

BRACKLEY TOWN COUNCIL
Town Hall, Brackley, Northants, NN13 7AB
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NOTICE OF A MEETING OF TOWN COUNCIL

You are hereby summoned to the Meeting of Brackley Town Council, to be held in the Civic Hall, Brackley Town Hall on Monday, **3rd December 2018** at 7.05pm.

Dated: 28th November 2018



Town Clerk

MEMBERS OF THE PRESS AND PUBLIC ARE INVITED TO ATTEND

AGENDA

344/18 APOLOGIES FOR ABSENCE

345/18 TOWN MAYOR'S ANNOUNCEMENTS

346/18 PUBLIC PARTICIPATION

The meeting is open for the public to address the Council on matters relevant to its business.

Please state your name and address before asking your question.

347/18 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.

348/18 MINUTES

To receive and, if accepted, approve the minutes of the Meeting of Council on Monday 5th November 2018.

349/18 COMMITTEE MINUTES

To receive the following signed Committee minutes:

Planning & General Works 15th October and 5th November 2018

Direct Responsibilities & General Purposes 15th October 2018

Finance & Policy 15th October 2018

Staffing Committee 2nd October 2018

350/18 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.

351/18 RECOMMENDATIONS FROM COMMITTEES

There are no recommendations to be considered at this meeting

352/18 COUNTY COUNCIL REPRESENTATIVE – if available.

353/18 DISTRICT COUNCIL REPRESENTATIVE – if available.

354/18 CONFIRMATION OF CLERK'S APPOINTMENT

Mrs Alison Moses, Deputy Town Clerk has received and accepted the offer of the post of Town Clerk, with effect from 1st March 2019. The Council are asked to ratify this appointment.

355/18 LICENCE FOR DEFIBRILLATOR – BRACKLEY MARKET SQUARE PUBLIC CONVENIENCES

At the request of the Town Council, South Northamptonshire Council has provided a licence agreement to enable a defibrillator to be located on the town centre toilets and connected to their power supply. Councillors are asked to approve the sealing of the licence.

356/18 PENINSULA PROPOSAL

As the number of staff working for the Council continues to grow, there is a need for HR advice to be available. Peninsula were approached to provide a quote for a retained consultancy service and have provided a Service Proposal for a 5 year contract. The council are asked if they wish to proceed.

357/18 ALMSHOUSES NOMINATIVE TRUSTEE

The Almshouses Charitable Trust currently has two nominative trustees put forward by Brackley Town Council; these being Colin Waldron and Andy Leather. Mr Andy Leather had now resigned from this post. The Trust has not yet issued a formal request for a new Trustee, but Councillors are asked to consider who they might want to nominate as a replacement, so that an approach may be made on the Council's behalf.

358/18 LAND AT FAUGERE CLOSE

A residents of Halse Road has contacted the Council with regard to gaining rear access to his property via Faugere Close, across Town Council land (correspondence attached). Members views are requested

359/18 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, 5th November 2018.

Present: Town Mayor – Cllr Morrell
Cllrs Bagot-Webb, Baker, Barrie, Cartmell, Sharps, Stimpson, Tiller, Thompson, Waldron, E Wiltshire and P Wiltshire

Officers: Town Clerk (L Carter), Deputy Clerk (A Moses)

297/18 APOLOGIES FOR ABSENCE

Apologies received and accepted from Cllrs Broomfield, Butler and Ross

298/18 TOWN MAYOR'S ANNOUNCEMENTS

October

Wednesday 10 th	Livability Harvest Festival	Deputy Mayor attended
Friday 12 th	Radstone School with Brackley Library	
Wednesday 24 th	Egerton Hall Topping out Ceremony Brackley Players production	
Thursday 25 th	HM Lord-Lieutenant Choral Evensong, Northampton BEA Quiz & Curry Night	Deputy Mayor & Consort attended

November

Saturday 3 rd	Brackley Community Fireworks
Sunday 4 th	Chair SNC, Civic Lunch

Future Brackley Town Council Events

November

Sunday 11 th	6.00am - Lone Piper	Town War Memorial
	11.00am – Armistice	Town War Memorial
	2.20pm – Remembrance Parade	From Winchester House School
	3.00pm – Remembrance Service	Town War Memorial
	6.55pm – Last Post	Poppyfields Way Park

	7.00pm – Beacon of Light	Poppyfields Way Park
	7.05pm – Ring out for Peace	St. Petr's Church/Poppyfields Park
Saturday 24 th	Lantern Parade & Christmas Lights	Town centre
December		
Sunday 23 rd	Community Carols	Piazza/Market Place
Sunday 30 th	Classic Cars	Piazza/Market Place

299/18 PUBLIC PARTICIPATION

None.

300/18 DECLARATIONS OF INTEREST

None

301/18 MINUTES

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

Receive and, if accepted, approve the minutes of the Meeting of Council on Monday 1st October 2018.

302/18 COMMITTEE MINUTES

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

Receive the following signed Committee minutes:

Planning & General Works 17th September and 1st October 2018
Direct Responsibilities & General Purposes 17th September 2018
Finance & Policy 17th September 2018
Staffing Committee 4th September 2018

303/18 QUESTIONS FOR CHAIRMEN RELATING TO RECEIVED MINUTES

None

304/18 RECOMMENDATIONS FROM COMMITTEES

None

305/18 COUNTY COUNCIL REPRESENTATIVE

Cllr Baker reported at the County Council there is a lot of training and seminars with representatives of other councils who have gone through the process of moving to a Unitary Authority.

306/18 DISTRICT COUNCIL REPRESENTATIVE

Cllr Wiltshire reported that it has been agreed that a letter would be written to the Secretary of State for Transport regarding the finances of HS2 as it was felt they are spiralling.

Cllr Rawlinson reported on the 'divorce' from Cherwell. Key roles have now been allocated. The s151 officer should be appointed at the December council meeting.

New Home Bonus - changes to the scheme are currently out for consultation. At the moment, 30% goes to the parish/organisations, approximately and is calculated annually, £1.6m of which has not been spent. SNC is looking to restructure the scheme prior to Local Government Reorganisation to ensure that the funding benefits South Northamptonshire residents by pooling the 2019/20 allocation the funds which will enable larger projects but will remove the parish specific funding.

307/18 CONSULTATIONS – LOCAL GOVERNMENT REORGANISATION

South Northants Council has notified the Town Council of three consultations which it is carrying out in relation to LGR.

- **Consultation on the potential option to postpone the 2019 Parish elections**

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

Wait and align our elections to ensure we are in line with costs.

- **Consultation on the name for a new unitary authority.**

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

Support the name of West Northamptonshire as the new unitary authority name.

- **Consultation on proposed changes to the New Homes Bonus Local Communities Grant (NHBLCG) scheme.**

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

Agree to pool the funds

Councillors were encouraged to email the Town Clerk with ideas of projects which the NHB could be used to fund.

The Town Clerk asked Cllr Rawlinson how Brackley Town Council can access the S106 "Town Fund", from the new developments, which is with SNC. Cllr Rawlinson reported that he is working with the Finance Officer at SNC on this and will report back to the Town Clerk.

308/18 ITEMS FOR DISCUSSION OR INFORMATION

The Mayor and Council thanked the community for their support and commitment with our Poppy Project.

The Mayor and Council would also like to thank all the volunteers who helped with the Brackley Fireworks display on the 3rd November.

The Council recognises the fact that, without the volunteers, we would not be able to run these events.

Meeting closed: 19.50

Date:

Signed:

Planning and General Works Committee

Minutes of the Planning and General Works Committee held on Monday 15th October 2018, in the Civic Hall, Brackley Town Hall.

Present: Chair Cllr Thompson, Cllrs Bagot-Webb, Morrell, Ross, Sharps, E Wiltshire, P Wiltshire.

Also Present: Cllrs Baker, Cartmell, Waldron

Officers: Deputy Town Clerk (A Moses)

273/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Barrie, Broomfield, Butler and Stimpson

274/18 DECLARATION OF INTEREST

All declared an interest in 20 High Street

D Thompson – 21 Manor Road (information only)– next door neighbour

275/18 PUBLIC PARTICIPATION

None

276/18 MINUTES

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

Receive and approve the minutes of the previous meeting held on 1st October 2018.

277/18 PLANNING APPLICATIONS

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

278/18 MATTERS FOR INFORMATION OR DISCUSSION

Cllr Morrell raised drainage issues in the town during recent heavy rain. The Street Warden had reported that the gullies were not scheduled to be cleared until March 2019. There is leaf blowing programme by SNC in the town but due to parking the sweeper cannot collect them. Both SNC and NCC need to be contacted regarding this practice and asked to review the use of blower/sweeper.

Cllr Morrell suggested that we try to address the drain clearing and then sewage issues, write to NCC to ask what their policy is, and what have they done, and push them to revise their clearing schedule.

Meeting Closed: 19.30

Date:

5/11/18

Signed:



Brackley Town Council

Planning Applications

15 October 2018

Application Number	Location	Proposal	Town Council Comments
S/2018/2223/FUL	The Locomotive Inn, 43 Bridge Street	Conversion of existing outbuilding to bed & breakfast units	No objections
S/2018/2225/FUL	The Hub, 20 High Street	Change of use from D1 (non-residential institution) to B1 Offices	Brackley Town Council Application No objections
S/23018/2224/MAR	Land North East of Helene Close	Approval of reserved matters pursuant to outline planning permission S/2010/0995/MAO (An urban extension comprising up to 1000 new homes, including highway access arrangements from Halse Road and Radstone Road, local centre including community hall with uses within A1-A5 inclusive (up to 1000 square metres), a site for a new primary school, open space and associated physical infrastructure. (includes Environmental Statement) All reserved matters except landscaping relating to construction of Local Centre comprising uses within Classes A1 (shop), A2 (financial and professional services), A3 (cafe/restaurant), A5 (hot food takeaway) and D2 (non-residential institution) with 26 residential units above.	No objections
S/2018/2278/LBC	21 Market Place	Listed building consent to remove ATM and install new window to match existing. Install new bronzed metal sheet pane to match existing following ATM removal, remove all cameras and walls made good to match existing, remove counters and non-load-bearing partitions, make wall good to match existing, remove night-safe and make good wall to match existing, all existing Barclays signage to be removed and walls made good to match existing.	No objections
S/2018/2260/FUL	Corner Cottage, 4 Buckingham Road	Single storey rear extension and replacement front porch	No objections
S/2018/2290/FUL	New House, Buckingham Road	Single storey rear extension	No objections
FOR INFORMATION ONLY	21 Manor Road	Fell one cupressus tree	Noted

PLANNING AND GENERAL WORKS COMMITTEE

Minutes of the meeting of the Planning and General Works Committee held on Monday 5th November 2018, in the Civic Hall, Brackley Town Hall.

Present: Chairman – Cllr D Thompson
Cllrs Bagot-Webb, Barrie, Morrell, Sharps, Stimpson, E Wiltshire and P Wiltshire

Also Present: Cllrs Baker, Cartmell, Tiller and Waldron

Officers: Town Clerk (L Carter), Deputy Clerk (A Moses)

309/18 APOLOGIES FOR ABSENCE

Apologies received and accepted from Cllr Broomfield, Butler and Ross

310/18 DECLARATION OF INTEREST

None

311/18 PUBLIC PARTICIPATION

None

312/18 MINUTES

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

Receive and approve the minutes of the previous meeting held on 15th October 2018.

313/18 PLANNING APPLICATIONS

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

314/18 MATTERS FOR INFORMATION OR DISCUSSION

Cllr Sharps reported at the problems on Pavillons Way on Sunday due to the end of the road works, this followed two weeks of night working which was very difficult. Cllr Cartmell reported that all residents had been alerted by letter to the possibility of 24 hour working.

Cllr Bagot-Webb, Brackley East has three major projects started in the last couple of weeks - Catalyst Housing, Brackley Medical Centre and the Hotel.

Cllr E Wiltshire reported back about the leaf cleaning on the high street, having had a discussion with SNC. Cllr E Wiltshire would ask the Clerk to circulate the reply to all Councillors.

Meeting closed: 20.20

Date: 19/11/18

Signed



PLANNING AND GENERAL WORKS COMMITTEE

Brackley Town Council

Planning Applications

5 November 2018

Application Number	Location	Proposal	Town Council Comments
S/2018/2291/FUL	40 Beech Drive	Extend existing driveway and replace tarmac with block paving	No objections
S/2018/2325/FUL	46 Juno Crescent	Dormer extension to rear of detached garage with two roof lights in front elevation	No objections
S/2018/2326/FUL	24 Hans Apel Drive	Single Storey rear extension and replacement roof over front bay window	No objections
S/2018/2371/FUL	9 Westminster Croft	Proposed garage conversion into ancillary annex	Not to be used as a separate dwelling

WJ

Direct Responsibilities and General Purposes Committee

Minutes of the Direct Responsibilities and General Purposes Committee held on Monday 15th October 2018, in the Civic Hall, Brackley Town Hall.

Present: Chair Cllr Baker, Cllrs Bagot-Webb, Cartmell, Morrell, Sharps, Waldron, E Wiltshire

Also Present: Cllr Ross, P Wiltshire

Officer: Deputy Town Clerk (A Moses)

279/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Broomfield, Stimpson and Tiller

280/18 DECLARATION OF INTEREST

None

281/18 PUBLIC PARTICIPATION

None

282/18 APPROVAL OF MINUTES

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

To receive and approve the minutes of the previous meeting of the Direct Responsibilities and General Purposes Committee held on Monday 17th September 2018.

283/18 MEMBERS REPORTS

None

284/18 SKATE PARK

Cllr Baker reported that we would be able to start the geological investigation on the field by the side of the leisure centre at the end of November.

285/18 DOGS AT EVENTS IN BRACKLEY PARK

Keep the park dog free for the safety of children playing in the area on a day to day basis.

On the proposition of Mayor Cllr Morrell, it was **RESOLVED** to:

Maintain the No Dog in the park for day to day activities. For events, under delegated powers the Clerk may allow dogs in the park but must be kept under control (on leads) at all times.

286/18 SECURITY FENCING – COMPOUND

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

Approve the quote from Secure-a-Field in the sum of £3512.26 plus VAT and **REQUEST** that the Finance Committee approves a virement from the budget for Ditches Hedges and Trees to the Fencing Repairs budget of £3600 in order to meet the costs.

287/18 MATTERS FOR DISCUSSION OR INFORMATION

Cllr Sharps – SNAST AGM and hopes to have two co-ordinators to attend the meeting in the future to address the committee.

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Brackley Town Council

**Direct Responsibilities &
General Purposes Committee
15th October 2018**

Meeting Closed: 20:11
Date: 19/11/2018,

Chairman:

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Finance and Policy Committee

Minutes of the Finance and Policy Committee held on Monday 15th October 2018 in the Civic Hall, Brackley Town Hall, Brackley.

Present: Chair Cllr Cartmell, Cllr Baker, Bagot-Webb, Ross, Morrell, Waldron
P Wiltshire

Also Present: Cllr Sharps, Thompson & E Wiltshire

Officer: Deputy Town Clerk (A Moses)

287/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Butler, Stimpson and Tiller

288/18 DECLARATIONS OF INTEREST

None

289/18 PUBLIC PARTICIPATION

None

290/18 APPROVAL OF MINUTES

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

To receive and approve the minutes of the previous meeting of the Finance and Policy Committee held on 17th September 2018.

291/18 MEMBERS REPORTS

None

292/18 FINANCE REPORTS

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

Receive for approval the List of Accounts 7 in the sum of £78,016.68

Cllr Baker was appointed to carry out the October payments audit

293/18 SECURITY FENCING – THE COMPOUND

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

Approve a request from the Direct Responsibilities and General Purposes Committee for a virement of £3600 from the Ditches Hedges and Trees budget heading to that for Fencing Repairs in order to meet the cost of security fencing at the Banbury Road compound area.

294/18 FUTURE CLEANING CONTRACT

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

Allow officers to invite Expressions of Interest in providing tenders for a cleaning contract for the Town Hall and Egerton Hall.

295/18 SNAST SUBSCRIPTION

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

Approved the cost of £20 be paid to SNAST.



296/18 MATTERS FOR DISCUSSION OR INFORMATION

The Deputy Clerk asked to be allowed to revisit the pricing policy for the BTC buildings and to bring this back to Council in November.

Meeting Closed: 20:58

Date: 19-11-2018



Chairman:

**Authorise Payments - 2018
Month No 7**

Invoice Date	Invoice No	Our Ref Number	On RBS	Supplier Name	Net Value	VAT	Invoice Total	Cost Centre	Analysis Description
12/09/2018		426	✓	Stephanie Campbell	£ 50.25	£ -	£ 50.25		Office Stationery & Town Hall
12/09/2018		427	✓	TV Licensing	£ 150.50	£ -	£ 150.50		Town Hall - TV for Holiday Rental
14/09/2018		428	✓	Neopost	£ 150.00	£ -	£ 150.00		Post Top Up
17/09/2018		429	✓	Sally Munday-Webb	£ 39.00	£ -	£ 39.00		HLF - Strictly Georgian
17/09/2018		430	✓	Linda Carter	£ 3.98	£ -	£ 3.98		Town Hall - Batteries
20/09/2018		431	✓	Linda Carter	£ 6.50	£ -	£ 6.50		Expenses - Recorded Delivery Postage
20/09/2018		432	✓	Planning Portal	£ 251.00	£ -	£ 251.00		20 High Street - Planning Application - Change of use
20/09/2018		433	✓	Arnold Thomson	£ 250.00	£ -	£ 250.00		20 High Street - Professional Fees
21/09/2018		434	✓	Richard Horth	£ 7,000.00	£ -	£ 7,000.00		9 Market Place - Licence Fee
24/09/2018		435	✓	Sally Munday-Webb	£ 80.66	£ -	£ 80.66		HLF - Aluminium Enclosure & Archive Polyethylene Bags for Time Capsul in Town Hall
28/09/2018		436	✓	Stephanie Campbell	£ 88.87	£ -	£ 88.87		Town Hall - Civic Event 29/09/18 - Wine & Teapoons
27/03/2018	1188	437	✓	Iron Forged Designs	£ 7,600.00	£ -	£ 7,600.00	351	Remainder of balance for Poppyfields Way Sculpture with Benches
14/09/2018		438	✓	Adam Jenkins (Heartstart)	£ 2,176.00	£ -	£ 2,176.00	481	Deflats & Cabinets for public toilets and veterinary centre
02/10/2018		439	✓	Sally Munday-Webb	£ 58.58	£ -	£ 58.58	252	HLF - Printing of Photographs for TH time capsule
02/10/2018		440	✓	Cherwell & South Northants	£ 70.00	£ -	£ 70.00	501	Civic Lunch x 2 (Mayor) - 100 year anniversary end WW1
03/10/2018		441	✓	Linda Carter	£ 50.00	£ -	£ 50.00	291	Town Hall - 6 Water Carafe's
03/10/2018		442	✓	Linda Carter	£ 283.80	£ -	£ 283.80	301	30 Lanterns for Lantern Workshop on November
04/10/2018		443	✓	Brian Sharp	£ 88.85	£ -	£ 88.85		Travel Expenses - Various Journeys around Brackley & Collecting parts
Online Payments									
31/09/2018	SN265398	444	✓	Office Furniture	£ 548.00	£ 109.60	£ 657.60	261	OFS - Room Divider
19/09/2018	1007085	445	✓	Dilne Xsign Ltd	£ 245.00	£ 49.00	£ 294.00	251	Town Hall - Commemorative Plaque
18/09/2018	1244	446	✓	Synergy	£ 450.00	£ -	£ 450.00	201	HLF - Town Hall & Flat - Commercial Energy Assessment
17/09/2018	0001465244	447	✓	Badgemaster	£ 44.05	£ 8.81	£ 52.86	151	10 x Staff Name Badges
10/09/2018	494-19-BTC	448	✓	Bloomers of Brackley	£ 100.00	£ 20.00	£ 120.00	252	HLF - Flowers arrangements for TH opening
06/09/2018	3530 AGF208	449	✓	Travis Perkins	£ 19.50	£ 3.90	£ 23.40	201	Towels
07/09/2018	OFO107258	450	✓	Office Furniture	£ 392.35	£ 78.47	£ 470.82	251	Town Hall - Office Desks
07/09/2018	180540	451	✓	Hazchem Safety	£ 82.44	£ 16.49	£ 98.93	151	Groundsman - 4 x Combat Trousers
10/09/2018	234935	452	✓	Broxap	£ 1,933.00	£ 386.60	£ 2,319.60	351	Lakeside Seat with fixings
10/09/2018		453	✓	Robert D Bowerman	£ 62.42	£ -	£ 62.42	151	Parking Permit - September - 3 spaces
10/09/2018	57562	454	✓	Savills	£ 2,750.00	£ -	£ 2,750.00	351	St James Lake (Hinton Rd) - Rent 01/10/2018-30/09/2019
11/09/2018	1	455	✓	The Flower Pot	£ 50.00	£ -	£ 50.00	252	HLF - 2 x Flower Table Arrangements for TH opening
21/09/2018	244593	456	✓	Bee Tee Alarms	£ 535.50	£ 107.10	£ 642.60		Maintenance Fee CCTV System - 01/10/2018-30/09/2019
17/09/2018	362298	457	✓	George Browns	£ 27.92	£ 5.58	£ 33.50	201	Resin Solvent for Hedge Cutters
04/09/2018	4010359	458	✓	South Northants Council	£ 638.63	£ -	£ 638.63	351	Collection of Refuse Bins- Sept - Nov - 2 @ St James Lake / 1 @ Cemetery / 2 @ Unit 1
11/09/2018	9001227	459	✓	Fire Risk Pro	£ 1,617.00	£ 323.40	£ 1,940.40	251	Town Hall - Fire Risk Assessment & Report
04/09/2018	9001226	460	✓	PK Inprint Ltd	£ 350.00	£ 70.00	£ 420.00	251	Town Hall - Fire Risk Assessment & Report
17/09/2018	1011518	461	✓	Denmans	£ 8.44	£ 1.69	£ 10.13	351	Junction Box for drying Room Unit 2
20/09/2018	415851211	462	✓	Royal Industrial Doors	£ 225.00	£ 45.00	£ 270.00	261	OFS - Maintenance to Doors
20/09/2018	23333	463	✓	Royal Industrial Doors	£ 195.00	£ 39.00	£ 234.00	201	Unit 1 & 2 - Maintenance to Doors
17/09/2018	28445	464	✓	Brimck Locksmith & security	£ 137.81	£ 27.56	£ 165.37	201	Locks / Keys & Key Safe
12/09/2018	3530 AGF415	465	✓	Travis Perkins	£ 41.04	£ 8.33	£ 49.37	201	20k bag Postcrete
21/09/2018	415854664	467	✓	Denmans	£ 175.95	£ 35.19	£ 211.14	201	Hand Dryer Heater - Unit 2
14/09/2018	88012	468	✓	Boxwood & Brass	£ 1,400.00	£ -	£ 1,400.00	252	HLF - Music / Orchester Strictly Georgian Event 14/09/18
14/09/2018	00035	469	✓	Forgotten Heritage	£ 2,900.00	£ -	£ 2,900.00	252	HLF - Exhibit Graphics - Photography Project
19/09/2018	231390	470	✓	Tudor Environmental	£ 441.51	£ 88.30	£ 529.81	201	Sprayer / Herbicide / Weedkiller etc
20/09/2018	0000266228	471	✓	Shaw & Sons	£ 87.00	£ 17.40	£ 104.40	151	Attendance Register
25/09/2018		472	✓	Old Fire Station	£ 48.00	£ -	£ 48.00	252	HLF - Cupcake for Official Opening 25/09/18
25/09/2018		473	✓	Old Fire Station	£ 252.00	£ 50.40	£ 302.40	252	HLF - Refreshments & 2 staff - Official Opening 11/09/18
23/09/2018	58201802562	474	✓	PKF Littlejohn LLP	£ 2,400.00	£ 480.00	£ 2,880.00	151	Prof Fees - Internal Audit year end March 2018
27/09/2018	39641	475	✓	Milton Keynes Garden Machinery	£ 1,332.00	£ 266.40	£ 1,598.40	351	Dog Waste Collection
20/09/2018	085585	476	✓	E-On	£ 83.37	£ 16.67	£ 100.04	301	Electric Street Lighting Maintenance July - Sept
19/09/2018	5026 AEB386	477	✓	Travis Perkins	£ 88.76	£ 17.75	£ 106.51	201	Timber for Drying Room
30/09/2018	3530 AGF728	478	✓	Travis Perkins	£ 18.90	£ 3.78	£ 22.68	201	3 x Pressed Slabs
28/09/2018	6630160735	479	✓	Lyreco	£ 281.86	£ 56.37	£ 338.23	151	Stationery
28/09/2018	1007124	480	✓	Dilne Xsign Ltd	£ 205.00	£ 41.00	£ 246.00	251	Town Hall - Commemorative Plaque Refurbishment
30/09/2018	87261	481	✓	Panagon Tool Hire	£ 481.00	£ 96.20	£ 577.20	301	Hire of 89 x Pedestrian Barriers 05/09/18 - 10/09/18 (Brackley Fair)

Authorise Payments - 2018
Month No 7

11/10/2018	4010515	482	✓	South Northants Council	£	60.94	£	60.94	351	Bueingham Road - Rent for OP2
28/09/2018	M001 OA	483	✓	British Telecom	£	28.54	£	5.71	34.25	Town Hall - Broadband 13/09/18 - 30/09/18
20/09/2018	7952	484	✓	M-Trac	£	231.40	£	46.28	277.68	Nuts Bolts & Spearhead Fields
02/10/2018	8569	485	✓	Healthmatic	£	694.17	£	98.83	595.00	OPS - Cleaning Services - Public Toilets - Sept-Oct
28/09/2018	0408	486	✓	Ingham Rhinock Associates	£	4,668.82	£	933.76	5,602.58	H/F - Town Hall Delivery Phase
29/09/2018	66181442	487	✓	PHS Group	£	17.51	£	3.50	21.01	Town Hall - 4 x Sanitary Bins & 1 Low Waste Bin Sept 18-Merch 19
02/10/2018	182973	488	✓	Hazchem Safety	£	17.05	£	3.41	20.46	Foam Cleaner & Bleach
11/10/2018	11114	489	✓	Microshade Business Consultant	£	378.74	£	75.75	454.49	Clark Hoisting Fee - September
30/09/2018	8575339	490	✓	Alternative Communications	£	45.68	£	9.14	54.82	Town Hall - Broadband & Alarm Ures
		491	✓	Salaries	£	16,887.23	£	-	16,887.23	Salary
		492	✓	Tax & NI	£	4,935.86	£	-	4,935.86	Tax & NI
		493	✓	Pension	£	6,946.50	£	-	6,946.50	Pension
13/09/2018	000048327	DDOCT01	✓	SGW Payroll	£	66.00	£	13.20	79.20	Payroll Costs - Month 6
14/10/2018	11253159	DDOCT02	✓	02	£	168.89	£	33.78	202.66	Mobile Phones - 6 x staff
					£	74,323.33	£	3,693.35	78,016.68	

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19-11-2018

BRACKLEY TOWN COUNCIL

STAFFING COMMITTEE

Minutes of a Meeting of the Staffing Committee held at 2.00pm on Tuesday 2nd October 2018, in the Community Room 37 High Street, Brackley.

Present: Councillors: Cllrs Morrell, Bagot-Webb, Thompson and Cartmell

Officers: Linda Carter (Town Clerk) and Alison Moses (Deputy Town Clerk)

268/18 APOLOGIES FOR ABSENCE

Apologies were received, and accepted, from Cllr Baker

269/18 DECLARATION OF INTEREST

None

270/18 MINUTES

Members **RESOLVED** to approve the minutes of the meeting held on 4th September 2018

271/18 EXCLUSION OF PRESS AND PUBLIC

On the proposition of Cllr Bagot-Webb, it was **RESOLVED**:

That, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press is excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

272/18 CONSIDERATION OF INDIVIDUAL STAFF MEMBERS/ROLES & PERFORMANCE

Members discussed current staffing and related issues, recruitment of new Venues Co-ordinator and progress with handover arrangements.

Meeting closed at 14.45am

Chairman



Date

6/11/18