



**Minutes of the Annual Parish Meeting of BRINGTON PARISH COUNCIL
held on Wednesday 18 June 2025, Reading Room, Great Brington**

www.bringtons-pc.gov.uk email:clerk@bringtons-pc.gov.uk

Present: Cllrs K White (Chair), S Beusaert, R Gardner, J James, D Kennedy, M Roach and 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

52/2025	<p>Welcome and Announcements</p> <p>Cllr White (Chair) welcomed all to the meeting.</p>	Action
53/2025	<p>To receive and approve apologies for absence</p> <p>It was noted that apologies had been received from Cllr N Tompkins (Vice Chair) and Ward Cllrs D Lister.</p>	
54/2025	<p>To receive Declarations of Interest from Councillors.</p> <p>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.</p>	
55/2025	<p>Minutes of the Annual Parish Meeting of 21 May 2025</p> <p>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.</p>	Clerk
56/2025	<p>Public Participation</p>	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 	<p>Clerk</p> <p>Althorp Rep</p> <p>R Room Rep</p>

	<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 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): 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: 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. 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; 	

69/2025	<p>To adopt the Freedom of Information Publication Scheme</p> <p>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.</p>	Working Party & Clerk
70/2025	<p>i. To Agree the Revised Subcommittee, Steering Group and Working Group Structures</p> <p>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 .</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>ii. To Adopt the Draft Subcommittee, Steering Group and Working Group Terms of Reference</p> <p>It was proposed and agreed that this be deferred to the next meeting.</p>	Cllr Roach Cllr Tompkins Cllr Kennedy
71/2025	<p>Phase II Play Area Equipment Project</p> <p>i. Cllr Tompkins had reported that she had been investigating suitable equipment and costs.</p> <p>ii. Cllr Kennedy indicated that the residents views, in addition to those of the young people be sought.</p> <p>iii. Cllr Gardner suggested that the school may like to use the bark chippings that had been delivered to Little Brington Playing Field.</p>	Clerk
72/2025	<p>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”.</p>	
73/2025	<p>To Note Quotes Received for the Repair of the Village Cross</p> <p>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</p> <p>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.</p>	Clerk Clerk

Meeting Closed at 21.25

Signed:.....*Keith White*..... Dated: 16 July 2025

Cllr K White (Chair)

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 (VASs) 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 Approved 18 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	Kimbells 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	3926.64	Opening Balance	33,197.88	
Value of payments yet to clear		Expenditure to date	-19,627.95	
Reserve Account Bank Balance YTD	26082.50	Income to date	16,439.21	
	30,009.14		30,009.14	

**TO NOTE THE BANK RECONCILLITION & EXPENDITURE
TO DATE**

MINUTE 49/2025 REFERS

Reserve Account Bank Balance YTD	13,800.31	Income to date	11,895.00
	42,339.10		42,339.10

ANNEXES

CLERKS REPORT

MINUTE 23/2025 REFERS

1.	Councillor Training Requirements NCALC has a new suite of Training Courses for Councillors to consider and advise availability on three alternative dates – details are overleaf or at: https://northantscalc.gov.uk/councillor-development-framework . As these are very popular in Election year, if you would like to take part in any, please advise the Clerk of three alternative dates and times
2.	Council Mobile Phone – due to staff annual leave and the extra work that the Parish Election and Audit have required, this is work in progress.
3.	Review of Council Policies – These will be reviewed at the next 2-3 meetings and include Standing orders, Financial Regulations, Risk Assessment and other policies where required
4.	Memorial Cross In addition to Boden & Ward, the Clerk has contacted Mark Staffordshire Workshops, Fineshade and Jacob at I Ward giving a deadline of 30 May
5.	Planning Application 2025/0958/FULL at The Manse, Chapel View, Little Brington comments about access and parking were recorded from the Principal Engineer – Highways Development Management

6.	<p>NCALC Advice - New Councillors Voting on Items from previous Council year</p> <p>NCALC advised on 9 May on whether brand new councillors (i.e. ones that weren't councillors in the previous term) can vote to sign off the minutes of the last meeting and the Annual Governance & Accountability Return (AGAR).</p>
7.	<p>Road Works - WME000406 Highways Railtrack Works – Gt Brington Rd and A428 towards East Haddon</p> <p>Former Ward Councillor Bignell has passed a message from Kier / WNC Highways to advise that all reinstatement was completed on 12/05/2025 and the last of the traffic management will be removed on 13/05/2025, the 4-way lights have already been removed. They thanked us for our support over the last 6 months or so.</p>
8.	<p>NCALC Local Plan Briefing with WNC NCALC thanked everyone that attended the Local Plan Briefing held on 3 April 2025. Councillor can view slides from that event are at https://northantscalc.gov.uk/wnc-planning-briefings.</p>
9.	

Women's Rugby World Cup is doing a nationwide tour and will be visiting Daventry, Towcester, Brackley, and Northampton on 25, 26 and 27 May as part of a three-week national tour marking 100 days to go and celebrating all eight host locations ahead of the big tournament this summer.

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Wildlife Update from Althorp:

The creation of the wetlands at Church Brampton has increased our biodiversity, resulting in many new species of wildlife.

Some species are present for the first time across the estate; others are being seen in greater numbers.

Here is a list of the most significant of those species and sightings:

- White Tailed Eagle, this was one of four released on the Isle of White and is being monitored 24\7. Known as the flying barn door due to its eight foot wingspan. The bird was reported to us and found at night with Adey's thermal equipment. It stayed for a couple of days before flying to Oxfordshire.
- Other birds of note seen at the wetlands: Snipe, Dunlin, Green Plover, Great Egret, Little Egret, Little Grebe, Kingfisher, Yellow Wagtail, Teal, Tufted Duck, Egyptian Goose, Sand Piper and many of the more common birds.
- Mammals recorded at the wetlands: Otters, field voles, Fox, Badger, Roe deer, Muntjac, Chinese Water Deer, Polecat and Mink. We are planning to reintroduce Water Voles in 2026\27 after a programme to remove the mink.
- Many invertebrate species have been recorded including rare beetles and moths.

Across the wider estate we are seeing different species of birds and invertebrate numbers increasing due to thoughtful management. This includes, leaving the in-field hedges, wildlife conservation strips being planted and woodland management.

We have opened up old field ponds or Dew ponds, created new ponds and dammed some woodland ditches to create a space of water to encourage wildlife and especially amphibians. Great Crested Newts are abundant on the estate and an Adder was spotted this year. Bullfinches are on the increase in the woodland edges where we have left the Hawthorn and Blackthorn to grow.

Summer visitors recorded last year include, Hoopoe, Red Backed Shrike and Redstart.

COUNCILLOR ROLES AND RESPONSIBILITIES (DRAFT)

Role	Responsibilities
Chair Cllr K White	2 nd Bank Account Signatory, Representative of Parish Council, Liaison with Althorp Estate Liaison with the Parish Clerk HR Matters
Vice Chair Cllr N Tompkins	Notice Board Updating, Play Area & Outdoor Gym Issues Sub Committee Member Events Liaison with the Parish Clerk HR Matters
Cllr S Beeusaert	Parish Council IT Lead
Cllr R Gardner	Play Area & Outdoor Gym Issues Sub Committee / Working Group Member Remembrance Day Activities Sub Committee / Working Group Member Sundry small landscape issues (clearing logs, Signs etc.)
Cllr M Roach	Reading Room Lead – Reading Room Sub Committee / Working Group Member. Sundry small landscape issues, (Dog Bins, Signs) Kimbell’s Field Pavilion Electricity Meter
Cllr J James	3 rd Bank Account Signatory Reading Room Sub Committee / Working Group Member
Cllr W Welsford	Northamptonshire Police Lead Road Safety Issues Lead

	Remembrance Day Activities Sub Committee / Working Group Member
Cllr D Kennedy	Community Issues Lead Remembrance Day Activities Sub Committee / Working Group Member Reading Room Sub Committee / Working Group Member

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Daventry, Towcester, Brackley, and Northampton on 25, 26 and 27 May as part of a three-week national tour marking 100 days to go and celebrating all eight host locations ahead of the big tournament this summer.
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WILDLIFE UPDATE FROM ALTHORP

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COUNCILLOR ROLES AND RESPONSIBILITIES (DRAFT) MINUTE 47/2025 REFERS

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