feels may need doing is the re-pointing. However, as the previous repair work involved concrete and not a lime mortar mix, as per today's conservation regulations, Mr Sleight agreed to review the matter and to confirm what can be done to remedy this and future proof the history going forward.

The Clerk has also sought for advice from other local Conservation Stonemasons to ensure standing orders and financial regulations are met and will circulate all quotes and advice, once received.

Due to the status of the Market Cross, an application would need to be submitted to Historic England and approval sought, for any repair works prior to those works commencing.

3.0 PROPOSAL

- a) To consider the advice received from the Conservation Stonemason/s concerning repairs.
- b) To consider making an application for the repair works with Historic England.
- c) To consider the quotations received, should they be available in time for the meeting.

4.0 FINANCIAL INFORMATION

There is currently no money in the budget for this project. The cost would need to be borne from general reserves if Council were to pay for it, as using the projects budget could severely deplete the funds available, especially so early in the financial year.

Instead, application of a grant with the Historic England should be considered to cover the repair costs, with it being a scheduled ancient monument. The application process takes 6 months.

5.0 CONCLUSION / RECOMMENDATION

- a) The Clerk recommends council agrees to any recommended repairs to ensure the integrity of this scheduled monument for the future.
- b) Resolve to give the Clerk delegated authority to project manage the repairs and to:
 - Apply to Historic England to seek approval for the repair works.
 - Apply to the Historic England for grant funding.

Implications:

Council Objectives:	To repair the Market Cross and maintain its integrity for the future.	-
Resource Requirements:	Committee / Cllrs / Working Group / Officers / 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?	N
	Could there be additional expenditure?	Y
Legal	Is there potential for income generation?	N
	Do we have power, to act?	Y
	Ancient Monuments and Archaeological Areas Act 1979.	-
Risk Management	Are there any risks? No risk assessment is required as the Stonemason will cover this.	N
Risk Assessment	Is a risk assessment required?	N
Project Management	Is project management is required?	Y

Person originating this report: Parish Clerk – Josie Flavell

Date: 18/04/2024





Brixworth Parish Council
Report to: Council 25/04/2024

Summary: Several complaints have been received concerning unsafe parking on Spratton Road adjacent to the Workhouse and Pytchley Way. To consider action.

Attachments:

A) Response from WNC Highways. B) WNC Accessible Parking Restriction Request Form C) Screen Shot from Google Maps showing issue. D) Safety data from crashmap.co.uk

1.0	<p>BACKGROUND – There have been two recent complaints from residents who are concerned the inconsiderate parking of cars along Spratton Road adjacent to the Workhouse are causing a potentially dangerous situation for vehicles approaching and leaving the turning to Pytchley Way. Advice was sought from Cllr JH who raised with the local PCSO's, who have confirmed there is little action they can take as there are no restrictions on this section of road and have little powers to deal with parking issues. They recommended WNC parking enforcement teams need to be in Brixworth to issue tickets. Complaints were passed to WNC Highways, and the response can be found in attachment A. They identified the problem was becoming more common in part due to an increase in vehicle ownership and lack of parking, which leads to inconsiderate parking. It was highlighted that the police can only act if the vehicle is parked wholly across the footpath. WNC also advised to contact the Council's Parking Services directly for traffic wardens to investigate and perhaps programme a visit. It was further pointed out that preventative parking measures could be beneficial, but this may also lead to displaced vehicles parking elsewhere, simply transferring the issue. However, if Council felt a Traffic Regulation Order (TRO) was needed, Council could start a lengthy legal process for review. From start to finish, this process can take up to 12-18 months and must be successful at each of three consultation stages to progress. Each stage takes at least 21 days and can include dealing with enquiries and objections before progression. The ultimate decision for any application is made by the Assistant Director for Highways and Transport.</p> <p>Should Council decide to choose this course of action, in order to begin an application, photographic evidence needs to be collated over a period of time at different times of the day. Support needs to be sought in the form of a petition to canvass residents support, as well as support from Councillors. Once the initial request has been submitted, a range of factors including accident rates, traffic flows and obstructions are viewed against a set of criteria. If these are met and there is sufficient local support they may be included in a future consultation to make a change to the regulation orders for that area. Kier Highways undertakes a minimum of one review of parking restrictions per year on behalf of WNC. It should be noted, according to crashmap.co.uk, there have been three accidents near to this location since 1999, the last being in 2008.</p>
2.0	<p>PROPOSAL -</p> <p>For Council to decide if they wish to begin the process of applying for Accessible Parking Restrictions on Spratton Road, or an alternate course of action.</p>
3.0	<p>OPTIONS CONSIDERED –</p> <ul style="list-style-type: none">a) Formal application for Parking Restriction to begin, including regular photographs and petition for local support.b) Council to engage with WNC Parking Services.c) Monitor/logging of complaints and incidents to build evidence action is needed.
4.0	<p>FINANCIAL INFORMATION –</p> <p>There is no financial cost to apply for a TPO, however collating photos at different times of the day over a number of days outside of staff working hours may give rise to costs. Significant cost to the number of staff hours and resource to set up petitions, community engagement campaigns, social media and data collation for the initial application. Risk that this time spent may not progress the application past the initial review as accident data may not support the need for restrictions.</p>



5.0	CONCLUSION / RECOMMENDATION	
	For Council to decide if they wish for officers to begin the TPO Application process, or other course of action regarding the complaints against inconsiderate parking on Spratton Road.	
	Considering the information in this report involving the TPO application process, Option C is recommended to build up evidence to strengthen a future TPO application.	
Implications:		
Council Objectives:		
Resource Requirements:	Committee / Cllrs / Working Group / Officers / External / Other / None Hours / Days / Weeks / Months (potentially 12-18 months if successful at each stage)	
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? – Verges.	Y
Financial	Are there financial implications at this stage?	N
	Will there be financial implications? Potentially through officers time and impact on other duties, out of hours working.	Y
	Is there provision within the budget?	N
	Could there be additional expenditure?	Y
Legal	Is there potential for income generation?	N
	Do we have power, to act?	N/A
	Parish Council does not have any governance on the highway.	
Risk Management	Are there any risks? Application may not be successful. If so, how will these be mitigated?	Y
Risk Assessment	Is a risk assessment required?	N
Project Management	Is project management is required?	N
Person originating this report: Gavin Kirkup – Administrative Assistant		
Date: 12/04/2024		

WNC-PC-77 Parking On Spratton Road/Pytchley Way

Appendix A

WNC Highways <Highways.WNC@westnorthants.gov.uk>

Tue 26/03/2024 10:28

1 attachments (46 KB)

WNC Accessible Parking restriction Request Form 2023-2024 - AV1.docx;

Dear Mr Kirkup

Thank you for your enquiry, concerning parking issues in the vicinity of The Workhouse, Spratton Road, Brixworth.

This type of problem is becoming more common and is in part due to an increase in vehicle ownership, especially in built-up areas, where parking is at a premium. A consequence of this is that roads in some locations are not designed to cater for parking which leads to motorists becoming tempted to park indiscriminately, such as close to junctions or in other obstructive ways, and in doing so fail to observe the highway code in this respect.

Where a vehicle is parked in such a way that impedes vehicle access, which may constitute an obstruction to other road users, this should be reported to the local Police who can carry out the necessary enforcement action against the owners. Similarly, if the vehicle is parked on the footpath and causing an obstruction, this should be reported to the local Police, however they can only consider taking action if the vehicle is parked wholly across the footpath. You may report parking issues to the Police using the following link; <https://www.northants.police.uk/>

West Northants Council are unable to take any direct action against owners of vehicles that are not contravening parking restrictions on the public highway. However, we have recently extended the enforcement that we undertake whereby certain instances may be considered dangerous or persistent. This policy aims to address 'double parking' and parking in front of or on dropped kerbs. Further information can be found on the following web link: [Parking enforcement to be introduced in the new year | West Northamptonshire Council \(westnorthants.gov.uk\)](#)

Following the introduction of this, if you are experiencing these issues it may be prudent to contact the Council's Parking Services directly on **0345 680 0153** or email to Parking.NCC@westnorthants.gov.uk for their contracted **Civil Enforcement Officers** (traffic wardens) to investigate and perhaps programme a visit.

Where there is an issue with parking as with this scenario, the Authority are unable to solve the problem with engineering measures without either opposition from the local community or the displacement of vehicles to another location, and therefore rely on motorists to park in a sensible and considerate manner. There are occasions when preventative parking measures would be of benefit, such as waiting restrictions which can be implemented to address a permanent instance of dangerous parking. When considering these requests however, it is necessary to keep in mind the displacement of vehicles and where these will be transferred. As with many highway related problems it's about striking a balance that addresses the issues without creating new ones.

The procedure for introducing and amending TRO's is a statutory one which we are bound to follow. From start to finish, the process is a lengthy one and can in some instances take up to 12-18 months from commencement of the initial review process to installation of works on the ground.

All of the proposals considered underneath the annual reviews are under-pinned by legal instruments called Traffic Regulation Orders (TRO's). The approach to varying or introducing new TRO's is to carry out one variation per district per year. Note each variation will contain multiple individual locations within each district.

Each variation must legally follow a process of three consultation stages, comprising of a period of at least 21 days per consultation. A proposal must successfully proceed through every stage in order to be successfully implemented and each stage can include a period of dealing with any enquiries and objections before it progresses to the next.

Public consultations follow the legal requirements for advertisement by placement of notices on site, within the local newspaper and on [West Northamptonshire council's website](#).

Objections to the proposals within the public consultation period may be made **in writing only**. Once consultation has closed a report is compiled for all sites where objections were received which is provided to the Assistant Director for Highways and Transport, with whom rests the ultimate decision on whether the proposals should go ahead.

Should you feel that restrictions would be beneficial at this location please complete the attached application form, this form also provides further information on the overall process.

Regards

[Redacted Signature]

Senior Business Improvement Officer

Highways

West Northamptonshire Council | One Angel Square | Angel Street | Northampton | NN1 1ED

Postal address: West Northamptonshire Council | The Guildhall | St Giles Square | Northampton | NN1 1DE
www.westnorthants.gov.uk

Follow us on Facebook & Twitter @westnorthants



West Northamptonshire Council

www.westnorthants.gov.uk
0300 126 7000

Trust | High Performance | Respect | Innovate | Value | Empower

[Redacted content]

Good afternoon, we have received a number of complaints about parking outside the workhouse on Spratton Road, adjacent to Pytchely Way turning. The resident has asked me to forward his concerns and views to you for consideration and has given me permission to share his contact details should you wish to obtain further information. His email follows below.

Warm regards,

Gavin



Gavin Kirkup

**Administrative Assistant
Brixworth Parish Council**

- admin@brixworthparishcouncil.gov.uk
- 01604 347986
- 07833 590140
- The Parish Office
Brixworth Library & Community Centre
Spratton Road
Brixworth
NN6 9DS
- brixworthparishcouncil.gov.uk



My usual working hours are Monday, Wednesday - Friday, 9:30am - 2:30pm.

Disclaimer:

The views expressed are personal and may not reflect those of Brixworth Parish Council, unless explicitly stated otherwise. The information contained herein is confidential and may also be subject to legal privilege. It is intended for the addressee only. Anyone reading this e-mail, other than the addressee, is hereby notified that any unauthorised disclosure or copying of its contents is strictly prohibited.

From: noreply@brixworthparishcouncil.gov.uk <noreply@brixworthparishcouncil.gov.uk> on behalf of Brixworth Parish Council
Sent: 21 March 2024 09:59
To: Parish Clerk <parish.clerk@brixworthparishcouncil.gov.uk>; Gavin Kirkup <admin@brixworthparishcouncil.gov.uk>
Subject: Contact the Clerk Form Submission

From: [REDACTED]
Email: [REDACTED]
Subject: Parking outside the Workhouse

Message Body:

Hi
Recently a limit of 1 hour has been set on the parking area opposite the Workhouse in front of Hunters Way in Spratton Road. Since this more and more visitors to the Workhouse are now parking half on the path in front of and further along reaching Brampton Way opposite Pytchley Way.
This is now becoming a problem for people driving along Spratton Road and pulling out of Pytchley way and Workhouse car park as visibility is hindered.
I live opposite [REDACTED] and have witnessed many near misses and angry confrontations. I feel it is only a matter of time before there is a serious accident at this junction.
Should yellow lines be considered outside the Workhouse along to Brampton Way.
Lots of Children walk this way home from School and I feel obliged to mention these facts to you as it just gets busier and busier.
I will look forward to your views and response.
Regards [REDACTED]

--

This e-mail was sent from a contact form on Brixworth Parish Council (<http://www.brixworthparishcouncil.gov.uk>)

Any views expressed in this email are those of the individual sender and are not necessarily those of West Northamptonshire Council unless explicitly stated.

This email (including any attachments) may contain confidential or privileged information and is intended solely for the use of the individual or entity to whom it is addressed. Any confidential, sensitive or protectively marked material must be handled accordingly.

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West Northamptonshire Council has scanned this email and attachments for viruses but does not accept any responsibilities for viruses once this email has been transmitted. You should therefore carry out your own anti-virus checks before opening any documents.

Application form for requesting a parking restriction

This document sets out how you can apply for a parking restriction. All requests are thoroughly investigated and assessed before determining if the request can proceed formally. Details of the process are set out below.

What you need to do:

- Please complete the attached form with as much detail as possible.

Photographic evidence of the problems detailed in your request **must** be provided with this application.

- We recommend photographic evidence is provided documenting the issues faced at different times of day e.g. Morning and evening, and over a span of time e.g. more than one day of occurrence documented.
- It is recommended that you gather sufficient support for your request. It is also important that a high percentage of people affected by the request are also in full support of the proposal. A petition template is included with the attached form if you wish to canvass your neighbours and other residents living in the area.
- Requests **must** be submitted via your local Parish/Town council, or via the Community Liaison Officer Team at clo@westnorthants.gov.uk unless one of the following categories applies to your position.
 - Emergency services
 - Developer
 - Councillor / MP
 - Statutory essential service
 - Bus/Freight operator
- It is advisable prior to your application that you seek support from your local Councillor(s) as their support is key in any decision to proceed with formally advertising proposals.
- Once you have completed the form, you can either post or email the form to the parking and Traffic orders team

Post: Parking & Traffic Orders Team
Kier Highways
Old Harborough Road
Brixworth
Northamptonshire
NN6 9BX

Email: WNCParkingenquiries@kier.co.uk

What happens next?

Kier Highways undertakes a minimum of one review of parking restrictions each year on behalf of West Northamptonshire Council, covering its authority area. New requests are assessed and considered as part of the annual review process and formal consultations for proposals that have met criteria will proceed through the Traffic Regulation Orders process. Further information of this process can be found below. Applicants will be advised upon receipt of their submission, which review their request will be included within and the expected commencement date of said review.

We apply set criteria when looking at new requests. Each case is assessed using a range of factors such as accident rates, traffic flows and obstruction etc. If the locations meet our criteria, and if there is sufficient local support, then they may be included in a future consultation to make a change to the Traffic Regulation Orders for that area.

Traffic Regulation Orders

The procedure for introducing and amending TRO's is a statutory one which we are bound to follow. From start to finish, the process is a lengthy one and can in some instances take up to 12-18 months from commencement of the initial review process to installation of works on the ground.

All of the proposals considered underneath the annual reviews are under-pinned by legal instruments called Traffic Regulation Orders (TRO's). The approach to varying or introducing new TRO's is to carry out one variation per district per year. Note each variation will contain multiple individual locations within each district.

Each variation must legally follow a process of three consultation stages, comprising of a period of at least 21 days per consultation. A proposal must successfully proceed through every stage in order to be successfully implemented and each stage can include a period of dealing with any enquiries and objections before it progresses to the next.

Public consultations follow the legal requirements for advertisement by placement of notices on site, within the local newspaper and on [West Northamptonshire council's website](#).

Objections to the proposals within the public consultation period may be made **in writing only**. Once consultation has closed a report is compiled for all sites where objections were received which is provided to the Assistant Director for Highways and Transport, with whom rests the ultimate decision on whether the proposals should go ahead.

Request for parking restrictions

Please use BLOCK CAPITALS when completing this form, you can either post or email the form to the parking and Traffic orders team.

Post: Parking & Traffic Orders Team
Kier Highways
Old Harborough Road
Brixworth
Northamptonshire
NN6 9BX

Email: WNCParkingenquiries@kier.co.uk

Applicant Information

Applicant Information required	Answer
Applicant's Name(s):	
Position/Business/Authority:	
Address:	
Postcode:	
Email address:	
Telephone no:	
Can you confirm that the local parish/town council supports this application? (Please answer Yes / No)	

Applicant Information required	Answer
Can you confirm that this application has the support of local councillor(s)? (Please answer Yes / No)	

Location Information

Location where changes are being sought	Answer
Road / Street:	
Local Area:	
Town:	

Application Questions- Part A

Question	Answer
<p>What is the problem which has resulted in the request? (Describe the issues being faced and the causes of the problem.)</p> <p>Please ensure that photographic evidence of the issues detailed is provided within this application as per the notes on page 1 of this document.</p>	
<p>Can you confirm you have read and understood the guidance notes, which set out the general principles by which parking restriction requests are assessed? (Please answer Yes/No)</p>	

<p>Can you advise how you believe your request will contribute towards the general principles set out within the guidance notes.</p>	
--	--

Application Questions Part B

<p>Please provide your suggested solution? (Please answer one box only to indicate the type of restriction)</p>	<p>Answer</p>
<p>1. Waiting prohibited at all times</p> <ul style="list-style-type: none"> • (Double Yellow Lines) • (No-one is allowed to park At Any Time). 	
<p>2. Parking prohibited at certain times</p> <ul style="list-style-type: none"> • (Single Yellow Line) • (No-one is allowed to park at certain times of day). <p>*complete 'Times/Days of operation detail' box below.</p>	
<p>3. Other type of restriction (or removal)</p> <ul style="list-style-type: none"> • (e.g. No Waiting/Loading Restrictions) 	

Application Question Part C

Suggested Solution further questions	Answer
<p>Please provide your suggested days of operation?</p> <p>*Day/s of the week (Example Mon - Fri)</p>	
<p>Please provide your suggested times of operation?</p> <p>*Hours: (Example 9:00 to 10:00 and 14:00 and 16:00)</p>	

<p>Please provide further details regarding your suggestion solution.</p> <p>These can include sketch/plan to show suggested extent of restrictions, how your solution will alleviate the issues described and what the result you wish to achieve is.</p>	
<p>Can you provide evidence of local support for the proposal? (Please provide copies of correspondence or petitions that you have received in relation to this location)</p>	
<p>Do you give consent for Kier Highways to pass this data and information onto Parish/Town Councils and Councillors? (Please answer Yes / No)</p>	

Any data or personal information provided to us on this form is only used for the purposes of assessing requests for parking restriction changes and not passed onto

any third parties other than Parish/Town Councils, Councillors and internal departments. Any data stored on electronic file will be kept until such a time where there is no longer a business need to store this information.

Parking & Traffic Order Technicians will consider the suggested proposals, along with any supporting evidence provided against current legislation and Council policies to assess the suitability. The outcomes may include alternative solutions being suggested as part of this process.

If you need assistance to complete this form, please contact the Parking & Traffic Orders Team on 01604 529700

Request for parking restrictions – Petition

Parking restrictions Petition information	Answer
This request for parking restrictions is being collated by:	
Address on request form:	
Location:	
Type of restriction/scheme requested	

By signing this form, you are giving support for the proposed parking restrictions as detailed on the request form attached. All entries must be completed in full, otherwise they will be disregarded from this petition.

Petition Applicant 1

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 2

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 3

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 4

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 5

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 6

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 7

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 8

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 9

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 10

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 11

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 12

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 13

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 14

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 15

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 16

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 17

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 18

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 19

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 20

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Petition Applicant 21

Applicant information needed	Answer
Name:	
Address:	
Signature:	





Map Satellite

Appendix D

Show

Incident Details

Date: 11/10/2008

Severity: Slight

Number of Vehicles Involved: 2

Number of Casualties Involved: 1

[View Detailed Report](#)

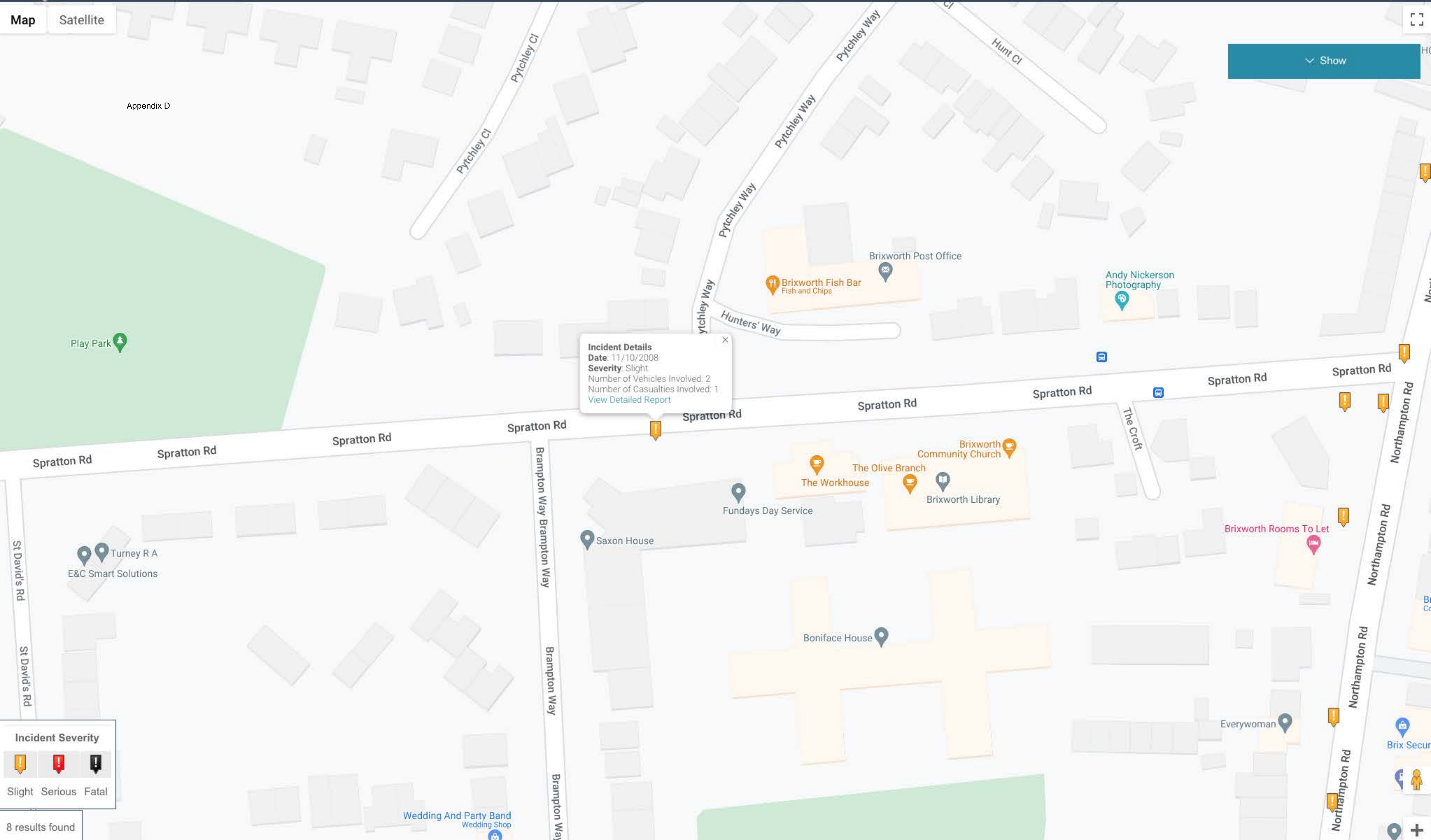
Incident Severity





Slight Serious Fatal

8 results found





Brixworth Parish Council
Report to: Council 25/04/2024

Summary: Council to consider a proposal to purchase and install a new Parish Council Noticeboard.

Attachments: None.

1.0

BACKGROUND – The Council has a legal duty to display statutory notices regarding meetings, elections, audits and financial matters. The current notice board is located adjacent to Troops. The notice board is of a poor condition, parts are breaking off, it is not watertight and there is significant wear and tear on the casing both internally and externally. The location is also not ideal. The board is situated in land under Troops ownership and is often inaccessible due to the location of large trolleys of plants in Spring/Summer months and blocked by Christmas Trees towards Christmas. There is often only space to display mandatory meeting agendas. There is no legal requirement to display minutes, but it is good practise to do so.



2.0

PROPOSAL -

Council to install a new notice board in a location which is accessible and of a size that will enable more communication to be displayed and received by members of the public.

3.0

OPTIONS CONSIDERED –

- a) Refurbishment of existing notice board. This will not solve the issue of location, accessibility, or size. Relocation would require public/neighbour consultation and planning approval.
- b) Purchasing of a new free standing notice board, however in its current location, or relocation the same issues would apply as in option a.
- c) Purchasing a 'railing mountable' noticeboard. This could be located on the railings of the community centre car park by the public path. This would not require any planning permission or ground works.



4.0 FINANCIAL INFORMATION –
 Costs for free standing Parish Noticeboards vary widely, upwards of £1500 for a three door, free standing noticeboard. The cost for a three-door rail mounted noticeboard would be around £1200. This could be borne from the Projects Reserve Fund, which currently stands at £10,000.

5.0 CONCLUSION / RECOMMENDATION
 Council to delegate authority to the Clerk, agreeing a budget of up to £1200 for the purchase of rail mounted Parish Noticeboard, to be mounted on the Community Centre Car Park railings.



Implications:		
Council Objectives:		
Resource Requirements:	Committee / Cllrs / Working Group / Officers / 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?	N
Biodiversity	Are there any bio-diversity implications?	N
Financial	Are there financial implications at this stage?	N
	Will there be financial implications? Proposed budget of £1200.	Y
	Is there provision within the budget?	Y
	Could there be additional expenditure?	Y
Legal	Is there potential for income generation?	N
	Do we have power, to act?	Y
	Legal Requirement	
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
Person originating this report: Gavin Kirkup – Administrative Assistant		
Date: 17/04/2024		



Brixworth Parish Council
Report to: Council 19/04/2024

Summary: Bank Mandate and Debit Card

Attachments: N/A

1.0 REPORT

To give Council, Internal and External Auditors, a brief overview of the legacy issues and problems experienced with amending the bank mandate and the remedial action taken by the current Clerk/RFO.

2.0 BACKGROUND

After investigation, the bank mandate does not appear to have been amended since 2020. The current Clerk can only surmise that this was due to changes in council members at that time and the fact that forms were completed but not always submitted to NatWest bank due to resource issues and the numerous changes of Clerks, i.e. no less than 4 different Clerks (including one Locum Clerk) from 2020 to 2023.

Additionally, the current Clerk has had issues with making amendments to the bank mandate due to the systems and processes in which NatWest bank adopted to remove or add signatories, i.e. it was all paper based, requiring individuals to frequent a branch with ID to make the changes. Problems were also faced due to the fact the bank's forms did not cater for local authority and each time a bank mandate was completed and submitted, it would be returned stating the incorrect form had been completed.

As this system was proving problematical, NatWest have recently moved to an entirely electronic system with one bank mandate for all organisations. Any signatory can be removed or added online. New signatories can enter their details online and scan in their passport and/or driving licence as proof of identification, thus, speeding up the process and negating the need to visit a branch in person.

Due to this and the vast amount of changes that are required to the Brixworth Parish Council bank accounts and debit card, the Clerk is now in a position to make all necessary changes as outlined within section 3.0 of this report.

3.0 PROPOSAL

- a) To NOTE the issues experienced with the amendments to the bank mandate and accept these reasons as to why changes are only just being made.
- b) RESOLVE to consider adding the following individuals as bank signatories to the new bank mandate as follows:
 - Josie Flavell
 - Barbara Lunnon
 - Jackie Bird
 - Gavin Kirkup
- c) To NOTE the removal of the following individuals from the bank mandate:
 - Peter Rowbottom
 - Stephen James
 - Kevin Parker
 - Alexandra Coles



d) To NOTE the council debit card is being cancelled due to being in the name of the ex-Clerk, Peter Rowbottom.

RESOLVE to consider and authorising the Clerk, Josie Flavell, to apply for a new debit card between meetings once the new bank mandate has been set up and confirmed.

4.0 FINANCIAL INFORMATION

The Clerk/RFO and Admin Assistant are happy for council to keep their bank accounts with NatWest now that the bank mandate issues are being sorted.

The online banking and app work very well and payments are made with ease.

There is only one monthly charge of £12 and Council currently receive an income of £3,200 through bank interest during the financial year.

Moving to a local authority based bank such as Unity would result in the loss of bank interest and charges made for each transaction.

5.0 CONCLUSION / RECOMMENDATION

The Clerk/RFO recommends that Council resolves to approve all proposed actions as outline in Section 3.0 of this report.

Person originating this report: Parish Clerk – Josie Flavell

Date: 19/04/2024



Brixworth Parish Council
Report to: Council 25/04/2024

Subject: Bow Top Fencing, St David's playing field	
Summary: When the MUGA was installed the bow top fence that surrounds the playground was left incomplete. This report addresses the options and costs of completing the boundary.	
Attachments: Estimates from external suppliers	
1.0	BACKGROUND When the MUGA was installed at St David's the bow top fencing that forms the perimeter was left incomplete. Completing the perimeter fence is necessary to ensure that the area is secure for children.
2.0	PROPOSAL The proposal is to complete the perimeter. Fencing to match the existing panels will be sourced and installed.
3.0	OPTIONS CONSIDERED The options considered are supply and installation by a single company, or purchasing the components from a supplier and arranging for a local contractor to install. Fencing panels come in standard sizes and will require cutting to fit. Bespoke panels built to size are available but cost significantly more. All fences would be built to match the existing design and will be ROSPA compliant.
4.0	FINANCIAL INFORMATION <i>Bespoke panels and installation by Work-Metal-Design</i> L-shaped fence to cover the corner by the playground entrance Straight run to cover the gap at the bottom end by the football pitches Estimate covers supply and installation TOTAL - £2,450 + vat <i>Standard panels and installation by Fensecure</i> 3.5m run posts and panels - £318.15 3.8m run posts and panels - £392.66 3.8m run posts and panels - £392.66 Installation - £1,200 Delivery - £250 TOTAL - £2,553.47 + vat <i>Standard panels and installation by Alpha Rail</i> 11m run of fence panels and posts - £1,378.85 Installation - £1,080 Initial site visit - £375 TOTAL - £2,833.85 + vat
5.0	CONCLUSION / RECOMMENDATION The recommender supplier is Work-Metal-Design. This is a company based in Northampton, and their design for the L Shaped section is a bespoke run of panels, with not cutting to fit required.
Implications:	



Council Objectives:	Provision of safe and secure open spaces	Y
Resource Requirements:	Officers / External Hours	Y 16
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
	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	
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?	Y
Person originating this report: Deb Frampton		
Date: 15 th April 2024		



Work-Metal-Design Quotation

Work Design Metal <work.design.metal@gmail.com>

Fri 05/04/2024 09:25

To: Admin Support admin.support@brixworthparishcouncil.gov.uk

Good morning Deb,

Based on the information provided the estimated quotation for the project is as follows:

Manufacturing, painting in the colour of your choice, supplying and fitting - £2,050

Manufacturing, powder coating, supplying and fitting - an additional of £400,

bringing the total of £2,450

If you agree to the price, then we will come and take actual measurements.

Materials to be use for the project:

Metal solid bars 12mm round

Metal Posts 50x50mm

Support bar 30x10mm

We can use different types of materials upon request.

The price is not subject to the VAT, as we are not VAT registered.

The estimated timing to complete the job is about 4 - 5 weeks.

We require a 20% deposit to start the work on the project.

Please let me know if you have any questions.

Fensecure Quotation

Steve Taylor <staylor@fensecure.co.uk>

Wed 03/04/2024 15:04

To:Admin Support <admin.support@brixworthparishcouncil.gov.uk>

Cc:Kelly Eddowes kelly@fensecure.co.uk

Hi Deb

You will require the following. We will send you a plan, and you will have to mark up what colour you require each panel and posts to be, otherwise a site survey will be required.

Panel sizes will be 2.7 long and make ups to length.

1 run 3.8m with extra corner post, 1.0 High PPC RED / YELLOW

£392.66

1 run 3.5m 1.0 High PPC RED / YELLOW

£318.15

1 run 3.8m with extra end post 1.0 High PPC RED / YELLOW

£392.66

Installation £ 1200.00

No Take down included

No skip (if required) included. Skip Price usually £325.00

Delivery £250.00

All prices are applicable to VAT



Alpha Rail Ltd
Nunn Brook Rise, The County Estate
Huthwaite
Nottinghamshire.
NG17 2PD

Tel: 01623 750214
www.alpharail.co.uk
info@alpharail.co.uk

Quotation No. 012584 rev 1

Customer	Contact	Quote Raised By	Date			
Brixworth Parish Council	Deb Frampton	Paul Johnson	03/04/2024			
Line	Part Ref	Description	Drawing No.	Qty.	Price	Subtotal
1.	AR-027187	1.0M High Play Area Bow Top <u>Specification</u> Supply & Deliver 11Linear Metres of 1000mm High Play are Bow top Railings having 50x50SHS Rooted Posts supporting panels fabricated from 2No 40x10RSF Rails infilled with Q12Bows Price includes for all special length panels and end posts to suit a 'L' shape run (3.5m & 3.7m) and a straight run of 3.8m The finish is hot dipped galvanized to B. S. E. N. ISO 1461, Followed by polyester powder coating** to RAL 3000 Fire Red.		11	£125.35/LM	£1,378.85
2.	AR-027188	Extra Over Installation <u>Specification</u> Installation of the above railings setting posts into and including concrete foundations assuming normal dig conditions		1	£1,080.00/Sum	£1,080.00

General Notes:

JOB REF:- Brixworth

Extra Over For :

Site Visit / Survey - £375.00 - This is chargeable where manufacture data is not provided by customers and a site visit by our Surveyor is required. Please note this is chargeable for the first visit and per visit thereafter.

Our rates assume all materials delivered to site in one load and one continual installation visit. Additional drops will incur a transport surcharge.

The responsibility for off-loading or associated costs to be borne by Customer / Main Contractor

** note that due to the nature of the galvanizing process some surface irregularities may occur. These irregularities may be magnified by subsequent Powder Coating but this in no way detracts from the performance of the product and is in accordance with BS EN 13438:2013. We wish to point out that as Polyester Powder Coating is factory applied the panel to post fixings are not coated.

The price quoted is on a firm basis for 1 weeks excluding V.A.T (price may fluctuate thereafter due to volatile nature of steel and galvanizing costs).

PLEASE SEE BELOW POINTS TO NOTE WITH RELATION TO INSTALLATION: -

- Where materials are set into foundations, we assume excavation on normal footpath construction (compacted type 1 and base course tarmac) with surplus arisings displaced on site or carted to Main Contractors designated area local to area of work. If hard dig conditions are encountered please refer to item 2 below.
- If hard digging is encountered including, but not limited to, reinforced concrete, mass concrete, tarmac road construction, cement bound granular mixtures, etc. they will be charged at £7.00 for holes up to 300x300mm per 150mm depth or part thereof. Our erector will liaise with the Main Contractor/Client to ensure that these are signed for on-site before application for payment is submitted.
- Reinstatement of existing surface i. e. tarmac, block paving, slabs and grass etc is not included.
- All services to be clearly identified and marked by Client. Service layout drawings are to be forwarded to Alpha Rail Limited prior to site attendance. Any delays resulting from working around services not high-lighted prior to attending site may be chargeable. Any cost resulting from damage to services not so marked will be chargeable to customers' account.
- If any works are to be carried out at height, where there is a risk of injury from fall, a safe means of access, together with fall and edge protection is to be provided and to be the responsibility of the Client/Main Contractor.
- Welfare facilities to be provided by client / main contractor for use of our operatives whilst on site.
- Any traffic management (both vehicle and pedestrian) including pedestrian signage to be the responsibility of the client / Main Contractor.
- Installation assumes normal working hours of 8.00 a.m. till 5.00 p.m. (Please confirm if different as this may effect our quotation)
- Unless stated elsewhere no allowance has been included within our quotation for the provision of temporary protective fencing for the duration of our subcontract works. This is at the expense of the Main Contractor/Client /ANO.
- Where posts are to be fixed into diamond cored holes /pockets the hole infill material will be left approximately 25mm below the finished level unless otherwise agreed, to allow the Main Contractor to point up as required.
- For drilling operations installation assumes that any drilled fixings can be drilled by means of conventional hammer drill and masonry drill bits. i.e. No specialised drilling equipment allowed for (such as diamond coring).
- For drilling we assume that fixing holes will not encounter reinforcement bar /materials. If reinforcement is in place, the Main Contractor shall forward layout drawings to Alpha Rail Ltd in order that a revised quote can be raised.
- SMM7/NRM2 method of re-measurement not applicable to this contract.
- The above reflects the main contractors' responsibility to on site working under "The Management of Health & Safety at Work Regulations 1992".
- On-site parking shall be provided free of charge. Where payments are made for parking these costs may be advised within invoices/valuations.

Brixworth Parish Council
Annual Return

Accounts for Year from 01/04/2023 to 31/03/2024

This is prepared based on information in "Governance and Accountability for Local Councils : a Practitioner's Guide"

Important note: These figures have been prepared on an INCOME and EXPENDITURE basis.

Box No.	Description	Last Year £	This Year £
1	Balances brought fwd	443,891.26	391,036.22
2	Annual precept	170,000.00	175,000.00
3	Total other receipts	32,232.33	58,565.71
4	Staff Costs	82,703.77	119,535.02
5	Loan interest/capital repayments	0.00	0.00
6	Total other payments	172,383.60	229,529.12
7	Balances carried forward	391,036.22	275,537.79
8	Total Cash and Short Term Investments	388,629.93	275,273.22
9	Total Fixed Assets and Long Term Investments	339,372.35	373,516.66
10	Total Borrowings	0.00	0.00

Brixworth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
00.00 Section 137			0.00 (N/A)	500.00		500.00 (100%)	500.00
01.00 Staff			0.00 (N/A)	117,051.00	119,535.02	-2,484.02 (-2%)	-2,484.02
02.00 Subscriptions & Licences			0.00 (N/A)	11,230.00	9,049.98	2,180.02 (19%)	2,180.02
03.00 Expenses & Allowances			0.00 (N/A)	1,850.00	359.76	1,490.24 (80%)	1,490.24
04.00 Administration		545.82	545.82 (54582%)	14,540.00	9,591.39	4,948.61 (34%)	5,494.43
05.00 Projects			0.00 (N/A)	10,511.30	8,607.55	1,903.75 (18%)	1,903.75
06.00 Highways & Street Lighting			0.00 (N/A)	3,000.00	1,273.17	1,726.83 (57%)	1,726.83
07.00 Greens & Maintenance	2,750.00	2,750.00	0.00 (N/A)	29,414.40	17,034.37	12,380.03 (42%)	12,380.03
08.00 The Ashway			0.00 (N/A)	11,300.00	8,293.31	3,006.69 (26%)	3,006.69
09.00 St David's			0.00 (N/A)	16,800.00	10,623.92	6,176.08 (36%)	6,176.08
10.00 Millenium Garden			0.00 (N/A)	1,100.00	370.00	730.00 (66%)	730.00
11.00 Pocket Park			0.00 (N/A)	1,250.00		1,250.00 (100%)	1,250.00
11.00 Recreation Grounds			0.00 (N/A)			0.00 (N/A)	0.00
12.00 Spratton Road			0.00 (N/A)	140.00	140.00	0.00 (N/A)	0.00
13.00 Income	186,111.23	189,063.55	2,952.32 (1%)			0.00 (N/A)	2,952.32
14.00 Reserves	41,037.14	41,037.14	0.00 (N/A)	161,348.17	160,595.65	752.52 (0%)	752.52
9.00 Environment			0.00 (N/A)			0.00 (N/A)	0.00
Restricted Funds - Ringfenced Proj			0.00 (N/A)			0.00 (N/A)	0.00
NET TOTAL	229,898.37	233,396.51	3,498.14 (1%)	380,034.87	345,474.12	34,560.75 (9%)	38,058.89

Total for ALL Cost Centres		233,396.51			345,474.12	
V.A.T.		38,509.40			39,788.50	
GROSS TOTAL		271,905.91			385,262.62	

Please note - This Summary Report includes adjustments made in Income & Expenditure Accounts.

£3590.02 projects/works funded by 2023-2024 budgets not yet paid for.

£169.20 Outstanding Invoices (Income)

Brixworth Parish Council
Summary of Income & Expenditure 2023-2024
All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

00.00 Section 137

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
162	00.00 Section 137				500.00		500.00	500.00 (100%)
SUB TOTAL					500.00		500.00	500.00 (100%)

01.00 Staff

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
136	01.01 Salaries				90,000.00	97,802.23	-7,802.23	-7,802.23 (-8%)
143	01.02 Employer NI				6,000.00	7,871.23	-1,871.23	-1,871.23 (-31%)
137	01.03 Pension - LGPS				21,051.00	13,861.56	7,189.44	7,189.44 (34%)
140	01.04 Staffing Review							(N/A)
159	01.05 Locum Clerk							(N/A)
SUB TOTAL					117,051.00	119,535.02	-2,484.02	-2,484.02 (N/A)

02.00 Subscriptions & Licence

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	02.01 NALC				1,600.00	1,679.17	-79.17	-79.17 (-4%)
29	02.02 CPRE				40.00	36.00	4.00	4.00 (10%)
28	02.03 ACRE				40.00	70.00	-30.00	-30.00 (-75%)
37	02.04 Society Local Clerks (SLCC)				280.00	563.00	-283.00	-283.00 (-101%)
142	02.05 ROSPA				300.00	305.50	-5.50	-5.50 (-1%)
31	02.06 Living Wage				70.00	66.00	4.00	4.00 (5%)
36	02.07 Scribe Finance				1,000.00	648.00	352.00	352.00 (35%)
34	02.08 Parish On Line Mapping				150.00	82.50	67.50	67.50 (45%)
38	02.09 Web Site & Emails				500.00	295.00	205.00	205.00 (41%)
23	02.10 Human Resources/ Health &				3,300.00	1,708.13	1,591.87	1,591.87 (48%)
24	02.11 ICT				2,750.00	2,438.30	311.70	311.70 (11%)
32	02.12 Microsoft							(N/A)
30	02.13 Information Commissioner				40.00	35.00	5.00	5.00 (12%)
141	02.14 Payroll Services				1,000.00	923.70	76.30	76.30 (7%)
138	02.15 Adobe License				160.00	199.68	-39.68	-39.68 (-24%)
SUB TOTAL					11,230.00	9,049.98	2,180.02	2,180.02 (N/A)

03.00 Expenses & Allowances

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
17	03.01 Clerk's Expenses				750.00	127.73	622.27	622.27 (82%)
19	03.02 Chairman's Allowance				400.00	30.00	370.00	370.00 (92%)
18	03.03 Telephone -Mobile Staff				500.00	202.03	297.97	297.97 (59%)
20	03.04 Parish Councillors Expenses				200.00		200.00	200.00 (100%)
SUB TOTAL					1,850.00	359.76	1,490.24	1,490.24 (92%)

Brixworth Parish Council
Summary of Income & Expenditure 2023-2024
All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

04.00 Administration

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
22	04.01 Audit - Internal				400.00	495.00	-95.00	-95.00 (-23%)
21	04.02 Audit - External				1,000.00	630.00	370.00	370.00 (37%)
43	04.03 Newsletters				1,500.00	1,400.00	100.00	100.00 (6%)
41	04.04 Insurance - General				2,000.00	1,553.77	446.23	446.23 (22%)
42	04.05 Insurance - Vehicles				900.00	785.00	115.00	115.00 (12%)
47	04.06 Stationery & Postage		45.82	45.82	600.00	232.27	367.73	413.55 (68%)
46	04.07 Office Equipment				400.00	1,109.91	-709.91	-709.91 (-177%)
45	04.08 Training				2,000.00	866.36	1,133.64	1,133.64 (56%)
25	04.09 Legal Costs (Asset Manager		500.00	500.00	2,500.00	500.05	1,999.95	2,499.95 (100%)
40	04.10 Hall Hire (Meetings)				1,500.00	1,000.00	500.00	500.00 (33%)
44	04.11 Telephone & Broadband				1,500.00	761.93	738.07	738.07 (49%)
139	04.12 Bank Charges				140.00	146.10	-6.10	-6.10 (-4%)
112	04.13 VAT Payments							(N/A)
171	04.14 Subsidiary/Misc				100.00	111.00	-11.00	-11.00 (-11%)
SUB TOTAL			545.82	545.82	14,540.00	9,591.39	4,948.61	5,494.43 (N/A)

05.00 Projects

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
117	05.01 Planning Applications							(N/A)
145	05.02 Bus Subsidiary				1,000.00	1,000.00		(0%)
146	05.03 Heritage Projects				3,111.30	5,653.80	-2,542.50	-2,542.50 (-81%)
69	05.04 Defibrillators				1,500.00	96.25	1,403.75	1,403.75 (93%)
148	05.05 Community First Aid Training				500.00		500.00	500.00 (100%)
100	05.06 Community Calendar				400.00	400.00		(0%)
155	05.07 Community Centre Cleaning				4,000.00	4,000.00		(0%)
101	05.08 Events							(N/A)
SUB TOTAL					10,511.30	11,150.05	-638.75	-638.75 (N/A)

06.00 Highways & Street Light

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
123	06.01 Lighting of Parish Footpaths				2,000.00	976.33	1,023.67	1,023.67 (51%)
144	06.02 Signs				500.00	296.84	203.16	203.16 (40%)
73	06.03 Footways				500.00		500.00	500.00 (100%)
SUB TOTAL					3,000.00	1,273.17	1,726.83	1,726.83 (51%)

07.00 Greens & Maintenance

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
81	07.01 Enhancements & Maintenan				1,000.00	894.43	105.57	105.57 (10%)
48	07.02 Sundry Purchases - Mainten				1,600.00	1,346.75	253.25	253.25 (15%)
67	07.03 Events/Xmas Lights				3,400.00	2,231.78	1,168.22	1,168.22 (34%)
50	07.04 Running Costs Mowers				700.00	1,059.33	-359.33	-359.33 (-51%)
161	07.05 Litter Bins				814.40		814.40	814.40 (100%)
51	07.06 Van Lease Costs				3,000.00	2,874.95	125.05	125.05 (4%)

Brixworth Parish Council
Summary of Income & Expenditure 2023-2024
All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

49	07.07 Fuel - Van & Mowers			2,200.00	1,219.11	980.89	980.89 (44%)
74	07.08 Defibrillator Maintenance			2,000.00	60.00	1,940.00	1,940.00 (97%)
80	07.09 Vandalism			1,000.00	345.98	654.02	654.02 (65%)
160	07.10 - Planting Grants	2,750.00	2,750.00		73.00	-73.00	-73.00 (-2%)
79	07.11 Trees - Annual Survey			1,500.00		1,500.00	1,500.00 (100%)
78	07.12 Trees - Surgery			5,000.00	3,440.00	1,560.00	1,560.00 (31%)
149	07.13 Hedge/Fencing			4,000.00	845.00	3,155.00	3,155.00 (78%)
70	07.14 Flowers			1,000.00	536.00	464.00	464.00 (46%)
150	07.15 Climate Change / Environm			2,000.00	1,987.04	12.96	12.96 (0%)
71	07.16 Library Shrub Bed			200.00	121.00	79.00	79.00 (39%)
SUB TOTAL		2,750.00	2,750.00	29,414.40	17,034.37	12,380.03	12,380.03 (97%)

08.00 The Ashway

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
57	08.01 Ashway Grounds Maintenan				6,000.00	3,595.00	2,405.00	2,405.00 (40%)
56	08.02 Ashway Grass Cutting				1,800.00	1,558.00	242.00	242.00 (13%)
53	08.03 Ashway Changing Rooms R				3,000.00	2,661.83	338.17	338.17 (11%)
54	08.04 Ashway Changing Rooms M				500.00	478.48	21.52	21.52 (4%)
SUB TOTAL					11,300.00	8,293.31	3,006.69	3,006.69 (40%)

09.00 St David's

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
64	09.01 St David's Grounds Maintair				7,000.00	7,198.00	-198.00	-198.00 (-2%)
63	09.02 St David's Grass Cutting				2,800.00	2,138.00	662.00	662.00 (23%)
151	09.03 MUGA Maintenance				2,000.00	86.14	1,913.86	1,913.86 (95%)
152	09.04 Safety Surfaces Maintenanc				4,000.00		4,000.00	4,000.00 (100%)
52	09.05 St David's Trade Waste				1,000.00	1,201.78	-201.78	-201.78 (-20%)
SUB TOTAL					16,800.00	10,623.92	6,176.08	6,176.08 (95%)

10.00 Millenium Garden

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
72	10.01 Millennium Garden				1,100.00	370.00	730.00	730.00 (66%)
SUB TOTAL					1,100.00	370.00	730.00	730.00 (66%)

11.00 Pocket Park

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
75	11.01 Pocket Park				1,250.00	295.00	955.00	955.00 (76%)
SUB TOTAL					1,250.00	295.00	955.00	955.00 (76%)

12.00 Spratton Road

Code	Title	Income			Expenditure			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
60	12.01 Spratton Road Grounds Ma				140.00	140.00		(0%)

Brixworth Parish Council
Summary of Income & Expenditure 2023-2024
All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

SUB TOTAL					140.00	140.00	(0%)	
13.00 Income		Income			Expenditure			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
87	13.01 Precept	175,000.00	175,000.00					(0%)
82	13.02 Bank Interest	310.00	3,199.32	2,889.32				2,889.32 (932%)
158	13.03 CIL Payment							(N/A)
91	13.04 Sports - Cricket Club	1,209.00	1,209.00					(0%)
94	13.05 Sports - Sands United	345.60	408.60	63.00				63.00 (18%)
111	13.06 Sports - Brixworth Seniors F	384.00	384.00					(0%)
92	13.07 Sports - Brixworth Juniors	2,073.00	2,073.00					(0%)
93	13.08 Sports - Other							(N/A)
84	13.09 Community Centre Cleaning	5,418.40	5,418.40					(0%)
163	13.10 Section 106							(N/A)
86	13.11 WNC Grass Cutting	1,371.23	1,371.23					(0%)
102	13.12 S106 Community Centre							(N/A)
85	13.13 Miscellaneous							(N/A)
95	13.14 VAT Q1							(N/A)
96	13.15 VAT Q2							(N/A)
97	13.16 VAT Q3							(N/A)
98	13.17 VAT Q4							(N/A)
SUB TOTAL		186,111.23	189,063.55	2,952.32				2,952.32 (N/A)
14.00 Reserves		Income			Expenditure			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
164	14.01 - General Reserves				2,126.00	2,126.00		(0%)
103	14.02 Pocket Park Maintenance							(N/A)
154	14.03 Crime Prevention				327.00	327.00		(0%)
105	14.04 Ashway Public Open Space							(N/A)
106	14.05 Ashway and The Ridings Pu							(N/A)
109	14.06 S106 St David's MUGA				106,023.92	106,023.92		(0%)
165	14.07 Kubota Grass Mower				648.00	648.00		(0%)
166	14.08 Van Branding & End of Leas							(N/A)
115	14.09 Mower Replacement Fund							(N/A)
167	14.10 Strimmer Replacement							(N/A)
168	14.11 Projects							(N/A)
119	14.12 Community Grants				7,356.00	7,356.00		(0%)
120	14.13 Legal Costs (Other)							(N/A)
121	14.14 Legal Costs County Court							(N/A)
122	14.15 Election Costs							(N/A)
169	14.16 Lighting Footpaths							(N/A)
125	14.17 St David's Car Park				7,500.00	7,500.00		(0%)
128	14.18 The Ashway Car Park				752.52	752.52		(0%)
131	14.19 Bus Shelter Replacement							(N/A)
126	14.20 Litter Bin Replacement				5,685.60	5,685.60		(0%)
127	14.21 Play Equipment				310.66	310.66		(0%)
132	14.22 Community Centre Repairs :	6,873.33	7,042.53	169.20	7,788.96	7,788.96		169.20 (1%)
133	14.23 Events	200.00	200.00		2,480.40	2,480.40		(0%)
129	14.24 Strategic Planning							(N/A)
170	14.25 Calendar							(N/A)

Brixworth Parish Council
Summary of Income & Expenditure 2023-2024
All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

118	14.26 Projects - St David's Play Pa				11,829.62	11,829.62		(0%)
156	14.27 - Floodlights							(N/A)
157	14.28 - CCTV				1,684.86	1,684.86		(0%)
107	14.29 Community Infrastructure Le				6,834.63	6,834.63		(0%)
110	14.30 S106 Community Centre Inr							(N/A)
108	14.31 S106 St David's Play Park							(N/A)
172	14.32 - Eaglehurst Commuted Sun	33,963.81	33,963.81					(0%)
SUB TOTAL		41,037.14	41,206.34	169.20	161,348.17	161,348.17		169.20 (N/A)

Restated **(N/A)**

NET TOTAL	229,898.37	233,565.71	3,667.34	380,034.87	349,064.14	30,970.73	34,638.07 (5%)
V.A.T.		38,509.40			39,788.50		
GROSS TOTAL		272,075.11			388,852.64		

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
PAYMENTS															
00.00 Section 137															
00.00 Section 137	500.00														500.00
01.00 Staff															
01.01 Salaries	90,000.00	7,374.74	7,500.51	7,388.54	7,532.51	7,320.94	8,117.12	7,674.82	11,708.75	8,178.48	8,606.83	8,160.91	8,238.08	97,802.23	-7,802.23
01.02 Employer NI	6,000.00	595.89	588.47	594.04	595.89	588.47	589.23	594.48	1,091.96	650.72	680.64	650.72	650.72	7,871.23	-1,871.23
01.03 Pension - LGPS	21,051.00	1,105.08	1,105.08	1,105.08	1,105.08	1,105.08	1,105.08	1,105.08	1,505.48	1,155.13	1,155.13	1,155.13	1,155.13	13,861.56	7,189.44
01.04 Staffing Review															
01.05 Locum Clerk															
02.00 Subscriptions &															
02.01 NALC	1,600.00	1,679.17												1,679.17	-79.17
02.02 CPRE	40.00			36.00										36.00	4.00
02.03 ACRE	40.00	35.00											35.00	70.00	-30.00
02.04 Society Local Cle	280.00	563.00												563.00	-283.00
02.05 ROSPA	300.00				305.50									305.50	-5.50
02.06 Living Wage	70.00		66.00											66.00	4.00
02.07 Scribe Finance	1,000.00						648.00							648.00	352.00
02.08 Parish On Line M	150.00								82.50					82.50	67.50
02.09 Web Site & Email	500.00	88.00		207.00										295.00	205.00
02.10 Human Resource	3,300.00	-54.32	271.62	144.85		289.70	144.85	144.85	144.85		289.70	212.03	120.00	1,708.13	1,591.87
02.11 ICT	2,750.00		340.20	170.10	170.10		376.40	198.00		473.40	236.70		473.40	2,438.30	311.70
02.12 Microsoft															
02.13 Information Comr	40.00	35.00												35.00	5.00
02.14 Payroll Services	1,000.00	38.50	76.00	152.00		76.00	152.00	76.00		103.30	83.30		166.60	923.70	76.30
02.15 Adobe License	160.00	16.64	16.64	16.64	16.64	16.64	16.64	16.64	16.64	16.64	16.64	16.64	16.64	199.68	-39.68
03.00 Expenses & Allo															
03.01 Clerk's Expenses	750.00			7.00					2.90	2.90	29.37		85.56	127.73	622.27
03.02 Chairman's Allow:	400.00												30.00	30.00	370.00
03.03 Telephone -Mobil	500.00	35.18	15.00	20.00	10.00	15.00	13.34	15.00	13.34	4.17	25.00	15.00	21.00	202.03	297.97
03.04 Parish Councillors	200.00														200.00

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
04.00 Administration															
04.01 Audit - Internal	400.00	495.00												495.00	-95.00
04.02 Audit - External	1,000.00							630.00						630.00	370.00
04.03 Newsletters	1,500.00			350.00				350.00		350.00			350.00	1,400.00	100.00
04.04 Insurance - Gene	2,000.00			1,553.77										1,553.77	446.23
04.05 Insurance - Vehic	900.00									785.00				785.00	115.00
04.06 Stationery & Post	600.00	6.65				12.48	89.57	33.32	12.50	21.49	35.50	20.76		232.27	367.73
04.07 Office Equipment	400.00			17.48	970.00	42.49		45.82			34.12			1,109.91	-709.91
04.08 Training	2,000.00	146.68		122.00		120.00	97.00	124.68				160.00	48.00	866.36	1,133.64
04.09 Legal Costs (Assr	2,500.00							500.00		0.05				500.05	1,999.95
04.10 Hall Hire (Meeting	1,500.00									1,000.00				1,000.00	500.00
04.11 Telephone & Broa	1,500.00	60.49	78.08	83.93	80.49	79.11	79.11	79.11	79.11	54.16	24.95	33.44	29.95	761.93	738.07
04.12 Bank Charges	140.00	8.75	12.60	11.55	8.75	11.90	18.00	9.45	16.45		22.75	12.25	13.65	146.10	-6.10
04.13 VAT Payments															
04.14 Subsidiary/Misc	100.00					55.00						56.00		111.00	-11.00
05.00 Projects															
05.01 Planning Applicat															
05.02 Bus Subsidiary	1,000.00									1,000.00				1,000.00	
05.03 Heritage Projects	3,111.30						53.80					3,057.50		3,111.30	
05.04 Defibrillators	1,500.00		96.25											96.25	1,403.75
05.05 Community First /	500.00														500.00
05.06 Community Caler	400.00							400.00						400.00	
05.07 Community Centr	4,000.00									4,000.00				4,000.00	
05.08 Events															
06.00 Highways & Stre															
06.01 Lighting of Parish	2,000.00	187.88			179.04			233.57		16.00	359.84			976.33	1,023.67
06.02 Signs	500.00		16.36	36.35		39.02		26.40		121.23			57.48	296.84	203.16
06.03 Footways	500.00														500.00
07.00 Greens & Mainte															
07.01 Enhancements &	1,000.00				68.00		452.30		283.32				90.81	894.43	105.57
07.02 Sundry Purchase:	1,600.00		69.88	18.65	130.19		172.81	110.81	95.58	269.70	85.12	279.94	114.07	1,346.75	253.25

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
07.03 Events/Xmas Light	3,400.00							1,234.81	723.56	100.36		173.05		2,231.78	1,168.22
07.04 Running Costs M	700.00	594.05									72.69		392.59	1,059.33	-359.33
07.05 Litter Bins	814.40														814.40
07.06 Van Lease Costs	3,000.00	239.58	239.58	239.58	239.58	239.58	239.58	239.58	239.58	239.58	239.58	239.58	239.57	2,874.95	125.05
07.07 Fuel - Van & Mow	2,200.00	119.17	162.50	97.50	159.83		214.00	121.66		173.87			170.58	1,219.11	980.89
07.08 Defibrillator Maint	2,000.00										60.00			60.00	1,940.00
07.09 Vandalism	1,000.00			31.70		314.28								345.98	654.02
07.10 - Planting Grants		73.00												73.00	-73.00
07.11 Trees - Annual St	1,500.00														1,500.00
07.12 Trees - Surgery	5,000.00									420.00		770.00	2,250.00	3,440.00	1,560.00
07.13 Hedge/Fencing	4,000.00						845.00							845.00	3,155.00
07.14 Flowers	1,000.00									130.00			406.00	536.00	464.00
07.15 Climate Change /	2,000.00								135.23		198.51	1,085.00	568.30	1,987.04	12.96
07.16 Library Shrub Bec	200.00									68.00			53.00	121.00	79.00
08.00 The Ashway															
08.01 Ashway Grounds	6,000.00			125.00			1,962.00	1,078.00		430.00				3,595.00	2,405.00
08.02 Ashway Grass Ct	1,800.00	138.00	227.00	276.00	178.00		325.00	187.00		227.00				1,558.00	242.00
08.03 Ashway Changing	3,000.00	202.87	420.29			350.88			579.03			508.76	600.00	2,661.83	338.17
08.04 Ashway Changing	500.00	10.82					271.17	9.99					186.50	478.48	21.52
09.00 St David's															
09.01 St David's Ground	7,000.00			100.00	70.00		4,770.00	855.00		691.00			712.00	7,198.00	-198.00
09.02 St David's Grass	2,800.00	55.00	224.00	338.00	395.00		619.00	226.00		281.00				2,138.00	662.00
09.03 MUGA Maintenance	2,000.00						82.48	3.66						86.14	1,913.86
09.04 Safety Surfaces M	4,000.00														4,000.00
09.05 St David's Trade	1,000.00	88.60	61.68	83.00	88.12		186.85	41.13		177.62	81.89		392.89	1,201.78	-201.78
10.00 Millenium Garde															
10.01 Millennium Garde	1,100.00							120.00		250.00				370.00	730.00
11.00 Pocket Park															
11.01 Pocket Park	1,250.00														1,250.00
12.00 Spratton Road															
12.01 Spratton Road G	140.00							140.00						140.00	

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
13.00 Income															
13.01 Precept															
13.02 Bank Interest															
13.03 CIL Payment															
13.04 Sports - Cricket C															
13.05 Sports - Sands U															
13.06 Sports - Brixwort															
13.07 Sports - Brixwort															
13.08 Sports - Other															
13.09 Community Centr															
13.10 Section 106															
13.11 WNC Grass Cutti															
13.12 S106 Community															
13.13 Miscellaneous															
13.14 VAT Q1															
13.15 VAT Q2															
13.16 VAT Q3															
13.17 VAT Q4															
14.00 Reserves															
14.01 - General Reserv	2,126.00									1,793.00		333.00		2,126.00	
14.02 Pocket Park Main															
14.03 Crime Prevention	327.00									327.00				327.00	
14.04 Ashway Public O															
14.05 Ashway and The															
14.06 S106 St David's M	106,023.92	16,822.16	83,333.34		749.69								5,118.73	106,023.92	
14.07 Kubota Grass Mo	648.00				648.00									648.00	
14.08 Van Branding & E															
14.09 Mower Replacem															
14.10 Strimmer Replace															
14.11 Projects															
14.12 Community Grant	7,356.00		1,256.00								3,100.00		3,000.00	7,356.00	

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
14.13 Legal Costs (Othe															
14.14 Legal Costs Cour															
14.15 Election Costs															
14.16 Lighting Footpath															
14.17 St David's Car Pa	7,500.00	7,500.00												7,500.00	
14.18 The Ashway Car l	752.52														752.52
14.19 Bus Shelter Replc															
14.20 Litter Bin Replace	5,685.60				5,685.60									5,685.60	
14.21 Play Equipment	310.66												310.66	310.66	
14.22 Community Centr	7,788.96						5,469.96						2,319.00	7,788.96	
14.23 Events	2,480.40	1,832.46	581.34					66.60						2,480.40	
14.24 Strategic Plannin															
14.25 Calendar															
14.26 Projects - St Davi	11,829.62	6,944.80			1,234.57				3,650.25					11,829.62	
14.27 - Floodlights															
14.28 - CCTV	1,684.86	1,684.86												1,684.86	
14.29 Community Infras	6,834.63				2,800.03		4,034.60							6,834.63	
14.30 S106 Community															
14.31 S106 St David's F															
14.32 - Eaglehurst Com															
	380,034.87	48,722.70	96,758.42	13,325.76	23,420.61	10,676.57	31,144.89	16,691.46	20,381.03	23,558.80	15,438.26	16,939.71	28,415.91		
														Total:	345,474.12
														Variance:	34,560.75

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
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RECEIPTS

00.00 Section 137

00.00 Section 137

01.00 Staff

- 01.01 Salaries
- 01.02 Employer NI
- 01.03 Pension - LGPS
- 01.04 Staffing Review
- 01.05 Locum Clerk

02.00 Subscriptions &

- 02.01 NALC
- 02.02 CPRE
- 02.03 ACRE
- 02.04 Society Local Cle
- 02.05 ROSPA
- 02.06 Living Wage
- 02.07 Scribe Finance
- 02.08 Parish On Line M
- 02.09 Web Site & Email
- 02.10 Human Resource
- 02.11 ICT
- 02.12 Microsoft
- 02.13 Information Comr
- 02.14 Payroll Services
- 02.15 Adobe License

03.00 Expenses & Allo

- 03.01 Clerk's Expenses
- 03.02 Chairman's Allow:
- 03.03 Telephone -Mobil
- 03.04 Parish Councillors

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
04.00 Administration															
04.01 Audit - Internal															
04.02 Audit - External															
04.03 Newsletters															
04.04 Insurance - Gene															
04.05 Insurance - Vehic															
04.06 Stationery & Post								45.82						45.82	45.82
04.07 Office Equipment															
04.08 Training															
04.09 Legal Costs (Assr								500.00						500.00	500.00
04.10 Hall Hire (Meeting															
04.11 Telephone & Broa															
04.12 Bank Charges															
04.13 VAT Payments															
04.14 Subsidiary/Misc															
05.00 Projects															
05.01 Planning Applicati															
05.02 Bus Subsidiary															
05.03 Heritage Projects															
05.04 Defibrillators															
05.05 Community First /															
05.06 Community Caler															
05.07 Community Centr															
05.08 Events															
06.00 Highways & Stre															
06.01 Lighting of Parish															
06.02 Signs															
06.03 Footways															
07.00 Greens & Mainte															
07.01 Enhancements &															
07.02 Sundry Purchase:															

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
07.03 Events/Xmas Light															
07.04 Running Costs M															
07.05 Litter Bins															
07.06 Van Lease Costs															
07.07 Fuel - Van & Mow															
07.08 Defibrillator Maint															
07.09 Vandalism															
07.10 - Planting Grants	2,750.00			1,500.00	1,250.00									2,750.00	
07.11 Trees - Annual St															
07.12 Trees - Surgery															
07.13 Hedge/Fencing															
07.14 Flowers															
07.15 Climate Change /															
07.16 Library Shrub Bec															
08.00 The Ashway															
08.01 Ashway Grounds															
08.02 Ashway Grass Ct															
08.03 Ashway Changing															
08.04 Ashway Changing															
09.00 St David's															
09.01 St David's Grounc															
09.02 St David's Grass															
09.03 MUGA Maintenanc															
09.04 Safety Surfaces M															
09.05 St David's Trade															
10.00 Millenium Garde															
10.01 Millennium Garde															
11.00 Pocket Park															
11.01 Pocket Park															
12.00 Spratton Road															
12.01 Spratton Road G															

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
13.00 Income															
13.01 Precept	175,000.00	87,500.00					87,500.00							175,000.00	
13.02 Bank Interest	310.00	160.30	187.41	182.56	217.43	230.40	223.24	357.85	335.91	325.10	370.37	325.90	282.85	3,199.32	2,889.32
13.03 CIL Payment															
13.04 Sports - Cricket C	1,209.00							604.50			604.50			1,209.00	
13.05 Sports - Sands U	345.60	63.00											345.60	408.60	63.00
13.06 Sports - Brixwort	384.00									384.00				384.00	
13.07 Sports - Brixwort	2,073.00									2,073.00				2,073.00	
13.08 Sports - Other															
13.09 Community Centr	5,418.40									5,418.40				5,418.40	
13.10 Section 106															
13.11 WNC Grass Cutti	1,371.23								1,371.23					1,371.23	
13.12 S106 Community															
13.13 Miscellaneous															
13.14 VAT Q1															
13.15 VAT Q2															
13.16 VAT Q3															
13.17 VAT Q4															
14.00 Reserves															
14.01 - General Reserv															
14.02 Pocket Park Main															
14.03 Crime Prevention															
14.04 Ashway Public Op															
14.05 Ashway and The															
14.06 S106 St David's M															
14.07 Kubota Grass Mo															
14.08 Van Branding & E															
14.09 Mower Replacem															
14.10 Strimmer Replace															
14.11 Projects															
14.12 Community Grant															

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
14.13 Legal Costs (Othe															
14.14 Legal Costs Cour															
14.15 Election Costs															
14.16 Lighting Footpath															
14.17 St David's Car Pa															
14.18 The Ashway Car l															
14.19 Bus Shelter Replc															
14.20 Litter Bin Replace															
14.21 Play Equipment															
14.22 Community Centr	6,873.33						5,440.00				264.21		1,169.12	6,873.33	
14.23 Events	200.00				200.00									200.00	
14.24 Strategic Plannin															
14.25 Calendar															
14.26 Projects - St Davi															
14.27 - Floodlights															
14.28 - CCTV															
14.29 Community Infras															
14.30 S106 Community															
14.31 S106 St David's F															
14.32 - Eaglehurst Com	33,963.81						33,963.81							33,963.81	
	229,898.37	87,723.30	187.41	1,682.56	1,667.43	230.40	127,127.05	1,508.17	1,707.14	8,200.50	1,239.08	325.90	1,797.57		
														Total:	233,396.51
														Variance:	3,498.14

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

00.00 Section 137

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
162	00.00 Section 137				500.00				500.00	500.00 (100%)
SUB TOTAL					500.00				500.00	500.00 (100%)

01.00 Staff

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
136	01.01 Salaries				90,000.00	97,802.23		97,802.23	-7,802.23	-7,802.23 (-8%)
143	01.02 Employer NI				6,000.00	7,871.23		7,871.23	-1,871.23	-1,871.23 (-31%)
137	01.03 Pension - LGPS				21,051.00	13,861.56		13,861.56	7,189.44	7,189.44 (34%)
140	01.04 Staffing Review									(N/A)
159	01.05 Locum Clerk									(N/A)
SUB TOTAL					117,051.00	119,535.02		119,535.02	-2,484.02	-2,484.02 (-2%)

02.00 Subscriptions &

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
33	02.01 NALC				1,600.00	1,679.17		1,679.17	-79.17	-79.17 (-4%)
29	02.02 CPRE				40.00	36.00		36.00	4.00	4.00 (10%)
28	02.03 ACRE				40.00	70.00		70.00	-30.00	-30.00 (-75%)
37	02.04 Society Local Cler				280.00	563.00		563.00	-283.00	-283.00 (-101%)
142	02.05 ROSPA				300.00	305.50		305.50	-5.50	-5.50 (-1%)
31	02.06 Living Wage				70.00	66.00		66.00	4.00	4.00 (5%)
36	02.07 Scribe Finance				1,000.00	648.00		648.00	352.00	352.00 (35%)
34	02.08 Parish On Line Mi				150.00	82.50		82.50	67.50	67.50 (45%)
38	02.09 Web Site & Email:				500.00	295.00		295.00	205.00	205.00 (41%)
23	02.10 Human Resource:				3,300.00	1,708.13		1,708.13	1,591.87	1,591.87 (48%)
24	02.11 ICT				2,750.00	2,438.30		2,438.30	311.70	311.70 (11%)
32	02.12 Microsoft									(N/A)
30	02.13 Information Comn				40.00	35.00		35.00	5.00	5.00 (12%)
141	02.14 Payroll Services				1,000.00	923.70		923.70	76.30	76.30 (7%)
138	02.15 Adobe License				160.00	199.68		199.68	-39.68	-39.68 (-24%)
SUB TOTAL					11,230.00	9,049.98		9,049.98	2,180.02	2,180.02 (19%)

03.00 Expenses & Allc

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
17	03.01 Clerk's Expenses				750.00	127.73		127.73	622.27	622.27 (82%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

19	03.02 Chairman's Allowance	400.00	30.00		30.00	370.00	370.00 (92%)
18	03.03 Telephone -Mobile	500.00			202.03	297.97	297.97 (59%)
20	03.04 Parish Councillors	200.00				200.00	200.00 (100%)
SUB TOTAL		1,850.00	359.76		359.76	1,490.24	1,490.24 (80%)

04.00 Administration

		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
22	04.01 Audit - Internal				400.00	495.00		495.00	-95.00	-95.00 (-23%)
21	04.02 Audit - External				1,000.00	630.00		630.00	370.00	370.00 (37%)
43	04.03 Newsletters				1,500.00	1,400.00		1,400.00	100.00	100.00 (6%)
41	04.04 Insurance - General				2,000.00	1,553.77		1,553.77	446.23	446.23 (22%)
42	04.05 Insurance - Vehicle				900.00	785.00		785.00	115.00	115.00 (12%)
47	04.06 Stationery & Postage		45.82	45.82	600.00	232.27		232.27	367.73	413.55 (68%)
46	04.07 Office Equipment				400.00	1,109.91		1,109.91	-709.91	-709.91 (-177%)
45	04.08 Training				2,000.00	866.36		866.36	1,133.64	1,133.64 (56%)
25	04.09 Legal Costs (Associated with Council)		500.00	500.00	2,500.00	500.05		500.05	1,999.95	2,499.95 (100%)
40	04.10 Hall Hire (Meeting Rooms)				1,500.00	1,000.00		1,000.00	500.00	500.00 (33%)
44	04.11 Telephone & Broadband				1,500.00	761.93		761.93	738.07	738.07 (49%)
139	04.12 Bank Charges				140.00	146.10		146.10	-6.10	-6.10 (-4%)
112	04.13 VAT Payments									(N/A)
171	04.14 Subsidiary/Miscellaneous				100.00	111.00		111.00	-11.00	-11.00 (-11%)
SUB TOTAL			545.82	545.82	14,540.00	9,591.39		9,591.39	4,948.61	5,494.43 (37%)

05.00 Projects

		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
117	05.01 Planning Applications									(N/A)
145	05.02 Bus Subsidiary				1,000.00	1,000.00		1,000.00		(0%)
146	05.03 Heritage Projects				3,111.30	3,111.30		3,111.30		(0%)
69	05.04 Defibrillators				1,500.00	96.25		96.25	1,403.75	1,403.75 (93%)
148	05.05 Community First Aid				500.00				500.00	500.00 (100%)
100	05.06 Community Calendar				400.00	400.00		400.00		(0%)
155	05.07 Community Centre				4,000.00	4,000.00		4,000.00		(0%)
101	05.08 Events									(N/A)
SUB TOTAL					10,511.30	8,607.55		8,607.55	1,903.75	1,903.75 (18%)

06.00 Highways & Streets

		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

123	06.01 Lighting of Parish	2,000.00	976.33	976.33	1,023.67	1,023.67 (51%)
144	06.02 Signs	500.00	296.84	296.84	203.16	203.16 (40%)
73	06.03 Footways	500.00			500.00	500.00 (100%)
SUB TOTAL		3,000.00	1,273.17	1,273.17	1,726.83	1,726.83 (57%)

07.00 Greens & Maintenance

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
81	07.01 Enhancements & Repairs				1,000.00	894.43		894.43	105.57	105.57 (10%)
48	07.02 Sundry Purchases				1,600.00	1,346.75		1,346.75	253.25	253.25 (15%)
67	07.03 Events/Xmas Lighting				3,400.00	2,231.78		2,231.78	1,168.22	1,168.22 (34%)
50	07.04 Running Costs Maintenance				700.00	1,059.33		1,059.33	-359.33	-359.33 (-51%)
161	07.05 Litter Bins				814.40				814.40	814.40 (100%)
51	07.06 Van Lease Costs				3,000.00	2,874.95		2,874.95	125.05	125.05 (4%)
49	07.07 Fuel - Van & Mow				2,200.00	1,219.11		1,219.11	980.89	980.89 (44%)
74	07.08 Defibrillator Maintenance				2,000.00	60.00		60.00	1,940.00	1,940.00 (97%)
80	07.09 Vandalism				1,000.00	345.98		345.98	654.02	654.02 (65%)
160	07.10 - Planting Grants	2,750.00	2,750.00			73.00		73.00	-73.00	-73.00 (-2%)
79	07.11 Trees - Annual Surveys				1,500.00				1,500.00	1,500.00 (100%)
78	07.12 Trees - Surgery				5,000.00	3,440.00		3,440.00	1,560.00	1,560.00 (31%)
149	07.13 Hedge/Fencing				4,000.00	845.00		845.00	3,155.00	3,155.00 (78%)
70	07.14 Flowers				1,000.00	536.00		536.00	464.00	464.00 (46%)
150	07.15 Climate Change / Energy				2,000.00	1,987.04		1,987.04	12.96	12.96 (0%)
71	07.16 Library Shrub Beds				200.00	121.00		121.00	79.00	79.00 (39%)
SUB TOTAL		2,750.00	2,750.00		29,414.40	17,034.37		17,034.37	12,380.03	12,380.03 (38%)

08.00 The Ashway

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
57	08.01 Ashway Grounds				6,000.00	3,595.00		3,595.00	2,405.00	2,405.00 (40%)
56	08.02 Ashway Grass Cutting				1,800.00	1,558.00		1,558.00	242.00	242.00 (13%)
53	08.03 Ashway Changing				3,000.00	2,661.83		2,661.83	338.17	338.17 (11%)
54	08.04 Ashway Changing				500.00	478.48		478.48	21.52	21.52 (4%)
SUB TOTAL					11,300.00	8,293.31		8,293.31	3,006.69	3,006.69 (26%)

09.00 St David's

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
64	09.01 St David's Grounds				7,000.00	7,198.00		7,198.00	-198.00	-198.00 (-2%)
63	09.02 St David's Grass Cutting				2,800.00	2,138.00		2,138.00	662.00	662.00 (23%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

151	09.03 MUGA Maintenanc	2,000.00	86.14		86.14	1,913.86	1,913.86 (95%)
152	09.04 Safety Surfaces M	4,000.00				4,000.00	4,000.00 (100%)
52	09.05 St David's Trade \	1,000.00	1,201.78		1,201.78	-201.78	-201.78 (-20%)
SUB TOTAL		16,800.00	10,623.92		10,623.92	6,176.08	6,176.08 (36%)

10.00 Millenium Garde

		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
72	10.01 Millennium Garde				1,100.00	370.00		370.00	730.00	730.00 (66%)
SUB TOTAL					1,100.00	370.00		370.00	730.00	730.00 (66%)

11.00 Pocket Park

		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
75	11.01 Pocket Park				1,250.00		295.00	295.00	955.00	1,250.00 (100%)
SUB TOTAL					1,250.00		295.00	295.00	955.00	1,250.00 (100%)

12.00 Spratton Road

		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
60	12.01 Spratton Road G				140.00	140.00		140.00		(0%)
SUB TOTAL					140.00	140.00		140.00		(0%)

13.00 Income

		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
87	13.01 Precept	175,000.00	175,000.00							(0%)
82	13.02 Bank Interest	310.00	3,199.32	2,889.32						2,889.32 (932%)
158	13.03 CIL Payment									(N/A)
91	13.04 Sports - Cricket C	1,209.00	1,209.00							(0%)
94	13.05 Sports - Sands Ur	345.60	408.60	63.00						63.00 (18%)
111	13.06 Sports - Brixworth	384.00	384.00							(0%)
92	13.07 Sports - Brixworth	2,073.00	2,073.00							(0%)
93	13.08 Sports - Other									(N/A)
84	13.09 Community Centr	5,418.40	5,418.40							(0%)
163	13.10 Section 106									(N/A)
86	13.11 WNC Grass Cuttir	1,371.23	1,371.23							(0%)
102	13.12 S106 Community									(N/A)
85	13.13 Miscellaneous									(N/A)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

95	13.14 VAT Q1									(N/A)
96	13.15 VAT Q2									(N/A)
97	13.16 VAT Q3									(N/A)
98	13.17 VAT Q4									(N/A)
SUB TOTAL		186,111.23	189,063.55	2,952.32						2,952.32 (1%)

14.00 Reserves

Code	Title	Receipts			Payments				Net Position	
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
164	14.01 - General Reserve				2,126.00	2,126.00		2,126.00		(0%)
103	14.02 Pocket Park Main									(N/A)
154	14.03 Crime Prevention				327.00	327.00		327.00		(0%)
105	14.04 Ashway Public Op									(N/A)
106	14.05 Ashway and The I									(N/A)
109	14.06 S106 St David's M				106,023.92	106,023.92		106,023.92		(0%)
165	14.07 Kubota Grass Mo				648.00	648.00		648.00		(0%)
166	14.08 Van Branding & E									(N/A)
115	14.09 Mower Replacem									(N/A)
167	14.10 Strimmer Replace									(N/A)
168	14.11 Projects									(N/A)
119	14.12 Community Grant				7,356.00	7,356.00		7,356.00		(0%)
120	14.13 Legal Costs (Othe									(N/A)
121	14.14 Legal Costs Coun									(N/A)
122	14.15 Election Costs									(N/A)
169	14.16 Lighting Footpath:									(N/A)
125	14.17 St David's Car Pa				7,500.00	7,500.00		7,500.00		(0%)
128	14.18 The Ashway Car F				752.52		752.52	752.52		752.52 (100%)
131	14.19 Bus Shelter Repla									(N/A)
126	14.20 Litter Bin Replace				5,685.60	5,685.60		5,685.60		(0%)
127	14.21 Play Equipment				310.66	310.66		310.66		(0%)
132	14.22 Community Centr	6,873.33	6,873.33		7,788.96	7,788.96		7,788.96		(0%)
133	14.23 Events	200.00	200.00		2,480.40	2,480.40		2,480.40		(0%)
129	14.24 Strategic Plannin									(N/A)
170	14.25 Calendar									(N/A)
118	14.26 Projects - St Davi				11,829.62	11,829.62		11,829.62		(0%)
156	14.27 - Floodlights									(N/A)
157	14.28 - CCTV				1,684.86	1,684.86		1,684.86		(0%)
107	14.29 Community Infras				6,834.63	6,834.63		6,834.63		(0%)
110	14.30 S106 Community									(N/A)
108	14.31 S106 St David's F									(N/A)
172	14.32 - Eaglehurst Com	33,963.81	33,963.81							(0%)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

SUB TOTAL	41,037.14	41,037.14		161,348.17	160,595.65	752.52	161,348.17		752.52	(0%)
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Summary

NET TOTAL	229,898.37	233,396.51	3,498.14	380,034.87	345,474.12	1,047.52	346,521.64	33,513.23	38,058.89	(6%)
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Brixworth Parish Council Net Position by Cost Centre and Code

Cost Centre Name

00.00 Section 137

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
162	00.00 Section 137				500.00		500.00
					500.00		500.00

01.00 Staff

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
136	01.01 Salaries				90,000.00	97,802.23	-7,802.23
143	01.02 Employer NI				6,000.00	7,871.23	-1,871.23
137	01.03 Pension - LGPS				21,051.00	13,861.56	7,189.44
140	01.04 Staffing Review						
159	01.05 Locum Clerk						
					117,051.00	£119,535.02	-2,484.02

02.00 Subscriptions & Licences

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
33	02.01 NALC				1,600.00	1,679.17	-79.17
29	02.02 CPRE				40.00	36.00	4.00
28	02.03 ACRE				40.00	70.00	-30.00
37	02.04 Society Local Clerks				280.00	563.00	-283.00
142	02.05 ROSPA				300.00	305.50	-5.50
31	02.06 Living Wage				70.00	66.00	4.00
36	02.07 Scribe Finance				1,000.00	648.00	352.00
34	02.08 Parish On Line Map				150.00	82.50	67.50
38	02.09 Web Site & Emails				500.00	295.00	205.00
23	02.10 Human Resources/				3,300.00	1,708.13	1,591.87
24	02.11 ICT				2,750.00	2,438.30	311.70
32	02.12 Microsoft						
30	02.13 Information Commis				40.00	35.00	5.00
141	02.14 Payroll Services				1,000.00	923.70	76.30
138	02.15 Adobe License				160.00	199.68	-39.68
					11,230.00	£9,049.98	2,180.02

03.00 Expenses & Allowances

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
17	03.01 Clerk's Expenses				750.00	127.73	622.27
19	03.02 Chairman's Allowan				400.00	30.00	370.00
18	03.03 Telephone -Mobile				500.00	202.03	297.97
20	03.04 Parish Councillors E				200.00		200.00
					1,850.00	£359.76	1,490.24

04.00 Administration

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
22	04.01 Audit - Internal				400.00	495.00	-95.00	
21	04.02 Audit - External				1,000.00	630.00	370.00	
43	04.03 Newsletters				1,500.00	1,400.00	100.00	
41	04.04 Insurance - General				2,000.00	1,553.77	446.23	
42	04.05 Insurance - Vehicles				900.00	785.00	115.00	
47	04.06 Stationery & Postag			45.82	600.00	232.27	413.55	
46	04.07 Office Equipment				400.00	1,109.91	-709.91	
45	04.08 Training				2,000.00	866.36	1,133.64	
25	04.09 Legal Costs (Asset I			500.00	2,500.00	500.05	2,499.95	
40	04.10 Hall Hire (Meetings)				1,500.00	1,000.00	500.00	
44	04.11 Telephone & Broadt				1,500.00	761.93	738.07	
139	04.12 Bank Charges				140.00	146.10	-6.10	
112	04.13 VAT Payments							
171	04.14 Subsidiary/Misc				100.00	111.00	-11.00	
					£545.82	14,540.00	£9,591.39	5,494.43

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Brixworth Parish Council Net Position by Cost Centre and Code

Cost Centre Name

05.00 Projects

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
117	05.01 Planning Applicator						
145	05.02 Bus Subsidiary				1,000.00	1,000.00	
146	05.03 Heritage Projects				3,111.30	3,111.30	
69	05.04 Defibrillators				1,500.00	96.25	1,403.75
148	05.05 Community First Aid				500.00		500.00
100	05.06 Community Calenda				400.00	400.00	
155	05.07 Community Centre (4,000.00	4,000.00	
101	05.08 Events						
					10,511.30	£8,607.55	1,903.75

06.00 Highways & Street Lighting

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
123	06.01 Lighting of Parish Ft				2,000.00	976.33	1,023.67
144	06.02 Signs				500.00	296.84	203.16
73	06.03 Footways				500.00		500.00
					3,000.00	£1,273.17	1,726.83

07.00 Greens & Maintenance

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
81	07.01 Enhancements & M				1,000.00	894.43	105.57
48	07.02 Sundry Purchases -				1,600.00	1,346.75	253.25
67	07.03 Events/Xmas Lights				3,400.00	2,231.78	1,168.22
50	07.04 Running Costs Mow				700.00	1,059.33	-359.33
161	07.05 Litter Bins				814.40		814.40
51	07.06 Van Lease Costs				3,000.00	2,874.95	125.05
49	07.07 Fuel - Van & Mower				2,200.00	1,219.11	980.89
74	07.08 Defibrillator Mainten				2,000.00	60.00	1,940.00
80	07.09 Vandalism				1,000.00	345.98	654.02
160	07.10 - Planting Grants		2,750.00	2,750.00		73.00	-73.00
79	07.11 Trees - Annual Surv				1,500.00		1,500.00
78	07.12 Trees - Surgery				5,000.00	3,440.00	1,560.00
149	07.13 Hedge/Fencing				4,000.00	845.00	3,155.00
70	07.14 Flowers				1,000.00	536.00	464.00
150	07.15 Climate Change / Ei				2,000.00	1,987.04	12.96
71	07.16 Library Shrub Bed				200.00	121.00	79.00
			2,750.00	£2,750.00	29,414.40	£17,034.37	12,380.03

08.00 The Ashway

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
57	08.01 Ashway Grounds M				6,000.00	3,595.00	2,405.00
56	08.02 Ashway Grass Cutti				1,800.00	1,558.00	242.00
53	08.03 Ashway Changing F				3,000.00	2,661.83	338.17
54	08.04 Ashway Changing F				500.00	478.48	21.52
					11,300.00	£8,293.31	3,006.69

09.00 St David's

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
64	09.01 St David's Grounds				7,000.00	7,198.00	-198.00
63	09.02 St David's Grass Cu				2,800.00	2,138.00	662.00
151	09.03 MUGA Maintenance				2,000.00	86.14	1,913.86
152	09.04 Safety Surfaces Mai				4,000.00		4,000.00
52	09.05 St David's Trade We				1,000.00	1,201.78	-201.78
					16,800.00	£10,623.92	6,176.08

10.00 Millenium Garden

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Brixworth Parish Council Net Position by Cost Centre and Code

Cost Centre Name

72 10.01 Millennium Garden	1,100.00	370.00	730.00
	1,100.00	£370.00	730.00

11.00 Pocket Park

<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
		Budget	Actual	Budget	Actual	Budget
75 11.01 Pocket Park				1,250.00		1,250.00
				1,250.00		1,250.00

12.00 Spratton Road

<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
		Budget	Actual	Budget	Actual	Budget
60 12.01 Spratton Road Groi				140.00	140.00	
				140.00	£140.00	

13.00 Income

<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
		Budget	Actual	Budget	Actual	Budget
87 13.01 Precept		175,000.00	175,000.00			
82 13.02 Bank Interest		310.00	3,199.32			2,889.32
158 13.03 CIL Payment						
91 13.04 Sports - Cricket Clul		1,209.00	1,209.00			
94 13.05 Sports - Sands Unit		345.60	408.60			63.00
111 13.06 Sports - Brixworth S		384.00	384.00			
92 13.07 Sports - Brixworth J		2,073.00	2,073.00			
93 13.08 Sports - Other						
84 13.09 Community Centre (5,418.40	5,418.40			
163 13.10 Section 106						
86 13.11 WNC Grass Cutting		1,371.23	1,371.23			
102 13.12 S106 Community C						
85 13.13 Miscellaneous						
95 13.14 VAT Q1						
96 13.15 VAT Q2						
97 13.16 VAT Q3						
98 13.17 VAT Q4						
		186,111.23	£189,063.55			2,952.32

14.00 Reserves

<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
		Budget	Actual	Budget	Actual	Budget
164 14.01 - General Reserves				2,126.00	2,126.00	
103 14.02 Pocket Park Mainte						
154 14.03 Crime Prevention				327.00	327.00	
105 14.04 Ashway Public Ope						
106 14.05 Ashway and The Ri						
109 14.06 S106 St David's MU				106,023.92	106,023.92	
165 14.07 Kubota Grass Mowe				648.00	648.00	
166 14.08 Van Branding & Enc						
115 14.09 Mower Replacem						
167 14.10 Strimmer Replacem						
168 14.11 Projects						
119 14.12 Community Grants				7,356.00	7,356.00	
120 14.13 Legal Costs (Other)						
121 14.14 Legal Costs County						
122 14.15 Election Costs						
169 14.16 Lighting Footpaths						
125 14.17 St David's Car Park				7,500.00	7,500.00	
128 14.18 The Ashway Car Pa				752.52		752.52
131 14.19 Bus Shelter Replace						
126 14.20 Litter Bin Replacem				5,685.60	5,685.60	
127 14.21 Play Equipment				310.66	310.66	
132 14.22 Community Centre I		6,873.33	6,873.33	7,788.96	7,788.96	
133 14.23 Events		200.00	200.00	2,480.40	2,480.40	
129 14.24 Strategic Planning						
170 14.25 Calendar						
118 14.26 Projects - St David's				11,829.62	11,829.62	
156 14.27 - Floodlights						

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Brixworth Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

157 14.28 - CCTV			1,684.86	1,684.86	
107 14.29 Community Infrastru			6,834.63	6,834.63	
110 14.30 S106 Community C					
108 14.31 S106 St David's Pla					
172 14.32 - Eaglehurst Comm	33,963.81	33,963.81			
	41,037.14	£41,037.14	161,348.17	£160,595.65	752.52
NET TOTAL	229,898.37	£233,396.51	380,034.87	£345,474.12	38,058.89

Brixworth Parish Council
Reserves Balance
2023-2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
14.02 Pocket Park Maintenance	2,290.60				2,290.60
14.03 Crime Prevention Security	1,299.94		327.00		972.94
14.04 - Ashway POS RF	1,734.00				1,734.00
14.05 - Ashway/Ridings POS - f	23,712.30				23,712.30
14.06 - S106 MUGA RF	105,000.00	2,500.00	106,023.92		1,476.08
14.07 - Kubota Grass Mower EF	9,782.00		648.00		9,134.00
14.08 - Van Branding & end of l	1,272.00				1,272.00
14.09 - Small Mower Replacem	1,200.00				1,200.00
14.10 - Strimmer Replacement l	600.00				600.00
14.11 - Projects ER	12,549.23				12,549.23
14.12 - Community Grants - ER	11,620.01		7,356.00		4,264.01
14.13 - Legal Other ER	864.00				864.00
14.14 - Legal County Court ER	5,560.44				5,560.44
14.15 - Election Costs ER	4,545.00				4,545.00
14.16 - Lighting Footpaths ER	7,020.00				7,020.00
ER - Heritage Projects - CLOSE	343.50	-343.50			0.00
14.17 - St David's Car Park ER	7,500.00		7,500.00		0.00
14.18 - Ashway Car Park - ER	9,000.00				9,000.00
14.19 - Bus Shelters ER	7,980.00				7,980.00
14.20 - Litter Bins ER	4,500.00	1,185.60	5,685.60		0.00
14.21 - Play Equipment	12,000.00		310.66		11,689.34
14.22 - Community Centre Rep:	6,237.00	554.00	7,788.96	6,873.33	5,875.37
14.23 - Community Events	2,500.00		2,480.40	200.00	219.60
14.24 - Strategic Planning ER	10,599.19	-7,599.19			3,000.00
14.25 - Calendar ER	224.00				224.00
14.29 - Community Infrastructur	23,521.26		6,834.63		16,686.63
14.26 - Projects St Davids	28,336.43	-2,984.95	11,829.62		13,521.86
14.27 - Floodlights	6,240.00				6,240.00
14.28 - CCTV	1,199.91	484.95	1,684.86		0.00
14.01 General Reserves		77,788.70	2,126.00		75,662.70
14.32 - Eaglehurst Commuted £				33,963.81	33,963.81
Total Capital	309,230.81	71,585.61	160,595.65	41,037.14	261,257.91
TOTAL RESERVE	309,230.81	71,585.61	160,595.65	41,037.14	261,257.91
GENERAL FUND					14,279.88

Brixworth Parish Council
Reserves Balance
2023-2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
TOTAL FUNDS					275,537.79

ASSET REGISTER Balance Sheet

Summary Menu	2023-2024		2024-2025	
Asset Type	Previous Year		Current Year	
Buildings	£	167,722.13	£	167,722.13
Parish Office	£	6,389.07	£	9,126.10
Street Furniture	£	25,850.30	£	33,840.42
St David's	£	91,230.87	£	97,213.88
The Ashway	£	14,877.00	£	14,877.00
Spratton Road	£	25,000.00	£	25,000.00
Mowers & Machinery	£	15,714.78	£	17,939.21
Cleaning Equipment	£	-	£	365.82
Community Centre	£	6,299.20	£	6,787.60
Misc	£	590.00	£	644.50
Balance	£	353,673.35	£	373,516.66
Disposal (Running Total)	£	63,579.24	£	71,470.40



Last Updated:

08/04/2024 14:25

Buildings

Total

£ 167,722.13

£ 308,121.91

Asset	Description	Purchase Date	Purchase Cost	Insurance Value
Buildings	St Davids Rec. Grd. Equipment Store	unknown	£ 29,550.00	£ 37,058.00
Buildings	Ashway Playing Fields Changing Rooms	Mar-07	£ 138,171.13	£ 178,363.91
Buildings	War Memorial	unknown	£ 1.00	£ 92,700.00

Parish Office

Total £ 9,126.10 £ 13,379.59

Category	Description	Purchase Date	Purchase Cost	Insurance Value
Equipment	Recording Machine	Mar-15	£ 144.00	£ 156.82
Equipment	Shredder	Feb-18	£ 216.00	£ 216.00
Equipment	Telephone - Landline	Aug-19	£ 35.00	£ 35.00
Furniture	Table and four chairs	Jul-01	£ 802.90	£ 1,057.39
Furniture	5 storage cupboards	May-04	£ 698.00	£ 918.00
Furniture	Community Centre Blind	Dec-04	£ 305.00	£ 393.97
Furniture	Chubb Fire Proof Safe	Jul-10	£ 705.00	£ 709.26
Furniture	Fire Proof Document Cupboard	Apr-19	£ 814.00	£ 814.00
Furniture	PC Roller Banners	Mar-15	£ 408.00	£ 445.96
Furniture	TV and bracket	May-19	£ 315.00	£ 315.00
Furniture	Key Cabinet	Nov-19	£ 72.40	£ 72.40
Furniture	Office Chair - Information Point	Dec-20	£ 113.00	£ 113.00
Furniture	4 Drawer Filing Cabinet	Jan-00	£ 73.00	£ 250.00
Furniture	Office Chair - Information Point	Sep-23	£ 43.00	£ 52.00
Furniture	Office Chair - Information Point	Jul-19	£ 113.00	£ 113.00
Furniture	Oak Notice Board	May-05	£ 874.40	£ 1,208.28
Furniture	Meeting tables	May-99	£ 1.00	£ 1,000.00
Furniture	Meeting Chairs	May-99	£ 1.00	£ 1,800.00
IT	Dell Laptop for Admin Support use	Feb-18	£ 757.00	£ 779.71
IT	Brother Printer Scanner MFC J5730DW	Sep-18	£ 162.80	£ 200.00
IT	Dell laptop for Assistant Clerks use	Feb-21	£ 758.00	£ 758.00
IT	Screen and Projector	Sep-16	£ 291.67	£ 318.80
IT	Laptop For Clerk	Aug-23	£ 758.00	£ 909.00
IT	Asst Clerk Phone	Mar-23	£ 357.50	£ 410.00
IT	Phone Cases	Mar-23	£ 12.00	£ 12.00
IT	Phone Headsets	Nov-22	£ 90.00	£ 102.00
IT	Mobile Phones (Staff)	Mar-23	£ 100.00	£ 120.00
IT	Dell computer	Nov-23	£ 60.00	£ 100.00
IT	Router - Talk Talk	Jul-05	£ 45.43	£ -

Street Furniture

Total

£ 33,840.42 £ 39,562.46

Asset	Description	Purchase Date	Purchase Cost	Insurance Value
Benches	3 St Davids Rec (in association with new play area)	Feb-22	£ 760.50	£ 1,170.00
Benches	1 Adj The George	Unknown	£ 250.00	£ 250.00
Benches	1 Station Road	Unknown	£ 1,867.00	£ 2,000.00
Benches	1 The Pound	Unknown	£ 250.00	£ 250.00
Benches	1 Npton Rd, Brd St	Unknown	£ 250.00	£ 250.00
Benches	1 Community Ctr	Unknown	£ 250.00	£ 250.00
Benches	1 Mill Gdn	Unknown	£ 1,867.00	£ 2,000.00
Benches	1 Village Hall	Unknown	£ 1,867.00	£ 2,000.00
Benches	WW 1 Bench	Nov-18	£ 300.00	£ 300.00
Bus Shelters	3 Northampton Road	Unknown	£ 3,850.00	£ 3,850.00
Bus Shelters	1 Spratton Road	Unknown	£ 3,850.00	£ 3,850.00
Bus Shelters	1 Scaldwell Road	Oct-04	£ 1,440.00	£ 1,440.00
Decorations	33 Christmas Trees	Dec-23	£ 774.00	£ 921.74
Decorations	33 Christmas Lights	Dec-23	£ 530.00	£ 666.00
Decorations	Tommy Silhouette	Nov-18	£ 646.92	£ 646.92
Defibrillator	defibrillator (Ashway)	Jul-05	£ 1.00	£ 1,725.00
Defibrillator	defibrillator (St Davids)	Jul-05	£ 1.00	£ 1,300.00
Litter Bins	Litter bins x 12	Jul-24	£ 5,686.00	£ 5,685.60
Picnic Tables	St Davids Rec (in association with new play area)	Feb-22	£ 476.00	£ 700.00
Planters	9 Entrance Planters	Jun-17	£ 1,080.00	£ 1,080.00
Planters	2 Fence Planters	Apr-19	£ 314.00	£ 314.00
Planters	2 Fence Planters	Apr-21	£ 392.00	£ 392.00
Street Lamps	8 street lamps (approx total)	Unknown	£ 7,138.00	£ 8,521.20

Asset	Description	Purchase Date	Purchase Cost	Insurance Value
Fencing	Post and rail fence	Apr-03	£ 2,268.00	£ 3,593.60
Fencing	Muga Ball Stop Fence	Jul-05	£ 9,680.00	£ 10,000.00
Fencing	3.0m Mesh Fencing 18 l/m fencing 1 No. Additional Post in association with new play	Feb-22	£ 1,401.16	£ 1,401.16
Play Equipment	Rocking Horse - refurbished 2022	Unknown	£ 3,900.00	£ 6,058.35
Play Equipment	Robinia Cableway for Flat Site in Natural FSC Hardwood	Feb-22	£ 3,321.40	£ 5,260.00
Play Equipment	Robinia Cableway Start Platform in Natural FSC Hardwood	Feb-22	£ 1,760.00	£ 3,520.00
Play Equipment	Hill Climber, Type 5 red, inground	Feb-22	£ 315.00	£ 630.00
Play Equipment	Robinia Dynamic Bar in Natural FSC Hardwood	Feb-22	£ 540.00	£ 1,080.00
Play Equipment	Lime Green Wehopper	Feb-22	£ 1,459.20	£ 3,040.00
Play Equipment	Robinia Cocowave Pendulum Swing in Natural FSC Hardwood	Feb-22	£ 3,170.00	£ 6,340.00
Play Equipment	Robinia Cradle and You and Me Seat Swing in Natural Hardwood	Feb-22	£ 1,867.50	£ 4,150.00
Play Equipment	Wheelchair Carousel, HPL deck plate colour red, inground	Feb-22	£ 2,840.00	£ 5,680.00
Play Equipment	Robinia Butterfly Seesaw in Natural FSC Hardwood	Feb-22	£ 884.00	£ 1,360.00
Play Equipment	Jumper Square, 1.5m x 1.5m, with grey SBR tiles, inground	Feb-22	£ 2,200.00	£ 4,400.00
Play Equipment	Horse Springer Inground 40cm	Feb-22	£ 403.00	£ 620.00
Play Equipment	Robinia Five Balancing Water Lilies in Natural FSC Hardwood	Feb-22	£ 364.00	£ 560.00
Play Equipment	Robinia Double Emotions Play Panel in Natural Hardwood	Feb-22	£ 851.50	£ 1,310.00
Play Equipment	Robinia Stilts in Natural FSC Hardwood	Feb-22	£ 526.50	£ 810.00
Play Equipment	Bespoke Embankment Slide	Feb-22	£ 1,218.00	£ 1,740.00
Play Equipment	Robinia Birds Nest and Flat Seat Swing in Natural Hardwood	Feb-22	£ 1,735.00	£ 3,470.00
Play Equipment	Robinia Tower and Climber Unit in Natural FSC Hardwood	Feb-22	£ 2,652.00	£ 4,080.00
Play Equipment	Bespoke Robinia Triple Towers in Coloured Natural Hardwood	Feb-22	£ 16,076.82	£ 32,700.00
Play Equipment	Bespoke Binoculars	Feb-22	£ 312.00	£ 520.00
Play Equipment	Robinia Triple Somersault Bars in Natural FSC Hardwood	Feb-22	£ 474.50	£ 730.00
Play Equipment	Lime Green Spinner Bowl Inground 90cm, colour lime green	Feb-22	£ 422.50	£ 650.00
Play Equipment	Dragonfly Play Sculpture	Feb-22	£ 750.00	£ 750.00
Play Equipment	Rubbing Posts with Braille X 3	Feb-22	£ 985.71	£ 985.71
Play Equipment	Bespoke Eagle Totem Pole	Feb-22	£ 1,078.57	£ 1,078.57
Play Equipment	Engraved Archway with Eagles	Feb-22	£ 1,857.14	£ 1,857.14
Play Equipment	Leaf Stepping Stone X 8	Feb-22	£ 137.04	£ 137.04
Play Equipment	Ladybird Cast Stone Sculpture	Feb-22	£ 114.27	£ 114.27
Play Equipment	Butterfly Cast Stone Sculpture	Feb-22	£ 171.42	£ 171.42
Play Equipment	Caterpillar Cast Stone Sculpture	Feb-22	£ 171.42	£ 171.42
Play Equipment	Dung Beetle Cast Stone Sculpture	Feb-22	£ 171.42	£ 171.42
Play Equipment	Rounded Glacial Boulder (120cm) X 3	Feb-22	£ 560.01	£ 560.01
Play Equipment	4x Sleeper Bridges Castellated sleepers on mound x10	Feb-22	£ 1,101.38	£ 1,108.31
Play Surfaces	EcoSmart Single Layer Grass Mat (256 sq m)	Feb-22	£ 7,365.12	£ 7,365.12
Play Surfaces	SmartPlay Grass Mat with Shockpad (110 sq m)	Feb-22	£ 7,986.00	£ 7,986.00
Play Surfaces	Jungle Mulch	Feb-22	£ 2,539.30	£ 2,539.30
Car Park Surfaces	Car Park Surface	Feb-22	£ 7,500.00	£ 7,500.00

The Ashway

Total

£ 14,877.00

£ 24,577.68

Asset	Description	Purchase Date	Purchase Cost	Insurance Value
Car Park Surfaces	Car Park Surface	Jan-07	£ 1.00	£ 5,000.00
Fencing	Ashway Fencing	Jan-03	£ 500.00	£ 500.00
Furniture	Metal Bench	Dec-07	£ 481.00	£ 677.76
Play Equipment	Nexus Climbing Frame	Dec-07	£ 4,647.00	£ 6,235.55
Play Equipment	Delta Swing	Dec-07	£ 1,146.00	£ 1,491.08
Play Equipment	Nexus Freeride	Dec-07	£ 1,438.00	£ 1,897.78
Play Equipment	Wicksteed double cradle swing	Mar-12	£ 1,939.00	£ 2,140.19
Play Equipment	Pair socketed Senior Goal Posts - Edwards Sports Products	Aug-09	£ 424.00	£ 707.59
Play Equipment	Pair socketed Junior Goal Posts - Edwards Sports Products	Aug-12	£ 430.00	£ 664.72
Play Surfaces	Grass Matting	Dec-07	£ 3,071.00	£ 4,175.33
Play Surfaces	Wicksteed cradle swing matting	Mar-12	£ 800.00	£ 1,087.68

Spratton Road

Total

£ 25,000.00

£ 33,963.33

Asset	Description	Purchase Date	Purchase Cost	Insurance Value
Play Surfaces	Badger Play Unit Grass Matting	Nov-07	£ 2,000.00	£ 2,719.20
Play Surfaces	Junior Swing Grass Matting	Nov-07	£ 1,000.00	£ 1,359.60
Play Surfaces	Toddler Swing Grass Matting	Nov-07	£ 1,000.00	£ 1,359.60
Play Surfaces	Cradle Swing Grass Matting	Nov-07	£ 1,000.00	£ 1,359.60
Play Equipment	Badger Play Unit	Nov-07	£ 8,000.00	£ 10,844.44
Play Equipment	Junior Swing	Nov-07	£ 3,000.00	£ 4,066.67
Play Equipment	Toddler Swings	Nov-07	£ 3,000.00	£ 4,066.67
Play Equipment	Cradle Swing	Nov-07	£ 3,000.00	£ 4,066.67
Furniture	2 Metal Picnic bench	Nov-07	£ 1,000.00	£ 1,355.56
Fencing	Bow Top Fencing	Nov-07	£ 2,000.00	£ 2,765.32

Mowers & Machinery

Total

£ 17,939.21

£ 21,071.50

Asset	Description	Purchase Date	Purchase Cost	Insurance Value
Mowers & Machinery	Stihl BG 86C Grass Blower	Apr-19	£ 187.50	£ 187.50
Mowers & Machinery	Stihl HS82R Hedgetrimmer	Apr-19	£ 262.85	£ 262.85
Mowers & Machinery	Makita Drill 18v Drill set	Apr-19	£ 104.98	£ 104.98
Mowers & Machinery	Stihl FS90 strimmer	Apr-19	£ 370.88	£ 370.88
Mowers & Machinery	Petrol Generator	Nov-23	£ 283.00	£ 340.00
Mowers & Machinery	Pressure washer	Nov-23	£ 92.00	£ 110.00
Mowers & Machinery	Honda Core Mower - HRH536K4 HX E	Feb-15	£ 1,143.00	£ 1,695.29
Mowers & Machinery	Kubota Mower KX19 FTE	May-19	£ 15,495.00	£ 18,000.00

Cleaning Equipment

Total

£

365.82

£

429.00

Asset	Description	Purchase Date	Purchase Cost	Insurance Value
Equipment	Steam Cleaner Karcher	Nov-23	£ 91.66	£ 100.00
Equipment	Steam Cleaner Politi	Feb-24	£ 274.16	£ 329.00

Community Centre

Total

£ 6,787.60

£ 7,883.27

Asset	Description	Purchase Date	Purchase Cost	Insurance Value
Furniture	Ten Metre Zephyr Flag Pole	Jan-09	£ 454.95	£ 570.23
Furniture	Cigarette Bin	Mar-09	£ 93.00	£ 116.57
Furniture	Teacherboard Display Unit	Apr-05	£ 275.00	£ 387.60
Furniture	Notice Board	Jan-04	£ 94.00	£ 141.74
Furniture	One Double Tier Hanging Trolley	May-99	£ 484.00	£ 542.53
Furniture	Transportation Trolley	Apr-99	£ 226.00	£ 254.14
Furniture	Twelve Folding Tables	Apr-99	£ 858.65	£ 960.99
Furniture	120 teal Covered Chairs with metal frame	May-99	£ 3,814.00	£ 4,273.47
Furniture	Coat Hooks	Mar-23	£ 30.00	£ 36.00
Play Equipment	Table Tennis Tables	Apr-22	£ 458.00	£ 600.00

Misc**Total****£****644.50****£****2,655.00**

Asset	Description	Purchase Date	Purchase Cost		Insurance Value	
Furniture	Red Telephone Box	Jan-24	£	1.00	£	2,000.00
Furniture	Dagger Display Cabinet (kept at Doctors Surgery)	Nov-23	£	53.50	£	65.00
Furniture	Exhibition Cabinet (kept at Doctors Surgery)	Mar-19	£	590.00	£	590.00

Disposal Log

Total

£ 71,470.40 £ 85,593.29

Asset	Description	Purchase Date	Disposal Date	Purchase Cost	Insurance Value
Play Surface	Two bay cradle Swing Safety Surface	Unknown	Feb-22	£ 2,700.00	£ 4,163.33
Play Equipment	Caterpillar & Slide	Unknown	Feb-22	£ 5,328.00	£ 6,552.12
Play Surface	Two bay swing Safety Surface	Unknown	Feb-22	£ 2,600.00	£ 4,038.88
Play Surface	Storm Climbing Frame Safety Surface	Nov-04	Feb-22	£ 4,650.00	£ 7,223.43
Play Surface	Cockeral Bounceabout Safety Surface	Nov-04	Feb-22	£ 1,229.00	£ 1,909.14
Play Equipment	Indiana Arena Sport System	Unknown	Feb-22	£ 8,504.00	£ 10,457.11
Play Equipment	SMP Zingo Uno slide	Dec-12	Feb-22	£ 4,867.50	£ 5,372.55
Flooring	Lapsett parkour	Dec-12	Feb-22	£ 11,568.00	£ 12,768.30
Play Surface	Two bay cradle Swing Safety Surface	Nov-04	Feb-22	£ 3,000.00	£ 4,078.80
Play Surface	Rocking Horse Safety Surface	Nov-04	Feb-22	£ 3,000.00	£ 4,078.80
Play Surface	Two bay swing Safety Surface	Nov-04	Feb-22	£ 3,000.00	£ 4,098.80
Play Surface	Storm Climbing Frame Safety Surface	Nov-04	Feb-22	£ 3,900.00	£ 5,302.44
Play Surface	Cockeral Bounceabout Safety Surface	Nov-04	Feb-22	£ 3,000.00	£ 4,078.80
Play Surface	SMP Zingo Uno slide Grass matting	Dec-12	Feb-22	£ 837.50	£ 1,138.66
Play Equipment	Tennis nets & posts	Unknown	Feb-22	£ 159.95	£ 200.00
Play Surface	Lapsett parkour Grass matting	Dec-12	Feb-22	£ 1,782.00	£ 2,422.80
IT	HP Laserjet 3050	Jan-08	Oct-23	£ 165.00	£ 712.98
IT	Dell computer (Charity Assets)	Unknown	Oct-23	£ 376.35	£ 376.35
Street Furniture	Old litter bins (14)	Unknown	Dec-23	£ 1,985.12	£ 2,200.00
Street Furniture	Christmas trees x 31	Nov-04	Dec-23	£ 921.74	£ 1,000.00
Street Furniture	Christmas lights x 31	Nov-04	Dec-23	£ 666.00	£ 700.00
Office Furniture	Three drawer filing cabinet	Unknown	Jan-24	£ 88.00	£ 100.00
Play Equipment	Goal Kick Wall - Spratton Road	Unknown	Apr-24	£ 2,000.00	£ 2,000.00
Mowers & Machinery	Vauxhall Combavan EU05 KKW	28.09.2009 Danetre Gge	Unknown	£ 4,400.00	£ 120.00
IT	Dell computer	Oct-12	Unknown	£ 742.24	£ 500.00

Brixworth Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/03/2024		
	Cash in Hand 01/04/2023		388,629.93
	ADD Receipts 01/04/2023 - 31/03/2024		271,905.91
	SUBTRACT Payments 01/04/2023 - 31/03/2024		660,535.84
			385,262.62
A	Cash in Hand 31/03/2024 (per Cash Book)		275,273.22
	Cash in hand per Bank Statements		
	Petty Cash	31/03/2024	0.00
	01 Nat West Revenue	31/03/2024	21,777.18
	02 Nat West Capital	31/03/2024	253,496.04
			275,273.22
	Less unrepresented payments		
			275,273.22
	Plus unrepresented receipts		
B	Adjusted Bank Balance		275,273.22
	A = B Checks out OK		



Brixworth Parish Council

DRAFT Minutes of the Brixworth Planning Committee Meeting

Monday 8th April 2024 at 7.30pm

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

In attendance:	Councillor Tom Mitchell (Chair), Councillor Frances Peacock (Vice Chair), Councillor James Collyer, Councillor Barbara Lunnon, Councillor Ian Barratt, Councillor Gary Spratt & Councillor Christine Ware
Absent:	None
Clerical Support:	Gavin Kirkup
Members of Public:	0

PART ONE – OPENING PROCEDURES

24/001	Welcome by Chairman Councillor Mitchell welcomed everyone to the Planning Committee meeting and advised attendees of the evacuation procedures and that the meeting was being recorded.	-
24/002	Apologies for absence and acceptance of apologies for absence There were no apologies to accept.	
24/003	Declarations of Interest 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.	
24/004	Agree and Sign the Minutes of Previous Meeting All present RESOLVED to the Chairman, Cllr Mitchell, approving the Planning Committee Meeting Minutes of 11th March 2024 as a true and accurate record. Prop. Cllr. Mitchell. Sec Cllr. Peacock. 1 Abstention.	Paper A
24/005	Public Open Forum Session There were no members of the public present.	-

PART TWO – FOR DECISION

	Ref Number	Application Description	Location
24/006	<u>2024/1455/FULL</u>	Construction of single storey extension at side; Porch extension at front; alterations	Lakeside Cross Hill Brixworth NN6 9DB

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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The Planning Committee **RESOLVED** to **SUPPORT** this application, with observations that the location of the extension sitting on the boundary may or may not give rise to future issues with access and repair.

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

	Ref Number	Application Description	Location
24/007	2024/1535/HRN	Removal of five 6m sections of hedgerow	Land between Draughton and Brixworth

It was noted that part of the hedgerow is outside of the village boundary. Cllr Barratt further noted that a hedgerow has automatic protection if considered important. It must be at least 30 years old, marks a pre-1850 Parish boundary, incorporates a monument or ecological feature or is an integral part of a field system predating the enclosure act.

Cllr Mitchell felt that the onus is on WNC to decide if the hedgerow is important and process the consent accordingly.

Cllr Barratt added that no explanation had been received about why the hedgerow needs to be removed and felt that there was amenity and environmental value that could be lost.

Cllr Ware commented that the plan was to remove mature hedge but should be replaced with appropriate stock including trees within it. She was also concerned that there was no time scale indicated in the application, and this work must not happen during nesting season. Cllr Lunnon noted that taking multiple small sections along the hedgerow would not be visually appealing.

Cllr Mitchell noted the hedgerow is prone to be a habitat to bats. Cllr Ware further noted that the principle and ethos behind Bio diversity must be taken into consideration.

The Planning Committee **RESOLVED** to **COMMENT** on this application. The Planning Committee are concerned that this is a mature hedgerow that we consider to be a site of importance due to proximity to the recreational amenity of Brampton Valley Way. Whilst we do not fully appreciate the technical reasons for this work we ask that should it go ahead, the applicant pays attention to replanting where they can with existing mature hedging. We suggest WNC give due consideration to their obligation to declare if the hedgerow is identified as a hedgerow of importance. The Planning Committee also strongly oppose the works being done during nesting seasons.

Prop. Cllr. Lunnon. Sec. Cllr. Ware. 1 Against.

	Ref Number	Application Description	Location
24/008	2024/1763/LBC	Replace 7 x uPVC casement double-glazed windows, 2 x timber casement double-glazed windows and 1 x half-glazed uPVC rear casement double-glazed door with new 'Timber look' Flush Sash Heritage Window.	The Firs Saneco Lane Brixworth NN6 9DA

The Planning Committee **RESOLVED** to **SUPPORT** this application. The Planning Committee noted that the replacement windows were a better and more appropriate alternative to the existing windows.

Prop. Cllr. Mitchell. Sec. Cllr. Spratt. Unanimous

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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	Ref Number	Application Description	Location
24/009	2024/1738/TCA	Large Chestnut Tree (smaller damaged one of the two) located mid Church Yard adjacent to boundary wall.	Brixworth Allotment Gardens Station Road Brixworth NN6 9DF

It was noted that from the photos it appears the tree is located in the churchyard and not the allotment gardens. There is no location plan included in the application.

Cllr Barratt declared a non-prejudicial interest on this item. He voiced his concerns around this application. We are told it has had a TPO and is in a conservation area. Is it clear from the application form where it is located? The applicant, according to the application form, must give necessary evidence of the present condition of the tree, but is absent from the application. We are told it is dangerous, but there is no detail as to why is it dangerous. Without knowing the condition, how can we decide to fell? Would maintenance be an alternate to pulling the tree out? There is no map, contradictory description of location, no report on the tree's condition. As to the damage to property, what damage to what property? The dry-stone wall underneath the tree has been protected. The application states a written report is needed from an appropriate expert if the tree is said to be damaged. There is not one. Cllr Barratt's view was that other actions that could be taken. The tree is more than 200 years old and part of our heritage. Very poor application.

Cllr Mitchell added that the justification of why they are doing this work is limited to two lines. There are no professional reports to support the application and no location plan clearly identifying where the tree is.

Cllr Ware noted that this tree was identified on a village tree walk on the 10/11/21 and MV pointed out that we were to expect a planning application about this tree as it was diseased. The plan was for it be taken down and replaced by two more trees. If it is diseased, there is reason for it to be removed, but there is no indication of disease within the application. There is no specialist report. She felt it was another poor tree application with so much information missing.

The Planning Committee **RESOLVED** to **NOT SUPPORT** this application.

We believe the application form is wholly inaccurate by way of location and insufficient detail to validate the reasons for the trees removal. The anecdotal information is not supportive of a qualified arboriculturist as required. This tree was identified on the Brixworth tree walk of 10/11/21 where we were told to expect an application due to disease which never came forward. There is no evidence that the tree is diseased. There are no mitigation measures in the event of the tree being removed.

Prop. Cllr. Ware. Sec. Cllr. Mitchell. Unanimous.

PART THREE – FOR INFORMATION

24/010	<p>Any Other Business – Woodsfield. Concerning the re-application, the planning officer supported our arguments at the time and made comments that there was no evidence of a need of this type of property and was part of the argument for refusal. The subsequent reapplication made no reference to that. Aesthetically it was improved and gained approval. Further information has been circulated to the planning committee.</p> <p>Cllr Lunnon asked if a report of applications accepted or refused was available. Admin agreed to circulate the planning portal applications and decisions reports to the committee weekly.</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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The Care cottages application was considered by the Planning Committee on the 19th of Feb. New documents have been updated, primarily on tree preservation and sewage treatment plant. There is also a comments schedule of the comments and objections made, which is dismissive of our concerns and also those of neighbours and other consultees. Cllr Mitchell would update the Strategic Planning Group. It was also noted that an extension was requested, but an extraordinary meeting may be required to consider the updates and comment further within the timescale from WNC planning.

PART FOUR – CLOSING PROCEDURES

24/011

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 29th April 2024.

In the absence of further business, the meeting was closed in full at 20:24pm

Signed as a true and accurate record:

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

Date: 29th April 2024

Minutes Prepared By:
Gavin Kirkup
Administrative Assistant
Brixworth Parish Council

Telephone: 01604 347993

Email: parish.clerk@brixworthparishcouncil.gov.uk

Web: 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.

Initialed:



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