

Meeting Number	07 21
Date of Meeting:	15 th September 2021
Location:	Village Hall Meeting Room
Purpose of Meeting:	Parish Council routine meeting
Minutes Prepared By:	Nigel Searle
Date & Location of Next Meetings:	20 th October 2021
Attendees:	M Smith (Chair), E Searle, S Brown, F Perkins, S Doolan, S Sharp, J Lemmy, S Wilks NNC Councillor W Brackenbury
Copies to:	All Parish councillors plus NNC Councillor

07-21.001 **Public Forum**
One member present

07-21.002 **Apologies for absence**
T Towns and K Motion sent Their his apologies (reason given) which were accepted.

07-21.003 **Declaration of interests**
None

07-21.004 **Police report**
Policing priorities (How can we support)
The parish website home page has a link so residents can report to the police any crime or anti-social behaviour that is causing concern and if there is anything specific you would like us to focus on. We'd also like to know how safe you feel when out and about in your neighbourhood and whether you think the police are doing a good job at tackling local crime and disorder. SB will put the link on Facebook and clerk put a notice on the noticeboard **ACTION**

There is a Neighbourhood Watch meeting 30th September @7pm in the village hall

07-21.005 **Approve Minutes of previous meetings (05-21)**
Minutes of meeting 06/21 were approved and signed by the chair
Proposed MS Seconded ES unanimous those present

07-21.006 **Matters arising**
See action diary attached

There was much discussion regarding flooding and the need to ensure that interested parties are up to date with what is happening.

07-21.007 Approve and sign off monthly accounts07-21.007i **Income**

Holding for School	£1,042.13
Cemetery U1 C37	£185.00
VAT refund (Reserves account)	£592.72
	£1,819.85

07-21.007ii **Expenditure**

		VAT Content
DD YU Energy (May)	£114.21	£5.44
DD YU Energy (June)	£104.52	£4.97
DD YU Energy (July)	£106.47	£5.08
313 R&G	£861.12	£143.52
314 JC Outfield mowing	£320.00	£0.00
315 HMRC	£52.00	£0.00
316 TypeStart	£176.40	£4.40
317 R&G	£1,003.06	£167.17
318 N Searle	£659.86	£0.00
Clerking fee August and September	£614.66	
Telephone & Internet	£35.00	
Station, Postage & Grass seed	<u>£10.20</u>	
	£659.86	
319 1605 Fireworks	£1,500.00	£0.00
320 St Johns Ambulance	£120.00	£20.00
321 Bletsoe	£1,000.00	£0.00
	£6,017.64	£350.58

SALIX Loan outstanding £4,200:00 Two payments to clear loan)

07-21.007iii The Clerk was authorised to pay these accounts Proposed SD Seconded MS Unanimous those present

07-21.007iiii **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
Holding for School ex playgroup	£1,042.13
Clock Grant	£500.00
TOTAL	£5,671.53

- 07-21.007v **Review 2022/23 draft budget**
There are still outstanding issues to be resolved:
- Remuneration and start date for new clerk
 - Should our website be upgraded
 - Costed maintenance programme
 - Add website upgrade to October agenda **ACTION**
- 07-21.007vi **Review cemetery charges**
It was agreed to increase the fees by 2 percent rounded to the nearest pound
- 07-21.007vii **Motion to approve transfer of £2,000:00 from election to cemetery maintenance.**
Proposed SD Seconded MS Unanimous those present
- 07-21.008** **Planning**
07-21.008i New applications since last meeting
NE/21/01190/FUL Proposal : Part single storey part two storey rear extension and new garage location: Bullymores Farm The Parks Grafton Road Brigstock Kettering Northamptonshire NN14 3NG
No Objection
NE/21/01224/TPO Proposal : T1- Ash- fell because of Early stages of ash die back which will lead to the demise and death of the tree Location: 9 Bridge Street Brigstock Kettering **No Objection**
Northamptonshire NN14 3ET
NE/21/01306/TCA Proposal : Removal of two fir trees due to excessive shading and wall stone damage near driveway. Location: 17 High Street Brigstock Kettering Northamptonshire NN14 3HA
No Objection
- 07-21.008ii Previous applications update
NE/21/00885/FUL 7 Church Street - Granted
- Cowthick. There are serious concerns regarding the flood mitigation systems and the water runoff into Harpers Brook. Clerk to write to our MP who has been very involved with this development **ACTION**
- No.1 Hunters Rise. It has been reported to the council that development appears to have commenced on the site
- 07-21.009** **Land off Lyveden Road**
It was agreed not to pursue this at present. NNC estates to be requested keep the council informed should there any changes.
- 07-21.010** **Tree Warden**
The parish Council have received interest from a resident. Clerk to invite him to next meeting. **ACTION**
- 07-21.011** **Flooding** (Visit by Tom Pursglove MP)
A visit has been arranged with Tom Pursglove MP on September 24th at 12 o'clock meeting at the Village Hall

- 07-21.012** **Firework Event**
It was agreed that St Johns Ambulance should be the first aiders at the event at a cost of £100:00.
The Event will be ticket only
No food to be supplied
Our event insurance details and the St Johns Ambulance requirements have been supplied to SW
- 07-21.013** **Assets of community value**
The council are considering registering assets of value to the community. Details will available at a later date.
- 07-21.014** **Motion to approve updated cemetery policy**
The updated cemetery policy was approved by the council and signed by the chair. Proposed ES seconded MS unanimous
- 07-21.015** **Health and Safety**
- Benches: Inspected and two were found to require loose fittings to be tightened and some were in need of a clean.
 - MUGA: Inspected no issues
 - Bus shelter: Structure appears sound, Vegetation needs removing and needs creosoting
- 07-21.016** **Street Lighting(Permanent agenda item)**
Clerk undertaking an inventory for our new supplier
The Bells Close replacement. Price for column received, we have now received the paperwork from Weston Power which has been completed and we should get a price for providing a supply shortly.
- 07-21.017** **Queens Jubilee**
It was thought a mature Oak would be the most appropriate. Clerk to obtain price. **ACTION**
- 07-21.018** **Five Year Plan**
Progressing. There has been an initial meeting and report issued. Subsequent meeting to be arranged **ACTION**
- There were discussion around obtaining a list of skills in the village and preferred suppliers/contractors
- 07-21.019** **Deleted from Agenda**
- 07-21.020** **Transport (Permanent agenda item)**
It has been confirmed that the current Bus Timetable will be in place until 2023
- 07-21.021** **School Parking Area**
Plans from Highways have not yet been received. A developer contribution from Grace Homes has been requested. SW to liaise with planning regarding a 106 contribution **ACTION**

- 06-21.022** **Correspondence** (not previously circulated)
- Cransley Hospice Run: 19th September
 - NNC corporate plan consultation: This has been circulated to councillors. Response muted.
 - COVID champions book.: Given to SW to put in historical archive
 - Grit bin Newtown: This is a private road. The Residents do not need to consult the parish council on supplying their own grit bin.
 - Church Walk closure order
- 06-21.023** **AOB**
- 06-21.023i Councillor Brackenbury outlined the scope of the scrutiny committee which will look at issues which will make a difference to the community and requested suggestions. **ACTION**
- 06-21.023ii e-copy of covid champions book to be circulated. **ACTION**
- 06-21.023iii There are issues with worn out white lines in the village. Particularly at the junction of Park Walk/Bridge Street/ Dust Hill Road. Clerk to report. **ACTION**
- 06-21.023iiii 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. **ACTION**
- 06-21.023v Write to school regarding the damaged wall. **ACTION**
- Date of next meeting**
20th October 2021 Routine Parish Council Meeting

2021 Meeting Dates

May	19 th Parish Council AGM
June	16 th
July	21 st
August	No Meeting
September	15 th
October	20 th
November	17 th
December	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		

Parish Councillors will do the tidy up on the War Memorial on 14th August

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	Granted
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	Granted
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	Granted
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			

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

	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	Granted
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	Granted 02/06/2021
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	Granted
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	Granted 25/05/2021

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			
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	Granted 30/06/21
20/01359/FUL Amendment	Proposal : Erection of 35 dwellings with associated open space, parking, landscaping and access at Land North Of Stanion Road Brigstock Northamptonshire An amendment/additional information has been received in respect of the above application for Full Planning Permission upon which you have previously been consulted.	Response required 11 th June 2021	Forwarded concerns regarding window in plot 21	
NE/21/00320/FUL Amendment	Proposal : Levelling of garden pond and associated drainage works (retrospective application). at Mill House 18 Latham Street Brigstock Kettering Northamptonshire NN14 3HD	Response required 21 th June 2021	No Comment	
NE/21/00897/TCA	Proposal : Various tree works Location: Brigstock Lathams Charity Primary School Latham Street Brigstock Kettering Northamptonshire NN14 3HD	Response required 4 th July 2021	No Objection	Granted 30/06/2021

NE/21/00885/FUL	Proposal : Replacement yard gate Location: 7 Church Street Brigstock Kettering Northamptonshire NN14 3EX.	Response required 30 th July 2021	No Objection	Granted 13/07/2021
NE/21/00978/LBC	Proposal : Remove section of bridge wall to form entrance for off-road parking; Sympathetically reinstate the splays raising the materials cut out from the wall section. Location: 6 Bridge Street Brigstock Kettering Northamptonshire NN14 3ET	Response required 30 th July 2021	Objection	
NE/21/01001/PNA	Proposal : This new infrastructure will primarily service the management of the woodland in the same ownership where recently a 10-year Woodland Management Plan has been drawn up and approved by Forest Services. A programme of gradual restructuring to diversify species and increase future productivity will yield a range of timber products and this infrastructure will serve as the main haul / collection point for moving timber from source to market. Location: Track Adjacent Brickhill Cottages Stanion Road Brigstock Northamptonshire	Response required 30 th July 2021	No Objection	Granted 20/08/2021
NE/21/00885/FUL	Proposal : Replacement yard gate Location: 7 Church Street Brigstock Kettering Northamptonshire NN14 3EX	Response required 21 st August 2021	No objection	Granted

NE/21/01147/FUL & NE/21/01148/LBC	Proposal : Installation of Electric Vehicle Charging point for a car. This would be mounted on the back of the fence/gate post (not attached to the house or visible from the front of the property). Minimal cable run - As electric box is at same rear corner of the house and cable would run down at floor level. Location: 25 Benefield Road Brigstock Kettering Northamptonshire NN14 3ES	Response required 26 th August 2021	No Objection	
NE/21/01190/FUL	Proposal : Part single storey part two storey rear extension and new garage location: Bullymores Farm The Parks Grafton Road Brigstock Kettering Northamptonshire NN14 3NG	Response required 2 nd September 2021	No Objection	
NE/21/01224/TPO	Proposal : T1- Ash- fell because of Early stages of ash die back which will lead to the demise and death of the tree Location: 9 Bridge Street Brigstock Kettering Northamptonshire NN14 3ET	Response required 3 rd September 2021	No Objection	
NE/21/01306/TCA	Proposal : Removal of two fir trees due to excessive shading and wall stone damage near driveway. Location: 17 High Street Brigstock Kettering Northamptonshire NN14 3HA	Response required 3 rd October 2021	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
02-21.013	Church Trees along Harpers Brook 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	May KM NS visited the site to establish the magnitude of the problem with the intention of having a dialogue with the PCC to see how the parish council could help. June Written to Heather Lowe and PCC JULY Informed verbally that our assistance was declined. A letter would be sent	KM/Clerk	19/05/2021
	Add War Memorial to July agenda		Clerk	21/06/2021
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. June Written to NNC executive member for communities to progress July NCC want to know our intentions for the site Sept It was decided not to progress this	Clerk	17/03/2021
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.	May MS to obtain price for side extensions. Sept. Due to cost implication remove from Diary	MS	16/06/2021
06-21.004	Agenda for September meeting if there is anything the parish council can do to support the police priorities in the village.		Clerk	15/09/2021

dRef	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	SW	17/02/2021
18-21.012	Subb parking area. The clerk had discussed it with NCC and it was agreed that there were no objections in principle, subject to a more detailed proposal. SW to outline proposal. ACTION	APR 21 Meeting arranged with Highways May appeared at Highways on site who will put forward detailed proposal. JUNE Requested a £45,000 developer contribution. Sept SW to arrange meeting with planners to discuss 106 contribution	SW	21/04/2021
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	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	SW, FP, MM	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	May e-mailed Sarah Barnwell for update and copied W. Brackenbury June NS to chased JULY Thought not possible but no firm decision	Clerk	16/06/2021
04-21.013	<u>Replacement of lighting column in Bells Close</u> The Clerk to obtain costings. ACTION	May Clerk to obtain prices June Price for new column and lantern received. Waiting on Weston Power Sept Received paperwork from Weston Power, waiting on price	Clerk	16/06/2021
04-21.014	Five year plan There are several maintenance issues which need to be	May Circulated to councillors on the 25/05/21 June MS to put a group together to draft plan	Clerk	16/06/2021

	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	Sept Progressing		
06-21.012i	Queens Jubilee. article to be put in the newsletter to ask the opinions of villagers on what they would like to happen during the celebration weekend	Sept Clerk to get price for Oak tree	MS	15/09/2021
06-21.012ii	JL will do a SurveyMonkey questionnaire to get ideas from residents and to also ask questions to get ideas on how the village needs to develop	Sept Draft completed	JL	15/09/2021
06-21.013i	ES should renew her first aid certificate	Sept Progressing	ES	15/09/2021
06-21.013ii	It was suggested that St Johns Ambulance be contacted to attend the firework event as first aiders	Aug. St Johns has been contacted. Forms completed and responses replied to. Sept Clerk to sign and return forms confirming required attendance at event	Clerk	15/09/2021
06-21.017iii	SW will be asked to arrange a meeting with the Environment Agency to progress if this is feasible to increase height of weir/dam without causing other issues downstream	Sept Progressing	Clerk/SW	15/09/2021

dRef	New Actions		Resp	Due by
07-21.004	Policing priorities SB will put the link on Facebook and clerk put a notice on the noticeboard so residents can report to the police any crime or anti-social behaviour that is causing concern.		SB	20/10/2021
	Clerk to put details on noticeboard		Clerk	20/10/2021

07-21.007v	Add website upgrade to October agenda		Clerk	20/10/2021
07-21.008ii	Cowthick. There are serious concerns regarding the flood mitigation systems and the water runoff into Harpers Brook. Clerk to write to our MP who has been very involved with this development		Clerk	20/10/2021
07-21.010	<u>Tree Warden</u> The parish Council have received interest from a resident. Clerk to invite him to next meeting. ACTION		Clerk	20/10/2021
07-21.017	<u>Queens Jubilee</u> It was thought a mature Oak would be the most appropriate. Clerk to obtain price		Clerk	20/10/2021
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		SW	20/10/2021
06-21.023ii	Councillor Brackenbury outlined the scope of the scrutiny committee which will look at issues which will make a difference to the community and requested suggestions		All	20/10/2021
06-21.023iii	There are issues with worn out white lines in the village. Particularly at the junction of Park Walk/Bridge Street/ Dust Hill Road. Clerk to report.		Clerk	20/10/2021
06-21.023iiii	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		Clerk	20/10/2021
06-21.023v	Write to school regarding the damaged wall		Clerk	20/10/2021