

Meeting Number	06 21
Date of Meeting:	21 st July 2021
Location:	Village Hall Meeting Room
Purpose of Meeting:	Parish Council routine meeting
Minutes Prepared By:	Nigel Searle
Date & Location of Next Meetings:	15 th September 2021
Attendees:	M Smith (Chair), K Motion, E Searle, S Brown, F Perkins, T Towns, S Doolan, S Sharp, J Lemmy, M Marsden
Copies to:	All Parish councillors plus NNC Councillor

06-21.001 Public Forum

4 members of the public present

A report issued by a resident suggesting a modification to the Harpers Brook weir to prevent water running through the old mill race.

See reference 06-21.17

06-21.002 Apologies for absence

S Wilks sent her apologies (reason given) which were accepted.

06-21.003 Declaration of interests

E Searle declared an interest in planning application NE/21/00885/FUL
S Sharp, declared an interest in planning application NE/21/01001/PNA
F Perkins declared an interest in planning application NE/21/00978/LBC
M Marsden and F Perkins declared an interest in agenda item 17

06-21.004 Police report

No police officer present.

MS attended a JAG meeting giving members an opportunity to engage with the police regarding local issues. Currently the police set their priorities from the quarterly surveys conducted on line. All are encouraged to complete the surveys when issued.

Current priorities are Road Safety and Drugs. Agenda for September meeting if there is anything the parish council can do to support these priorities in the village. **ACTION**

06-21.005 Approve Minutes of previous meetings (05-21)

Minutes of meeting 05/21 were approved and signed by the chair
Proposed SD Seconded SB unanimous those present

06-21.006 Matters arising

See action diary attached

02-21.013 *Tidying Church up land adjacent to Harpers Brook*. There are issues regarding this so the PC will not be progressing this.

Resolved 11-20.014, 04-21.009j, 05-21.004ii 05-21 008i,
05-21008ii, 05-21.010

06-21.007 Receive and sign off monthly accounts06-21.007i **Income**

Interest Nationwide A/C	£4.34
Cemetery M22 C38	£32.00
Cemetery K51a C35	£168.00
	£204.34

05-21.007ii **Expenditure**

		VAT Content
308	Vanilla Wood floors	£24.95 £4.16
309	NCALC	£80.00 £0.00
310	R&G	£1,225.12 £204.19
311	Village Hall	£100.00 £0.00
312	N Searle	£693.02 £2.66
	Clerking fee June and July	£614.66
	Telephone & Internet	£35.00
	Station, Postage & Grass seed	£43.36
		£693.02
DD	Energy	£114.21 £19.03
		£2,237.30 £230.04

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

06-21.007iii The Clerk was authorised to pay these accounts Proposed TT Seconded
FP 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
TOTAL	£4,029:40

06-21.008
06-21.008i

Planning

New applications since last meeting

Application 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. The clerk outlined issues with the application. It was agreed that the parish council response to NNC should be the same as the previous application. **Objection**

Application NE/21/01001/PNA 1990 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. **No Objection**

Application NE/21/00885/FUL Proposal : Replacement yard gate
Location: 7 Church Street Brigstock Kettering Northamptonshire NN14 3EX **No Objection**

06-21.008ii

Previous applications update

NE/21/00089/TCA School Trees **Granted**

NE/21/00750/FUL Extension 4 Kennel Hill **Granted**

Response to Woodyard appeal sent to Planning Inspectorate and also responded to Tom Pursglove on the issue.

Gretton neighbourhood plan Made

06-21.009

Land off Lyveden Road

Clerk had been in dialogue with NNC estates. They requested details of what we propose to do with the site. There has also been interest from a third party to purchase the land. I requested we were kept in the loop regarding this.

06-21.010

Health and Safety

Review Meeting held to review risk assessments and policies. A schedule of activity to undertake now in place. Next meeting August 2021 to review the condition of public benches.

Cemetery There was a meeting in the cemetery to look at H&S issues. Some remedial works are required on some of the old monuments. There was an action to try and identify family owners of the graves so they could be contacted regarding an action plan.

It was also agreed that the £2,000:00 budgeted for a contested election which did not take place could be used for emergency work on memorials. A motion to approve this will be added to the September meeting agenda.

Cemetery policy document to be reviewed.

- 06-21.011** **Street Lighting (permanent Agenda Item)**
Program to remove redundant lights from wooden poles to commence shortly.
- 06-21.012** **Queens Jubilee**
Currently there are proposals to plant a tree under the Queens Green Canopy initiative.
- 06-21.012i Article to be put in the newsletter to ask the opinions of villagers on what they would like to happen during the celebration weekend
ACTION
- 06-21.012ii Additionally, 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. **ACTION**
- 06-21.013** **First aid training and provision of first aid kit**
It was decided that the parish Council should not hold its own first aid kit.
- 06-21.013i It was agreed that ES should renew her first aid certificate when it expires later in the year. **ACTION**
- 06-21.013ii It was suggested that St Johns Ambulance be contacted to attend the firework event as first aiders. **ACTION**
- 06-21.014** **Five Year Plan**
MS to arrange a meeting to take this forward
- 06-21.015** **Motion to approve Code of conduct**
The council approved the NNC code of conduct. Proposed SB Secoded KM unanimous those present.
- 06-21.016** **Church Clock**
The parish council agreed to support the repair to the church by making a pledge of £500:00 (*authority to spend for this type of expenditure is derived under Section 137 of the Local Government Act 1972*) Proposed ES Secoded SB unanimous those present

- 06-21.017** **Flood monitoring**
 06-21.017i Harpers Brook correspondence. A report was compiled by a resident This was put on the agenda for discussion. The principle of the report was to increase the height of the dam/weir so increased levels of water due to extreme rainfall would not be diverted through Horse Brook, School and Mill House.
- 06-21.017ii The clerk stated that no work of this nature could be conducted without a licence from the environment agency.
- 06-21.017iii SW will be asked to arrange a meeting with the Environment Agency to progress if this is feasible without causing other issues downstream **ACTION**.
- 06-21.018** **Transport (Permanent agenda item)**
 Grafton road speeding. Reports of speeding by lorries taking timber to the Boughton Estate weighbridge. The estate office has been contacted and the police made aware.
- 06-21.019** **School Parking Area**
 Plans from Highways have not yet been received. A developer contribution from Grace Homes has been requested
- 06-21.020** **Correspondence** (not previously circulated)
 Rev H Lowe
- 06-21.021** **AOB**
 Clerk to chase Highways regarding when drains were last cleaned out as there were issues at Mill Lane and Latham Street.
- Welcome pack issued to new Grafton Road resident
- Parish Councillors agreed do the tidy up on the War Memorial site on 14th August
- 06-21.022** **Date of next meeting**
 15th September 2021 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 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	
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 Same response as previous application	
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	

Application NE/21/00885/FUL Proposal : Replacement yard gate Location: 7 Church Street Brigstock Kettering Northamptonshire NN14 3EX

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

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Action Diary

dRef	Completed Actions		Resp	Due by
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) See 04-21.014	SW JL	21/10/2020
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	June Chased WB 08/06/21 June Response not positive	WB - NCC Councillor	16/06/2021
05-21.004ii	Police priorities questionnaire. The councillors were encouraged to complete the questioner as the responses will be considered when local policing priorities are discussed at the JAG meetings		All	21/06/2021
05-21.008i	Amendment to 20/01359/FUL Proposal Stanion Road development Concerns were raised regarding plot 21 and the fact that it had windows looking into the Bells Close property Clerk to write to planning and developer.	June Clerk written to Grace Homes and Planning. Grace Homes have responded and have amended design	Clerk	21/06/2021
05-21.008ii	Haulage activity at Woodyard. KM to craft a poster asking for residents to provide comments and evidence of activity.	June Actioned	KM	21/06/2021
05-21.010	<u>Queens Jubilee June 2022</u> Agenda July meeting	Added to July Agenda	Clerk	21/06/2021

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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.	SW	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. June Written to NNC executive member for communities to progress	Clerk	17/03/2021
18-21.012	Subb parking area. The clerk had discussed it with NS and it was agreed that there are objections in principle subject to a more detailed proposal. SW to outline proposals ACTION	APR 21 Meeting arranged with Highways May 21 Meeting with Highways on site who will put forward a detailed proposal. JUNE Requested a £45,000 developer contribution.	SW	21/04/2021
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
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.	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	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. 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	Clerk	16/06/2021
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	May Circulated to councillors on the 25/05/21 June MS to put a group together to draft plan	Clerk	16/06/2021
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.	MS	16/06/2021
	Add War Memorial to July agenda		Clerk	21/06/2021

dRef	New Actions	Resp	Due by
06-21.004	Agenda for September meeting if there is anything the parish council can do to support the police priorities in the village.		

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		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		JL	15/09/2021
06-21.013i	ES should renew her first aid certificate		ES	15/09/2021
06-21.013ii	It was suggested that St Johns Ambulance be contacted to attend the firework event as first aiders		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		Clerk/SW	15/09/2021