

Meeting Number	02/23-24
Date of Meeting:	17/5/23
Location:	Village Hall
Purpose of Meeting:	Parish Council Meeting
Minutes Prepared By:	Sophie Cullinan
Date & Location of Next Meetings:	21st June 2023 at the Village Hall
Attendees:	M Smith, (Chair) E Searle, S Brown, S Sharp, T Towns, J Lemmy, S Wilks
Copies to:	Parish Councillors and NNC councillor

Item No	Subject
02-23. 01	<u>Election of Chair</u> M Smith was re-elected as Chair. ES proposed, SW seconded, with unanimous approval.
02-23. 02	<u>Election of Vice Chair</u> S Wilks was re-elected as Vice Chair ES proposed, TT seconded, with unanimous approval
02-23. 03	<u>Appointment of planning committee</u> M Smith, K Motion, S Wilks, F Perkins appointed to the Planning Committee.
02-23. 04 02-23. 04i	<u>Appointment of Planning Committee Chair</u> K Motion appointed as Chair of Planning Committee MS proposed, JL seconded with unanimous approval.
02-23. 04ii	<u>Appointment of Finance Committee</u> M Smith, S Sharp and J Lemmy appointed. It was noted that no Chair is needed as it is not a delegated committee
02-23. 05	<u>Public Forum</u> 8 members of the public were present. No issues raised
02-23. 06	<u>Apologies for absence</u> Sue Doolan – reasons given and accepted Ken Motion – reasons given and accepted Max Marsden – reasons given and accepted Faye Perkins – reasons given and accepted S Wilks and E Searle gave advance apologies for the June meeting.
02-23. 07	<u>Declaration of interests</u> JL – declared professional role in the NHS
02-23. 08	<u>Police reports</u> Attempted Break in on Causin Close 4/5/23. JL alerted meeting to a recent Neighbourhood Watch warning regarding vehicle thefts and safety advice. JL to share for FB and website.
02-23. 09	<u>Approve minutes of previous meeting (01-23)</u> Minutes of meeting 01/23 were approved as a true record of the meeting and signed by the chair. Proposed:SB, Seconded:ES with unanimous approval.
02-23. 10	<u>Matters arising</u> See Action Diary attached

Item No	Subject
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Actions completed: 04-21.009ii; 22-22.012;
23-22.012 – King's Coronation: it was noted for future street closure events that the reopening of the road must be publicised more widely as there were difficulties in reopening the road at the specified time, with children playing in the road ways after the event.

02-23. 11 Approve and sign off monthly accounts

02-23. 11 i Protected Funds

Firework funds	£3,402:00
Swan Avenue footpath	£1,660:00
Bench fund	£512.29
Flood grant	£1,354.60
Holding for School ex playgroup	£1,042.13
TOTAL	£8,381:42

Income

(none)

£0.00

Chq Number	Invoice	VAT Content
DD YU Energy (<i>inv. 01110608</i>)	£12.62	£0.60
DD YU Energy (<i>inv. 01110609</i>)	£95.01	£4.52
441 Typestart (for Coronation leaflets)	£193.00	
442 R & G	£897.60	£149.60
443 N Searle	£300.00	
444 David Oldham (internal audit)	£100.00	
<u>Clerking</u>		
Clerk fee May 23	£405.42	
Envelopes	£1.80	
Printer paper	£6.30	
Phone + Internet for May	£18.00	
445 S Cullinan	£431.52	
446 HMRC	£101.40	
	£2,131.15	£154.72

ES proposed, SB seconded with unanimous approval

01-23.11 ii **Sign off Governance Statement**
AGAR3 Governance statement signed off
SW proposed, SB seconded with unanimous approval

02-23.11.iii **Sign off Annual Accounts**
AGRR3 End of year accounts signed off
SW proposed, SB seconded with unanimous approval

- 02-23. 12** **Planning**
02-23. 12i **New applications since last meeting**
NE/23/00349/FUL
Construction of a new agricultural barn for the storage of hay, straw, horse feed and other bedding, storage of machinery and equipment, and the winter housing of young horses
Location: Kitchen Garden Cottages Benefield Road Brigstock NN14 3HZ
NO OBJECTION
- 02-23. 12ii** **Decision notices since last meeting**
NE/22/01472/FUL
Two storey dwelling with single storey granny annexe at
Location: 1 Hunter Rise Brigstock
Approved
- 02-23. 13** **Hunter Rise development NE/22/01472/FUL**
Members of the Parish Council attended the Planning Committee meeting on 10/5/23 which granted the application.

SW read aloud the wording from the 1995 original document granting planning permission, for the Swan Avenue to MK12 link.
- 02-23. 14** **Emergency Planning**
ES went to emergency planning meeting and met with NNC consultant who is willing to come to village and help with emergency plan. No cost will be involved at this stage. ES to arrange a meeting. It was suggested that initially the Flood Whatsapp group should attend the initial meeting. **ACTION**
- 02-23. 15** **Street lighting**
02-23. 15i Rodgers Coach issue – Sudborough Road inspection – the damaged street light has been declared safe and fully repaired by lighting contractor.
- 02-23. 15ii Annual Lighting inspection – awaiting quotation for this from Contractor, Clerk to chase this. **ACTION**
- 02-23. 15iii KM had reported to Clerk that a street light on Bridge Street, opposite number 19, is “flashing” – this has been requested alongside Annual Lighting inspection quote – Clerk to chase **ACTION**
- 02-23. 16** **Mowing of Cemetery**
The Finance Committee to consider new quotation for mowing in relation previous costs. **ACTION**
- 02-23. 17** **Beer Festival**
Chair of Beer Festival Matt Johnston presented a synopsis of the Beer Festival’s history and charitable work. The festival is increasing in size yearly, currently with 15 volunteers and increasing levels of family engagement. They hope to establish a direct relationship with Parish Council to welcome ideas and observations for future events and charities that could be supported. They would like to further increase their use of the meadow at this year’s event, to allow for a small satellite bar which would enable more family inclusive participation and to ease queueing in the Village Hall.
SB queried if Brigstock Kites football group would be affected, with the response that they are expected to take part in the event.
JL suggested the Volunteer Action charity (Oundle branch). Clerk to supply contact details. **ACTION**
JL suggested asking the village for suggestions. The response is that they currently do this via FB and Instagram, and welcome all suggestions.
MS asked if there will be issues with parking if the events increase in size? They are currently near capacity and have not had parking issues and would have to rethink event location if it became significantly bigger.

02-23. 18

Football on the meadow

A meeting is arranged on 24th May, for members of the Parish Council to discuss the use of the meadow with the Cricket Club and Brigstock Kites.

SB questioned if the Fireworks would impact on football area. This will be an item for discussion.

02-23. 19

Training costs

It was confirmed that there is a budget for training which can be used by Councillors and Clerk to book required training.

02-23. 20

Brigstock Surgery

SS described issues occurring when trying to book appointments at Brigstock Surgery. It was noted that originally the surgery had been built and intended for the use of Brigstock residents but that it is now part of the Lakeside Surgery group of several practices. SS described how it is no longer possible to book appointments in person from the surgery, which now have to be created on line, on the telephone or via Lakeside Corby. This has an impact on residents without transportation.

JL will make representation to the Lead GP at Lakeside Brigstock Surgery with regard to the issues have been raised about access. **ACTION**

JL noted that it is a nationally occurring issue as there is a nationwide shortage of clinicians. The Government have announced support intended to divert demand through other areas such as pharmacies.

A member of the public has written to the local MP who replied that there is extra funding coming. A member of the public also noted that the 'call back' facility has disappeared from Lakeside telephone system.

02-23. 21

Parish Council Insurance renewal

There was approval of the Insurance renewal subject to the addition of a clause to list the MUGA surfacing cost of replacement which is currently not listed as included. Clerk to send to Finance Committee amended documents to approve before renewal date of 1st June. **ACTION**

02-23. 22

Risk Assessment

02-23. 22i

MUGA - Cost and availability of 5 yearly inspection – quotation supplied for a 2023 inspection.

MS to look at quotation. **ACTION**

MS to do MUGA inspection for May. **ACTION**

SB added to inspection committee for MUGA

02-23. 22ii

ES to distribute list of Risk Assessments to relevant people responsible. **ACTION**

02-23. 23

Correspondence

02-23. 23i

Large Scale Warehouse Development at Kettering Energy Park

Locally there is a surplus of warehousing, discussions questioned how much is needed and how much employment is created; and the infrastructure surrounding the current developments being built.

Clerk to resend original and get comments to respond. **ACTION**

02-23. 24

AOB

i. Bridge damage – ES reported - Clerk to follow up on progress. (it is a listed structure) look on fix my street. **ACTION**

ii. Request for support regarding warehouse building in Kettering – addressed in 02-23.24

iii. Lovely feedback from former resident – Clerk reported phone call from a former resident who wanted to share her wonderful experience of visiting Brigstock and the cemetery after a long absence.

iv. SW attended a meeting with Rockingham Forest Vision who provide funding from the

lottery for nature engagement. They have offered to give a talk to the Parish Council and interested parties. SW has included in newsletter so people can get in touch. Will be visiting for village walkabout.

- v. Request for an Agenda item for next month – transferring land to the Parish Council.
Re: Pocket park. Clerk to establish the process for any land held by County Council in the village to be transferred, potentially land next to the bridge currently leased until 2032..
- vi. Kayak in Harpers brook. - SW has written to environment agency to advise about dangerous steep slope access point, which needs to be addressed and if there are opportunities for safer areas of access to brook.

Date of next meeting 7.30pm 21st June 2023