

Meeting Number	04- 21
Date of Meeting:	19 th May 2021
Location:	Village Hall
Purpose of Meeting:	Parish Council AGM
Minutes Prepared By:	Nigel Searle
Date & Location of Next Meetings:	16 th June 2021
Attendees:	S Wilks, M Smith (Chair), K Motion, E Searle, S Brown, M Marsden, F Perkins, T Towns, S Doolan, S Sharp NNC Councillors, W and D Brackenbury
Copies to:	All Parish councillors plus NNC Councillor

Parish Council Meeting

2020-2021 Statics

During the year the council dealt with:-

- 3,452 e-mails
- 24 Highways complaints
- 10 issues regarding ENC
- 42 Planning applications
- 23 parish council issues
- 1 FOI request
- 12 Parish Council and planning meetings
- 98 Actions Generated by the Council
- 51,358 Hits to the parish website

04-21.001 **Election of Chair**

S Wilks opened the meeting asking for nominations to take the Chair. M Smith agreed to be nominated and took the Chair. The nomination was proposed by **ES** and Seconded **SW** Unanimous by those present.

Note All members of the parish council agreed to having their contact details (address) on the parish website.

04-21.002 **Election of Vice Chair**

S Wilks agreed to be agreed to be nominated and took the Chair. The nomination was proposed by **TT** and Seconded **KM** Unanimous by those present

04-21.003 **Election of Committees**

Planning Committee K Motion (Chair), M Marsden, F Perkins, S Doolan, S Wilks, M Smith agreed to be nominated for the planning committee. Clerk to circulate planning committee terms of reference. **ACTION**

Health and Safety Committee. S Wilks, T Towns, E Searle agreed to be nominated for the H&S committee.

04-21.004 Public Forum

5 members of the public present

*S Beckett gave an statement about the Brigstock Project Group
The Village Project group has decided to do a technology project next.
We are only at an early stage of planning but it was very evident in
lockdown that social media was playing a big part in keeping people in
touch during lockdown. We also noticed that some people wanted to
engage but lacked the hardware and the software or were possibly just
nervous. We are by no means experts. We have stumbled our way
through like most people. Even when lockdown eases there will be a
need as some things will rely more and more on it. Will we be having
more consultations on a virtual platform. In winter months will people
revert to Zoom even though it is not quite the same as social contact.?*

Residents of Bells Close came to the meeting to discuss the
reinstatement of damaged light at the top of Bells Close.

See minute 04-21.013

04-21.005 Apologies for absence

None received

04-21.006 Declaration of interests

SS declared a non-prejudicial interest regarding planning application
NC/21/00064/REM

04-21.007 Police report

No reports received

04-21.007i Police liaison representative. Clerk outlined the role and will circulate the
information should a councillor wish to take on the post. Agenda June
meeting. **ACTION**

04-21.007ii **Joint Action Group meeting (JAG)** The JAG coordinator has
requested a council member to attend the meetings. M Smith to attend
for the parish council. Clerk to inform NNC. **ACTION**

04-21.008 Approve Minutes of previous meetings (02/21 & 03/21)

Minutes of meetings 02/21 and 03/21 were approved and signed by the
chair Proposed ES Seconded SW unanimous those present

04-21.009 Matters arising

See action diary attached

The following resolved 02-21.014, 02-21.015, 18-21.004, 15-21.018, 17-21.012

- 04-21.009i 15-21.013v NNC Councillor agreed to look into the issue of the parish council having delegated authority to close a road when severe flooding occurs. **ACTION**
- 04-21.009ii A group comprising of SW, FP, MM formed to report on how the flooding grant should be spent. **ACTION**
- 04-21.009iii 11-20.014 Draft 5 year plan to be circulated to councillors for discussion at June meeting. **ACTION**
- 04-21.009iiii 02-21.017 Due to the issues with parking in Stable Hill the clerk to ask Highways if the path can be widened. **ACTION**

04-21.010 Receive and sign off monthly accounts

The accounts were approved and signed off Proposed KM Seconded MS unanimous those present

04-21.010i Income

Cemetery K70 C34	£150.00
Cricket club	£500.00
St Andrews Church	£153.09
Allotment rent	£20.00
Precept	£30,300.00
	£31,123.09

04-21.010ii Expenditure

296	Cancelled	£0.00	
297	M Wright (Paid in April)	£48.00	£8.00
298	R&G	£1,005.12	£167.52
299	David Oldham	£100.00	
300	BHIB Insurance	£970.01	
301	N Searle	£648.66	
	Clerking fee April & May	£614.66	
	Phone & internet	£35.00	
	Less over payment	-£1.00	
		£648.66	
302	S Wilks	£100.00	
303	Village Hall	£100.00	
DD	Energy	£256.42	£12.21

£3,228.21 £187.73

SALIX Loan outstanding £6,300.00 (Three payments to clear loan)

04-21.010iii The Clerk was authorised to pay these accounts Proposed KM Seconded Ms Unanimous those present

04-21.010iiii **Protected Funds**

Firework funds held by Parish Council	£4,187:60
Swan Avenue footpath	£1,660:00
Noticeboard Grant	£254.40
VE day grant	£350:00
Flood grant	£1,765:00
TOTAL	£4,029:40

04-21.011 Motion to approve annual external audit statement

The audit documentation had been previously circulated to councillors. The audited accounts return was approved and signed off Proposed **SW** Seconded **SD** unanimous those present

04-21.012 Planning

04-21.012i New applications since last meeting

NE/21/00668/FUL Location: Brakehill Farm Grafton Road Brigstock Northamptonshire Proposal: Extension of existing portal frame to the south and lean too extension to the north. **No Objection**

NC/21/00064/REM Approval of reserved matters of access, appearance, landscaping, layout and scale for site preparation works including remediation, development platform creation, drainage and service infrastructure provision, initial estate road construction, ecological mitigation and perimeter landscaping. The outline planning application was accompanied by an Environmental Statement. Cowthick Plantation **No Objection**

New Planning Application NE/21/00750/FUL Proposed Single Storey pitched roof rear extension to existing garden room. Orchard Lodge 4 Kennel Hill Brigstock Northamptonshire NN14 3HB **No Objection**

04-21.012ii Previous applications update

NE/21/00208/TPO 5 Mauntley Avenue **Granted**

NE/21/00263/FUL **Granted**

20/00227/PPU Breakhill farm **Appeal withdrawn**

Brigstock is suffering from increase in HGV activity. The parish council are not informed when there is a request for a licence, NNC Councillor to establish if NNC are informed.

- 04-21.013** **Street Lighting** (Permanent agenda item)
Replacement of lighting column in Bells Close
There was much discussion about the lighting column at the top of Bells Close regarding should it be replaced after 6 years and the liability. Replacement of this column was in the revised assessment of lighting prior to the replacement of lighting to LED, for some reason it slipped through the net. The Clerk to obtain costings.
ACTION
- 04-21.014** **Five year plan**
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. **ACTION**
- KM & NS visited the overgrown Church land adjacent to Harpers Brook with a view to using it as a community asset. It is a large area and would be an asset to the village if made accessible.
- 04-21.015** **Litter Pick (WM)**
Clerk to check that WM has everything in place for the 12th June litter pick **ACTION**
- 04-21.016** **Transport (Permanent agenda item)**
Parking issues. There has again been an accident on Stable Hill as a consequence of irresponsible parking forcing pedestrians to use the road. This is the 3rd in the past few months, this one was serious and could have had lifechanging consequences. The problem and the incident have been reported to Highways several times. It was suggested that the path could be widened. Clerk to ask Highways to look into this. S Barnwell has visited the site and will report the issue.
- 04-21.017** **Nets for MUGA**
After investigation the initial request to put a net across the top of the MUGA appeared not to be practical. There was another solution to increase the height of the cage which will be looked into and cost obtained. **ACTION MS**
- 04-21.018** **School parking area**
There was a site visit from Highways to have discussions as to what can be achieved regarding the provision of additional parking spaces at the top of Bridge Street. The initial concept was thought to be feasible. Highways agreed to assess the concept and provide a quotation for the work.
- 04-21.019** **Correspondence** (not previously circulated)
Several letters regarding Bells Close lighting
Correspondence regarding inconsiderate parking at Farm Close

02-21.020 **AOB**
None

02-21.022 **Date of next meeting**
16th June 2021 Parish Council Meeting

2021 Meeting Dates

January	20 th
February	17 th
March	17 th
April	21 st Parish Meeting
May	19 th Parish Council AGM
June	16 th
July	21 st
August	No Meeting

War Memorial Tidy Rota 2021

Month	Organisation	Contact
January 2021	Historical	Sally Wilks
February 2021	Knit and Natter	Glenda Stephen
March 2021	Ladies Leisure	Sharon Eldred
April 2021	Men's Club	Terry Beckett
May 2021	PFA	Amy Miles
June 2021	URC	Sheila Smith
July 2021	St Andrew Church	Carl Hector
August 2021	Parish Council	Sally Wilks
September 2021	Village Hall	Steph Beckett
October 2021	Cricket Club	Pete Burdett
November 2021	WI	Liz Searle
December 2021		

Highlighted in blue are confirmed

Applications with no decisions, carried forward from 2021 -2021

19/01672/FUL & 01673/LBC	Proposal : Conversion of Mill building into 5 residential dwellings; removal of existing single storey rear extension and canopy to be replaced with two storey extension and erection of single storey detached bin and bike store at Wallis Mill Old Dry Lane Brigstock Northamptonshire NN14 3HY	Response required 30 th Dec 2019	No Objection 16/11/2019	Granted 16/04/2021
20/00207/FUL	Proposal : Change of use from agricultural land to solar farm and construction and operation of a solar photovoltaic (PV) development with a capacity of up to 49.9MW with associated infrastructure and landscaping at Land North Of Old Head Wood Grafton Road Brigstock Northamptonshire	Response required 23 rd March 2020	Objection 23/03/2020	

New applications 2021/2022

20/01359/FUL	Proposal : Erection of 35 dwellings with associated open space, parking, landscaping and access at Land North Of Stanion Road Brigstock Northamptonshire	Response required 3 rd December 2020	Responded with comments 23/11/2020 See note 3 See note 4 20/21/ register	
NE/21/00128/TCA	Proposal : Silver Birch (T3) fell because of size and proximity to boundary stone walls; Apple (T4) fell because of proximity to building; Silver Birch (T5) fell because of size and proximity to building; Lavender (T8) fell because of proximity to wall and gate at 2 Hall Hill Brigstock Kettering Northamptonshire NN14 3EZ	Response Required 19 th February 2021	No Objection	

NE/21/00067/FUL	Proposal : Creation of a new access and off-road parking for two vehicles, to include an electric charging point. The works will adhere to the guidelines set out by highways. at 6 Bridge Street Brigstock Kettering Northamptonshire NN14 3ET	Response Required 19 th February 2021	Objection Note 7 20/21 register	
20/01670/FUL	Proposal : Two storey rear extension at 11 Bridge Street Brigstock Kettering Northamptonshire NN14 3ET	Response Required 17 th March 2021	No Objection	
NE/21/00208/TPO	1990 Proposal : 5 Mauntley Avenue Brigstock Kettering Northamptonshire NN14 3HF Lateral reduction of 2 metres to the lower crown Western side of the tree in combination with lifting of the lower crown by removal of lower branches due to branch being entwined with next door's phone line at 5 M	Response Required 9 th April 2021	No comment	Granted 13/05/2021
NE/21/00320/FUL	Proposal : Levelling of garden pond and associated drainage works (retrospective application). at Mill House 18 Latham Street Brigstock Kettering Northamptonshire NN14 3HD	Response Required 9 th April 2021	Objection Note 8 20/21 register	
NC/21/00064/REM	Approval of reserved matters of access, appearance, landscaping, layout and scale for site preparation works including remediation, development platform creation, drainage and service infrastructure provision, initial estate road construction, ecological mitigation and perimeter landscaping. The outline planning application was accompanied by an Environmental Statement. Cowthick Plantation Stamford Road Stanion Northamptonshire		Objection Note 1 21/22 register	

NC/21/00063/REM	Approval of reserved matters of access, appearance, landscaping, layout and scale for principal site access and associated realignment of A43 / Stamford Road junction. The outline planning application was accompanied by an Environmental Statement. Cowthick Plantation Stamford Road Stanion Northamptonshire			
NE/21/00362/FUL	Proposal : Convert the outhouse into an office / lounge area with log burner chimney; Relocate and extend the existing garage; Install electric sliding driveway gate at 2 Hall Hill Brigstock Kettering Northamptonshire NN14 3EZ	Response Required 16 th April 2021	No Objection	Granted 12/05/2021
20/01359/FUL	Proposal : Erection of 35 dwellings with associated open space, parking, landscaping and access at Land North Of Stanion Road Brigstock Northamptonshire	Response required 14th April 2021		
NE/21/00018/FUL	Proposal : Renovation of existing derelict barns within the curtilage of a listed building (NB the barns themselves are not listed). For part office space, part multi-function (i.e. meetings and parties), part kitchen and toilets and part private use at 1 Lyveden Road Brigstock Kettering Northamptonshire NN14 3HE	Response required 14th April 2021	No Objection	
NE/21/00472/FUL	Proposal: Permanent Rural workers dwelling at training kennels Location: Land Adjacent 25 Stanion Road Brigstock Northamptonshire	Response required 28th April 2021	No Objection	

NE/21/00453/LBC	Proposal: Minor internal alterations to first floor bathroom. Location: Fermyn Woods Hall Benefield Road Brigstock Kettering Northamptonshire NN14 3JA	Response required 28th April 2021	No Objection	
NE/21/00365/FUL	Proposal: Demolition of existing conservatory and barn; Erection of single storey side and rear extension; Replacement picket fence to match existing height; Resurfacing of driveway Location: 2 Grafton Road Brigstock Kettering Northamptonshire	Response required 28th April 2021	No Objection	
NE/21/00496/FUL	Proposal: Single storey rear and side extensions; demolition of existing conservatory and erection of single storey rear extension (Resubmission of 20/01465/FUL) Location: 29 Old Dry Lane Brigstock Kettering Northamptonshire NN14 3HY	Response required 28th April 2021	No Objection	
NE/21/00536/FUL	Proposal: Two storey front extension, two storey side extension, single storey side extension and erection of detached triple garage Location: Brakehill Family Farm Grafton Road Brigstock Kettering Northamptonshire NN14 3NB	Response required 28th April 2021	No Objection	
NE/21/00668/FUL	Location: Brakehill Farm Grafton Road Brigstock Northamptonshire Proposal: Extension of existing portal frame to the south and lean too extension to the north	Response required	No Objection	

NC/21/00064/REM	Approval of reserved matters of access, appearance, landscaping, layout and scale for site preparation works including remediation, development platform creation, drainage and service infrastructure provision, initial estate road construction, ecological mitigation and perimeter landscaping. The outline planning application was accompanied by an Environmental Statement. Cowthick Plantation		No Objection	
NE/21/00750/FUL	Proposed Single Storey pitched roof rear extension to existing garden room Orchard Lodge 4 Kennel Hill Brigstock Northamptonshire NN14 3HB		No Objection	

Note 1 21/22

Brigstock parish council would like to object to the above applications on the design of the access to the proposed site and question why the need for two additional roundabouts plus the disruption this will cause. There must be a better solution in handling the access traffic

Action Diary

dRef	Completed Actions		Resp	Due by
02-21.014	<p>Litter Pick The April village tidy up was a great success. A thank you to all who volunteered. All the rubbish has been removed by North Northampton Council with the exception of a metal pipe. Clerk to chase. ACTION Clerk to thank Nick Wooster for his support by providing a trailer for the clearance of the post flood debris at the Grafton Road Garages ACTION</p>	<p>May 21 Rubbish removed and Thankyou Card sent to Nick Wooster</p>	Clerk	19/05/2021
02-21.015	<p>ACRE (Food parcel support) An e-mail had been received regarding food parcel support from the Daylight Centre Northampton. Clerk to forward e-mail to village support group. ACTION</p>	<p>May 21 Clerk to give the e-mail to help group Actioned</p>	Clerk	19/05/2021
18-21.004	<p>The appointment of a police liaison representative was deferred until the May meeting ACTION</p>	Add to MAY agenda	Clerk	21/04/2021
15-21.018	<p><u>Support to tidy up woodland on Lyveden Road</u> There has been a request from a resident for support eg Skip to facilitate the tidying up of the wooded area adjacent to the Lyveden road foot bridge. WM to visit site and advise ACTION</p>	<p>Mar WM to look at what can be done on the 10th April.</p>	WM	17/02/2021
17-21.012	<p>Restoration of Church finger post It was agreed that the finger post was part of the village history and worth restoring. SW and KM will liaise regarding its repair. ACT</p>	<p>Mar 2021 progressing but may take some time May Finger post restored and awaiting re siting.</p>	SW KM	17/03/2021

04 - 21 May 2021

www.brigstockcouncil.org.uk[e-mail brigstockcouncil@aol.com](mailto:e-mail_brigstockcouncil@aol.com)

dRef	Outstanding Actions		Resp	Due by
07-19.020i	Co-op facia condition add to action diary ACTION	June Written to co-op head office with photos Sep Chased for status report	Clerk	17/07/2019
11-20.014	5 Year plan It was decided to get the views of the residents as to how the village should evolve and what the parish council can do to support this. SW to do a questionnaire and JL to post on social media. ACTION	NOV SW to ask residents opinions in next newsletter. Jan 21 Some responses have been received to date Feb Will add suggestions to the agenda of the new council (May)	SW JL	21/10/2020
15-21.013ii	SW to put together a simple plan with effective communication structure See 13-203021iii ACTION		SW	17/02/2021
15-21.013v	District Councillor Hughes has been generous to the village by allocating empowerment funding to support the village flood resilience. The council are extremely grateful. A meeting to be arranged to consider what is needed to support the community. ACTION	Mar Clerk to get price of flood sacks. Group to be set up regarding spending of the grant.	SW/Clerk	17/02/2021
17-21.021	The Clerk was also requested to obtain NCC's intentions for the unused land at the bottom of Lyveden Road ACTION	No intentions at present, Right to Regenerate is only under consultation.	Clerk	17/03/2021
18-21.012	Scrub parking area The clerk had discussed it with NCC and it was agreed that there are objections in principle subject to a more detailed proposal. SW to outline proposal ACTION	APR 21 Meeting arranged with Highways May Meeting with Highways on site who will put forward detailed proposal.	SW	21/04/2021
18-21.014	<u>Meadow Rubbish Bin</u> It was agreed that a rubbish bin should	March Requested new Waste Bin Apr New bin to be installed no date given	Clerk	21/04/2021

	replace the Red dog bin. The cost is £180 to supply plus £98 installation plus VAT. There <u>may be</u> emptying charge of £55:00 per year. Proposed ES Seconded KM unanimous those present. ACTION			
02-21.013	<u>Church Trees along Harpers Brook</u> Concern was expressed regarding the safety of trees along Harpers Brook bank linking Church Walk to Grafton Road. KM and the clerk will undertake a survey and report to the PCC. ACTION		KM/Clerk	19/05/2021
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	Clerk	19/05/2021
02-21.018	<u>Nets for MUGA</u> There has been a request for netting to contain the balls WM gave the clerk contact details so it can be established precisely what is required. ACTION	May 21 Contacted person making request who will put forward a proposal.	Clerk	19/05/2021

dRef	New Actions	Resp	Due by
04-21.003	Clerk to circulate planning committee terms of reference. ACTION	Clerk	16/06/2021
04-21.007i	Police liaison representative. Clerk outlined the role and will circulate the information should a councillor wish to take on the post. Agenda June meeting. ACTION	Clerk	16/06/2021
04-21.007ii	he JAG coordinator has requested a council member to attend the meetings. M Smith to attend for the parish council. Clerk to inform NNC. ACTION	Clerk	16/06/2021
04-21.009i	15-21.013v NNC Councillor agreed to look into the issue of the parish council having delegated authority to close a road when severe flooding occurs. ACTION	WB - NCC Councillor	16/06/2021
04-21.009ii	A group comprising of SW, FP, MM formed to report on how the flooding grant should be spent. ACTION	SW, FP, MM	16/06/2021
04-21.009iii	11-20.014 Draft 5 year plan to be circulated to councillors for discussion at June meeting. ACTION	Clerk	16/06/2021
04-21.009iiii	02-21.017 Due to the issues with parking in Stable Hill the clerk to ask Highways if the path can be widened. ACTION	Clerk	16/06/2021
04-21.013	<u>Replacement of lighting column in Bells Close</u> The Clerk to obtain costings. ACTION	Clerk	16/06/2021

04-21.014	<u>Five year plan</u> 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. ACTION		Clerk	16/06/2021
04-21.015	<u>Litter Pick (WM)</u> Clerk to check that WM has everything in place for the 12 th June litter pick ACTION		Clerk	16/06/2021
04-21.017	<u>Nets for MUGA</u> After investigation the initial request to put a net across the top of the MUGA appeared not to be practical. There was another solution to increase the height of the cage which will be looked into and cost obtained. ACTION MS		MS	16/06/2021