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**Minutes of the full Meeting of Stoke Bruerne Parish Council held on
Tuesday 28 November 2023 at 7:30pm**

Parish Councillors Present: Kathryn Dodington, Barbara Osborne, Simon Lake, Pat Stimson, Terry Richardson

Also present: Dave Weston (Parish Clerk), Cllr Louisa Samiotis representing Towcester Town FC and Jack Bramley representing Tove Valley FC and 13 members of the public

23/055	To receive and accept apologies for absence. Cllr Trevor Morley, Cllr Louisa Fowler	Action
23/056	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. None were declared	
23/057	To receive and approve for signature the minutes of the Council meeting held on 10 October 2023 The minutes were approved as a true record of the meeting.	
23/058	To discuss any matters arising not on the agenda. None to discuss	
23/059	Correspondence List Cllr Dodington has written to WNC to praise a member of staff and found it a difficult process to complete. The staff member has written to her thanking her for doing so.	
23/060	Invitation for questions from members of the public – There were several people who spoke concerning the parking at the recreational field on match days. Representatives from Tove Valley FC and Towcester Town FC spoke and outlined the mitigation they have in place to try and alleviate the problems. The main problems highlighted were: <ul style="list-style-type: none"> • Parking that obstructs and makes access to and from properties on Bridge Road • Inconsiderate parking in Wentworth Way • Volume of cars at certain games when there are back-to-back games. • Cars parking part on pavement making use of them impossible. Both football clubs send out details of where their players and the opposition should park. Both clubs have officials that try and direct traffic appropriately. An additional factor is the church carpark which Tove donate to, is currently closed as the inclement weather has made it unusable.	

	<p>Mitigation currently in place is:</p> <ul style="list-style-type: none"> • Yellow lines along part of Bridge Road • Residents Only parking signs in Wentworth Way (advisory only) <p>After discussion it was resolved that:</p> <ul style="list-style-type: none"> • No parking cones would be provided to residents on Bridge Road to be put out in order that exit and entry to their driveways could be left clear. Clubs agreed to put them out. • Both clubs will amend their advice documents to ask for more considerate parking. • The church is continuing to explore grants to provide additional parking support (hard standing or matting) to allow part of their carpark to be used all year round. • Tove Valley will also explore any funding options to assist. • Towcester Town FC will approach the league to ask that back-to-back games have a gap in start times to help with parking. <p>Additionally, there was a request for a defibrillator at that end of the village, the resident (details held by clerk) offered to have it on her house wall and would pay for the electricity. TVFC are currently fundraising for a defib to be house don the church wall.</p>	KD
23/061	Invitation to Unitary Councillor to provide updating report – Cllr Fowler was not present, so no report received.	
23/062	To receive Clerk's report – The clerk has received some basic training on the website and has updated it.	

23/063 Planning Matters

New Applications

Application 2023/7647/LBC work on Lock 14. It was **resolved** to support this application.

Decisions

Application Number	Location	Proposal	Decision
None			

Appeals

None

23/064	Co-option of Councillor to vacancy- At present the council has six members with one vacancy. The chair asked those present if anyone would be interested in the vacancy. One person present expressed an interest. It was resolved the clerk would consult with WNC Electoral services to ensure a co-option could take place.	DW
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23/065 Parish Matters

Item	Subject	Description	Parish Council Resolution	Action
a.	Canal update	To receive a report from Cllr Dodington on the Canal and River Trust and any actions necessary	Work on the locks is due to be 2/1/24-2/3/24. Information posters will be placed in advance. The museum has 2 x new staff and is looking towards 7 days opening. The top end of the woodland walk will be finished in spring. Persimmon have supplied material for the work.	
b.	Roads / Safety	To review the current road maintenance in the area	There is a series of major works coming up involving overnight closures on the A508 and on the A43.	
c.	Drains & Gulleys	To report on the progress of the clearing of the drains and any necessary actions that need to be taken	The drains issue on Bridge Road is due to be resolved overnight 22-23/12/23	
d.	Trees	To report on any action required regarding trees on the playing field	Nothing to report. Item can be discharged.	
e.	Update from Tove FC	To receive any update from Tove Football Club	Issues were discussed in item 23/060. The clerk will send an invoice for the pitch rental 2023/24 season.	DW
e.	Anglian Water	To receive an update on the leak on Bridge Road	A visit is due 5/12/23 to inspect the cause of the leak.	

23/066	Playing Field 066/1 A visit by the equipment suppliers Wicksteed was made. We are waiting for a cost of repairs from them.	
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23/067	Finance 067/1 The financial report for 2023 was presented. It was resolved to accept the report. 067/2 It was resolved to pay the following bills: Clerk Salary & Exes (Oct) £263.43 HMRC (Oct) £59.40 Yu Energy (DD) £56.48 Yu Energy (DD) £12.90 Clerk Salary & Exes Nov (includes back pay from 2023-2024 pay award) £340.71 HMRC (Nov) (includes HMRC for previous clerk back pay) £94.40 Robert Damerall (back pay from 2023-2024 pay award) £62.41	
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	NJ Blackwell (inv 940) £750.36 Robert Damerall (reimbursement for anti-virus) £64.99 067/3 Budget for 2024/2025. There is a potential serious issue with one lamp standard on Bridge Road. A formal quote for replacement is to follow. It was resolved to get the company to inspect all lamps owned by the PC for condition at a cost of £750 + VAT. The proposed budget presented by the clerk will be circulated to all councillors for them to consider before the January 2024 meeting.	DW DW
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23/068	Asset Register It was resolved to add the following items to the Asset Register: • Speed Indicator Device Rookery Lane • Screen and Projector	DW
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	Round the Table Cllr Stimson said the SiD data needed downloading. Cllr Dodington agreed to try and do this.	KD
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Date of next meeting 9 January 2024. Any items for the agenda to the Clerk by 2 January 2024.

Meeting closed at 2103hrs.

Stoke Bruerne Parish Council Financial Report to 20 November 2023	
Bank Statements on 20 November 2023	£21,262.33
Current Account	£11,094.20
Savings Account	£10,168.13
Un-presented payments to 20 November 2023 (B Osborne Chq 200368 for payment to J Brock)	£250.00
Bills paid since last meeting	
Bank Charges	£14.80
Oct 2023 Yu Energy	£61.25
Monies Received since 30 September 2023	
Total	£0.00
ACTUAL FINANCIAL POSITION on 20 November 2023	£21,012.33
Monies Held on Behalf of Village	
DBT for Clock Maintenance	£483.36
Monies Ring-fenced as Reserves	
CALC recommended reserve (approximately 50% of precept)	£8,343.50
Parish Council Fund Position on 20 November 2023	£12,185.47
Bills for Payment in November 2023 to be agreed	
Clerk Salary & Exes (Oct)	£263.43
HMRC (Oct)	£59.40
Yu Energy (DD)	£56.48
Yu Energy (DD)	£12.90
Clerk Salary & Exes (Nov) (includes back pay from 2023-2024 pay award).	£340.71
HMRC (Nov) (includes HMRC for previous clerk back pay)	£94.40
Robert Damerall (back pay from 2023-2024 pay award)	£62.41
NJ Blackwell (inv 940)	£750.36
Total Payments for November to be agreed	£1,640.09
Parish Council Fund Position on 28 November 2023	£10,545.38
VAT to be claimed 2023/2024	£2,168.05

Correspondence List 7 October 2023-24 November 2023				
Date Circulated	From	Correspondence	Circulated by	
09-Oct				
23-Oct	WNC	Weekly Planning Lists	DW	
09-Oct	Clerk	Bank Details	DW	
13-Oct	KD	Email re: WNC Employee	KD	
19-Oct	KD	Defib battery	KD	
21-Oct	NCALC	Weekly update	DW	
21-Oct				
27-Oct				
3-Nov				
24-Nov	NCALC	Weekly update	DW	
21-Oct	SEGRO	J15a road closures	DW	
25-Oct	Email KD	Anglian Water update	KD	
26-Oct	Wicksteed	New Equipment Quote	DW	
26-Oct	WNC	Current Consultations	DW	
26-Oct	PS	Email re: war memorial	PS	
26-Oct	Clerk	Asset Register	DW	
27-Oct	SEGRO	Remote junction plans	DW	
30-Oct	KD	Corroded Street Lantern	KD	
03-Nov	WNC	Bridge Road water leak	DW	
03-Nov	WNC	Precept deadline	DW	
03-Nov	Email DW	Budget proposal 24/25	DW	
03-Nov	Email DW	War memorial update	DW	
10-Nov	KD	Planning Concernt Locks	KD	
24-Nov	WNC	Town and Parish Briefing	DW	
24-Nov	WNC	Knock Lane update	DW	
24-Nov	NCALC	WNC Governance Review briefing	DW	
24-Nov	Police	Beat Bus Dates	DW	
24-Nov	Police	OPFCC Newsletter	DW	
24-Nov	NCALC	Police Representative Newsletter	DW	
24-Nov	Email	Ultra Marathon	DW	
24-Nov	Cllr LF	Towcester Relief Road Update	DW	