

Meeting Number	17-22
Date of Meeting:	15 th June 2022
Location:	Village Hall Meeting Room
Purpose of Meeting:	Parish Council Meeting
Minutes Prepared By:	Nigel Searle
Date & Location of Next Meetings:	20 th July Village Hall
Attendees:	M Smith (Chair), S Brown, S Wilks, E Searle, K Motion, F Perkins, M Marsden S Sharpe
Copies to:	All Parish councillors plus NNC Councillor

17-22.001 Public Forum

2 Member of the public present. No issues raised

17-22.002 Apologies for absence

S Doolan and J Lemmy sent their apologies which were accepted (Reason Given)
S Sharp gave her apologies for the July meeting

17-22.003 Declaration of interests

None

17-22.004 Police report

No reports received. Still chasing images and contact details for our local officers.

17-22.005 Approve Minutes of previous meetings

Minutes of meeting 16/22 were approved as a true record of the meeting and signed by the chair.

17-22.006 Matters arising

See action diary attached

The following actions have been resolved

15-22.018e, 15-22.018f, 16-22.014, 16-22.016, 16-22.022i, 16-22.022iii, 16-22.023, 16-22.024ii, 16-22.027i, 16-22.027iii

Flood meeting (General points)

- It was generally agreed that the path through the Horse brook and under the bridge was part of the water course and subject to riparian responsibilities, additional modelling needed, needs legal confirmation.
- After modelling the EA will contact home owners. Home owners should have in place a flood plan
- Ground opposite Harpers Court, no mitigation procedures since flooding. Harpers Court needs evacuation plan
- Sewage pipe at Grafton Road bridge cause obstructions. EA to contact Anglia Water
- An update will be in the next newsletter

17-22.007 Finance

Approve and sign off monthly accounts

17-22.007i **Income**

Cemetery C45	£12.00
Cricket Club	£65.00
Pound rent	£5.00
Allotment	£10.00
Cemetery	£189.00
Precept	£30,600.00
	£30,881.00

17-22.007ii **Expenditure**

DD YU Energy (<i>Statement 59</i>)	£117.45	VAT Content	£5.59
368 D Oldham (<i>Audit</i>)	£100.00		
369 J Croker	£129.92		
370 K&M Lighting	£323.81		
371 R&G	£790.80	£131.80	
372 G Stephen	£11.99	£2.00	
373 Jubilee Celebrations (AS)	£106.11		
374 Jubilee Celebrations (NW)	£29.00		

£1,609.08 £139.39

17-22.007iii The Clerk was authorised to pay these accounts

17-22.007iiii **Protected Funds**

Firework funds (Holding £1,200:00 for PTA)	£3,522.30
Swan Avenue footpath	£1,660:00
Noticeboard Grant	£254.40
Jubilee celebrations	£92.89
Flood grant	£1,765:00
Holding for School ex playgroup	£1,042.13

TOTAL £8,378.54

17-22.008 Planning16-22.008i *New applications since last meeting*

Planning Application NE/22/00070/FUL - 00071/LBC 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 at Wallis Mill Old Dry Lane Brigstock Kettering NN14 3HYAn
 amendment/additional information has been received **No Objection**

- 16-22.008ii **Planning Application NE/22/00723/FUL** Proposal : Conversion of agricultural building to dwelling house and change of use of associated land from agricultural to residential Location: Land South East Of Dusthill Road Brigstock. **Objection.** This proposed development is for domestic dwelling in open country side and is in conflict with the Brigstock Neighbourhood plan Policy B1 and Infill housing paragraph 2.4 & 2.5
- 16-22.008iii **New Planning Application NE/22/00545/FUL** Proposal : To replace 11 old black aluminium windows with new energy efficient and more secure black aluminium windows Location: 13 Park Walk Brigstock Kettering. **No Objection.** Comment The current windows are heritage pressed steel and are being replaced with aluminium.
- 17-22.008a Previous applications update
- 17-22.009** **5 Year plan**
This has been updated to include all services renewal dates
- 17-22.010** **New Clerk Appointment**
Meeting arranged for Wednesday 22nd June to discuss advertising the post and succession planning.
- 17-22.011** **Risk assessments**
Finance and management assessment reviewed at the May PC meeting and formally signed off
- 17-22.012** **Equality Policy review**
Equality Policy changes agreed at the May meeting review have been made and the policy formally signed off.
- 17-22.013** **Flood monitoring system**
In progress.
- 17-22.014** **Support for village News Letter**
17-22.014i The parish council have made a contribution to the newsletter production which currently is £400:00pa. This has not changed since the commencement of the publication in 2015.
- 17-22.014ii There is currently a production deficit of £305:00. Due to the community benefit of the publication and its use as a communication vehicle it was agreed to provide a grant to cover this. **ACTION**
- 17-22.014iii In the future the council will require a statement of accounts in September so that if any addition support is agreed it can be budgeted for. **ACTION**
- 17-22.015** **Maintenance**
Repair of meadow stone wall by gate rebuild has now been completed. Old lighting on wood poles removed. Quotation to stabilise meadow fence by kissing gate requested.

- 17-22.016** **Dog excrement on meadow**
Problems are being reported that children are getting covered in dog excrement while playing in the meadow. This is a very difficult issue to resolve. The proposal was to obtain some fun posters to try and get the message across. **ACTION**
- 17-22.017** **Street Lighting** (Permanent agenda item)
Although the redundant lights have been removed there is still one remaining on High Street which Western Power did not remove the supply.

There are still issues with the SOLAR light on Bells Close. Manufacturer is going to visit site.
- 17-22.018** **Queens Jubilee** (review)
The weekend celebrations went well apart from the change in weather on the Sunday. Mrs Chalmers was crowned Jubilee Queen (Mrs Howlett was indisposed), The jubilee tea for 70 residents was a success. The street market and bell ringing was well attended. Dancing round the. Maypole by residents provided some amusement. The free dance lessons and the following fifty's night with band was also a great success.

Although the Sunday picnic was cancelled due to the weather a number of residents turned up to form a circle culminating in the National Anthem

There was a well attended St Andrews and United Reform Churches combined service of Thanksgiving

The free activities were so well supported and brought sections of the community together. The council will consider something similar at a later date.

Many thanks to all who organised the events.
- 17-22.019** **Village of the year** (feedback)
The judging has taken place. Many village groups were available to talk to the judge and all appeared to go well. The result should be known in July at an event at ACRE.
- 17-22.020** **School parking area**
Still waiting on prices from NNC. SW to chase Sarah Barnwell
- 17-22.021** **Cemetery**
The memorials which were unstable have been laid down. There is a need to undertake a full survey of the memorials. **ACTION**
- 17-22.022** **Correspondence** (not circulated prior to the meeting)
Consultations from NNC
Hackney Carriage Policy
UK Shared Prosperity fund
Parking issues in Causin Close
Issues with Rats

17-22.023**AOB**

17-22.023i

There is provisionally a meeting with Scottish Power on the 20th July. If we want to request information prior to that meeting this needs to be progressed with some urgency. The council also need to have a list of projects with provisional costings to support any request for community support funding. **ACTION**

17-22.023ii

With increasing energy prices the clerk was ask to write to Grace Homes to ask for integrated solar panels to be incorporated into the roofs of the development. **ACTION**

17-22.023iii

The accountant that deals with our PAYE etc is retiring due to ill health and a replacement needs to be found. **ACTION**

17-22.024**Date of next meeting.**

Date of next meeting 20th July 2022

2022/23 Meeting Dates

July	20 th
August	No Meeting
September	21 st
October	19 th
November	16 th
December	No Meeting
January	18 th
February	15 th
March	15 th

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
15-22.018e	Cemetery trees bordering Mauntly Avenue properties. Clerk to resolve ACTION	May Have received one quotation £2,700:00 which was not acceptable. See 16-22.024i	Clerk	18/05/2022
15-22.018f	Concern was expressed regarding the level of rubbish on the A6116. NNC councillors agreed to enquire if anything could be done. ACTION	June Chased Wendy Brackenbury for response	NNC W&D B	18/05/2022
16-22.014	Finance and management risk assessment tabled at the meeting. It was agreed this should be signed off at the June Meeting ACTION	On June Agenda	Clerk	15/06/2022
16-22.016	Equality Policy was reviews by SD. The revised document was tabled at the meeting. It was agreed this should be signed off at the June Meeting ACTION	On June Agenda	Clerk	15/06/2022
16-22.022i	Joyce Howlett was successful in the nomination for being the Jubilee Queen. ACTION	June Unfortunately Mrs Howlett was unable to attend	ES	15/06/2022
16-22.022iii	Agenda next meeting for a decision of the location of the Jubilee tree ACTION	On June Agenda	Clerk	15/06/2022
16-22.023	<u>School parking area</u> Agenda June meeting. ACTION	On June Agenda	Clerk	15/06/2022
16-22.024ii	There are some memorials which are giving signs of instability. Clerk to arrange for them to be made safe. ACTION	The unstable memorials have been laid down	Clerk	15/06/2022

16-22.027i	Add vacancy for new clerk on June Agenda ACTION	ACTIONED	Clerk	15/06/2022
16-22.027iii	Concern was expressed as to the quarrying and activities and crushing activities on Dust Hill Road. Also the use of agricultural land for storing plant and equipment. ACTION	June Reported to planning enforcement.	Clerk	15/06/2022

Action Diary

Ref	Outstanding Actions		Resp	Due by
15-21.013ii	SW to put together a simple emergency plan with effective communication structure See 13-203021iii ACTION	June Initial meeting taken place. Follow on meeting to be arranged. Sept Progressing Oct progressing Nov Progressing May Meeting held on 16 th to develop direction	SW	17/02/2021

02-21.017	There has been a 3 rd 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. ACTION	May 21 Reported to Fix My Street and had meeting with Sarah Barnwell June Received a note from highways stating they would undertake a repair within 28 days. Aug Report received that Highways had closed job. Got in touch with W Brackenbury who has confirmed it is still ongoing Sept No action to date Nov Contacted highways who are now looking into it. Jan 22 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. ACTION	June This will be assessed in the group looking at emergency planning Sept Not progressed at present Nov Waiting for section 19 report 2022 Mar Section 16 report still not received SW to Chase	SW, FP, MM SW	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. ACTION	May e-mailed Sarah Barnwell for update and copied W. Brackenbury June NS to chased JULY Thought not possible but no firm decision Nov NS to case Sara Barnwell again 2022 Mar still no definitive response	Clerk	16/06/2021
13-22.004	<u>Police report</u> Clerk to put local police officer details on the noticeboard ACTION	2022 Feb Sent e-mail to police for photos 24/02/22 Mar None available at present	Clerk	20/03/2022
13-22.010	<u>Street furniture</u> A request has been made for a seat on Station 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	Mar Waiting responses for available grants Apr Clerk to apply for NNC councillor grant May Empowerment grant request made	Clerk	20/03/2022

13-22.019i	Issues reported to clerk regarding CCTV on the Swan Avenue MK12 link. Clerk to establish its legality. ACTION	Feb Clerk e-mailed householder Response from House Holder Feb response received	Clerk	20/03/2022
13-22.019iii	Issues regarding Longhurst not responding to maintenance request fence on Church Walk ACTION	Jan E-mailed Longhurst 5/01/22 and 15/02/22 no response. Feb Response received on 20/02/22 Mar Chased Longhurst again Mar Order issued for its repair no date Mar 22 nd Chased for a repair completion date Apr Fence repaired. Bodge job May Order placed for whole fence renewal	Clerk	20/03/2022
04-21.009ii	Flooding. Section 19 report still not received SW to Chase ACTION		SW	20/04/2022
16-22.012ii	Concern expressed as to the lack of enforcement information on the woodyard clerk to chase ACTION	June e-mailed planning enforcement for update.	Clerk	15/06/2022
16-22.017	Concern expressed at the systems being put in place to deal with the Cowthick development. Previously at a meeting with our MP a meeting was to be arranged with the interested parties to go through these systems. The meeting has not taken place. Clerk to write to MP ACTION	May SW is in the process of having making arrangements. Will inform PC of date when agreed	Clerk	15/06/2022
16-22.022ii	The Weldon Stone quotation of £300:00 to inscribe the Market Cross was agreed ACTION	May Confirmed order with Weldon Stone. Need to get English approval first June An application has been made to English Heritage for consent to undertake the work.	Clerk	15/06/2022
16-22.024i	The price £1,350:00 to remove the tree in the top left corner of the cemetery was agreed. ACTION	May Order placed work to commence 3 rd week in June	Clerk	15/06/2022

16-22.022ii	The Weldon Stone quotation of £300:00 to inscribe the Market Cross was agreed ACTION		Clerk	15/06/2022
16-22.024i	The price £1,350:00 to remove the tree in the top left corner of the cemetery was agreed. ACTION	May Price accepted	Clerk	15/06/2022

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17-22.023iii	The accountant that deals with our PAYE etc is retiring due to ill health and a replacement needs to be found. ACTION		Clerk	20/07/2022