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

Thursday 20th May 2021 commencing at 6.30PM

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=OUdndU1RQm9wRmhKVctBcllGUnNXdz09>

Meeting ID: 972 659 9267 Passcode: Brampton

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

14th May 2021

Apologies received:

2021/18 Council to elect a Chairman for 2021/22

2021/19 Council to elect a Vice-Chairman for 2021/22

2021/20 Declarations of Interest.

All councillors are asked to confirm they have completed and returned to the revised register of interests.

2021/21 Public Session

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

2021/22 Council is asked to approve minutes from the meeting held 15th April 2021 (circulated separately).

2021/23 Councillor Co-opt

Council is asked to approve the co-opting of Margaret Green, resident in Church Brampton.

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

2021/24 Policy Review

The council is asked to review and adopt the following policy documents (all are available on the website at <http://www.churchwithchapelbrampton-pc.gov.uk/news/>)

- Code of Conduct
- Financial regulations
- Standing Orders
- Financial Risk Assessment
- FaceBook Policy
- Social Media Policy
- GDPR Security Compliance Check List
- Data Protection Policy

The council will continue to appoint NCALC as the GDPR Officer

2021/25 Appointment of Auditors

Council is asked to approve the appointment of:

Internal Auditor NCALC (likely to be Fiona Young)

External Auditor PKF Little John

2021/26 Bank Reconciliation & YTD Budget vs Expenditure review

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

Unity trust account stands at £37,312

Income received since last meeting:

10-Apr	Defib donation	£50.00
04-May	Precept	£13,375.00
11-May	HMRC VAT 126 Reclaim	£2,927.31

2021/27 Accounts for Payment & Receipts

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

Clerk's Salary	Sarah Stock	May	28.4.21	£xxx
Litter Wardens	J Hawkins	May	28.4.21	£27.50
Litter Wardens	Z A Finney (Noah & Grace)	May	28.4.21	£55.00
Office Expenses	Sarah Stock (Zoom Subscription)	April	22.4.21	£97.58
Street Lighting	YU Energy	481028	2.5.21	£41.51
Street Lighting	YU Energy	481029	2.5.21	£19.14
Grass Cutting	PW Warden Environmental	6948	1.5.21	£816.00
Playing Field	Cllr M Macmain	n/a	12.5.21	£28.97
Office Expenses	Sarah Stock (2020/21 HWA)	n/a	28.3.21	£504.00
Office Expenses	Sarah Stock (Zoom Subscription)	INV70080977	22.3.21	£14.39
Playing Field	The Althorp Estate	14426	6.4.21	£960.00

2021/28 Audit for YE March 2021

Council is asked to review and accept the internal auditors report. No concerns raised. The annual accounting and Governance statement will be submitted to the external auditor.

2021/29 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).

2021/30 Bench refurbishment

Council is asked to approve works and associated costs for the refurbishment of the benches around the village (awaiting quote from LGG).

2021/31 Planning Applications

Applications Received: Council to consider and resolve response to each planning application. Applications received after the publication of this agenda may also be included.

Application No: DA/2021/0357

Description: Demolition of conservatory and store. Construction of two storey rear extension.

Location: 14, Little Close, Chapel Brampton, Northamptonshire, NN6 8AL

(Deadline for comments 25th May, Case Officer T Cantwell)

Application No: WND/2021/0008

Description: Listed Building Consent for construction of en-suite shower room to main bedroom and installation of wood burning stove.

Location: 4, Welford Road, Chapel Brampton, Northamptonshire, NN6 8AF

Contact: The Clerk, 9 Lower Harlestone, Northamptonshire, NN7 4EW.

Tel.: 01604 820635 email: theclerk@churchwithchapelbrampton-pc.gov.uk

(Deadline for comments 3rd June, Case Officer Elisabeth Warden)

Application No: DA/2021/0358

Description: Construction of detached house, associated driveway and parking areas, new dwelling to be accessed from existing south west vehicular entrance (resubmission of DA/2020/0095)

Location: Land to rear of Breeze, Golf Lane, Church Brampton, Northamptonshire, NN6 8AY

(Deadline for comments 9th June, Case Officer Samantha Hammonds)

Decision notices received since date of last meeting & pending

DA/2021/0271: Brownstones, Chapel Brampton. Replacement garage.

DA/2021/0203: Chartwell House, Church Brampton. New front porch & accesses.

DA/2021/0317: The Old Alms House, Church Brampton. Renovation of hedgerow & erection of fences.

Next Meeting June 17th, 2021

Meeting dates for 2021: July 15th, No August meeting, September 16th, October 21st, November 18th, No December meeting.

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