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R Welsford

Also Present: The Clerk, the Althorp Representative, Ward Cllr Morton and 5 members of the public.

Apologies: Cllr N Tompkins (Vice Chair) and Ward Cllr D Lister

Meeting: Started at 7.45pm

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| 52/2025 | Welcome and Announcements Cllr White (Chair) welcomed all to the meeting. | Action |
| 53/2025 | To receive and approve apologies for absence It was noted that apologies had been received from Cllr N Tompkins (Vice Chair) and Ward Cllrs D Lister. | |
| 54/2025 | To receive Declarations of Interest from Councillors. Cllr Gardner advised a pecuniary interest at item 13 Finance as he had submitted an invoice to the Council and Cllr Kennedy advised a personal interest as a volunteer with DACT. | |
| 55/2025 | Minutes of the Annual Parish Meeting of 21 May 2025 Subject to the word “Community and <i>Communications</i> engagement” being amended at Minute 47/2025 (Parish Councillor Roles and Responsibilities for 2025-26) the Minutes of the 21 May were approved by acclamation and signed by the Chair. | Clerk |
| 56/2025 | Public Participation | Clerk |
| | <ul style="list-style-type: none"> A resident advised that the churchyard had not been mown and was looking very untidy since the volunteer who did this had moved out of the village and asked the Althorp Rep if this could be carried out by Althorp Estates. The Chair clarified that the Parish Council were not able to do this as they did not have the Powers to maintain the open part of the churchyard. However the Parish Council had agreed to mow the sloping part of the churchyard and the Clerk was asked to check with the Council’s contractor that it would be done. A resident indicated that the Agenda and Minutes had not been displayed on one of the Noticeboards. Cllr Kennedy indicated that these only needed to be displayed on one noticeboard and they were displayed on 3 in the villages and that he had checked and they were on the noticeboard in question. The Chair also indicated he had checked with the same result and that the photos provided showed them as being on the board. A resident asked that if the Parish Council was going to offer a voucher as a prize, it should be for the Post Office and not a national store. A resident asked that the Agenda be displayed on the new TV for meetings and the Clerk indicated that this could be done subject to the wifi being connected and instructions made available. A resident asked if the work on the Village Cross was going forward and was advised that it was an item on the agenda and also that the Parish Council had asked for quotes to establish the level of work required to repair it should the Parish Council be responsible for the structure. Cllr James stated that the verges Back Lane had not been mown and asked that it be done. The Clerk responded that it was a WNC Highways responsibility, and | <div>Clerk</div> <div>Althorp Rep</div> <div>R Room Rep</div> |

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| | <p>not carried out by the Parish Council's contractor although some residents mowed various parts and she would report this to WNC.</p> <ul style="list-style-type: none"> • Cllr Roach indicated that the access road in Little Brington had a weight restriction notice for HGV's but none of the other roads accessing the villages did not and asked that this be rectified. Cllr Roach to forward to the clerk of two locations (via wat3words) for HGV restriction signage to be considered by highways authority for the other access routes into Bringtons. • Cllr James stated that the cost of the Play Area project had not been reported in a recent article about the opening event in the Residents Newsletter and she could not find where it had been Minuted and asked the Clerk to address this. | <p>Cllr Roach/ Clerk</p> <p>Clerk</p> |
| 57/2025 | <p>To Note Reports</p> <p>The Councillors noted Reports from:</p> <ol style="list-style-type: none"> 1. Chair –that a letter of thanks had been received from the Open Gardens Event organisers for the Parish Council support for funding the DACT minibus and that the date for the 2026 event had been decided as Sunday 17 May 2026. 2. The Parish Clerk (at annex) – with reference to the FOC Bark Chippings from West Northamptonshire Council, Cllr Gardner suggested they could be shared with the school. 3. West Northamptonshire Council Long Buckby Ward – No Report Received 4. Northamptonshire Police – No report received. | |
| 58/2025 | <ol style="list-style-type: none"> 1. Reading Room Update <ol style="list-style-type: none"> i. The Chair advised a copy of the new Lease had been received that had only been signed by the Chair and the Vice Chair in March 2025, however, there was also a version available that had only been signed by Althorp Estate Solicitors and requested, in order that the correct copy was available in future years, that both versions be combined so that one copy had all the signatures on it. ii. To receive an update to the Electrical Work - An invoice had been forwarded to the Parish Council from Rich Faulkner (RF) for work to replace lighting to LED 7x 4ft battens to main hall, 1x batten to kitchen and 3x emergency lights to main hall at £941 inc. VAT but this was not addressed to the Council and it had not been agreed that the Council would pay this, only that the work was required. iii. Cllr Kennedy proposed that the sub committee to work with the Reading Room Trustees needed to start as soon as possible and meet every 3 months. This was agreed by acclamation and Cllr Roach indicated he would email sub committee members and the Clerk possible dates for the first meeting. | <p>Cllrs Roach Kennedy, James</p> |
| 59/2025 | <p>a. To consider the following Planning Applications and Decisions and any additional application(s) presented after the publication of the agenda):</p> <p>No planning applications had been received for consideration.</p> <p>b. The following previous Planning Application Decisions were noted:</p> <ol style="list-style-type: none"> i. 2025/1427/Full at 2 Hamilton Lane Gt Brington for single storey porch extension & installation of windows to ground floor lounge Approved ii .2025/1379/Cond Land to East side of Haddon Rd Gt Brington – discharge of condition 3 (Materials) and Condition 11 (CEMP) of Planning Permission 2024/4921/FULL. (New self-build rural worker's dwelling at Land to East side of East Haddon Road, Great Brington, Northamptonshire) Approved <p>c. The following Planning related issues were note:</p> <p>Details of Criteria for West Northamptonshire Council CIL (Community Infrastructure Levy) for £4543.73 was received in May 2025 and the West-Northamptonshire-Council-CIL-Parish-Portion-Expenditure-Remit-Reporting.pdf was noted.</p> <p>There was a discussion about the best ways of reaching out to the community to receive ideas for Capital Projects for these funds. These included:</p> <ul style="list-style-type: none"> • An article from Cllrs Beeusaert and Kennedy in the next Brington News Letter; | |

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| | <ul style="list-style-type: none"> A notice board with Post-It notes to be made available at community events in the Reading Rooms for residents to write their ideas on. Investigate other grant funding to add to the amount, to achieve a suggested project. | |
| 60/2025 | Consultations from West Northamptonshire Council These can be viewed at https://westnorthants.citizenspace.com/ | |
| 61/2025 | Environment i. Update from Althorp Estate <ul style="list-style-type: none"> The office has been moved from Pedigree Barns and these are now available for rent. Althorp Gates past the Church will be removed. Althorp House will be opening on 31 July - 31 August. ii. Update from Parish Council <ul style="list-style-type: none"> Do Not Climb sings for the Cricket Pavilion would be ordered. | Clerk |
| 62/2025 | To Note the AGAR Audit Internal Auditor Report and the Exercise of the Provision of Public Rights Notice The Councillors noted the AGAR report. The Councillors noted that the Exercise of Public Rights had been published on the website and a notice board. | |
| 63/2025 | New Parish Mobile Phone Cllr Roach had researched costs of the most suitable mobile phone with a list of suppliers and these had been circulated. The cost of a Samsung Galaxy A15 5G: Tesco £199.00, Amazon £142.00, Argos £169.00, J Lewis & Partners £169.00 It was proposed that the Amazon price was the best value and this purchase was agreed unanimously. Cllr Roach had researched costs of the most suitable Mobile Phone Contract which had been circulated and Tesco Sim with Rocket pack 10GB for £10 was proposed as the best value and this was purchased unanimously. Cllr Beeusaert asked the Clerk to notify him when the phone was working to enable the email function. | Clerk |
| 64/2025 | Finance i. The Bank Balance of Community Account £3926.64 Balance at 30 May 2025 and Business Premium Account £26082.50 Balance at 30 May 2025 was noted. ii. Payments and Receipts May 2025 were noted and approved unanimously. (At Annex). iii. The Chair read out the current Bank Balances at 11/06/2025 Community Account £3,253.58 and Business Premium Account £31,608.45. | Clerk |
| 65/2025 | To Review the Council's 2025-2026 Budget Cllr Kennedy requested that the next review showed the committed expenditure. Cllr James requested that the totals of spend year to date were required and indicated she would supply spreadsheet to reflect these. Cllr Kennedy asked that residents be consulted for future projects by using a notice board and post it notes at community events. | Cllr James |
| 66/2025 | To Adopt the Council's Revised Standing Orders 2025 It was proposed that a working party consisting of Cllr White, Beeusaert, Kennedy and the Clerk to meet the following week and go through these line by line and report back to the July 2025 meeting. This was agreed unanimously. | Working Party & Clerk |
| 67/2025 | To Adopt the Council's Revised Financial Regulations It was proposed that a working party consisting of Cllr White, Beeusaert, Kennedy and the Clerk to meet the following week and go through these line by line and report back to the July 2025 meeting. This was agreed unanimously. | Working Party & Clerk |
| 68/2025 | To Adopt the Council's Anti-Harassment and Bullying Policy 2025 It was proposed that the Council's draft Anti Harassment and Bullying Policy 2025 be adopted and this was agreed unanimously. | Clerk |

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| 69/2025 | To adopt the Freedom of Information Publication Scheme It was proposed that a working party consisting of Cllr White, Beeusaert, Kennedy and the Clerk to meet the following week and go through these line by line and report back to the July 2025 meeting. This was agreed unanimously. | Working Party & Clerk |
| 70/2025 | i. To Agree the Revised Subcommittee, Steering Group and Working Group Structures Reading Room - Cllr Kennedy proposed that a Reading Room Sub Committee was required to meet every 3 months as there was a lease and a financial interest. The members to be Cllrs Kennedy, James and Roach. This was agreed by acclamation . Cllr Roach indicated he would liaise with Cllrs Kennedy and James and the Clerk to progress the fist meeting to be held before the July Parish Council Meeting. Play Area - it was proposed that a Working Group consisting of Cllrs Tompkins, Kennedy and Gardner be set up to ask residents and young people or their views of the how the £15000 Phase II Funding should be spent. This was agreed by acclamation. Cllr Tompkins to liaise with Cllrs Gardner and James. Remembrance Day - It was proposed that a Working group consisting of Cllrs Kennedy, Gardner and Welsford be set up to take this forward with Residents and Community Groups and report back to the Parish Council. This was agreed by acclamation. Cllrs Kennedy to liaise with Cllrs Gardner and Welsford. ii. To Adopt the Draft Subcommittee, Steering Group and Working Group Terms of Reference It was proposed and agreed that this be deferred to the next meeting. | Cllr Roach Cllr Tompkins Cllr Kennedy |
| 71/2025 | Phase II Play Area Equipment Project i. Cllr Tompkins had reported that she had been investigating suitable equipment and costs. ii. Cllr Kennedy indicated that the residents views, in addition to those of the young people be sought. iii. Cllr Gardner suggested that the school may like to use the bark chippings that had been delivered to Little Brington Playing Field. | Clerk |
| 72/2025 | It was proposed and agreed by acclamation that members of the public be excluded from Item 23 on the Agenda – “ To note Quotes received for the Repair and Renovation of the Village Cross” in accordance with Section 1(2) of the Public Bosies (Admission to Buildings) Act 1960 and by reason of the confidential and sensitive nature of the following item of business , the Press and Public be excluded from the meeting for the next item “To Note Quotes Received for the Repair of the Village Cross”. | |
| 73/2025 | To Note Quotes Received for the Repair of the Village Cross i. It was noted that the quotes received varied widely and as the Parish Council believed that the Village Cross was not in their ownership and was the responsibility of Althorp Estates as it stood on land owned by them, the Clerk was asked to circulate copies of the Land Ownership Records and Village Green registration documents to all Councillors ii. As the Council believed that there was a Health and Safety Risk to Members of the public caused by the lack of repair to the structure, the Clerk was asked to notify Historic England of their concerns. | Clerk Clerk |

Meeting Closed at 21.25

Signed: *Keith White*

Dated: 16 July 2025

Cllr Keith White (Chair)

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| 1. | Road Safety Community Fund The Office of The Police, Fire and Crime Commissioner (OPFCC) in partnership with Northants Safer Roads Alliance has launched a Road Safety Community Fund, which will award grants of between £500 and £5,000 to support activity that contributes to the Northamptonshire Strategic Road Safety Plan. The money can be used for the purchase and installation of Vehicle Activated Signs (VAsSs) and Speed Indicator Devices (SIDs), the design and installation of road safety posters and signs around schools, parking buddies to improve parking around primary schools, the purchase and installation of road furniture, such as gates and signage, to encourage safer driving practices, and indeed anything that contributes to safer roads. Details at visit https://northantspfcc.org.uk/our-work/grant-schemes/road-safety-community-fund . |
| 2. | AGAR Audit Documents- These were submitted to the External Auditor PKF Littlejohn on 02/06/2025 |
| 3. | Appraisal – The Clerks Annual Appraisal was carried out on 10/06/2025. |
| 4. | VAT Return - completed and submitted 11/06/2025 for £5451.00. |
| 5. | Bark Chippings – 2 Loads FOC from West Northamptonshire Council delivered to Play Area on 10/06/2025 – Minute 111/2025 of 15 January 2025 refers. |
| 6. | West Northants Council Community Grants at June 2025 https://www.westnorthants.gov.uk/community-funding-grants/about-community-funding-grants Information about WNC Community Funding Grants that are on offer and details of what the projects / services funded must support, enable or facilitate the achievement of one or more of the Council's strategic aims, objectives or priorities, and must also address an identified local need. Community Groups need to apply direct to WNC as above. |
| 7. | Health and Safety Inspection of the outdoor gym equipment , in Kimbells Field has been requested with Wickstead Inspections. There is a lead time of 16-20 weeks. One of the pedals on the bike needs fixing. Clerk has requested replacement part |
| 8. | Storage Shed in Kimbells Field. The Clerk found this during an inspection. It was believed that youngsters in the village had moved the shed to climb onto the Pavilion Roof. The Clerk has found warning notices 'Do not climb on structures' for about £4.00 that can be put up. |
| 9. | Police – Cllr Welsford has joined the Northamptonshire Police Liaison Representative (PLR) Scheme as the Parish Council representative. |
| 10. | Police, Fire and Crime Commissioner Danielle Stone's office has a new email address for elected reps to use. |
| 11. | Material Planning Considerations – an explanation of the legislation is on our website at Explanation-of-Material-Planning-Considerations-June-2025 . |
| 12. | NCALC Parish Conference – scheduled for 12/06/25 was cancelled the day before. |

1. (a) Payments Approved18 June 2025

| Supplier | code | Detail | Invoice No | Invoice Total | VAT |
|-----------------------------------|------|--|------------|---------------|--------|
| S Muir | BT | Salary June | 0 | 470.56 | 0 |
| S Muir | BT | S Muir HMRC to 5 July | 0 | 117.80 | 0 |
| S Muir | BT | Clerk Expenses (April-June 2025) | 18/06/25 | 129.47 | 0 |
| Third Avenue | BT | Website Support (1 Month) | 2371 | 62.40 | 10.40 |
| Tomato Energy | DD | Street Lighting 30/1-31/3/2025 | 8716849370 | £534.25 | 89.04 |
| Compete 366 | DD | 365 data backed up via Microsoft Syntex | 24087 | 4.85 | 0.81 |
| Althorp Estates | BT | Quarterly Rent for Reading Room | 3999 | 270.00 | 45.00 |
| R & G Invoice Date 31/05/25 | BT | Kimbell's Field Gang Mow 14/5 13/5 27/5 Triple Mow 16/5 30/5 VILLAGE GREENS Mowing 1/5 16/5 30/5 | 121775 | 535.20 | 89.20 |
| Cllr Roach | BT | Expenses for Play Area Opening Event & Reading Room | | 76.99 | 3.00 |
| Gardner Fencing & Firewood | BT | Hire of Skips for site clearance - Play Area Project | SI-7671 | 1980.00 | 330.00 |

(b) Receipts to Note Total

| | Date | Detail | | Bank Credit Total |
|--|------|--------|--|-------------------|
| | | | | Nil |

(c) Bank Reconciliation at 30 May 2025

| Nett balances as at 30/05/2025 | | | | |
|--------------------------------|----------------------------------|-----------|---------------------|------------|
| Bank Balance | | Cash Book | | |
| | | | | |
| | Balance in Current Account YTD | | Opening Balance | 33,197.88 |
| | Value of payments yet to clear | | Expenditure to date | -19,627.95 |
| | Reserve Account Bank Balance YTD | | Income to date | 16,439.21 |
| | | | | |
| | 30,009.14 | | 30,009.14 | |

