

Meeting Number 68
Date Of Meeting: Wednesday 19th November 2003
Location: Brigstock Village Hall
Purpose Of Meeting: Scheduled Parish Council Meeting
Minutes Prepared By: Nigel Searle
Date & Location Of Next Meetings: Wednesday 21st January 2004
 Brigstock Village Hall @ 7:30
Attendees: Mrs. D Solesbury, Mrs S Wilks, Mr B Fitton,
 Mrs S Becket, Mrs P Shaw, Mrs. B Simon, Mr J Harca
Apologies: Mrs. B Langley, Mr A Windatt, Mr J Chudley
Copies to: All Parish councillors, Mrs Jenny Spencer,
 Mr. P Atchison, Phil Hope MP

| Item No | Subject |
|---------|---|
| 68.1 | <u>Public Forum</u> |
| 68.1.1 | Mr Cammack read an extract from a Royal British Legion periodical concerning a newly appointed minister with responsibility for veterans. Also included in the article was reference to a £2M fund. Mr Cammack had written to the council suggesting that an application to the fund was made for memorial refurbishment. Mr Cammack again complained about the Parish Council being the Lighting Authority |
| 68.2 | <u>Apologies for absence</u> |
| 68.2.11 | Received from Mrs Langley, Mr Windatt and Mr Chudley. These were accepted. In the absence of the Chair Mrs Wilks V. Chair took the meeting. |
| 68.3 | <u>Minutes Of Previous Meetings</u> |
| | Minutes of Meeting 67 were agreed as an accurate record of the proceedings and signed by the chair as such. |
| 68.4 | <u>Matters Arising</u> |
| 68.4.1 | All matters arising, outstanding actions and completed actions are on pages 4 to 7 of the meeting notes. These have been updated with current status. |
| 68.5 | <u>Police Officer Report</u> |
| | There had been an increase in crime. <ul style="list-style-type: none"> • Spate of incidents in Old Dry Lane. • Increase in burglary • Increase in Auto theft |

68.9 **Meadow Lease**

68.9.1 A letter had been sent to Bletsoe stating that the proposed increase was unacceptable. No response to date. The original purpose was to renew the lease early so that funding for a skateboard park could be obtained. This is not now progressing so the need to renew early is questionable.

68.9.2 The question was raised as to if the parish council should 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.

68.10 **Cricket club agreement**

68.10.1 This cannot be resolved until new lease terms agreed. Cricket club to be invited to a formal meeting on the management of the meadow.

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

68.10.3 There is also an outstanding balance of £30:00 for car boot fee, reminders have been sent.

68.11 **Village website**

68.11.1 Progressing

Site address is www.Brigstock.net

68.12 **Grass Cutting**

68.12.1 The County Council's contribution to the Highways agency to cut the grass in Brigstock is £550:90. It was agreed that there should be no change to current arrangements at present.

Should there be any additional cuts required it was agreed that the parish council would subcontract this additional work at its own cost.

68.13 **Correspondence**

See attached list Appendix 2 (*subsequent to the list being compiled two letters from Mr Cammack had been received*)

The following correspondence was tabled at the meeting

68.13.1 ENDC Development of affordable housing (Invite sender to February meeting)

68.13.2 ENDC Young peoples issues (Circulate with meeting notes)

68.13.3 ENDC Precept

68.13.4 Letter from Debbie Strong

68.13.5 Midlands electricity un-metered supply (Agreed to sign and return)

68.13.6 CPRE Lapsed membership

68.13.7 Invitation to Quality Councils Conference

68.14 Any Other Business

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. Add to next meeting agenda.

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.

68.14.3 Reports of smells and smoke from the composting facility on the Stanion Road. Clerk to write to environmental health

67.17 Date of next meeting

Meeting schedule

| | | |
|---------------------------|--------------------------|----------------------------|
| January 21 st | May 19 th | September 15 th |
| February 18 th | 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 |
|---------|---|---------|----------|
| 65.1.4 | Mr Hector reported that kerb stones were damaged Sandlands Avenue/Close corner. Clerk to report Meeting 67 No response to correspondence received Meeting 68 Action completed | Clerk | 16/09/03 |
| 65.15.1 | Mrs Wilks has purchase prizes for the school children (aprox. £20:00) and these have been given to the children. Mrs Wilks to provide clerk with receipt for reimbursement Meeting 68 Action completed | | |
| 66.16.5 | Bulb planting. It was agreed that approximately £50:00 could be spent on bulbs. Mrs Simon to arrange. Planting to be on 18 th October, meet in village hall car park at 10 o'clock. Mr Windatt to get support from youth club. Meeting 68 Completed | B Simon | 15/10/03 |
| 66.16.8 | It was agreed to accept a quotation of £90:00 to cut the Pocket park. Clerk to arrange work Meeting 67 Invoice received but work not yet concluded. Meeting 68 action completed | Clerk | 15/10/03 |
| 67.9.2 | Documents have been received from EB Northants for the final part of the grant process Clerk to complete and return. Meeting 68 Documentation completed and returned | Clerk | 19/11/03 |
| 66.16.6 | Clerk to arrange for poppy wreath and make a £20:00 donation to British Legion. Meeting 68 action completed | Clerk | 15/10/03 |
| | | | |

| Ref | Outstanding 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 Subsequent to meeting a letter has <u>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 |
| 64.11.2 | 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. Meeting 67 S. Wilks to get price for cleaning the Memorial so that a grant can be applied for Meeting 68 Mrs Wilks had obtained one quotation and awaiting a second. | S Wilks | 18/07/03 |
| 62.16.5 | 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 liaise Meeting 67 Website up www.Brigstock.net , not yet completed Meeting 68 Progressing. Add as agenda item for next meeting | A Windatt S. Wilks | 16/06/03 |
| 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 | S. Wilks B. Langley | 16/07/03 16/07/03 |

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| | Meeting 68 Completed form for the £1000 contribution from EB Northants | | |
| 64.13.4 | The question was asked as to if the Cricket Club had a drinks licence. Clerk to request copy for the parish records. Meeting 67 No response to correspondence received Meeting 68 No response to correspondence received | Clerk | 16/09/03 |
| 64.13.5 | Confirmation that the Cricket Clubs insurance will cover the new roadway is required. Meeting 67 No response to correspondence received Meeting 68 No response to correspondence received | Clerk | 16/09/03 |
| 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 |
| 66.6.3 | 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 |
| 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 documentation on file Meeting 68 Response received will arrange a meeting in due course | Clerk | 15/10/03 |
| 66.16.4 | 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. 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 |
| 67.16.2 | Shed for parish mowers The council members could not agreement on this. | | |

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| | <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. 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> | A Windatt | 19/11/03 |
| | | 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 |
| 67.16.5 | 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. Meeting 68 In progress | B Simon | 19/11/03 |
| | Atkins Parish Highway Representative required. Meeting 68 Meeting arranged agenda for next meeting | S Wilks | 19/11/03 |

| Ref | New Actions | Resp | Due by |
|---------|--|-----------|----------|
| | 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 |
| 68.14.1 | 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. Add to next meeting agenda. | J Harca | 21/01/04 |
| | | 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 |

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 Correspondence *(not previously circulated)*

The following Correspondence has been received for the meeting dated 19th November 2003.

1 From E. N. D. C.

- 1.1 Councillors information circular
- 1.2 Reports of committees
- 1.3 Code of conduct - allegations against councillors
- 1.4 Development of affordable housing
- 1.5 ENDC council agenda and documents
- 1.6 Young peoples issues
- 1.7 Precept
- 1.8 Transport workshop papers

2 From N. C. C.

- 2.1 Waste local plan Revised deposit
- 2.2

3 Other

- 3.1 Local plans and unitary development plans (guide to procedures)
- 3.2 The local channel brochure
- 3.3 Northamptonshire touring arts agency
- 3.4 Atkins Debbie Strong
- 3.5 Atkins Area maintenance
- 3.6 Playground
- 3.7 Gravity engineering
- 3.8 Glasdon news sheet
- 3.9 Sherwood Dunham (transfer of three cocks licence)
- 3.10 NALC update

- 3.11 ASHTVA news
- 3.12 East midlands electricity
- 3.13 CPRE Lapsed membership
- 3.14 REKK youth shelters
- 3.15 The playing field
- 3.16 Regional conference on Quality Councils

Appendix 2 Planning

Meeting 68 19th November 2003

Updates

Livery stables. Land adjacent to Brigstock Camp. This went to appeal. The application was upheld by the inspector, also removing the condition that it be confined to horses owned by the applicant. Realistically, too restrictive and unenforceable.

Swan Avenue lighting: Letter sent to developers informing them of the Parish Council preference (discussed at last meeting)

Current

EN/03/1212/FUL/PRG 21 Park Walk. Amendment to a permitted garage to include studio in loft space and access by external stair. **No Objection**

EN/03/1220/FUL/PRG 34 Stanion Road. Conservatory at rear. **No Objection**

EN/03/1266/TPO 6 High Street Removal of Rowan tree. **No Objection**

Response to planning application EN/03/01258/FUL

Co-operative Society Store 1 High Street, Brigstock NN14 3HA

Single storey extension to rear

Disabled persons access ramp to front

OBJECTION

The Parish Council recognises the intention to provide disabled access into and within the store. The Parish Council has a number of objections to the way in which this is proposed to be implemented. The store is in the centre of the village and the conservation area with a prominent position in the High Street. The ramp proposed will be an unacceptable visual intrusion which even a more sympathetic design of railing would not ameliorate. The ramp will also take over the whole public footway and could present difficulties for other users. The Parish Council sees no difficulty in principle or in practice in providing disabled access to the side.

There are reservations about the siting of the plant room so much closer to residential properties adjoining.

The Parish Council notes that the applicant has written (18th November 2003)

".... the intention of the extension is to provide warehousing at the same level as the shop floor which will make it much easier to move stock around the store. The provision of the pair of double doors into the warehouse is for off-loading goods, therefore I cannot see that the front door will be used for anything other than the smaller deliveries in future." There are presently constant difficulties in the High Street due to the large delivery lorries now

employed when they choose to park and unload outside the store. The Parish Council feels strongly that unloading in the store's yard should be imposed as a condition. Smaller vehicles will always find it even easier to make small deliveries.

The position of the bollards on the drawings intended to safeguard emergency exit space will, as shown, prevent unitainers from the delivery lorries being transferred directly into the store as is their practice and preference. If the central bollard was removed, the remaining two to the front, suitably positioned, will still ensure that no vehicle can back too close to the ramp.

The Parish Council considers that widening the entrance into the delivery yard will ease deliveries. Depending on where a revised customer access is located, this would also aid customers.

It is regretted that the District Council initially decided not to post a public notice on site and anticipated decision by delegated powers. The Parish Council is sufficiently concerned by the detail of this application to request that it should go to Committee for consideration.