

Meeting Number 69
Date Of Meeting: Wednesday 21st January 2004
Location: Brigstock Village Hall
Purpose Of Meeting: Scheduled Parish Council Meeting
Minutes Prepared By: Nigel Searle
Date & Location Of Next Meetings: Wednesday 18th February 2004
 Brigstock Village Hall @ 7:30
Attendees: Mrs. D Solesbury, Mrs S Wilks, Mr B Fitton, Mrs P Shaw,
 Mrs. B Simon, Mr J Harca, Mrs. B Langley, Mr J Steward,
 Mr J Chudley
Apologies: Mr A Windatt, Mrs S Becket
Copies to: All Parish councillors, Mrs Jenny Spencer,
 Mr. P Atchison, Phil Hope MP

Item No	Subject
69.1	<u>Public Forum</u>
69.1.1	There were several members of the cricket and football clubs in attendance. There was a general dialogue on the issue of charges for using the meadow. The chair stated that this was an agenda item and a proposal would be put before the council.
69.1.2	<u>Declaration of interest</u> Mr J Steward declared an interest. This was not deemed as prejudicial and Mr Steward was not required to leave the meeting.
69.1.3	There was a wish to have a dialogue on the charging structure for those with the most impact. It was agreed to have a meeting between representatives of the clubs and parish councillors. This was arranged for Tuesday 27 th January at 7:30 in the village hall.
69.1.4	A member of the Cricket passed a NCC grant pack, this would be looked into by Mr Harca to see if the parish Council could get financial support for the meadow.
69.2	<u>Apologies for absence</u>
69.2.1	Received from Mr Windatt and Mrs Becket. These were accepted.
69.3	<u>Minutes Of Previous Meetings</u>
	Minutes of Meeting 68 were agreed as an accurate record of the proceedings and signed by the chair as such.

69.4 **Matters Arising**

69.4.1 All matters arising, outstanding actions and completed actions are on pages 5 to 8 of the meeting notes. These have been updated with current status.

- 62.6.1 As it is not required to renew the meadow lease early this item is now deemed completed
- 62.11.1 A meeting to agree terms with cricket club arranged this item has been superseded
- 64.11.3 War memorial railings, subsequent to the meeting the grant cheque arrived. Mr smith paid. This is now concluded

69.5 **Police Officer Report**

There was no police officer present at the meeting to report

69.6 **Accounts**

69.6.1 **Balance brought forward** **£8,308.50**

69.6.2 **Income**

Crowsons (Mrs Clayton)	£48:00
Cricket club (Car boot)	£30:00
Mr Clark (Pound rent)	£05:00
Crowsons (Mr A Hector & Mrs Stannard)	£96:00
	<u>£179:00</u>

£8,487.50

69.6.3 **Payments**

100502 N Searle (Clerking fee and expenses)	£539.79
100503 Shaws (Cemetery registers)	£235.96
100504 ENDC (Election charges)	£123.98
100505 ABB (Lighting maintenance)	£348.29
100506 Powergen (Lighting supply)	£713.77
	<u>£1,961.79</u>

69.6.4 **Balance carried forward** **£6,525.71**

69.6.5 The Clerk was authorised to make these payments

69.6.6 A grant cheque was expected in the next few days from EB Northants for £1,000:00. The clerk was authorised to pay the outstanding balance of the railings invoice on its receipt.

69.7 **Planning**

69.7.1 Mr Fitton went through the detail of the planning committees report.

List of planning status documents see appendix 3

69.8 **Meadow Lease**

- 69.8.1 The reason to renew the lease early was to secure funding for the proposed skateboard facility in the meadow. As the support for this has waned to the level that the project has been put on hold there is no benefit or financial advantage to renew early
- 69.9 Cricket club agreement**
- 69.9.1 The proposed new scale of charges as per appendix 2 was discussed and agreed in principle. Proposed by Beryl Simon and seconded by John Harca
- 69.9.2 It was suggested that instead of such an itemised scale of charging this should be simplified and the total amount required be paid at agreed times during the year. This approach was not dismissed and would be considered.
- 69.9.3 A meeting to agree the way forward has been arranged for Tuesday 27th January. This should be the springboard to agree terms plus the creation of a agreement with Cricket Club
- 69.9.4 After the meeting (69.9.3) it was agreed that the result to be taken to an independent solicitor and formal documents drawn up. Proposed John Harca seconded Beryl Simon.
- 69.10 War memorial**
- 69.10.1 Mrs Wilks had received a written quotation for £750:00 and a verbal for £1,000:00. There were various organisations that could be approached once all quotations for the work had been received in writing. Grant applications and the chosen contractor could then be progressed.
- 69.10.2 Mr Harca expressed an opinion that the work should be completed as soon as practicable
- 69.11 Village website**
- 69.11.1 Progressing. Mrs Wilks gave an update on the current status
- 69.11.2 Clerk to supply E-copy of meeting notes to be posted to the site
- Site address is www.Brigstock.net
- 69.12. Shed for parish mowers**
- After much discussion, yet again there was no consensus. Add to the February meeting agenda
- 69.13 Parish highways representative**
- There had been a visit from Mr Gore from highways. Report on the visit to be prepared for discussion at the February meeting.

69.13 Correspondence
 See attached list Appendix 2

There was a letter from Atkins giving the parish council the option to manage there own highways grass cutting. This was not thought to be beneficial. No action required

69.14 Any Other Business

69.14.1 In general it was commented that the street lighting was becoming dull. Clerk to investigate

69.14.2 Investigate the provisioning of a footpath / cycle track Brigstock/ Sudborough / Lowick

67.17 Date of next meeting
 Meeting schedule

January 21 st	May 19 th	September 15 th
February 18th	June 23 rd	October 20 th
March 17 th	July 21 st	November 17 th
April 21 st	August No meeting	December No meeting

Ref	Completed Actions	Resp	Due by
62.6.1	61.4.2 60.5.4 59.9.1 Letter sent to Bletsoe's accepting Mr Spencers offer to renew the lease early. Response has not yet been received. Clerk to send letter enquiring as to the current position. Action Letters have been sent 18 th Jan 03, 25 th Feb 03 and 25 th March 03 plus subsequent telephone calls, no response to date. Current Status <u>Subsequent to meeting a letter has been received from Bletsoe's</u> Agenda item for July meeting. Letter sent confirming 21 year renewal required.	N Searle	18.06.03
62.11.1	There is a desire to formalise the arrangement between the Cricket Club and the Parish Council. Actions Agreed <ul style="list-style-type: none"> • Contact NALCO regarding advice and model contracts COMPLETED • Set up a meeting between the Cricket Club and Parish Council before June meeting • Write to Mr R Spencer regarding the Roadway in accordance with current lease COMPLETED Mr Spencer has given his permission 	N. Searle N. Searle	18/06/03 18/06/03
64.11.3	Railings round the War Memorial. S Wilks has obtained a quotation from R.A. Smith Thrapston to remove and replace railings at a cost of £2000:00. S. Wilks to arrange to have the old railings removed. It was agreed that the work needed to be done. Mrs Langley updated the meeting on the changes with E.B Northants funding, and the centralisation of their activities. An application for a 50% grant towards the cost has been submitted. There is no indication as to if the grant will be forthcoming. Mrs Langley will enquire as to the grants status in a few weeks £1000:00 paid decision on grant in November Meeting 68 Completed form for the £1000 contribution from EB Northants	S. Wilks B. Langley	16/07/03 16/07/03
66.6.2	Clerk instructed to write to ACRE regarding speeding and what actions they can support. Meeting 67 No response to e-mail Meeting 68 Awaiting response	Clerk	15/10/03
66.6.4	Traffic issues in the village - Concern was again expressed as to the irresponsible parking on the High Street / Hall Hill corner. The clerk was asked to write to Debby Strong at NCC to visit the village and advise on suitable options. Meeting 67 No response to correspondence received The clerk was asked to look at the planning permission for the conditions detailed by the Co-op when the shop was demolished and car park constructed Meeting 67 No planning	Clerk	15/10/03

	documentation on file Meeting 68 Response received will arrange a meeting in due course		
66.6.3	Clerk instructed to write to Police to get precise details of recorded incidence (accidents) on the A6116 route. Meeting 67 No response to correspondence received Meeting 68 No response to correspondence received	Clerk	15/10/03
67.10.1	Meadow lease At long last Bletsoes have responded with proposed terms. The rent to be increased from £1600pa to £3000pa. This is unacceptable to the Parish Council and Clerk to write to get a justification for such an increase. Meeting 68 see meeting notes 68.9	Clerk	19/11/03
67.14.1	Grass cutting There was general discussion on this subject. It was thought that it would be slightly more expensive but the overall impact to the village would be beneficial. Clerk to get costs from County Council and the value credited to parish if opted out. Meeting 68 See meeting note 68.12	Clerk	19/11/03
67.16.9	There are no name plates for Sudborough Road or Benefield road. Clerk to write to highways regarding their instillation. Meeting 68 Reported signage missing	Clerk	19/11/03
	Atkins Parish Highway Representative required. Meeting 68 Meeting arranged agenda for next meeting	S Wilks	19/11/03
	S Wilks to obtain the address of the Cricket club secretary	S Wilks	21/01/04
68.9.2	The question was raised as to if the parish council should in renew the lease. It was thought that it might be more appropriate for the meadow users to set up an independent group to lease and manage the meadow. The chair to call a meeting of meadow users to discuss this.	B Langley	21/01/04
68.10.2	The clerk had written to Mr Sharp regarding the confirmation of adequate insurance and drinks licence. No response received. The parish council are concerned that its correspondence is continually ignored. Mrs Wilks to contact the Cricket Club Secretary	S. Wilks	21/01/04
68.13.1	Development of affordable housing (Invite sender to February meeting)	Clerk	21/01/04
68.13.2	ENDC Young peoples issues (Circulate with meeting notes)	Clerk	21/01/04
68.14.2	There had been complaints regarding the overhanging shrubs in the gardens of the doctor's surgery and at number 19 Bridge street. Clerk to write.	Clerk	21/01/04
68.14.3	Reports of smells and smoke from the composting facility on the Stanion Road. Clerk to write to environmental health	Clerk	21/01/04
68.14.2	There had been complaints regarding the overhanging shrubs in the gardens of the doctor's surgery and at number 19 Bridge street. Clerk to write.	Clerk	21/01/04

68.14.3	Reports of smells and smoke from the composting facility on the Stanion Road. Clerk to write to environmental health	Clerk	21/01/04
68.14.1	Parish mowers. There is still no agreement on a solution. Steel containers were priced at £1000+. Mr Harca to establish a more cost effective product.	J Harca Clerk	21/01/04 21/01/04

Ref	Outstanding Actions	Resp	Due by
64.11.2	<p>War Memorials Grant for War Memorial. There are £250:00 grants available from the War Memorials association. S Wilks has the forms and is progressing this.</p> <p>Meeting 67 S. Wilks to get price for cleaning the Memorial so that a grant can be applied for</p> <p>Meeting 68 Mrs Wilks had obtained one quotation and awaiting a second.</p> <p>Meeting 69 Mrs Wilks still awaiting second written quotation</p>	S Wilks	18/07/03
62.16.5	<p>On Line (creation of village website) Mr Windatt took the correspondence and will review and report back. Mrs Wilks said that there was a school project on this topic. Mr Harca also stated that the Camp action group website would become available. Mr Windatt and Mrs Wilks to liase</p> <p>Meeting 67 Website up www.Brigstock.net, not yet completed</p> <p>Meeting 68 Progressing. Add as agenda item for next meeting</p> <p>Meeting 69 Progressing. Add as agenda item for next meeting</p>	A Windatt S. Wilks	16/06/03
64.13.4	<p>The question was asked as to if the Cricket Club had a drinks licence. Clerk to request copy for the parish records.</p> <p>Meeting 67 No response to correspondence received</p> <p>Meeting 68 No response to correspondence received</p> <p>Meeting 69 No response to correspondence received</p>	Clerk	16/09/03
64.13.5	<p>Confirmation that the Cricket Clubs insurance will cover the new roadway is required.</p> <p>Meeting 67 No response to correspondence received</p> <p>Meeting 68 No response to correspondence received</p> <p>Meeting 69 No response to correspondence received</p>	Clerk	16/09/03
66.16.4	<p>Village design statement. Clerk to write to ENDC to establish current status. Meeting 67 There had been correspondence between ENDC and District Councillor but no response to parish councils letter.</p> <p>Meeting 68 No response to correspondence received</p> <p>Meeting 69 Satisfactory response not received add as an agenda item for February meeting</p>	Clerk	15/10/03
67.16.2	<p>Shed for parish mowers The council members could not agreement on this.</p> <ul style="list-style-type: none"> Mr Windatt is to obtain prices for a container type structure which could be permanently situated in the cemetery. 	A Windatt	19/11/03

	<ul style="list-style-type: none"> Clerk to enquire as to putting the equipment on the parish insurance as it is currently not insured. <p>Meeting 68 See meeting note section 68.14 Agenda item for next meeting</p> <p>Meeting 69 Ongoing add to February agenda</p>	Clerk	19/11/03
67.16.5	<p>Listed buildings. There was concern expressed as to why the market cross has been de-listed. Also why there was no listing on Yorks Row. Mrs B Simon will make some enquires.</p> <p>Meeting 68 In progress</p> <p>Meeting 69 In progress</p>	B Simon	19/11/03

Ref	New Actions	Resp	Due by
69.1.4	A member of the Cricket passed a NCC grant pack, this would be looked into by Mr Harca to see if the parish Council could get financial support for the meadow.	J Harca	18/02/04
69.11.2	Clerk to supply E-copy of meeting notes to be posted to the site	Clerk	18/02/04
69.13	There had been a visit from Mr Gore from highways. Report on the visit to be prepared for discussion at the February meeting.	Clerk	18/02/04
69.14.1	In general it was commented that the street lighting was becoming dull. Clerk to investigate	Clerk	18/02/04
69.14.2	Investigate the provisioning of a footpath / cycle track Brigstock/ Sudborough / Lowick	Clerk	18/02/04

2004 Diary actions

Define pocket park grass cutting schedule
 May 04 Review the fee for Car boot sales on meadow
 June 04 Cemetery pricing review
 16th June 2004 Landfill Liaison group meeting

Signed

(Chair)

Date

Appendix 1

for Parish Council 21st January 04 **PLANNING**

Updates Illuminated sign for Co-op bank at Co-op store **refused**
Ramp, railings and warehouse extension at Co-op store
Still current. Highways have recommended refusal.

New applications

EN/03/01417/FUL 8 Lyveden Road. Second storey addition and ground floor extension. Reservations regarding neighbour amenity and positioning up to 8A boundary.

EN/03/01473/FUL 7 Hall Hill. House and garage. Already subject to outline permission **no objection**

EN/03/01479/FUL 10 Stanion Road. Two storey extension **no objection**

EN/03/1485/1486/1487/FUL/LBC Fermyn Woods Hall. **no comment** Restoration is obviously necessary and welcome. Most of the detailed scrutiny is specialist. English Heritage and ENC conservation section are involved. Grade II starred listing puts the hall in the top 8% of listed buildings. The setting and group value of all of the buildings are of comparable importance to that of the hall itself. English Heritage has expressed concern to ENC about the pace of the work undertaken before planning consent. They continue to monitor progress. [The floodlighting already installed adjacent to the road will be the subject of a forthcoming retrospective application. Planning permission will be required.]

EN/03/01510/LBC Green Dragon. Repairs, windows and extractor fan. Listed building. Very detailed drawings **no objection**

J.B.F. 15/01/04

Appendix 2

Proposal Charging policy for use of the meadow 2004/05

Car boot sales

- This to be charged at £50:00 per sale (daylight hours - one day only)
-

Sporting fixtures (i.e. Cricket and football)

- To be charged at £20:00 per game. Payable at the end of each month.
 - No charges to be made for the sports training of the village children, i.e. Wednesday cricket sessions that is enjoyed by the village children.
-

Use by village school

A charge of £100:00 per year to use the meadow for curriculum activities. Payable in one instalment April of each year. Any fundraising etc on the meadow will require permission and be charged appropriately.

Permanent fixtures on the meadow (i.e. buildings)

There will be a ground rent charge of £10:00 per week for any/all organisations with buildings on the meadow. Payable in two instalments. April and September.

Note this charge is in addition to any usage charge i.e. match fixtures.

Appendix 3 Correspondence (not previously circulated)

The following Correspondence has been received for the meeting dated 21st January 2004.

1 From E. N. D. C.

- 1.1 Rockingham forum meeting notes
- 1.2 Standards board agenda and meeting notes
- 1.3 Street closure order
- 1.4 Conservation area programme review
- 1.5 Councillors information circular
- 1.6 Colin Ray Design statement
- 1.7 Street nameplates
- 1.8 Barbara Ding Quality parish schemes
- 1.9 Barbara Ding Directorate responsibilities
- 1.10 Rockingham forum meeting notes
- 1.11 Concessionary fares scheme
- 1.12 Mick Bowman Review of operation and administration of planning obligations S106 agreements
- 1.13 Reports of committees
- 1.14 Councillors information circular
- 1.15 East Northamptonshire community strategy
- 1.16 Ken Horner Managing the release of housing land

Planning documents various

2 From N. C. C.

- 2.1 Accidents on A6116 (Brigstock Bypass)
- 2.2 Abandonment of Northamptonshire structure plan
- 2.3 Diversion of public footpath
- 2.4 Rupert Reichhold War Memorial

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3 Other

- 3.1 East Midlands Electricity Un-metered supply certificate
- 3.2 Urban Highways grass mowing 2004 136 agreement
- 3.3 BT Removing public telephone
- 3.4 Atkins Drainage Old Dry Lane
- 3.5 Atkins Highways representative
- 3.6 Northants community funding Money for children's projects
- 3.7 Northants community funding Cash for community champions
- 3.8 Welland on line
- 3.9 Allianz - Cornhill insurance Premium for mowers etc
- 3.10 Northamptonshire training partnership AQA certificate
- 3.11 CAB Annual report
- 3.12 Public membership to Peterborough hospitals
- 3.13 The volunteer Centre Thrapston
- 3.14 ACRE publications
- 3.15 Cultural community partnership Rural Extreme Projects
- 3.16 Police Public consolation on Budget 2004/2005
- 3.17 Email publication
- 3.18 Police A Dickson Chief Superintendent
- 3.19 Sovereign play equipment
- 3.20 Labour party European news
- 3.21 RFT News letter
- 3.22 Northamptonshire community foundation
- 3.23 The play service
- 3.24 Out of the blue theatre company
- 3.25 Sherwood Dunham solicitors 3 cocks licence
- 3.26 MP Surgery dates
- 3.27 Community safety
- 3.28 Police structure
- 3.29 Police unsung heroes
- 3.30 Police Distraction Burglary
- 3.31 Defra Equine issues

