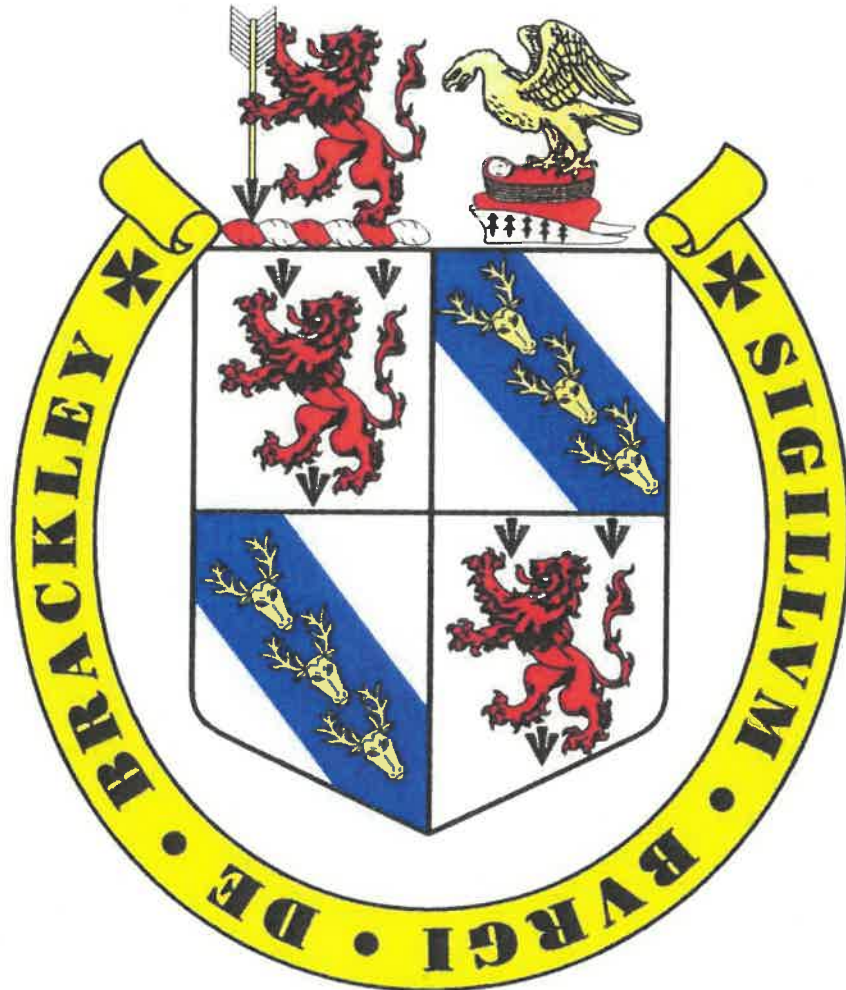


BRACKLEY TOWN COUNCIL



AGENDA & MINUTES

For the consideration of the Meeting

To be held on

Monday 2 September 2019

To: All Brackley Town Councillors

You are hereby summoned to attend a Meeting of Brackley Town Council, to be held on **Monday 2 September 2019** in the Civic Hall, Brackley Town Hall NN13 7AB at 7.05pm.

28 August 2019



Town Clerk

AGENDA

Members of the Press and Public are Invited to Attend

160/19 Apologies for absence

161/19 Town Mayor's announcements

162/19 Public participation

The meeting is open for the public to address the Council on matters relevant to its business. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the Chairman of the meeting.

163/19 Declarations of interest

Members are asked to declare any disclosable pecuniary interests in items on the agenda, **and the nature of that interest**, in accordance with the Local Government Act 2000, the Brackley Town Council Code of Conduct and Section 106 of the Local Government Finance Act 1992.

164/19 Approval of minutes

To receive and, if accepted, approve the minutes of the Meeting of Council on Monday 1 July 2019

165/19 Committee minutes

To receive the following signed Committee minutes:

Planning & General Works 1 July 2019
Direct Responsibilities & General Purposes 17 June 2019
Finance & Policy 17 June 2019

166/19 Questions for chairmen relating to received minutes

To provide an opportunity for Councillors to ask questions relating to received minutes for committees of which they are not members.

167/19 County Council representative – if available.

168/19 District Council representative – if available.

169/19 Recommendations from Committees/Working Parties

Futures Working Party – report attached

170/19 Consultations

The following consultations have been received for information and comment.

West Northants Strategic Plan

<https://westnorthantsplan.inconsult.uk/consult.ti/WNSPIssues/consultationHome>

Sports and Leisure Strategy <https://www.southnorthants.gov.uk/directory-record/3321/sport-and-leisure-strategy-consultation>

171/19 Membership to Brackley United FEOFFEE Charity – Letter attached

A request has been received from FEOFFEE asking for the appointment of two nominative trustees. The current membership of Cllr Cartmell and Cllr Stimpson finishes on the 22 December 2019. Members are reminded that to take up this position they will be required to attend meeting of the charity at regular intervals.

172/19 Furniture – report attached

Disposal of Town Hall furniture

173/19 Office Christmas Closing times

Christmas day – Wednesday 25

Boxing day – Thursday 26

174/19 Councillor Meeting – information attached

The next Councillor meeting with Stephen Mold is 9 September, Greenwell Room at Wootton Hall, NN4 0JQ from 6pm.

175/19 Matters for discussion or information

BRACKLEY TOWN COUNCIL

Minutes of the Meeting of Brackley Town Council, held in the Civic Hall, Brackley Town Hall on Monday, 1 July 2019.

Present: Town Mayor – Cllr Bagot-Webb
Cllrs Baker, Barrie, Butler, Cartmell, Kew, Ross, Sharps, Tiller,
Waldron, E Wiltshire and P Wiltshire

Officers: Clerk (A Moses) Deputy Clerk (K Hale)

135/19 Apologies for absence

Apologies have been received and accepted from Cllr Thompson
Absent – Cllr Stimpson

136/19 Town Mayor's announcements

Cllr Morrell has resigned from the Council; it was felt that a letter should be sent from the Council to offer our thanks for all the hard work he did during his time with Brackley Town Council.

June

Saturday 8	Brackley Community Carnival – Cllr Baker
Monday 10	Brackley Mother & Baby Group official opening
Wednesday 12	Radio interview – BBC Northampton
Friday 15	Pop up Cinema in the Park
Saturday 16	Pop up Cinema in the Park
Sunday 17	Brackley & District Running Club – Chicken Run
Monday 24	SNC Fly the Flag

Each Monday – meeting with Town Clerk
1st Thursday of each month – Community Bingo at The Old Fire Station

BTC Flag Flying – Friday 28 June until Monday 1 July: Armed Forces Day

Future events – dates for your diary

Town Mayor Charity Events

Friday 5 July – Let's Raise a Cuppa to celebrate 70 years of the NHS at the Town Hall from 10am - 12 noon

Thursday 25/Friday 26 July – Brackley Players present One Act Plays on behalf of Town Mayor's Charity. Tickets on sale from BTC office @ £10 per head, including light supper

Sunday 18 August – Classic Car Show in the Park from 11.00am - 4.00pm

Community Events

Saturday 6 July –	OFS open day
Saturday 27 July –	Brackley Beer Festival
Saturday 17 August –	Brackley Sausage & Cider Festival, Brackley Rugby Club

137/19 Public participation

A resident attended the meeting to address the Council with concerns regarding the line of fencing on the Northampton Road.

138/19 Declarations of interest

None

139/19 Approval of minutes

On the proposition of Cllr Cartmell it was **RESOLVED** to:

Approve the minutes of the Meeting of Council on Monday 3 June 2019

140/19 Committee minutes

On the proposition of Cllr Ross it was **RESOLVED** to:

Receive the following signed Committee minutes:

Planning & General Works 3 June 2019
Direct Responsibilities & General Purposes 20 May 2019
Finance & Policy 20 May 2019
Staffing Committee 2 April 2019

141/19 Questions for chairmen relating to received minutes

None

142/19 Recommendations from committees

On the proposition of Cllr Cartmell it was **RESOLVED** to:

Adopt the following policies and documents as provided by Peninsula

Contract – outdoor staff & office staff
Training Agreement
Staff Policies and Procedures
Appraisal Scheme Policy
Bullying Harassment Policy
Vehicle Rules

On the proposition of Cllr Cartmell it was **RESOLVED** to:

Increase the Finance Assistant's hours from 25 to 37 hours per week with effect from 2 July 2019

At a vote of 9 to 2 against, it was decided not to advertise the position of Town Crier.

143/19 County Council representative – if available.

Cllr Baker – reported that there is now a bus from Brackley to Northampton starting in September morning and late afternoon to enable students to attend Northampton College.

Enforcement officer has visited Brackley and 23 residents have been sent a letter to cut back overgrown hedges. He is also in discussion with the developers on Radstone Road.

There has been a discussion with Highways England about the accidents on the BP roundabout and they are looking into it.

Issues with the Piazza are still ongoing

144/19 District Council representative – if available.

Cllr Bagot-Webb reported that there are number of issues with enforcement of planning within Brackley and that there is are a number of activities taking place without planning permission such as fencing, level of gardens, etc. As a result of this Cllrs Bagot Webb and E Wiltshire are meeting with them to understand why these things are slipping through. This will also include the fencing on Northampton Road.

Cllr E Wiltshire – Planning Part 2 was under scrutiny of the inspectors last week and should be back in the next couple of weeks. If approved, it will come through Council.

We will be having a report on the A43 from one end to another so if anyone has anything to put forward, please submit them in writing to Cllr E Wiltshire.

145/19 Vacancy

The Council noted that following the resignation of Cllr Mark Morrell, a vacancy now exists for a Town Councillor representing Brackley South Ward. The required legal notice has been published, with a date of 15 July 2019 by which any request for an election must be received by the Returning Officer. If no request for Election is received by that date, the Council may move to co-option at its next meeting.

146/19 Membership to committees

The Council approved for Cllr Tiller moves from the Planning Committee to the Finance and Policy Committee.

147/19 Approval to sign various land transfers, leases and deeds

On the proposition of Cllr Cartmell it was **RESOLVED** to:

Approve the signing of the following documents once all land has been inspected fully by the Town Mayor and the Town Clerk as the Proper Officer:

Transfer of Land – Bellways
Transfer of Land – Central Park.

On the proposition of Cllr Wiltshire it was **RESOLVED** to:

Approve the signing of the following documents by the Town Mayor and the Town Clerk as the Proper Officer:

Transfer of the Community Hall, Egerton
Sale of Land – Shires Road
Pierreponts Commercial Lease – Town Hall

148/19 Operation London Bridge – report attached

On the proposition of Cllr Baker it was **RESOLVED** that:

Brackley Town Council would want to be involved in the Mourning Protocol.

149/19 Brackley Emergency Call Out Scheme

It was agreed for an Emergency Call Out Working Party to be formed with the following members:

Cllrs Barrie, Cartmell, Sharps, Tiller and P Wiltshire.

150/19 Issuing of agenda for Council and Committees – form attached

Members completed the attached forms and returned them for implementing from September 2019.

151/19 Matters for discussion or information

Resident trying to sell house and the neighbour's house is untidy and may be putting off potential buyers. Resident can write to Enforcement Officer at SNC who in turn can write to the neighbour.

Meeting closed at 7.55pm

Signed:

Dated:

PLANNING AND GENERAL WORKS COMMITTEE

Minutes of the Planning & General Works Committee held on Monday 1 July 2019 in the Civic Hall, Brackley Town Hall, NN13 7AB.

Present: Cllrs Bagot-Webb, Barrie, Butler, Cartmell (ex-officio), Kew, Ross, E Wiltshire and P Wiltshire

Also Present: Cllrs Baker, Sharps, Tiller and Waldon

Officers: Clerk (A Moses), Deputy Clerk (K Hale)

152/19 Apologies for absence

Apologies were received and accepted from Cllrs Thompson

Absent – Cllr Stimpson

153/19 Declaration of interest

None

154/19 Public participation

None

155/19 Minutes

On the proposition of Cllr Ross it was **RESOLVED** to:

Approve the minutes of the previous meeting held on 17 June 2019.

156/19 Planning applications

The Committee considered the planning applications outlined on the schedule. The comments made will be submitted to the Local Planning Authority.

157/19 Enforcement update

None

158/19 Matters for information or discussion

Cllr Cartmell – mentioned the guttering at the Crown Hotel, it is a state of disrepair and is potentially unsafe.

Brackley Indian Takeaway is also in a state of disrepair.

Meeting Closed at 20:28

Signed:



Dated:

15/7/19

Brackley Town Council

Planning Applications

1 July 2019

Application Number	Location	Proposal	Town Council Comments
S/2019/1115/FUL	11 St Peters Road	Replace front windows with grey painted timber windows without glazing bars, new brick porch, new front steps	No Objection
S/2019/1165/FUL	2 Oriel Way	Front extensions, part single and part two storey	No Objection
S/2019/1137/FUL	9 Valley Crescent	Erection of fence and outbuilding (retrospective)	Check land ownership. Improved it with greenery put in front.
S/2019/1166/FUL	Unit 3-4 Borough Road	Rebuild fire damaged industrial building to accommodate building, maintenance, storage and restoration of racing cars	No Objection – is there an environmental concern?
S/2019/1196/MAF	Land East of The Butts, Turweston Road	Proposed development of 10 dwellings and associated landscaping works	No objection – parking spaces? Traffic feeding onto the road. Look at Biodiversity study.

2nd fence has gone up without planning permission – enforcement team have looked at it and written to home owner. They have asked him to put in planning permission. Enforcement is having the greenery put on.




DIRECT REPOSIBILITIES AND GENERAL PURPOSES COMMITTEE

Minutes of the Direct Responsibilities and General Purposes Committee held on Monday 17 June 2019, in the Civic Hall, Brackley Town.

Present: Chair - Cllr Baker
Cllrs Barrie, Cartmell, Kew, Morrell, Sharps, Thompson, Waldron, E Wiltshire,
and Mayor Cllr Bagot-Webb (ex officio)

Also Present: Cllrs P Wiltshire and Ross

Officers: Clerk (A Moses) and Deputy Clerk (K Hale)

- 115/19 Apologies for absence**
Apologies received and accepted from Cllrs Butler, Stimpson and Tiller
- 116/19 Declaration of interest**
None
- 117/19 Public participation**
None
- 118/19 Approval of minutes**
On the proposition of Cllr Waldron it was **RESOLVED** to:
Receive and approve the minutes of the previous meeting of the Direct
Responsibilities and General Purposes Committee held on Monday 20 May
2019.
- 119/19 To receive Working Party Minutes**
No Working Parties have been held during the period.
- 120/19 Cleaning requirements for Venues**
On the proposition of Cllr Cartmell it was **RESOLVED** to:
To employ contract cleaners on a one-year contract.
- 121/19 Brackley Park Wall**
On the proposition of Cllr Thompson it was **RESOLVED** to:
proceed with a structural engineer's report at a cost of £570 and for the Deputy Clerk to
correspond with the National Trust regarding possible assistance with funding.
- 122/19 Bench at Tudor Park**
Clerk to provide more information to the Committee about previous
communications with the Rotary Club regarding the request for a bench.
- 123/19 Request for Hearing Loop at the Town Hall**
It is understood that there is a loop that links into hearing aids within the Civic
Hall, though there is no equipment attached to it.
It was agreed to go ahead with investigating a wireless sound system to be used
at meetings. It was suggested to talk with the Institute of the Deaf for guidance.
It was suggested to look at the possibility of fund this equipment from the HLF
project.
- 

124/19 Request for use of BTC Crest

On the proposition of Cllr Waldron it was **RESOLVED** to:

grant Brackley Badminton Club the right to use the BTC crest without the BTC words, within the new club logo.

Brackley Town Council would like to see the final design of the Brackley Badminton logo before it is used.

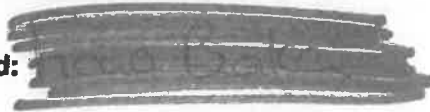
125/19 Matters for information or discussion

The structural engineer will have a look at the bridge at Pocket Park when they visit to survey the Town Park Wall.

It was suggested that there should be a Skate Park Working Party to move this project forward. This will be on the next agenda for nominations to be part of the Working Party.

Meeting closed at 20:20

Signed:

A large, dark, horizontal redaction mark covering the signature area.

Dated:

FINANCE AND POLICY COMMITTEE

Minutes of the Finance and Policy Committee held on Monday 17 June in the Civic Hall, Brackley Town Hall, Brackley.

Present: Chair – Cllr Morrell
Cllrs Baker, Bagot-Webb, Barrie, Cartmell, Ross, Sharps, Waldron, P Wiltshire

Also Present: Cllrs E Wiltshire and Kew

Officers: Clerk (A Moses), Deputy Town Clerk (K Hale)

126/19 Apologies for absence

Apologies received and accepted from Cllr Stimpson

127/19 Declarations of Interest

Cllr Morrell - 151, Mayor Cllr Bagot-Webb - 150

128/19 Public participation

None

129/19 Approval of minutes

On the proposition of Cllr Ross it was **RESOLVED** to:

Receive and approve the minutes of the previous meeting of the Finance and Policy Committee held on 20 May 2019.

130/19 Finance reports

On the proposition of Cllr Ross it was **RESOLVED** to:

To receive for approval:

- 1) List of Accounts 1 in the sum of £32,722.99
- 2) Appoint a Councillor for next month payments audit – Cllr Morrell

131/19 Monthly Balance Sheet for Signing

The Chair of the committee signed Brackley Town Council Balance sheet as at 31 May 2019.

132/19 Working Party Minutes and Recommendations

On the proposition of Cllr Sharps it was **RESOLVED** to:

Receive and approve the minutes of the Venue Party on 3 June and to accept the recommendation of maintaining a dog-free garden at the OFS Café

On the proposition of Cllr Waldron it was **RESOLVED** to:

Receive and approve the minutes of the Comms Working Party on 24 April

133/19 Change to Signwriting in the Community area at the Town Hall

On the proposition of Cllr Ross it was **RESOLVED**

To approve the cost of £120.08 + VAT for remedial signwriting

Clerk to obtain quote to repair the writing in the foyer once the crack has been repaired



134/19 Matters for discussion or information

Letter of resignation received from Grounds Supervisor

Cllr Barrie would like to formally stand down from the Finance & Policy Committee from 17 June 2019

Meeting Closed at: 20:30

[Redacted signature]

Signed:

15 June 2019
Dated:

Authorise Payments - 2019 - 2020 Month June

Invoice Date	Invoice No	Our Ref Number	On RBS	Supplier Name	Net Value	VAT	Invoice Total	Cost Centre	Analysis Description
20/05/2019	2005001	157	✓	AGU Treecraft	£ 2,265.00	£ 453.00	£ 2,718.00		
30/05/2019	104606939	158	✓	Dell	£ 784.05	£ 156.81	£ 940.86	4395/351 - Ditches Hedges & Trees	Tree works - St James Lake & Pocket Park
30/05/2019	91051891T	159	✓	L.Saffrey	£ 10.00	£ -	£ 10.00	4060/151 - Office Equipment	24" Monitor & PC - M Stopps
03/06/2019	3	160	✓	Sally Munday-Webb	£ 21.00	£ -	£ 21.00	4315/151 - Misc Exp	5 boxes tissues - OLB
03/06/2019		161	✓	Youngs	£ 26.60	£ -	£ 26.60	4550/601 - Event Costs	Licence Fee - Cinema In Park
03/06/2019		162	✓	Neopost	£ 50.00	£ -	£ 50.00	4310/501 - Civic costs	4 x Tablecloths - Mayor Making
04/06/2019		163	✓	C Hindson	£ 4.97	£ -	£ 4.97	4095/151 - Postage	Postage
04/06/2019		164	✓	B Sharp	£ 74.70	£ -	£ 74.70	4250/201 - Tool Maintenance	Call Point Reset Key for all buildings
04/06/2019		165	✓	M Benner	£ 16.20	£ -	£ 16.20	4025/201 - Fuel	Travel Expenses
04/06/2019		166	✓	S Campbell	£ 54.00	£ -	£ 54.00	4075/151 - Travel	Travel Expenses
07/06/2019		167	✓	Rory Willoughby	£ 9.89	£ -	£ 9.89	4500/501 - Mayors Allowance	Carnival Car & Hinton Ball Donations
06/06/2019		168	✓	Sally Munday-Webb	£ 29.98	£ -	£ 29.98	4315/151 - Misc Expenditure	Expenses
06/06/2019		169	✓	Sally Munday-Webb	£ 15.63	£ -	£ 15.63	4350/601 - Event Costs	Wristbands for PopUp Cinema
06/06/2019		170	✓	Lisa Saffrey	£ 5.98	£ -	£ 5.98	4250/281 - Maint. & Repair 20 High St.	1 x Key safe boxes - 20 High Street
11/06/2019		171	✓	Sally Munday-Webb	£ 9.98	£ -	£ 9.98	4315/151 - Misc Exp	OLB Supplies
12/06/2019	100029172	172	✓	Stephanie Campbell	£ 14.96	£ 2.99	£ 17.95	4550/601 - Event Costs	DVD Bahamian Rhapsody - Outdoor Cinema
								4310/301 - Town Centre Equipment	Armed Forces Day Flag
Online payments									
15/05/2019	416488703	173	✓	Denmans	£ 6.99	£ 1.41	£ 8.40	4251/201 - Tools	Fuses
16/05/2019	50001102B	174	✓	Tudor Environmental	£ 24.90	£ 4.98	£ 29.88	4330/270 - Signs	Sign Post clips for The Loft Signs in parking space Waitrose
09/05/2019	0911102	175	✓	E-On	£ 1,029.80	£ 205.80	£ 1,234.80	4250/201 - Maintenance & Repair	Supply & Install 5m Lamp Post - Fox Lane
24/04/2019	GFP-002	176	✓	Greatfield Plants	£ 91.00	£ 18.20	£ 109.20	4335/301 - Blooming Brockley	Blooming Brockley
17/05/2019	139641	177	✓	RVS Group	£ 369.23	£ 73.85	£ 443.08	4060/151 - Office Equipment	Servicing Photocopier
09/05/2019	3530 AGN826	178	✓	Travis Perkins	£ 32.00	£ 6.41	£ 38.41	4251/201 - Tools Equipment	Consumables
09/05/2019	3530 AGN760	179	✓	Travis Perkins	£ 3.12	£ 0.62	£ 3.74	4251/201 - Tools Equipment	Decorating Chalk
24/05/2019	0030229	180	✓	Sparkleigh Clean	£ 99.45	£ -	£ 99.45	4265/270 - Cleaning	Cleaning The Loft
04/06/2019	4013062	181	✓	SNC	£ 679.25	£ -	£ 679.25	4385/351 - Litter / Dog Clearance	Empty Bins - Cemetery, St James Lake, Unit & park
10/05/2019		182	✓	R D Bowerman	£ 41.66	£ -	£ 41.66	4218/151 - Rent	2 x Parking Spaces - May
21/05/2019	2019034023	183	✓	Neopost	£ 58.00	£ 11.60	£ 69.60	4250/151 - Maintenance/Repair	Frinking Machine Maintenance
23/05/2019	23050001	184	✓	AGU Treecraft	£ 61.01	£ -	£ 61.01	4251/201 - Tools	Purchase of Tree Equipment for BTC
23/05/2019	H1739595F5	185	✓	E-On	£ 663.35	£ 33.17	£ 696.52	4214/301 - Electric	Electric Town Centre
09/06/2019	2062	186	✓	2Commune	£ 35.00	£ 7.00	£ 42.00	4120/151 - Website	New Email - L.Ross
21/05/2019	42847	187	✓	Ox Uni Print	£ 656.00	£ -	£ 656.00	4115/151 - Town Talk	Printing Town Talk
28/05/2019	M009 WK	188	✓	BT	£ 98.00	£ 19.60	£ 117.60	4100/251 - Telephones	Broadband - TH
31/05/2019	140107	189	✓	Hydramex	£ 187.00	£ 33.00	£ 198.00	4251/201 - Tools	Consumables
29/05/2019	5	190	✓	Wade Management	£ 165.00	£ -	£ 165.00	4550/601 - Event Costs	Security - TH & Egerton 25/05/19
13/05/2019	8134	191	✓	M-Trac	£ 413.33	£ 83.06	£ 498.39	4200/201 - Vehicle Costs	Vehicle Costs
21/05/2019	37915330	192	✓	WPS Insurance	£ 1,097.60	£ 128.71	£ 1,226.31	4085/201 - Insurance	Insurance Renewal - Fleet
23/05/2019	37967443	193	✓	WPS Insurance	£ 9,182.58	£ 1,098.91	£ 10,281.49	4085/151 - Insurance	Insurance Renewal - Buildings Combined
22/05/2019	252831	194	✓	Bee Tea Alarms	£ 47.40	£ -	£ 47.40	4250/201 - Tools Maintenance & Repair	5 x Alarm Tags
23/05/2019	219080	195	✓	Linnell Bros	£ 91.30	£ 18.26	£ 109.56	4380/351 - Fence Repairs	Uni Poles & Pegs
20/05/2019	218877	196	✓	Linnell Bros	£ 381.34	£ 76.26	£ 457.60	4380/351 - Fence Repairs	Posts & Pegs
29/05/2019	2060	197	✓	2Commune	£ 140.00	£ 28.00	£ 168.00	4120/151 - Website	4 New Email Accts
20/05/2019	SN382582	198	✓	Office Furniture	£ 264.10	£ 52.82	£ 316.92	4270/281 - Office Equipment	2 x Cupboards - 20 High street
07/06/2019	4013108	199	✓	SNC	£ 70.00	£ -	£ 70.00	4275/261 - Licenses	Annual Premises Licence - OFS
03/06/2019	1286007	200	✓	RT Machinery	£ 5.97	£ 1.19	£ 7.16	4270/701 - Equip. Egerton £15.00	Blade Washer
								4270/151 Stationary £217.63	
								4510/501 Civic Cost £2.39	
31/05/2019	6520198510	201	✓	Lyresco	£ 237.21	£ 47.44	£ 284.65	4380/351 - Fence Repairs	Stationary
31/05/2019	6275	202	✓	Linnell Bros	£ 84.30	£ 16.86	£ 101.16	4380/351 - Fence Repairs	Uni Poles & Pegs
31/05/2019	219465	203	✓	Linnell Bros	£ 42.00	£ 8.40	£ 50.40	4380/351 - Fence Repairs	Pegs
04/06/2019	208627	204	✓	Hezchem	£ 46.58	£ 9.32	£ 55.90	4315/151 - Misc Exp	Toilet Rolls
05/06/2019	9182	205	✓	Healthmatic	£ 494.17	£ 98.83	£ 593.00	4265/261 - Cleaning	Cleaning Toilets OFS
11/06/2019	11888	206	✓	Microshade	£ 465.90	£ 93.18	£ 559.08	4060/151 - Office Equipment	Citrix Hosting Fee - May
11/06/2019	9059184	207	✓	Alternative Communications	£ 50.02	£ 10.00	£ 60.02	4100/251 - Telephones	Town Hall - Broadband & Alarm Lines
25/06/2019	37967576	208	✓	Howard Jessett	£ 3,375.00	£ -	£ 3,375.00	4218/281 - Rent	2nd quarter - Rent 20 High Street - SEE FRONT OF FOLDER
23/05/2019	85594	209	✓	WPS Insurance	£ 568.10	£ 68.17	£ 636.27	4085/701 - Insurance	Egerton Hall - Insurance
23/05/2019		210	✓	Britannia Fire Security	£ 789.44	£ 157.89	£ 947.33	4085/281 - Maintenance & Repair	Remedial works & Fire Alarm access control - TH

Authorise Payments - 2019 - 2020

Month June

08/06/2019	3509446	211	✓	Fuel Genie	£	236.48	£	47.29	£	289.77	4225/202 - Fuel	Fuel - May
09/05/2019	0000241980	212	✓	Derma UK	£	1,021.00	£	204.20	£	1,225.20	4085/251 - Maintenance	Maintenance Sliding Doors TH
05/06/2019	2068777	213	✓	Hazchem	£	90.95	£	18.19	£	109.14	4251/201 - Tools Purchase	Refuse Sacks / Compactor Sack
06/06/2019		214	✓	R D Bowerman	£	41.66	£	-	£	41.66	4218/151 - Rent	2 x Parking Spaces - June
30/05/2019	3530 AGO448	215	✓	Travis Perkins	£	22.68	£	4.54	£	27.22	4251/201 - Tools Purchase	Hand saw & Handle
08/06/2019	SIN1111049	216	✓	PPL PRS	£	386.38	£	77.23	£	463.61	4275/261 - Licenses	Music Licence 01/07/19 - 30/06/20 - OFS
09/06/2019	MD03 VL	217	✓	BT	£	46.00	£	9.20	£	55.20	4100/281 - Telephones	Broadband - 20 High Street
12/06/2019	377252	218	✓	Milton Keynes Garden Machinery	£	1,332.00	£	266.40	£	1,598.40	4385/251 - Litter / Dog Clearance	Dog Waste
12/06/2009	6	219	✓	Wade Management	£	93.50	£	-	£	93.50	4550/601 - Event Costs	Security - TH 09/06/19
12/06/2009	22	220	✓	Ethaine Dhan	£	24.85	£	-	£	24.85	4510/201 - Civil Costs	4 x Black Drawing Covers for Mayors Jewel
07/06/2019	140080	221	✓	RVS Group	£	26.38	£	5.24	£	31.62	4060/151 - Office Equipment	Servicing Photocopier
13/06/2019		222	✓	Salaries	£	178.84	£	-	£	178.84	4002/101 Salary Ground Staff	Unpaid Salary in May
		223	✓	Salaries	£	20,560.94	£	-	£	20,560.94	4000/101 - Salary office	Salary
		224	✓	Tax & NI	£	6,705.52	£	-	£	6,705.52	4010/101 - PAYE/NI Office	Tax & NI
		225	✓	Pension	£	8,811.22	£	-	£	8,811.22	4020/101 PAYE/NI Ground Staff	Pension
04/06/2019	32795567	DDJUN01	✓	O2	£	174.68	£	34.54	£	207.22	4100/151 - Telephones Ground Staff	Mobile Phones - 6 x staff
04/06/2019	191709446/19	DDJUN02	✓	Total Gas & Power	£	172.25	£	8.61	£	180.86	4212/251 - Gas	Gas TH 30/04/19 - 31/05/19
15/06/2019		DDJUN03	✓	Lloyds Bank - Merchant Services	£	15.12	£	-	£	15.12	4325/151 - Card Pay Terminal	Cardnett Service Charge
					£	65,310.69	£	3,667.46	£	68,978.15		
Payments made after agenda sent out												
13/06/2019		226	✓	Neopost	£	50.00	£	-	£	50.00	4089/151 - Postage	Postage
14/06/2019		227	✓	Youngs	£	43.50	£	-	£	43.50	4265/270 - Cleaning	Dry Cleaning - The Loft
14/06/2019		228	✓	Sally Munday-Webb	£	22.86	£	-	£	22.86	4075/151 - Travel	Fuel Expenses - Egerton April & May
17/06/2019		238	✓	Allison Moses	£	9.92	£	-	£	9.92	4060/151 - Office Equipment	Pre-linked Rubber Stamp
Online payments after agenda sent out												
03/06/2019	GFP-0058	229	✓	Greatfield Plants	£	1,181.90	£	225.58	£	1,407.48	4385/201 - Brackley Flowerbeds	Blooming Brackley
11/06/2019	208325	230	✓	Hazchem	£	162.09	£	32.42	£	194.51	4085/201 - Health & Safety	2 x Safety Boots
13/06/2019	34UG009-0002	231	✓	Parish Online	£	225.00	£	-	£	225.00	4080/151 - Subscriptions	Parish Online
12/06/2019	0984061509	232	✓	Screwfix	£	189.99	£	36.66	£	226.65	4251/201 - Tools Purchase	Drill & Driver
30/06/2019	0001540274	233	✓	Badgermaster	£	10.57	£	2.11	£	12.68	4060/151 - Office Equipment	2 x Badges
06/06/2019	192216524/19	234	✓	Total Gas & Power	£	341.65	£	68.38	£	409.96	4214/251 - Electric	Electric TH 02/05/19 - 31/05/19
31/05/2019	0460	235	✓	Ingham Pinnock	£	2,000.00	£	400.00	£	2,400.00	4055/251 - Atchitect/Legal fees	HLF - Town Hall Delivery Phase
13/06/2019	220012	236	✓	Linnell Bros	£	46.35	£	9.27	£	55.62	4350/331 - Open Space Equip & Repair	9 x Posts Open Space - Newberry Drive / Brasenose
17/06/2019	372154	237	✓	George Browns	£	96.82	£	-	£	96.82	4251/201 - Tools Purchase	2 x Helmet Set
17/06/2019	7	239	✓	Wade Management	£	85.00	£	-	£	85.00	4550/601 - Event Costs	Security - Cinema In Park - 15/06/19
19/06/2019	0000965098	DDJUN04	✓	SGW Payroll	£	84.00	£	16.80	£	100.80	4025/151 - Payroll	Payroll - Month 2

BRACKLEY TOWN COUNCIL

Monday 2 September 2019

PURPOSE OF REPORT: Communications Audit

RECOMMENDATION: To commission a communications audit to the value of £5000.

MAIN ISSUES AND CONSIDERATIONS:

There is a long term plan to recruit a communications officer for Brackley Town Council, this role will be responsible for community engagement between BTC and residents and will be instrumental in the follow areas:

- Working with Councillors through the Communications Working Party
- Content and quality of Town Talk
- Website
- Town App
- Facebook
- Twitter
- Press Releases
- Poster for BTC events
- Maintaining the corporate identity throughout

To enable the successful recruitment to this role, it is essential for BTC to understand what is required.

By commissioning a communications audit, this will provide the council with an understanding of the importance of a DDA compliant corporate identity, the best use of all social media platforms and the use of Town Talk as a means of community engagement. It will also provide BTC with a communications strategy and a comprehensive job description for the Communications Officer.

FINANCIAL IMPLICATIONS:

£5000

STAFFING IMPLICATIONS:

None perceived.

AUTHOR

Ali Moses
Town Clerk

BRACKLEY UNITED FEOFFEE CHARITY

Email: brackleyunitedfeoffee.charity@gmail.com

Registered Number – 238067

c/o 24 Broad Lane, Evenley, Brackley, Northants NN13 5SF

Secretary – Mrs I Bennett

22nd August 2019

Mrs Alison Moses
Town Clerk
Brackley Town Council
20 High Street
Brackley
Northants
NN13 7HS

Dear Alison

Appointment of two Nominative Trustees

I refer to my letter dated 17th August re the above. This should have read 'the term of office for Councillor Chris Cartmell and Councillor Stimpson comes to an end on 22nd December 2019' (and not Caryl Billingham and Trevor Gregory). My apologies for this error.

The Scheme of the Charity states that these nominees can be either an elected member of the Town Council, any person the Council may deem suitable, or the retiring Trustees can be re-appointed. I mention this as it is essential that whoever is appointed is prepared to make the commitment and get involved and having Trustees with local knowledge has always been a bonus.

I would be grateful if you could let me have the Council's decision by the end of October in time for the Charity's Annual Meeting in November.

Yours sincerely



Irene Bennett
Secretary

BRACKLEY TOWN COUNCIL

Monday 2 September 2019

PURPOSE OF REPORT: Disposal of chamber tables and cast iron staircase

RECOMMENDATION: To accept the offer of £350 for staircase and £500 for tables.

MAIN ISSUES AND CONSIDERATIONS:

Following a request at the June council meeting time has been spent looking into the value and disposal of the Council Chamber tables and the cast iron spiral staircase from the Town Hall.

Having spoken to a number of dealers for the staircase the best offer is £350 and for the Chamber tables the best offer is £500.

It appears the staircase is a strange size and narrow and has some damage, which might explain why some are offered for sale at a much higher price.

The Chamber tables would have been more valuable had they not had holes bored in them.

There were a number of other offers that varied widely - the next best offer to the above is £350 for both items.

FINANCIAL IMPLICATIONS:

£850 income

STAFFING IMPLICATIONS:

None perceived

AUTHOR

Mark Stopps
Operations Manager

Ali Moses

From: Evans Emily <Emily.Evans@northantspfcc.pnn.gov.uk>
Sent: 28 August 2019 11:07
Subject: Meeting with Stephen Mold - PFCC for Northamptonshire - 09 September

Dear Councillor

Please note that next Councillor meeting with Stephen is scheduled for 09 September in the Greenwell Room at Wootton Hall, NN4 0JQ from 6.00pm.
The meeting on 09 September will consist of:

1. Introduction from Stephen
2. Voice Update
3. Q&A session with Stephen

Please can you confirm your attendance.

Upon arrival, please park in the visitors car park and report to main reception.

If you are unable to attend, below are the dates for future meetings:

22 October
02 December

Kind Regards
Emily

Emily Evans
Governance Assistant

- ☎ Telephone 101 or 03000 111 222 (if out of county)
- 📍 Address West Wing, Police HQ, Wootton Hall, Northampton, NN4 0JQ
- ✉ Email Emily.Evans@northantspcc.pnn.police.uk
- 🌐 Web www.northantspcc.org.uk
- 🐦 Twitter @northantsopcc

