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The Parish Councillors are summoned to the Ordinary Meeting of the above Parish Council on:

Thursday 15th April 2021 commencing at 7.00PM

Due to restrictions resulting from the COVID-19 outbreak, the meeting will take place using Zoom video conferencing. Members of the public can join the meeting virtually or may submit questions to the clerk by email.

Meeting Details

<https://us02web.zoom.us/j/9726599267?pwd=OUdrdU1RQm9wRmhKVtBcllGUUnNXdz09>

Meeting ID: 972 659 9267 Passcode: Brampton

Apologies to the Clerk, Sarah Stock; email theclerk@churchwithchapelbrampton-pc.gov.uk

9th April 2021

Apologies received:

2021/1 Declarations of Interest.

2021/2 Meeting adjourned for members of the public to address the council on matters related to this agenda.

2021/3 Council is asked to approve minutes from the meeting held 18th March 2021 (circulated separately).

2021/4 Councillor Co-opt

Council is asked to approve the co-opting of Angharad Garner, resident at Railway Cottages, Church Brampton.

Mrs Garner will be asked to sign the declaration of acceptance of office, the councillors code of conduct and fill in the register of pecuniary interests.

Outstanding Issues/Updates

- Brampton Valley Caravans: DDC Planning Enforcement has been notified. DDC Planning Enforcement are aware and D-Cllr Sarah Peck will update us as and when.
- Boughton Mill unauthorised footpath diversion: Access to the footpath remains restricted because of the lack of signage and because the landowner's rather aggressive Alsatian dogs are allowed to roam loose. Email sent to Jason Smithers, NCC (25th March) requesting a resolution to the footpath dispute and signage. Awaiting response.
- Defibrillator connection. Council continues to funds raise through "crowd funding" website. Cllr RGt will update the council.
- Village Traffic calming measures: Council has been advised to wait until WNC Authority is vested before applying for funding. To action after April 1st.

2021/5 Annual Parish Meeting

Meeting is set for 20th May at 6.30pm.

The council is asked to review the (imminent) NCALC advise surrounding the format of this meeting. Current COVID related legislation which allows councils to meet remotely ends on 7th May, after which councils are obliged to meet in person. However, the Government COVID restrictions prevent indoor gatherings of more than 6 until 21st June. The school have confirmed that they will welcome us back in June pending advice from the DfE. At the moment, the school cannot allow indoor meetings for an unspecified number of people.

Contact: The Clerk, 9 Lower Harlestone, Northamptonshire, NN7 4EW.
Tel.: 01604 820635 email: theclerk@churchwithchapelbrampton-pc.gov.uk

2021/6 Chapel Brampton Chapel/Meeting Room

Cllr MM to provide update

2021/7 Gigaclear Cabling

Cllr RGN to provide update.

Email from Stuart Haynes (Gigaclear) received 8th April. Chris Millar (Gigaclear) has been in touch with contractors in relation to the shallow cabling in Harlestone Road and has asked for the team to rectify this as soon as possible. He has asked the team to return to Walkers Lane, for raking, top seeding of verges and to level out the grass. Gigaclear contractors have confirmed that they will return to Chapel Brampton tomorrow to assess the area.

I have also forwarded your initial request of an indemnity to our legal team. I have added a little more background to this, based on what Chris and I witnessed this morning.

2021/8 Environment (verges/paths/trees)

- 1 Cedar Hythe. Tree has become overgrown and is damaging the pavement. Reported to Fix-my-Street.

2021/9 Tree Planting

Paige Peck, owner of the Boughton Mill Farm & Stables has contacted the council with a suggested location. Cllr SC to provide update.

Request sent to Althorp for trees on land between Church & Chapel Brampton villages (Awaiting response).

2021/10 Playing Field & Pocket Park

- Playing Field: Sign ordered and paid for. Update on installation from Cllr MM.
- Playing Field: Inspection report received from Wicksteed 22nd March. Report identifies 3 items in need of immediate repair and provide quotes:
 1. Four Way Springer: number of fixings loose. Repair cost: £0
 2. See Saw: Gaps in the surfacing large enough for small foot to enter. Repair cost: £434
 3. See Saw: Damaged surfacing and ground trimmings visible. Repair cost: £310Labour costs for above: £540. Total cost of repairs: £1,284
Council is asked to review and accept the quote.
- Playing Field: Vandalism reported, damage includes smashed bottles and evidence of a fire. The police have been informed. Nearby residents have requested that the gate be shut a dusk 'til dawn. The council asked to respond to this request.
- Pitsford Road Bin: Cllr SC liaising with Richard Jones at Norse to arrange installation.

2021/11 Bench refurbishment

Council is asked to approve works and associated costs for the refurbishment of the benches around the village.

2021/12 PCSO

- Updates on HGV Amenity Weight Limit enforcement.
- Spratton Ward crime report circulated to councillors by email 8th Apr.
- Speed enforcement locations. Request sent to Matthew Mumford to consider re-location enforcement van.

2021/13 Service recognition

The council is asked to recognise the Derek Bland's voluntary work given to provide the village newsletter and make an appropriate statement of thanks.

2021/14 Planning Applications

The council is asked to review the following applications:

Application No: DA/2021/0271

Description: Replacement garage with office/storage above. Demolition of existing single storey link and two barns and replace with part single/part two storey extension.

Location: Brownstones, Harlestone Road, Chapel Brampton, Northamptonshire, NN6 8AW
(Case Officer Rebecca Hambridge, deadline for responses 28th April)

Application No: C/2019/1077/2

Description: Railway embankment stabilisation works - Condition 7 - reinstatement of temporary access, access track, compound and all other works within the red line.

Location: Northampton To Rugby Line, Harlestone Road, Chapel Brampton (Harlestone Parish), Northamptonshire
(Case Officer Micheal Venton, deadline for comments 27th April)

Decision notices received since date of last meeting & pending

DA/2020/1077 Rydal House, Golf Lane – replacement dwelling. Refused.

DA/2020/1138 Boxmoor, Golf Lane – rear extension. Approved.

DA/2021/0031 Salar, Church Brampton – replace conservatory. Approved.

DA/2020/1089 Field House, two storey side extension. Approved.

2021/15 Bank Reconciliation & YTD Budget vs Expenditure review

Council to review and accept the bank reconciliation and the budget analysis provided with the agenda.

Current Account (Unity 20415701)	£5,155	
Reserve Account (Unity 20415714)	£22,612	
2021/22 Opening balance:	£27,768	
YTD Income	£0	
YTD expenditure (Inc. VAT & Unauthorised payments)		£6,389
Online Balance as at 9th April		
Current Account (Unity 20415701)		£5,155
Reserve Account (Unity 20415714)		£22,612
Balance b/f		£27,768
YTD Closing balance (less pending expenditure)		£21,379
2021/22 Unclaimed VAT YTD	£777	
<u>Receipts</u>		nil

2021/16 Accounts for Payment & Receipts

The council to approve the accounts for payment – all payments are inclusive of VAT

Clerk's Salary	Sarah Stock	April	28.4.21	£420.00
Litter Wardens	J Hawkins	April	28.4.21	£27.50
Litter Wardens	Z A Finney (Noah & Grace)	April	28.4.21	£55.00
Office Expenses	Sarah Stock (Zoom Subscription)	INV70080977	22.3.21	£14.39
Office Expenses	Sarah Stock (2020/21 HWA)	n/a	28.3.21	£504.00
Street Lighting	E-on Energy Solutions	104367	22.3.21	£155.81
Noticeboards	Greenbarnes Ltd	15878	26.3.21	£3,430.23
Playing Field	Abbott Signs Ltd	INV37560	26.3.21	£344.93
Office Expenses	Datacenta	INV30416	25.3.21	£60.00

Office Expenses	Barbara Osborne	6589	31.3.21	£66.00
Audit & Legal	NCALC	1027	1.4.21	£607.47
Playing Field	Wicksteed Leisure Ltd	813338	26.3.21	£72.00
Street Lighting	YU Energy	461159	2.4.21	£46.83
Street Lighting	YU Energy	461160	2.4.21	£20.95
Grass Cutting	PW Warden Environmental	6940	23.2.21	£408.00
Grass Cutting	PW Warden Environmental	6934	23.2.21	£156.00

2021/17 Audit for YE March 2021

Council is asked to review and accept the following in anticipation of the external audit:

- Annual Governance Statement (circulated separately) *
- Accounting Statements (circulated separately)
- Asset register (circulated with agenda)

*Statement 4: "We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations." The council will answer 'No' to this statement as the initial period was too short (it should have omitted the bank holiday). Although it was amended, we are required to explain the failing in this procedure.

Correspondence:

- Email 18th March: John Cutler. Update on wildflower project. Circulated to councillors 8th April.

Next Meeting May 20th, 2021

Meeting dates for 2021: June 17th; July 15th

BRAMPTON

	2021/22 Budget (as Precept)	YTD Expenditure (exc. VAT)	Balance
<u>Allocated Precept</u>			
Clerk's salary (Inc. PAYE & HWA)	£5,700	£924	£4,776
Litter Wardens	£1,000	£83	£918
Insurance	£700	£0	£700
Audit, Legal & NCALC	£850	£607	£243
Office expenses * inc Room Hire & training	£1,000	£128	£872
Streetlight maintenance & supply	£1,500	£194	£1,306
Grass/verge cutting *	£4,000	£470	£3,530
Tree surgery	£1,500	£0	£1,500
Playing Field (Inc. rental)	£1,300	£347	£953
Pocket Park (Inc. rental)	£600	£0	£600
Donations *	£500	£0	£500
Election Costs	£300	£0	£300
PCSO	£3,300	£0	£0
Notice Boards	£2,900	£2,859	£41
Contingency	£1,600	£0	£1,600
Total precepted budget & expenditure	£26,750	£5,612	£21,138
<u>2021/22 Allocated reserves</u>			
Pavement siding out	£3,000	£0	£3,000
PCSO	£3,300	£0	£3,300
Tree Works	£1,000	£0	£1,000
Playing Field equipment refurb'	£2,000	£0	£2,000
Total allocated reserves	£9,300	£0	£9,300
Unallocated reserves (Inc. YTD receipts)	£17,968	£0	£17,968
Total allocated & unallocated reserves	£27,268	£0	£27,268

Church with Chapel Brampton Parish Council
Asset Register

Item	Date of Purchase	Cost Price	Notes
Items Removed from 2019/20 register:			
*Wooden seat, Church B, Crossroads	Donation	£ 585	Duplicate item
*Wood/concrete seat Harlestone Rd	Donation	£ 486	replaced
1 x Column streetlight		£ 1,263	replaced due to damage
		<u>£ 2,334</u>	
No change to valuation			
Memorial seat in Chapel B bus shelter	01-Apr-14	£ 900	
43 folding chairs	Not Known	£ 245	
6 x card tables	Not Known	£ 159	
6 x small folding tables	Not Known	£ 391	
9 x large folding tables	Not Known	£ 745	
Crockery & cutlery	Not Known	£ 265	
Lantern at entrance to Church yard	Not Known	£ 500	
War Memorial	Not Known	£ 1	
Laptop	01-Jun-19	£ 400	
Mobile VAS Laptop	15-Jan-18	£ 236	
*Wooden seat, Church B, The Green	Donation	£ 584	
*Wooden Jubilee seat Harlestone Rd	Not Known	£ 625	
*Wooden Wayside bench, Harlestone Rd	Donation	£ 90	
*Wooden seat, Chapel B, Crossroads	Donation	£ 584	
*Wood and metal bench Playing field	Not Known	£ 363	
2 x Toddler swings with frame	Not Known	£ 605	
3 stage set of balance beams	Not Known	£ 658	
3 x Child swing with frame	Not Known	£ 726	
Basketball stand & net	Not Known	£ 1,500	
Climbing Frame	Not Known	£ 543	
Litter bin, Playing field	Not Known	£ 250	
Metal bench, playing field	01-Apr-09	£ 383	
Picnic table, Playing field	01-Apr-09	£ 946	
Pig ball game	Not Known	£ 658	
Playing field entrance gate/carpark	12-Apr-17	£ 503	
Playing field notice board	Not Known	£ 120	
Roundabout	01-Apr-09	£ 4,537	
Slide	Not Known	£ 908	
Spring mobile	Not Known	£ 1,170	
Toddler seesaw	Not Known	£ 726	
*3 x wooden benches, Pocket Park	Donation	£ 370	
Pocket park field gate & pedestrian gate	Not Known	£ 665	
Pocket park stone wall & solid entrance gate	Not Known	£ 6,632	
Wooden bridge in pocket park	01-Apr-01	£ 750	
*Wooden seat Chapel B, Spencer Close	Donation	£ 584	
4 x Column Street Lights with PLL lanterns	18-Oct-13	£ 4,736	

1 x Column Street Light with PLL lanterns (Cedar Hythe)	02-May-18	£ 1,882
LLP Street Light Lanterns x 32 (upgraded lanterns)	18-Oct-18	£ 4,249
12 x Bracket streetlights on wooden poles (Chap)	Not Known	£ 18,756
31 Column Street lights with PLL lanterns (@ £1262.5 each)	Not Known	£ 39,138
*Wooden seat, Crawan Bank	Donation	£ 584
4 x Merlin litter bins	Not Known	£ 837
Mobile VAS units	15-Jan-18	£ 2,663
Mobile VAS units	01-Feb-20	£ 2,558
NHW & ANPR Signs	19-Apr-18	£ 178
Stone bus shelter Chapel B	01-Apr-08	£ 8,650
Wooden Notice Board Chapel B	Not Known	£ 181
Wooden Notice Board Church B	Not Known	£ 181
		<u>£ 113,915</u>

Items added during 20/21:

Defibrillator & Heated box (Items donated)	06-Jun-20	£ 1,125
Trio Rotator Swing	25-Aug-20	£ 4,913
Vesuvius Basket Swing	25-Aug-20	£ 1,934
Grass tiles surrounding play equipment	25-Aug-20	£ 2,465
Pentagon Play ship	03-Nov-20	£ 6,795
Metal WWI memorial bench Harlestone Rd (opposite PF)	16-Feb-21	£ 896
Metal WWI memorial bench Playing Field	16-Feb-21	£ 896
Wood park bench Playing Field	18-Mar-21	£ 545
"Eddie the Truck" bench/table Playing Field	16-Feb-21	£ 1,430
		<u>£ 19,024</u>

Total Value of Assets as at 31st March 2021 **£ 132,939**