

Meeting Number	16-22
Date of Meeting:	18 th May 2022
Location:	Village Hall Meeting Room
Purpose of Meeting:	Parish Council AGM meeting
Minutes Prepared By:	Nigel Searle
Date & Location of Next Meetings:	15 th June 2022 - Village Hall
Attendees:	M Smith (Chair), S Brown, , E Searle, S Doolan, K Motion, , J Lemmy, F Perkins, T Towns M Marsden
Copies to:	All Parish councillors plus NNC Councillor

- 16-22. 01 Election of Chair**
M Smith was re-elected as Chair
- 16-22 .02 Election of Vice Chair**
S Wilks was re-elected as V Chair
- 16-22 .03 Appointment of Planning Committee**
M Marsden, K Motion, M Smith, S Wilks and S Doolan appointed to the planning committee
- 16-22 .04 Appointment of Planning Committee Chair**
K Motion appointed Chair of planning committee
- 16-22.01 to 04 were appointed on block
Proposed SD seconded SB unanimous those present
- 16-22.005 Public Forum**
6 members of the public present
Concern expressed regarding MK12 link to Swan Avenue and planning application NE/22/00509/FUL
- At previous meeting it had been suggested that an option should be given to have hard copy or e-copy of the Brigstock News. It was agreed the logistics of this were not practical.
- The clerk reminded those present that all copies of the Brigstock News are available on the parish website.
<https://www.brigstockcouncil.org.uk/brigstock-news-publication.html>
- 16-22.006 Apologies for absence**
S Sharp and S Wilks sent their apologies which were accepted (Reason Given)

16-22.007	<u>Declaration of interests</u>	None	
16-22.008	<u>Police report</u>	No police report. The Clerk stated that it was still not possible to get the details of our local officers and their photographs.	
16-22.009	<u>Approve Minutes of previous meetings</u>	Minutes of meeting 15/22 were approved as a true record of the meeting and signed by the chair.	
16-22.010	<u>Matters arising</u>	See action diary attached	
		The following have been resolved 15-22.002i, 15-22.010, 15-22.012i, 15-22.012ii, 15-22.013, 15-22.018a, 15-22.018b, 15-22.018c, 15-22.018d	
16-22.011	<u>Finance</u>		
	<u>Approve and sign off monthly accounts</u>		
16-22.011i	Income		
	Pound rent	£5.00	
	Allotment rent	£10.00	
		£15.00	
16-22.0011ii	Expenditure		VAT Content
361	Brampton valley group	£550.00	£110.00
362	R&G	£897.60	£149.60
363	BHIB Insurance	£977.72	
364	Newsletter	£100.00	
365	SW Jubille expenses	£50.00	
366	N Searle	£685.76	£4.81
	Clerking fee April and May	£614.66	
	Telephone & internett	£35.00	
	Brochure dispenser	£18.90	
	Paper	£7.00	
	Postage	£10.20	
		£685.76	
367	Lisa Jones	£72.00	
		£3,333.08	£264.41

SALIX Loan outstanding £2,100:00 (one payment left Aug to clear loan)

16-22.011iii The Clerk was authorised to pay these accounts Proposed SB Seconded JL Unanimous those present

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www.brigstockcouncil.org.uk

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

16-22.011iii **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	£228:00
Flood grant	£1,765:00
Holding for School ex playgroup	£1,042.13
	TOTAL £8,471.43

Note the VE celebration grant of £350:00 which could not be spent at the time due to covid is now being used for the jubilee celebrations

16-22.011v

Appoint Auditor for 2022 2023

It was agreed to appoint Mr David Oldham as internal auditor.

16-22.0012**Planning**

16-22.012i

New applications since last meeting

Application NE/22/00490/FUL Installation of a glass awning at the rear of the building. | 68 High Street Brigstock **No Objection**
Application NE/22/00581/FUL Replacement windows and doors, new gates, new roof to sun room The Corner House Latham Street Brigstock Kettering NN14 3HD **No Objection**
Application NE/22/00509/FUL Two storey dwelling with single storey granny annexe. | 1 Hunter Rise Brigstock There was no objection to the actual development of the property but the council were unanimous that the conditions regarding the boundary and MK 12 should be applied to this application. There was also concern regarding the height of the proposed boundary fencing.

The clerk gave a resume of the planning history of this site.

To avoid any misinterpretation by the applicant of the response to be given to NNC. The clerk was authorised to outline previous site development history, request that a condition regarding the removal of any obstruction to accessing the Swan Avenue link from MK12 be removed prior to any development being commenced, plus the existing boundary fence to remain in the current position, and express concern over the height of the proposed boundary fence. It was noted that the planning application did not include the building being constructed on the north east of the site boundary. To avoid any confusion this response was unanimous agreed by the council.

16-22.012ii

Previous applications update

NE/22/00364/FUL 18 Hall Hill Approved

16-22.012ii

Other planning issues

Concern expressed as to the lack of enforcement information on the woodyard clerk to chase **ACTION**

- 16-22.013** **5 Year plan**
The 5 year plan has been updated to reflect the commitment of the council over the plan life. It provides a detailed overview of the council business and activities for the new Clerk in 2023.
- 16-22.014** **Risk assessments**
Finance and management risk assessment tabled at the meeting. It was agreed this should be signed off at the June Meeting **ACTION**
- 16-22.015** **Insurance**
The issue regarding the £80:00 increase in premium has been resolved. The premium increase is now £7:00.
- 16-22.016** **Equality Policy review**
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**
- 16-22.017** **Flood monitoring system**
Mr Leacroft updated the council on the progress of the monitoring unit which appears to meet our needs. Will report back at the June meeting.
- 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**
- 16-22.018** **Support for village News Letter**
Agenda June meeting
- See comments in public forum
- 16-22.019** **Maintenance**
The work to repair the stone wall by the meadow gates is now nearing completion.
- The wooden fence near the kissing gate is becoming unstable. The clerk to obtain quotation to make it secure as per the previous remedial action. We have received a price for the replacement of the fence £2,600:00 which will need budgeting for.
- 16-22.020** **Litter pick for 2022**
The annual event was not as well attended this year. Fortunately, due to the efforts of residents over the past year, the village has remained relativity free of litter. Many thanks to all who supported the litter pick.

- 16-22.021** **Street Lighting** (Permanent agenda item)
Still experiencing issues with the SOLAR light in Bells Close. It would appear that we now have a solution. When the contractor removes the redundant lighting this will be attended to.
- Grace homes development. It was agreed that there should be only one light on Stanion Road and three in the development. The clerk will liaise with Grace Homes.
- 16-22.022** **Queens Jubilee**
16-22.022i Joyce Howlett was successful in the nomination for being the Jubilee Queen. **ACTION**
- 16-22.022ii The Weldon Stone quotation of £300:00 to inscribe the Market Cross was agreed **ACTION**
- 16-22.022iii Agenda next meeting for a decision of the location of the Jubilee tree **ACTION**
- 16-22.023** **School parking area**
Agenda June meeting **ACTION**
- 16-22.024** **Cemetery**
16-22.024i The price £1,350:00 to remove the tree in the top left corner of the cemetery was agreed. **ACTION**
- 16-22.024ii There are some memorials which are giving signs of instability. Clerk to arrange for them to be made safe. **ACTION**
- 16-22 025** **CTS Licensing application**
The council has been informed by a resident that CTS has obtained its licence for 41 Vehicles. No official confirmation
- 16-22.026** **Correspondence**
Poppy appeal
Reviewing Neighbourhood plan training
Stanion Road layout.
Lyveden Vault
Solar park Grafton Road
Mowing
- 16-22.027** **AOB**
16-22.027i Add vacancy for new clerk on June Agenda **ACTION**
- 16-22.027ii LS reminded the council of the visit for ACRE village competition and invited councillors to the introduction meeting.
- 16-22.027iii Points of interest:- during the year the council has received 21 fly tipping reports, 23 fix my street reports, 115 letters sent, 21 welcome packs sent (now on 23rd revision) 51 planning applications received and 3149 e-mails received.
- 16-22.027iiii 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**

2022 Meeting Dates

January	19 th
February	16 th
March	16 th
April	20 th Parish Meeting
May	18 th Parish Council AGM
June	15 th
July	20 th
August	No Meeting

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
15-22.002i	Concern expressed again at the activities at CTS. Operation were being conducted at 4:20 am with excessive noise and lighting disturbing residents. NNC councillor to discuss with planning enforcement ACTION	May Clerk responded to Transport Commissioner	NNC W&D B	18/05/2022
15-22.010	5 Year plan The results of the tree survey and other main information is now available to complete the plan. Agenda May meeting. ACTION		Clerk	18/05/2022
15-22.012i	It was agreed to accept the quotation £129:90 to repair the stone wall by the meadow gate. Clerk to ask cricket club if they would like to make a contribution. ACTION	May Order sent to Mr Croker to undertake work	Clerk	18/05/2022
15-22.012ii	MUGA inspection Wickstead quoted an inspection price of £120:00. As the parish inspect it each month it was decided to only have a formal quinquennial inspection. Add to plan ACTION	Added to 5 year plan	Clerk	18/05/2022
15-22.013	Litter Pick SW suggested ice-cream for children after the litter pick. Agreed ACTION	SW Actioned	SW	18/05/2022

15-22.018a	<u>Insurance</u> Our renewal premium has gone up by £82 even though we have a fixed term contract	Had discussions with underwriting director increase now £7	Clerk	18/05/2022
15-22.018b	Beer festival request for serving drink on the meadow clerk to respond ACTION	May Responded to beer festival committee	Clerk	18/05/2022
15-22.018c	Lyveden Vault issues with wall. Clerk to investigate ACTION	May This is not the responsibility of the parish	Clerk	18/05/2022
15-22.018d	Equality & Diversity Policy comments. SD to review existing document ACTION	May SD has reviewed existing policy	SD	18/05/2022

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	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
15-22.018e	Cemetery trees bordering Mauntly Avenue properties. Clerk to resolve ACTION	May Have received one quotation £2,700:00	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		NNC W&D B	18/05/2022

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