

Meeting Number 67
Date Of Meeting: Wednesday 15th October 2003
Location: Brigstock Village Hall
Purpose Of Meeting: Scheduled Parish Council Meeting
Minutes Prepared By: Nigel Searle
Date & Location Of Next Meetings: Wednesday 19th November 2003
 Brigstock Village Hall @ 7:30
Attendees: Mrs. B Langley (Chair), Mrs. D Solesbury, Mrs S Wilks,
 Mr A Windatt, Mr J Steward, Mr J Chudley Mr B Fitton,
 Mrs S Becket, Mrs P Shaw, Mrs. B Simon.
Apologies: Mr J Harca,
Copies to: All Parish councillors, Mrs Jenny Spencer,
 Mr. P Atchison, Phil Hope MP

Item No	Subject
67.1	<p><u>Affordable housing</u> The chair welcomed Mr N Ingram to the meeting to answer concerns and questions relating to the proposed development. Summary of questions see <u>Appendix 1</u></p>
67.2	<p><u>Public Forum</u> 67.2.1 There was comments from the public that there was a definite need for shared ownership. It was also stated that this is the only way for some local people to get onto the housing ladder.</p>
67.3	<p><u>Apologies for absence</u> 67.3.1 Received from Mr Harca. These were accepted</p>
67.3.2	<p>Mrs Langley gave her apologies in advance for the next meeting. Mrs Wilks agreed to lay the Remembrance day wreath in her absence.</p>
67.4	<p><u>Minutes Of Previous Meetings</u> Minutes of Meeting 66 were agreed as an accurate record of the proceedings and signed by the chair as such.</p>
67.5	<p><u>Matters Arising</u> 67.5.1 All matters arising, outstanding actions and completed actions are on pages 4 to 8 of the meeting notes to allow easy review of current status.</p>
67.5.2	<p>It was discussed that a suitable Corus grant application would be for the replacement of the post and chain fencing on the Hall Hill green. It was questioned as to if this was necessary, it was agreed it was to prevent parking.</p>
67.6	<p><u>Police Officer Report</u> No police officer present to give report.</p>

67.7	<u>Accounts</u>	
67.7.1	Balance brought forward	£3,775:52
67.7.2	Income	
	Crowsons (Mrs Penfold)	£132:00
	Grant Mason (Mrs Butcher)	£23:00
	Interest	£52:31
	Precept	£6,250:00
		<u>£6,457:31</u>
		£10,233.83
67.7.3	Payments	
	100493 Powergen (lighting power)	£713:77
	100494 ABB (Lighting)	£348:29
	100495 N Searle (Clerking fee and expenses)	£542:17
	100496 Mrs B Simon (Bulbs)	£49:80
		<u>£1,654:03</u>
67.7.4	Balance carried forward	£8579:80
67.7.5	The Clerk was authorised to make these payments	
67.7.5	<u>Note to accounts</u>	
	<ul style="list-style-type: none"> • Cricket club car boot sale fee £30:00 <i>outstanding</i> • Pound rent £5:00 <i>outstanding</i> 	
67.7.6	<u>Financial good practice</u>	
	Amendments made as requested and document authorised by the Chair	
67.8	<u>Planning</u>	
67.8.1	List of planning status documents see appendix 3	
67.8.2	<u>New Planning applications</u>	
	<ul style="list-style-type: none"> • EN/03/01101/FUL/PRG Two storey extension, Old Police Office 22 Stanion Road, Brigstock 	
67.8.2	Mrs B Langley and Mrs B Simon resigned from the planning committee. Mrs P Shaw and Mrs S Wilks co-opted proposed DS seconded BS Mr B Fitton elected chair of planning committee proposed BS seconded JC	

67.9 **The Green and War Memorial**

67.9.1 Mr Smith, contractor who erected war memorial railings has been paid £1,000:00 and has confirmed he is comfortable to wait for the next £1000:00.

67.9.2 Documents have been received from EB Northants for the final part of the grant process Clerk to complete and return.

67.10 **Meadow Lease**

67.10.1 At long last Bletsoes have responded with proposed terms. The rent to be increased from £1600pa to £3000pa which is 25% of the parish income. This is unacceptable to the Parish Council and Clerk to write to get a justification for such an increase. On receiving response will send same to Parish Council own agent to progress.

There were various other comments regarding the usage of the meadow, but these cannot be considered until the rent issue is resolved.

67.11 **Cricket club agreement**

66.11.1 This cannot be resolved until new lease terms agreed. Agenda for next meeting

The clerk had written to Mr Sharp regarding the confirmation of adequate insurance and drinks licence. No response received, reminder to be sent.

67.12 **Youth facility update**

67.12.1 It was reported that the support had continued and all was well. There are a number of activities arranged including a firework display in November.

67.13 **Village website**

- 67.13.1
 - The index page is in place but there are no links at present. It is intended to have links for Village businesses, hall, village societies, school etc
 - Site address is www.Brigstock.net
 - Agenda for next meeting

67.14 **Grass Cutting**

67.14.1 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.

67.15 **Correspondence**

See attached list Appendix 2

67.15.1 ***The following correspondence was tabled at the meeting***

67.15.2 Cory Environment Rockingham Forum (next meeting 9th December)

67.15.3 Street naming (Clair Askew)

67.15.4 NCC Tree wardens conference (26th October)

67.15.5 ASHTAV annual general meeting (25th October)

67.15.6 Bletsoe (Meadow lease)

- 67.15.7 Sherwood Dunham (Three Cocks transfer of licence)
 67.15.8 Volunteer centre (Mentoring scheme)
 67.15.9 Police movement of constables
 67.15.10 EB Northamptonshire grant
 67.15.11 Atkins (Highways warden) Given to Mrs wilks

67.16 Any Other Business

- 67.16.1 **Bulb planting** Mrs B Simon has purchased 750 bulbs for the Parish Council. The planting will take place on the 18th October
- 67.16.2 **Shed for parish mowers** The council members could not reach agreement on this.
- 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.
 - Agenda item for next meeting
- 67.16.3 **Village design statement** District Councillor Atchison had received a communication on the Design statement from ENDC. No response to the Clerks letter requiring a timescale has been received.
- 67.16.4 There are no name plates for Sudborough Road or Benefield road. Clerk to write to highways regarding their instillation.
- 67.16.5 Mrs B Simon reported the Geddington chase footpath blocked. The question was asked if there was any footpath warden reports still going to ENDC Clerk to enquire
- 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.

67.17 Date of next meeting

Meeting schedule

2003		
Wednesday 19 th November	April 21 st	September 15 th
December No Meeting	May 19 th	October 20 th
2004 January 21st	June 23 rd	November 17 th
February 18 th	July 21 st	December No meeting
March 17 th	August No meeting	

Ref	Completed Actions	Resp	Due by
64.11.4	Cory environmental. Mrs Langley will telephone to establish what grant aid available for War memorial and other similar projects.	B. Langley	16/07/03
65.5.3	Housing trust to be invited back to October meeting. Prior to that meeting BL,BS,JC,DS to have a meeting to formalise questions. Clerk to action.	Clerk	16/09/03
66.13.1	Mr Steward and Mr Windatt gave an update. There has been a	Clerk	15/10/03

	restart of the youth club in the village hall. 53 attended. It was requested that this be an agenda item for the next meeting to keep the Parish council informed.		
66.16.1	Trees in park - Clerk to write and request if the Parish Council could plant some trees in park. Meeting 67 As permission was denied on previous requests at the meeting it was decided not to continue.	Clerk	15/10/03
66.16.2	Motorcycles on meadow. This is now becoming a serious problem. In the first instance Clerk to put up sign and inform police, so the situation can be observed.	Clerk	15/10/03
66.16.3	Parking on Hall Hill. There have been complaints that inconsiderate parking is causing problems to residents. Clerk to create some flyers and put on cars.	Clerk	15/10/03
66.16.7	Vacancy has arisen on Brigstock charities. D Solesbury to be nominated for appointment. Clerk to write a confirmation letter.	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 <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
64.11.2	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	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	A Windatt S. Wilks	16/06/03

	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		
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
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	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	Clerk	16/09/03
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	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		
66.6.2	Clerk instructed to write to ACRE regarding speeding and what actions they can support. Meeting 67 No response to e-mail	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	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. <ul style="list-style-type: none"> 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 	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.	Clerk	15/10/03
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.	B Simon	15/10/03
66.16.6	Clerk to arrange for poppy wreath and make a £20:00 donation to British Legion.	Clerk	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.	Clerk	15/10/03
66.16.9	Mrs Wilks proposed that the Parish council should take responsibility for the cutting of grass from county. Clerk to obtain details of current contract and costing by county and add to October agenda for discussion of the proposal.	Clerk	15/10/03
66.16.10	There was a request to purchase a shed to house the parish mowers etc (previously kept by Mr Adams in his shed). There were objections, but no other solution was available. It was suggested that the clerk find out if there is a lock up garage available. To be added to the agenda for meeting 67.	Clerk	15/10/03

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67.9.2	Documents have been received from EB Northants for the final part of the grant process Clerk to complete and return.	Clerk	19/11/03
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.	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.	Clerk	19/11/03

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. • Clerk to enquire as to putting the equipment on the parish insurance as it is currently not insured. <p>Agenda item for next meeting</p>	A Windatt	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.	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>	B Simon	19/11/03
	Atkins Parish Highway Representative required.	S Wilks	19/11/03

2003 Diary actions

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 Affordable housing

Question	Response
Projected build cost properties	2 Bed aprox £83K 3 Bed aprox £91K
Do the costing include infrastructure	Yes
Proposed market values of houses	2 Bed £115K 3 Bed £125-30K
For part ownership who decides re-sale value	Market value at the time
What control does the housing Association have over the proportion of equity in part ownership	Minimum 20% Normally 50% Maximum 80%
If only minimum equity was taken up in part ownership would the Housing Association have sufficient funding	This would be an issue for the association
Has consideration been given to noise pollution from A6116	Yes. Will comply with requirements / recommendations from noise survey
Will Parish council have any influence over the tenants in the first instance	Un-likely. Will be ENDC housing policy
What priority will be given to Brigstock residents	When planning permission is sought this will be detailed in the 106 agreement. The cascade is likely to be. 1) Residents 2) Live or work in village 3) Have relatives in village 4) Residents of other local parishes 5) Residents of East Northamptonshire.
Why are 3 bedded houses being built instead of the 2 bed as per the survey.	This is the rental sector, 3 bed gives greater flexibility.
Is it intended to use this housing stock to meet the district requirement.	No: By having the 106 agreement this is the only housing in the village which can give village people a priority
With a 50% ownership and 50% rental are the properties within the low income 1 st time buyer means.	It is thought that the mortgage and rent combined will be in the order of £450:00 per month
On part ownership who will be responsible for maintaining the property	The owner/tenant
Could an existing resident currently in a 3 bedded property down size to this development	Yes Could see no reason why not
Has flooding been taken into account	Yes would implement recommendations from environmental agency
Would the existing footpath be improved and extended	Yes

A list of eligibility criteria had been drawn up by PS.	Mr Ingram stated that it was the ENDC policy that would determine. He would take it document to the council on our behalf
Energy efficiency and the use of solar power.	Cost are prohibitive at present
Connection between Housing Trust and ENDC	ENDC have input and representatives on their board
Why cannot Brigstock people have priority for existing stock	ENDC housing policy works on points system which offers no significant benefit to local people.
Can the development be in two stages & now balance when need established	Did not think practical
Ratio of rent and shared ownership	6 Rent 8 Shared ownership
Who manages the shared ownership properties. ENDC or Housing trust	Housing trust

Appendix 2 Correspondence *(not previously circulated)*

The following Correspondence has been received for the meeting dated 15th October 2003.

1 From E. N. D. C.

- 1.1 Agenda ENC Issues debate
- 1.2 Cory Environmental Trust grant information
- 1.3 Rockingham Forum notes next meeting 9th December
- 1.4 Street Naming

Planning various See separate list

2 From N. C. C.

- 2.1 Tree warden conference invite 26th October

3 Other

- 3.1 SHTVA Annual General Meeting 25th October
- 3.2 Atkins Winter Service leaflets
- 3.3 Bletsoe The Meadow lease
- 3.4 Longhurst Group accepting invitation to speak
- 3.5 Sherwood Dunham Licence for The Old Three Cocks
- 3.6 The Volunteer Centre Thrapston
- 3.7 Atkins Parish Highway Representative
- 3.8 Police Reference constables moved to Northampton
- 3.9 EB Northants offer of funding
- 3.10 Halifax Insurance

Appendix 3 Planning

Meeting 67 15th October 2003

Planning applications received

- EN/03/01101/FUL/PRG Two storey extension, Old Police Office 22 Stanion Road, Brigstock

Planning Permission Granted

- EN/03/00785/FUL Two storey extension, 28 High Street Brigstock

Planning Permission Appeals

- EN/02/01127/FUL Equestrian stables, Land east of Brigstock Camp, Stanion Road.
Appeal allowed and planning permission granted

Planning Permission reported to Planning and Licensing Committee

- EN/03/00864/FUL Vehicular access to Cricket pavilion Bridge Street

Other planning documents

- Lamp columns for new development Swan Avenue
- Northamptonshire mineral plan
- Weekly planning lists