

LOCATION: Brigstock Village Hall No. 61

DATE: Wednesday 16th April 2003 07:30 P.M.

PRESENT: - Councillors Mrs. B Langley (Chair), Mrs. B Simon, Mrs. E Searle
Mrs. D Solesbury, Mr. J Smoker, Mr. E Adams,

APOLOGIES Councillors Dr D Brown, Mrs S Wilks, Mrs J McCamphill
Mr J Chudley (District)

Item No	Subject	Action	Target Date
61.1	<p><u>Public Forum</u></p> <p>There was a question asked as to the purpose of the construction work half way between Brigstock and Stanion. The response was that it was believed that this was being developed as a composting facility.</p>		
61.2	<p><u>Apologies For Absence</u></p> <p>Dr D Brown, Mrs S Wilks, Mrs J McCamphill, Mr J Chudley (District)</p>		
61.3	<p><u>Minutes Of Previous Meetings</u></p> <p>Minutes of Meeting 60 were agreed as an accurate record of the proceedings and signed by the chair as such.</p>		
61.4	<p><u>Matters Arising</u></p>		
61.4.1	<p>.60.5.1 59.4.8, 58.12.3 A meeting has been arranged with D Strong for the 3rd February at 4 pm to walk the route and make recommendations. John Smoker also to attend the meeting. There are council funds available for traffic calming schemes. Mrs McCamphill will provide an update at the next meeting. <u>Action No action required delete</u></p>		
61.4.2	<p>60.5.2 59.8.1 The green and war memorial</p> <ol style="list-style-type: none"> 1) Tidying up and planting round war memorial has been arranged. Payment for this is from funds allocated via Rockingham Forest Trust. Mrs Wilks stated that payment for the work and claim back may be required. Action Agenda item for next meeting 2) Railings, Mrs Wilks was still progressing additional quotations <u>Action</u> Agenda item for next meeting 3) Grant pack from Richard Barnes had also been requested <u>Action</u> Pack has now been received <p>The green and war memorial to be Agenda item for next meeting (61)</p>	N. Searle	14/05/03

61.4.2	60.5.4 59.9.1 Letter sent to Bletsoes 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 Letter have been sent 18 th Jan 03, 25 th Feb 03 and 25 th March 03 plus subsequent telephone calls, no response to date. Agenda item for next meeting		
61.4.3	60.3.3 Mr Hayhurst CAB Clerk ask to write to the surgery (attention Dr Brown) to explore the use of the facilities one day per month as a pilot, and communicate with Mr Hayhurst as to the outcome. Action Taken <u>Written to Dr Brown waiting response.</u> Chase Dr Brown with e-mail	N. Searle	14/05/03
61.4.4	60.7.6 External auditors had requested full income/expenditure ledgers plus assets for 2000/01 and 2001/02. These are to be sent. Action taken All information sent COMPLETED		
61.4.5	60.8.6 Mrs. Simon requested that a copy of the planning comments from district council was required. Clerk to peruse. Action Taken <u>Contacted Mr M Bowerman who said he would set this up.</u> COMPLETED		
61.4.6	60.13.2 Clerk asked to confirm the position with our insurers if a skateboard facility was constructed on the meadow. Action Taken <u>Letter sent to Cornhill waiting response</u>		
61.4.7	60.17.2 Meadow trees adjacent to play group S Wilks had received an estimate for the work of £280: The clerk was instructed to get an additional estimate and arrange for the work to be undertaken		
61.4.8	60.18.2 Weekly planning lists From ENC. Clerk to request the list. Action Taken <u>Form completed to request list</u> COMPLETED		
61.4.9	60.18.3 Renewal of membership to NALC. Clerk instructed to renew. This years subscription £190 Action Taken <u>Subscription renewed</u> COMPLETED		
61.4.10	60.18.13 ENC request to pay by BACS. This was agreed. Clerk to make arrangements Action taken <u>documentation completed and sent to ENDC Finance Dept</u> COMPLETED		
61.4.11	Best kept village. S Wilks to complete forms and report back at next meeting. Action taken <u>Application forms completed and cheque presented for signature</u> COMPLETED		
61.4.12	60.18.21 Letter from East Northants Housing was received outlining a potential new development of affordable housing. There was a question as to:- <ul style="list-style-type: none"> • if there was an actual need for the housing at present • did the proposed provision comply with the recent survey and • how would perpetual local provisioning be maintained. Clerk to write to Housing Association Action taken <u>Letter sent to Steve Watson outlining the above points and inviting him to June meeting</u>		
		N. Searle	

61.4.13 60.18.22 Mr Cammack sent letter with correspondence attached regarding rural transport. The signatory of the attachment will be written to inviting them to give a talk on the services they provide to the Parish Council. **Action taken** response received from letter and will give a presentation at July meeting

61.4.14 60.19.3 Reported that the rubbish bin in the swing park had been damaged. Clerk to write and report damage. **Action taken** Reported to NDC (Cherry French) by telephone

61.4.15 60.19.4 Mr Adams informed the council that Mr Shiells had tendered his resignation. Mr Adams informed the meeting that Mr Moore would be interested in taking on the position this was agreed.

The Parish Council unanimously wished Mr Shiells well for the future and gave their thanks for all his support and work for the Parish over many years. **Action taken** Mr Shields salary cheque sent and a letter of thanks from chair

61.5 Police Offers Report

61.5.1 PC Mark Hyller-Smith reported that there had been an increase in the crime statistics of 9.9% 71 to 78 incidents. See appendix for breakdown of figures.

61.5.2 In response to the council request PC Hyller-Smith had looked into the Parish special constable role. It would appear that this provides an opportunity for a volunteer to join as a Special Constable and to elect to operate specifically in a parish environment.

61.6 Accounts

61.6.1 **Balance brought forward** **£5,672.55**

61.6.2 **Income**

Mr Cammack	£12.00
Crowsons	£23.00
Mrs T Lord	£57.50
Mrs M Wood	£08.50
W.T Drage	£23.00

Total **£124.00**

61.6.3 **Payments**

100458 Tande nursery (<i>Trees</i>)	£233.15.
100459 Powergen	£713.77
100460 Cancelled Cheque	£000.00
100461 ABB (<i>Lighting</i>)	£348.29
100462 Woodlands (<i>Service</i>)	£ 58.98
100463 NALCO (<i>Subscription</i>)	£190.00
100464 Brigstock School (<i>Copying</i>)	£ 23.80
100465 ACRE (<i>Village competition</i>)	£ 15.00
100466 Clerking fee (inc. expenses)	£535.22
100467 Mr Allen (Grass cutting)	£ 68.00

Total **£2186.21**

61.6.4 **Balance carried forward** **£3,610.34**

61.7	<u>Planning</u>		
61.7.1	New planning applications		
	<ul style="list-style-type: none"> EN/02/00856/FUL Re application for Conversion of barn to two-storey dwelling house EN/03/00252/FUL/PDM <u>Brigstock Camp</u> Change of agricultural land to surface water attenuation. 		
61.7.2	Refusal of planning permission		
	<ul style="list-style-type: none"> EN/03/00063/FUL Two storey extension 26 Stanion Road EN/02/00667/OUT Residential development Honeybun Hill Newtown 		
61.7.3	Planning permission granted		
	<ul style="list-style-type: none"> EN/02/00536/FUL Listed building Consent 10 Hall Hill EN/02/00600/REM Reserved Matters Rear of 18 Stanion Road 7 Detached bungalows with Garages. 		
61.7.4	Listed Building Consent		
	<ul style="list-style-type: none"> EN/02/00530/LBC Listed building Consent 10 Hall Hill 		
61.7.5	Reported to planning and licensing committee		
	<ul style="list-style-type: none"> EN/02/00856/FUL Re application for Conversion of barn to two-storey dwelling house 		
61.7.6	Other		
	<ul style="list-style-type: none"> EN/02/00855/OUT/PRG R/O 2 Stanion Road, amendment to description. 		
61.8	<u>Traffic Calming</u>		
61.8.1	Mrs McCamphill was not at the meeting to report. Item to be withdrawn.		
61.9	<u>The Green and War Memorial</u>		
61.9.1	S. Wilks was not present to give an update. Action Add as an agenda item at next meeting	N Searle	14/05/03
61.10	<u>Meadow</u>		
61.10.1	Three letters had been sent regarding the early renewal of the lease, no response to date. .	N. Searle	14/05/03
61.10.2	Invoices had been sent to the School, Cricket club and Football club at £100 each to use the Meadow. To date payment had been received from the School (subsequent to the meeting from the Football club)		
61.10.3	Contract between cricket club and Parish Council Action Agenda item for May meeting	N. Searle	14/05/03

61.11	<u>Village of the year competition</u>		
61.11.1	Mrs Sally Wilks has completed the necessary documentation and provided a map. This would be sent off as soon as the application fee cheque for £15 was signed.	N. Searle	30/04/03
61.12	<u>Street Lighting</u>		
61.12.1	No information update on current status of Light 6/8 High Street		
61.12.2	Four reported light failures since last meeting. All had been reported to ABB. Light 72 Park Walk Light 105 New Town Light 6 Bells Close Light 104 Kennel Hill		
61.13	<u>Church Mower</u>		
61.13.1	It was agreed to purchase the mower selected by Mr Allan from Focus. Make Champion, model RL464SP 5hp 18inmch blade self propelled. The cost was approximately £199:00. It was agreed that the clerk could purchase and claim the cost back. <u>Mrs Simon stated that before purchase it must be confirmed that the mower is self-propelled.</u>	N. Searle	14/05/03
61.13.2	Mr Adams stated that although he would not be a parish councillor he would be happy to continue providing fuel and mower storage as per current arrangement.		
61.14	<u>Meadow Kissing Gate</u>		
61.14.1	Mrs Wilks not present. Agenda item for next meeting	N. Searle	14/05/03
61.15	<u>Brigstock Charities</u>		
61.15.1	Mrs B Simon was elected as the Parish Council member (trustee) to the Brigstock Charities to fill the vacancy on the resignation of Mrs Douglas. Action Clerk to write to Brigstock Charities trustees informing them of Mrs Simon appointment.	N. Searle	14/05/03
61.16	<u>Car Boot Sales On Meadow</u>		
61.16.1	In response to a letter from Mrs S Becket the council decided that the traditional care boot sales for the village organisations could go ahead and the charge would remain the same at £30:00 per sale. This fee would be reviewed May 2004. Action Clerk to send letter to Mrs Becket informing her of the council's decision	N. Searle	14/05/03
61.17	<u>Correspondence</u>		
	See attached list Appendix 2		
61.17.1	<i>The following correspondence was tabled at the meeting</i>		
61.17.2	Letter from Mr Phil Hope to retiring councillors. Action Clerk to add copy to meeting notes as all councillors were not present	N. Searle	14/05/03

61.17.3	Letter fro DEFRA on quality councils initiative		
61.17.4	CPRE subscription. Decision was not to renew		
61.17.5	East Northants Rural Transport Partnership. Letter received to confirm they will be able to come to a parish council meeting to give an overview of their activities. Date they suggested was 16 th July. This was agreed. <u>Action</u> Clerk to write and confirm date.	N. Searle	14/05/03
61.17.6	East Northants Housing Letter sent in response to their correspondence of 20 th Feb inviting them to the June meeting	N. Searle	14/05/03
61.17.8	Update from CAB received. Still waiting for response from Dr Brown as to the possibility of using the surgery. <u>Action</u> Clerk instructed to e-mail copy of the letter posted to his Brigstock address.	N. Searle	14/05/03
61.17.8	Copy of the document given to B. Langley <u>Action</u> Agenda item for next meeting	N. Searle	14/05/03
61.18	<u>Any Other Business</u>		
61.18.1	B. Simon requested a plan of the conservation area <u>Action</u> Clerk to contact District council for information	N. Searle	14/05/03
61.18.2	There was concern at the speed of traffic on the bypass. PC Hyller-Smith will be ask how to proceed with speed monitoring at the next meeting. <u>Action</u> Put as a sub point for police officers report on next agenda	N. Searle	14/05/03
61.18.3	There was concern expressed by a member of the public as to the dangers of busses stopping on the bypass		
61.18.4	Design Statement. Mrs Langley reported that she had been in touch with the District Council as to why this had not been adopted. She was informed that there was a resource issue but a Mr C Ray was now taking it forward.		
61.18.5	B Simon had received information from a skateboard operator. Will pass this on to Mr Windatt		
61.19	<u>Date Of Next Meeting</u>		
61.19.1	Wednesday 14 th May 2003 (7:30 signing in of councillors followed by Parish Council Meeting, start approximately 7:45) <i>Provisionally a meeting on Wednesday 21st to discuss the camp with District Council planner</i>		
61.19.2	<u>Subsequent meetings</u> Wednesday 18 th June Wednesday 16 th July No meeting in August	Wednesday 17 th September Wednesday 15 th October Wednesday 19 th November No Meeting in December	

Signed _____ **(Chair)**

Date _____

Appendix 1 Items awaiting completion

59.1.1	58.1.1 <i>Concern over the appropriate drainage since the housing development in Old Dry Lane. Action taken</i> Letter was sent to Council and response received requesting additional information. Clerk to respond	N. Searle	19/03/03
59.17.2	Damage to the gates in the swing park have been reported. The clerk to write to District Council as it is their responsibility to maintain the park.	N. Searle	19/03/03
59.13.1	58.4.6, 56.9.3. 6/8 High Street. It was agreed that as a <i>one off only</i> the residents could provide the street lighting to be situated on their property. The Parish Council would contribute to its cost subject to receiving a sensible quotation. Note: It is not intended that this should set a precedent, it will be unlikely that such an arrangement will be repeated. Awaiting installation		
59.4.13	59.17.6 Clerk training It was agreed that the clerk should go on a NALCO training course at a cost of £50 Action Will take training when next programme becomes available (this has been moved to Appendix 1 Items awaiting completion)	N. Searle	19/03/03
60.5.3	59.8.2 Replacement seat on the green. It was agreed that a 1800 Georgian Style (heavy duty) seat should be ordered from Streetmaster Products, Swansea. Cost including delivery £564 + VAT Clerk to order. Action Seat ordered and delivered. <u>Waiting to be put in place</u>	S Wilks	16/04/03
60.5.6	59.13.2 Street Lighting As the Parish Council is the lighting authority it was not known if planning permission needs to be obtained. Clerk to get confirmation of status from planning	N. Searle	16/04/03
60.10.2	The new seat for the green had arrived and is awaiting fitting	S Wilks	16/04/03
60.10.3	Tree planting for Bells/Stanion Road, Cemetery, Stanion Road/Barnards Way. Trees had been ordered and would be planted in next few days. Parish to pay bill and claim cost back.	S Wilks	16/04/03
60.17.1	Pollarding the dangerous willow tree overhanging playgroup.	N. Searle	16/04/03
	<u>2003 Diary actions</u> EN Housing on June meeting agenda EN transport partnership to July meeting agenda		
	<u>2004 Diary actions</u> May 04 Review the fee for Car boot sales on meadow		

Appendix 2 Correspondence

The following Correspondence has been received for the meeting dated 16th April 2003.

From E. N. C.

- Invitation to Chair at Annual Council meeting
- Meeting notes and agenda for standards board
- Election correspondence (various)#
- Councillors information circular March 2003
- Shop Around questionnaire (have responded to 7 April)
- Reports of committees#
- Planning correspondence
- Bill Wilson Planner (Brigstock Camp responsibility) (5)

From N. C. C.

- Waste local plan (comment if any required by 5th June)#
- Northamptonshire Local Transport Plan **Questionnaire needs to be completed by 30th April#**

From Other

- East Northamptonshire Rural Transport Partnership
- S Becket (Car boot on meadow)
- Doctor Brown resignation
- NALCO papers#
- CPRE membership renewal **Decision required**
- CPRE Communities not concrete campaign
- DEFRA Quality Town and Parish Council initiative
- Letter from Phil Hope MP
- Armstrong Group
- Shaw & Son Publication for Law of Burial, Cremation and Exhumation
- Society of local clerks#
- Promoting Heritage Day
- Timber Care (4)
- CAB (13)

Publications

- Clerks and Councils Direct#
- ICOF newsletter#
- email (East Midlands Development Agency)#
- Destination 2010 The new regional Economic Strategy#
- Record Children's Playgrounds
- The Countryside Agency Parish Plans