

<b>Meeting Number</b>	21-22
<b>Date of Meeting:</b>	19 <sup>th</sup> October 2022
<b>Location:</b>	Village Hall Meeting Room
<b>Purpose of Meeting:</b>	Parish Council Meeting
<b>Minutes Prepared By:</b>	Nigel Searle
<b>Date &amp; Location of Next Meetings:</b>	16 <sup>th</sup> November Village Hall Meeting Room
<b>Attendees:</b>	M Smith (Chair), S Brown, E Searle, F Perkins, J Lemmy, S Sharp, S Doolan, S Wilks, K Motion
<b>Copies to:</b>	All Parish councillors plus NNC Councillor

**21-22.001 Public Forum**

21-22.001i 3 members of the public present.

21-22.001ii The issue was raised regarding the start of construction of a building by the haulage company on the woodyard site. The clerk confirmed that photographs had been taken and reported to planning enforcement. The clerk to write to NNC planning to request the application be brought to committee for determination **ACTION**

21-22.001iii There was a discussion regarding a warm room initiative pilot being undertaken by village organisations using the June Small Room at the UFC. After discussion it was agreed to support the project with a grant of £100:00. SB to put details on facebook once received The funds to be managed by the URC secretary. **ACTION** It was disappointing that NNC would not support this project clerk to write to chief executive. **ACTION**

**21-22.002 Apologies for absence**

T Towns, sent her apologies which were accepted (Reasons Given)  
MS and FP send their apologies for the November meeting

**21-22.003 Declaration of interests**

None declared

**21-22.004 Police report**

Non Received

**21-22.005 Approve Minutes of previous meetings**

Minutes of meeting 20/22 was approved as a true record of the meeting and signed by the chair.

**21-22.006 Matters arising**

See action diary attached

**Resolved**

17-22.023ii, 20-22.008, 20-22.016, 18-22.021ii, 18-22, 18-22.015

It was suggested that a friends of the cemetery group could be set up to help keep it tidy. MS to put in newsletter **ACTION**

**21-22.007 Finance**20-22.007i **Income**

NNC Grant	£250.00
RRG Memorials	£33.00
Meadow Rent Beer festival	£50.00
	<hr/>
	<b>£333.00</b>

21-22.007ii **Expenditure****VAT  
Content**

## Chq Number

DD	YU Energy ( <i>Statement 65</i> )	£93.09	£4.44
396	R and G	£897.60	£149.60
397	HMRC	£82.40	£0.00
	N Searle Clerking fee September		
	Phone internet stationery		
398	postage	£360.08	£0.00
399	Brigstock Village hall	£100.00	£0.00
400	RTW printers (Firework event)	£52.80	£8.80
401	British Legion	£100.00	
402	URC (Warm room support grant)	£100.00	
		<hr/>	
		<b>£1,785.97</b>	<b>£162.84</b>

21-22.007iii The Clerk was authorised to pay these accounts  
Proposed SB seconded ES unanimous this present

21-22.007iiii **Protected Funds**

Firework funds	£869.50
Swan Avenue footpath	£1,660.00
Bench fund	£512.29
Flood grant	£1,765.00
Holding for School ex playgroup	£1,042.13
	<hr/>
	<b>TOTAL £5,608.63</b>

21-22.007v The clerk presented a draft budget for 2023/24 and ask for feedback before the November meeting

**21-22.008 Planning**

21-22.008i

Amended planning application NE/22/00767/FUL Proposal :  
Implementation of a rear balcony area; Installation of bi-folding doors; Replacement of all windows with aluminium black frames; Further hard and soft landscaping to existing patio area including new planting area, garden entrance and stone garden wall at 5 Bridge Street Brigstock Kettering NN14 3ET. On examining the documents it was thought their was no material change. Clerk to respond to planning **ACTION**

21-22.008ii

Previous applications update

21-22.008iia

**Application NE/22/00952/FUL** – 4 Mauntley Avenue Approved

21-22.008iib

**Application NE/22/01039/TCA** – 1 Park Walk Approved

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- 21-22.008iic      **Application NE/22/00993/FUL** – ! Sandlands Avenue Refused
- 21-22.008iid      Reserve matters for the Cowthick road junction. No Comment
- 21-22.008iie      The council have been informed that the work to repair the Bridge Street bridge will be undertaken within the next 24 months.
- 21-22.009**      **Maintenance**  
21-22.009i      Clerk to get a revised quotation for replacement of the meadow fence with oak posts. Work in next years budget. **ACTION**
- 21-22.009ii      There are still funds in the 2022/23 maintenance budget. Small project planned for next year to be brought forward. **ACTION**
- 21-22.010**      **Flood monitoring system**  
RAIN project. SW to attend first ZOOM meeting.  
Mr Leacroft reported back on the current status of monitoring system. Progress on availability expected in November
- 21-22.011**      **Dog excrement on meadow**  
Waiting on MM to provide signage
- 21-22.012**      **Firework Display Organisation**  
All in place. Posters, tickets, risk assessments. Insurance requirements given to organisers.
- 21-22.013**      **GDPR**  
All questionnaires documentation containing personal information from the neighbourhood plan process have now been destroyed.
- 21-22.014**      **Remembrance Day arrangements**  
Waiting response from benefice office as to arrangements.  
MS not available on the 13<sup>th</sup> SW to lay parish council wreath  
  
Clerk will obtain poppy wreaths for village organisations as per previous years  
  
The normal group of volunteers who cover the cross with poppies may not be available this year. Parish councillors will volunteer to help with the undertaking.
- 21-22.015**      **Market Cross jubilee inscription**  
After discussion it was agreed to have the inscription on the face of the top step, due to the fact English Heritage had refused permission for the inscription on the actual cross.
- 21-22.016**      **Street Lighting** (Permanent agenda item)  
There is a requirement for a septennial inspection of our street lights. This has been added to 2023/24 budget.

- 21-22.017**      **School Parking Area**  
Still waiting on KIER. SW to chase Sarah Barnwell  
KM ask to investigate if there was any other options **ACTION**
- 21-22.018**      **Charging Points**  
SB attended a Zoom Meeting on Net Zero project to all  
Northamptonshire Local & Parish Councils. It was suggested that  
liaising with other parish council may have a beneficial effect. SB  
completed questionnaire so he can be kept up to date.  
  
A link to the ZOOM meeting presentation can be found on the home  
page of parish website  
  
Clerk to write to CoOp regarding locating a charging unit in their  
carpark. **ACTION**
- 21-22.019**      **NCALC Conference (AGM)**  
MS and SB attended the meeting. There were discussions on  
What Can Parish & Town Councils Do About the Cost-of-Living Crisis,  
Local Policing & Community Safety – Working in Partnership with  
Northamptonshire Police, Climate Change & What Parish & Town  
Councils Can Do About It  
  
Conference papers and presentations can be found on the NCALC  
website
- 21-22.020**      **Cemetery**  
There is evidence that some of the memorials are starting to show  
signs of some instability. Meeting to be arranged at the cemetery to  
determine what action needs to be taken. (after November 21<sup>st</sup>)
- 21-22.021**      **Correspondence** (not circulated prior to the meeting)  
NCALC Charging points  
Resident. Parish Christmas tree plans  
East Midlands Airport Modernisation  
AMP conference  
Clerks and Councils direct
- 21-22.022**      **AOB**  
21-22.022i      Weeds are encroaching on the perimeter of the MUGA clerk to  
arrange for these to be sprayed. **ACTION**  
  
21-22.022ii      SW to arrange for the purchase of Christmas trees. Similar display  
as last year. **ACTION**
- 21-22.023**      **Date of next meeting.**  
Date of next meeting 16<sup>th</sup> November 2022

**2022/23 Meeting Dates**

September	21 <sup>st</sup> Changed to the 28 <sup>th</sup>
October	19 <sup>th</sup>
November	16 <sup>th</sup>
December	No Meeting
January	18 <sup>th</sup>
February	15 <sup>th</sup>
March	15 <sup>th</sup>
April	19 <sup>th</sup>
May	17 <sup>th</sup>

**War Memorial Tidy Rota 2022**

<b>Month</b>	<b>Organisation</b>	<b>Contact</b>
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
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. <b>ACTION</b>	<b>June</b> E-mailed Grace Homes regarding integrated solar panels <b>July</b> No response to date	Clerk	20/07/2022
20-22.008	Grace Homes Development Due to the concerns of residents, clerk to respond to this application requesting clarification regarding boundary treatments butting up to hedging/trees on the boundaries of Stanion Road and Bells Close properties and also write to the developer.	<b>Sept</b> Sent objection to planning and courtesy letter to Grace Homes who have not responded	Clerk	19/10/2022
20-22.016	Street Lighting Trees obscuring lights on the Syke and Mill Lane. Clerk to write to householders.	<b>ACTIONED</b>	Clerk	19/10/2022
18-22.021ii	Clerk Vacancy There have been no responses to date. SB to repost on Facebook. Clerk to forward advert to NCALC	<b>Sept</b> SB put on facebook <b>Sept</b> Clerk forwarded advert to NCALC	SB Clerk	19/10/2022
18-22	Reports that hedging on High Street is hanging over the path causing issues for pedestrian's	<b>Sept</b> Hedge has been trimmed	Clerk	19/10/2022
18-22.015	Market Cross jubilee inscription English Heritage rejected or application to inscribe the Market Cross and suggested we resubmit an alternative proposal		Clerk ALL	21/09/2022

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## 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 <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 <b>May</b> Meeting held on 16 <sup>th</sup> to develop direction	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 <b>Sept</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 16 report <b>2022 Mar</b> Section 16 report still not received SW to Chase	SW, FP, MM  SW	16/06/2021
04-21.009ii	Flooding. Section 19 report still not received SW to Chase <b>ACTION</b>		SW	20/04/2022
18-22.014	Dog excrement on meadow The clerk had circulated a poster MM has sourced images of other options which will be circulated. Agenda Next meeting		MM	21/09/2022

18-22.019ii	August will be the start of a program to photograph and asses condition of memorials and to establish if any actions are required. <b>ACTION</b>	Started See 20-22.019i	Clerk	21/09/2022
20-22.014	The Sudborough Road speed sign is now not operational. Clerk to apply to the Police fund to obtain a grant for a replacement	<b>Sept</b> Grant process commenced	Clerk	19/10/2022
20-22.015	Market Cross jubilee inscription Obtain designs and wording for October meeting		Clerk	19/10/2022
20-22.019i	Cemetery It was suggested that a friend of the cemetery group be set up agenda next meeting.			19/10/2022
20-22.019ii	The gates of the cemetery need creosoting	<b>Sept</b> Added to next years budget	Clerk	19/10/2022
18-22.021i	There was a fatality on the A6116 at Sudborough. Clerk to get in touch with Sudborough Clerk to lobby NNC to improve this dangerous stretch.	<b>Sept</b> Have written to Sudborough PC but have had no response to date	Clerk	19/10/2022

Ref	New Actions		Resp	Due by
21-22.001ii	The issue was raised regarding the start of construction of a building by the haulage company on the woodyard site. The clerk confirmed that photographs had been taken and reported to planning enforcement. The clerk to write to NNC planning to request the application be brought to committee for determination <b>ACTION</b>		Clerk	16/11/2022



21-22.001iii	There was a discussion regarding a warm room initiative pilot being undertaken by village organisations using the June Small Room at the UFC. disappointing that NNC would not support this project clerk to write to chief executive. <b>ACTION</b>		Clerk	16/11/2022
21-22.006	It was suggested that a friends of the cemetery group could be set up to help keep it tidy. MS to put in newsletter <b>ACTION</b>		MS	16/11/2022
21-22.009i	Clerk to get a revised quotation for replacement of the meadow fence with oak posts. Work in next years budget. <b>ACTION</b>		Clerk	16/11/2022
21-22.009ii	There are still funds in the 2022/23 maintenance budget. Small project planned for next year to be brought forward. <b>ACTION</b>		Clerk	16/11/2022
21-22.015	<u>Market Cross jubilee inscription</u> After discussion it was agreed to have the inscription on the face of the top step Clerk to get quotation		Clerk	16/11/2022

21-22.017	<b>School Parking Area</b> Still waiting on KIER. SW to chase Sarah Barnwell KM ask to investigate if there was any other options <b>ACTION</b>		KM	16/11/2022
21-22.018	Clerk to write to CoOp regarding locating a charging unit in their carpark. <b>ACTION</b>		Clerk	16/11/2022
21-22.022i	Weeds are encroaching on the perimeter of the MUGA clerk to arrange for these to be sprayed. <b>ACTION</b>		Clerk	16/11/2022
21-22.022ii	SW to arrange for the purchase of Christmas trees. Similar display as last year. <b>ACTION</b>		SW	16/11/2022