

<b>Meeting Number</b>	13-22
<b>Date of Meeting:</b>	16 <sup>th</sup> February 2022
<b>Location:</b>	Village Hall Meeting Room
<b>Purpose of Meeting:</b>	Parish Council routine meeting
<b>Minutes Prepared By:</b>	Nigel Searle
<b>Date &amp; Location of Next Meetings:</b>	16 <sup>th</sup> March 2022
<b>Attendees:</b>	M Smith (Chair), S Brown, F Perkins, S Sharp, E Searle, S Doolan, K Motion
<b>Copies to:</b>	All Parish councillors plus NNC Councillor

**13-22.001 Public Forum**

2 members present. There was an application being validated at NNC regarding a two-dwelling development at the top of Old Dry Lane.

The applicant gave an overview of the project and answered any queries.

From the information provided there were no issues raised.

**13-22.002 Apologies for absence**

S Wilks, J Lemmy, T Towns and M Marsden sent their apologies which were accepted (Reason Given)

**13-22.003 Declaration of interests**

None

**13-22.004 Police report**

No police officer present.

Chair informed the meeting there had been no change in Policing priorities.

There had been a speed check in the village

Clerk to put local police officer details on the noticeboard **ACTION**

The clerk had circulated prior to the meeting

a) Crime survey results

b) budget/precept proposals.

**13-22.005 Approve Minutes of previous meetings**

Minutes of meeting 12/22 were approved and signed by the chair.

**13-22.006 Matters arising**

See action diary attached

- 13-22.006i • Make a request to highways to replace the wooden handrails on Church Street as they are starting to rot. **ACTION**
- 13-22.006ii • Get a price to rebuild the stone wall by the meadow gates. **ACTION**
- 13-22.006iii • The grit bin outside the vault has been removed clerk to establish who **ACTION**
- 13-22.006iiii • Trees. The quotation £550:00 plus VAT from BramptonValley Arb Consultancy was accepted. Clerk to place order. **ACTION**
- 13-22.006v 5 Year business plan
- The chair reviewed the latest draft of the plan. There are a few items which need clarification to complete the plan. Agenda March meeting **ACTION**
  - Result of tree survey
  - Cash to set aside for meadow fence replacement.
  - Refurbish the kissing gate steps from Bridge Street into the meadow.
  - Ask the village what improvements can be made so they can be budgeted for

**13-22.007 Approve and sign off monthly accounts**13-22.007i **Income**

VAT refund (Nationwide Reserves A/C)	£732.86	
	<b>£732.86</b>	

13-22.007ii **Expenditure**

		<b>VAT Content</b>
DD SALIX	£2,100.00	
DD YU Energy	£130.12	£6.20
345 J Croker	£65.77	
346 Brigstock Village Hall	£100.00	
347 HMRC	£52.00	
348 ACRE	£35.00	
349 2 Commune	£510.00	£85.00
	<b>£2,992.89</b>	<b>£91.20</b>

**SALIX Loan outstanding £2,100:00** one payments left to clear loan)

13-22.007iii The Clerk was authorised to pay these accounts

13-22.007iiii **Protected Funds**

Firework funds (Holding £1,200:00 for PTA)	£3,522.30
Swan Avenue footpath	£1,660:00
Noticeboard Grant	£254.40
VE day grant	£350:00
Flood grant	£1,765:00
Holding for School ex playgroup	£1,042.13
Clock Grant	£500.00
<b>TOTAL</b>	<b>£9,093.43</b>

**13-22.008**

13-22.008i

**Planning***New applications since last meeting*

NE/22/00057/FUL Proposal : Single storey side extensions and first floor extension over existing garage Location: 1 Mauntley Avenue Brigstock Kettering NN14 3HF **No objection**

NE/22/00172/LBC - 159/FUL Installation of external buried drainage and water supplies; and a new soil and vent pipe on building. Location: St Andrews Parish Church, Church Street Brigstock Kettering NN14 3EX **Concern expressed.** Although this application was supported by the parish council there was a concern regarding its proximity the Lyveden Vault. There did not appear to be any reference in the documentation to any precautions to mitigate any damage to this fragile structure.

New planning application NE/22/00070/FUL Proposal: Conversion of Mill building to 7 bedroom B&B accommodation; removal of existing rear extension and canopy to be replaced by two storey rear extension, changes to fenestration and erection of detached bin and bike store Location: Wallis Mill Old Dry Lane Brigstock Kettering NN14 3HY. **Concern expressed** Although there was no objection to the mill being developed as a B&B. Residential use as described in the Brigstock Neighbourhood Plan would be the preferred preference.

Additionally concerns were also expressed regarding two aspects of the proposal.

- 1) Fenestration As this is a heritage building in a prominent location should the existing original windows be replaced by wooden ones. Would this have an impact on the integrity of the building
- 2) On the south east elevation there are proposed three openings with Juliet balconies. Are these necessary as the building is flooded with light? If they are, would it not be ascetically more appropriate to have them in line with the bottom door and follow the same style as all the other windows

**New planning application NE/22/00146/FUL**

Proposal: Ground floor side extension. 11 Swan Avenue Brigstock  
Kettering NN14 3JQ

**No objection**

13-22.008ii

Previous applications update

NE/21/01685/FUL 18 Hall Hill **Rejected**

NE/21/01846/PDU 2 dwelling houses Land South East Of Dusthill  
Road **Rejected**

**13-22.009**

**Assets of community value**

There has been some introduction to the project training NS,ES,SW.  
A payment of £200:00 plus 9pence per elector is being paid.  
The scope of the project is to map NNC assets, assets of community  
value not NNC and services which are important to the village.

There is software training proposed

**13-22.010**

**Street furniture**

A request has been made for a seat on Stanion Road, as some of the  
elderly find it a tiring walk from the village to Bells Close/Swan  
Avenue. This was agreed in principle. Clerk to investigate grant  
funding. **ACTION**

**13-22.011**

**Flood monitoring system**

Report from Environment Agency circulated.

Instillation of a parish early warning system. Nothing to report at  
present.

**13-22.012**

**Risk assessment**

Risk assessments for areas around war memorial written and area  
inspected in December 21.

Risk assessment for bridge written Jan 22. will be carried out after  
structural survey done.

March risk assessment for MUGA ,  
April admin and finance.

**13-22.013**

**Litter pick for 2022**

Village annual Litter pick to take place on 23<sup>rd</sup> April. Meeting at  
10am in the village hall car park.

ES to go into school to launch a poster campaign. £25:00 allocated  
for prizes.

**13-22.014**

**Street Lighting (Permanent agenda item)**

After consulting Bells Close residents it was agreed to install the  
solar powered light when the new column installed. Clerk to order  
cost £1,000:00 plus VAT. Proposed MS seconded ES unanimous  
those present.

- 13-22.015**      **Queens Jubilee**  
 Queen's jubilee meeting led by SW on Feb 13, about 12 people from different groups attended.  
 50's dance being organised for Friday 3rd.  
 Art exhibition with competition for portrait of Queen suggested, also a crown. Thanksgiving service on Saturday 4th with URC and Church doing refreshments before and after.  
 Jubilee queen to be found.  
 other suggestions were for bench on Stanion Rd or Park walk, historical exhibition.  
 The next meeting is scheduled for Thursday 24th March 3.30 p.m. in the village hall.
- 13-22.016**      **School parking area**  
 SW in discussions with the new head regarding which is the most appropriate option.
- 13-22.017**      **Parish Trees**  
 Sign off supplier to undertake survey of the trees the parish council are responsible for. It was agreed that the quotation £550:00 plus VAT from Brampton Valley Arb Consultancy was accepted. Clerk to place order. Proposed ES seconded SD unanimous those present  
**ACTION**
- 13-22.018**      **Correspondence**  
 Brampton Valley Arb. Consultancy  
 RGS Arboricultural Consultants  
 Residents Bells Close  
 Police & Fire Commissioner  
 Brigstock Project Group  
 Sudborough Road residents. Issues with street lighting
- 13-22.019**      **AOB**  
 13-22.019i      Issues reported to clerk regarding CCTV on the Swan Avenue MK12 link. Clerk to establish its legality. **ACTION**
- 13-22.019ii      Clerk to contact NNC regarding no village name sign on Grafton Road or Benefield Road. **ACTION**
- 13-22.019iii      The clerk had written an objection to the CTS licence application. There has also been dialogue with NNC enforcement regarding this situation.
- 13-22.019iii      Issues regarding Longhurst not responding to maintenance request  
**ACTION**
- 13-22.020**      **Date of next meeting**  
 16<sup>th</sup> March 2022 Routine Parish Council Meeting

**2022 Meeting Dates**

January	19 <sup>th</sup>
February	16 <sup>th</sup>
March	16 <sup>th</sup>
April	20 <sup>th</sup> Parish Meeting
May	18 <sup>th</sup> Parish Council AGM
June	15 <sup>th</sup>
July	20 <sup>th</sup>
August	No Meeting

**War Memorial Tidy Rota 2022**

Month	Organisation	Contact
January 2022	Men's Club	Terry Beckett
February 2022	Parish Council	Margaret Smith
March 2022	URC	Sheila Smith
April 2022	St Andrew Church	Phil Parrish
May 2022	Parish Council	Margaret Smith
June 2022	Village Hall	Steph Beckett
July 2022	Cricket Club	Pete Burdett
August 2022	WI	Lesley French
September 2022	Historical	Sally Wilks
October 2022	Knit and Natter	Glenda Stephen
November 2022	Ladies Leisure	Sharon Eldred
December 2022	Kurling Group	Judith Beeby

## Action Diary

Ref	Completed Actions		Resp	Due by
07-21.021	Plans from Highways have not yet been received. A developer contribution from Grace Homes has been requested. SW to liaise with planning regarding 106 contribution	<p><b>Oct</b> Price received. Meeting with school to be organised.</p> <p><b>Oct</b> SW to arrange meeting with school</p> <p><b>Nov</b> Waiting until the new head is in post</p> <p>See</p>	SW	20/10/2021
	The Clerk was also requested to obtain NCC's intentions for the unused land at the bottom of Lyveden Road <b>ACTION</b>	<p>No intentions at present, Right to Regenerate is only under consultation.</p> <p><b>June</b> Written to NNC executive member for communities to progress</p> <p><b>July</b> NCC want to know our intentions for the site</p> <p><b>Sept</b> It was decided not to progress this</p> <p><b>Oct</b> Site suggested for natural burial.</p> <p><b>Jan 22</b> Register the site as a community asset</p> <p>See 12-22.023</p>	Clerk	17/03/2021
11-21.017	<u>Village Sign</u> Concern was expressed regarding the stability of the Village sign. Clerk to get it inspected. <b>ACTION</b>	<p><b>Jan</b> Requested an inspection and price for any work</p> <p><b>Jan</b> Price of £65:77 quoted. This was accepted and work to proceed</p>	Clerk	19/01/2022
12-22.014	<b>Meadow gate closure order</b> Clerk to purchase new lock and close the gate from the village hall car park to the meadow until Easter to allow the ground to recover. <b>ACTION</b>	<b>January</b> Actioned	Clerk	16/02/2022

<b>12-22.023</b>	Clerk to apply to register land at the end of Lyveden Road as an asset of community value <b>ACTION</b>	<b>Jan</b> Actioned	Clerk	16/02/2022
04-21.013	Replacement of lighting column in Bells Close The Clerk to obtain costings. <b>ACTION</b>	<b>May</b> Clerk to obtain prices <b>June</b> Price for new column and lantern received. Waiting on Weston Power <b>Sept</b> Received paperwork from Weston Power, waiting on price <b>Oct</b> price received and approved by PC. Residents to be informed. <b>Nov</b> Order placed for replacement column <b>Jan</b> Solar powered light proposed. Residents to be consulted. <b>Feb 22</b> Clerk to order light	Clerk	16/06/2021
<b>12-22.018</b>	<b>Queens Jubilee</b> There had been a survey to gain villagers' suggestions as what to do for the Jubilee. The results of the survey are in the appendix. It was agreed to set up a meeting with representatives of village organisations to come up with a plan for the event SW to organise. Results of survey to be put on website and contact details should there be any offers of help. <b>ACTION</b>	<b>Jan</b> SW has arranged a meeting <b>Jan</b> Survey results on the website	SW Clerk	16/02/2022 16/02/2022

Ref	Outstanding Actions		Resp	Due by
15-21.013ii	SW to put together a simple emergency plan with effective communication structure See 13-203021iii <b>ACTION</b>	<b>June</b> Initial meeting taken place. Follow on meeting to be arranged. <b>Sept</b> Progressing <b>Oct</b> progressing <b>Nov</b> Progressing	SW	17/02/2021



02-21.017	There has been a 3 <sup>rd</sup> accident (this one serious) in the past 6 months regarding residents having to walk on the road in Stable Hill due to parking inconsiderately. The water running down the road caused a very slippery surface. Clerk to contact the authorities to get a resolution. <b>ACTION</b>	<b>May 21</b> Reported to Fix My Street and had meeting with Sarah Barnwell <b>June</b> Received a note from highways stating they would undertake a repair within 28 days. <b>Aug</b> Report received that Highways had closed job. Got in touch with W Brackenbury who has confirmed it is still ongoing <b>Sept</b> No action to date <b>Nov</b> Contacted highways who are now looking into it. <b>Jan 22</b> Chased Sarah Barnwell	Clerk	19/05/2021
04-21.009ii	A group comprising of SW, FP, MM formed to report on how the flooding grant should be spent. <b>ACTION</b>	<b>June</b> This will be assessed in the group looking at emergency planning <b>Sept</b> Not progressed at present <b>Nov</b> Waiting for section 19 report	SW, FP, MM	16/06/2021
04-21.009iii	02-21.017 Due to the issues with parking in Stable Hill the clerk to ask Highways if the path can be widened. <b>ACTION</b>	<b>May</b> e-mailed Sarah Barnwell for update and copied W. Brackenbury <b>June</b> NS to chased <b>JULY</b> Thought not possible but no firm decision <b>Nov</b> NS to case Sara Barnwell again	Clerk	16/06/2021
04-21.014	<b>Five year plan</b> There are several maintenance issues which need to be planned for in the short and longer term. Draft copy of the plan to be circulated for discussion and review at the June meeting. <b>ACTION</b>	<b>May</b> Circulated to councillors on the 25/05/21 <b>June</b> MS to put a group together to draft plan <b>Sept</b> Progressing <b>Nov</b> Needs to include cemetery maintenances <b>Jan 22</b> Meeting to arranged to finalise draft. Agenda Feb meeting <b>Feb</b> Meeting arranged 2 <sup>nd</sup> Feb MS/NS <b>Feb</b> Agenda March meeting	Clerk	16/06/2021
06-21.023iii	Complaints have been received from Harpers Court residents that the trees on church land are causing excessive light reduction in their flats. Clerk will write to PCC on receipt of specific details	<b>Oct</b> Meeting had been organised by church and a price is being sought for removal of trees. <b>Nov</b> Details not yet received	Clerk	20/10/2021

Ref	New Actions	Resp	Due by
13-22.004	<b>Police report</b> Clerk to put local police officer details on the noticeboard <b>ACTION</b>		
13-22.006i	Make a request to highways to replace the wooden handrails on Church Street as they are starting to rot. <b>ACTION</b>		
13-22.006ii	Get a price to rebuild the stone wall by the meadow gates. <b>ACTION</b>		
13-22.006iii	The grit bin outside the vault has been removed clerk to establish who <b>ACTION</b>		
13-22.006iii	Trees. The quotation£550:00 plus VAT from BramptonValley Arb Consultancy was accepted. Clerk to place order. <b>ACTION</b>		
13-22.006v	5 Year business plan. Add to March Agenda		
13-22.010	<b>Street furniture</b> A request has been made for a seat on Stanion Road, as some of the elderly find it a tiring walk from the village to Bells Close/Swan Avenue. This was agreed in principle. Clerk to investigate grant funding. <b>ACTION</b>		
13-22.019i	Issues reported to clerk regarding CCTV on the Swan Avenue MK12 link. Clerk to establish its legality. <b>ACTION</b>		
13-22.019ii	Clerk to contact NNC regarding no village name sign on Grafton Road or Benefield Road. <b>ACTION</b>		
13-22.019iiii	Issues regarding Longhurst not responding to maintenance request <b>ACTION</b>		