



www.churchwithchapelbrampton-pc.gov.uk

The Parish Councillors are summoned to an extra ordinary council meeting of the Parish Council on:
Thursday 19th May 2022 commencing at 7.30PM

The meeting will take place at the Brampton Primary School. Members of the public are welcome to attend.

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

13th May 2022

Apologies received:

2022/15 Election of Chairman for 2022/23

2022/16 Election of Vice-Chairman for 2022/23

2022/17 Declarations of Interest.

Councillors are asked to make declarations of interest on matters relating to this agenda.

2022/18 Public Session

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

Verbal Updates (no decisions will be made on items in this section of the agenda)

- Harlestone Road, Black Pines. Request sent to Althorp regarding replanting trees lost to the storm. Matter has been referred to Althorp's conservation officer.
- Traffic calming: Confirmation accepting the quotes for poles for the VAS signs has been sent to WNC
- Tree at Golf Lane: Michael Venton has confirmed he will inspect before any works are carried out.
- Defibrillator: Ordered and paid for. Cllr RG to arrange installation.
- Facebook Policy: update from Cllr JS
- Cadent: Area Manager to review the site and put right anything outstanding.

2022/19 Minutes

Council is asked to approve the minutes of the ordinary meeting held on 21st April. Minutes of past meetings are available from <http://www.churchwithchapelbrampton-pc.gov.uk/agendas-minutes/>

2022/20 Bank reconciliation and YTD budget vs Expenditure review

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

Current Account (Unity 20415701)	£3,467	
Reserve Account (Unity 20415714)	£25,177	
2022/23 Opening balance:	£28,644	
YTD Income	£17,564	
YTD expenditure (Inc. VAT & Unauthorised payments)		£5,538

Online Balance 11th May	
Current Account (Unity 20415701)	£14,692
Reserve Account (Unity 20415714)	£28,042
Balance b/f	£42,735
YTD Closing balance (less pending expenditure)	£40,671

Receipts:

28-Apr	Precept	£	14,500.00
27-Apr	Western Power refund	£	364.77
03-May	HMRC VAT126	£	2,699.32

2022/21 Accounts for Payment

Council is asked to approve the accounts for payment – all payments are inclusive of VAT

Sarah Stock	May	28.5.22	£441.00
J Hawkins	May	28.5.22	£27.50
Z A Finney (Noah & Grace)	May	28.5.22	£55.00
S Stock (Norton anti-virus)	n/a	30.4.22	£42.50
YU Energy	793639	1.5.22	£18.78
YU Energy	793638	1.5.22	£40.50
PW Warden Environmental	7007	30.4.22	£816.00
Eon Energy Solutions	111559	29.3.22	£155.81
KPCM Display Ltd	23561	24.3.22	£41.35
Clr Mick Macmain	n/a	30.4.22	£65.40
West Northants Norse	521544	13.5.22	£360.00

2022/22 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

2022/23 Appointment Auditors

Council is asked to approve the appointment of: Internal Auditor NCALC (likely to be Fiona Young) External Auditor PKF Little John

2022/24 Audit for YE March 2022

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

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

- Annual Governance Statement (circulated separately) *1 – to be signed by the Chairman
- Accounting Statements (circulated separately) – to be signed by the Chairman
- Asset register (circulated with agenda)
- Report from the Internal Auditor

The exercise of public rights during the year 2022/23 will start on 27th June 2021 and end 8th August

2022/25 Insurance

Council is asked to review quotes for the annual insurance and accept one. Council is recommended to opt for a three-year deal.

BHIB £679.65 (existing insurer)

AGJ £1,277.32

Zurich declined to quote

2022/26 Traffic Calming

Council is waiting to receive an update from Highways, this should be available for the May or June agenda.

2022/27 Jubilee Celebrations

Council has received notice of a Jubilee Street party on Sunday 5th June at Cedar Hythe.

Council is asked to confirm that the Picnic in the Park Jubilee party planned for Thursday 2nd July will go ahead and confirm arrangements if necessary.

2022/28 Playing Field & Pocket Park

Council is asked to give permission for Brampton Stars Friends Association to use the playing field for the school fete on 9th July. Copy of PL insurance has been requested.

2022/29 Environment (verges, path, trees, and village maintenance)

Council is asked to consider promoting a village litter pick. Cllr SC to brief council.

2022/30 Planning matters

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

No applications received.

DECISION NOTICES (received/pending since the date of the last meeting)

- WND/2022/0028 The Old Bakehouse 14, Welford Road, Chapel Brampton. Pending

Date of next meetings: 16th June. 21st July (clerk on holiday – suggest moving meeting to Tuesday 19th July), September 15th, October 13th (to avoid half term), November 17th.

BRAMPTON	2022/23 Budget (as Precept)	YTD Expenditure (exc. VAT)	Balance
<u>Allocated Precept</u>			
Clerk's salary (Inc. PAYE & HWA)	£6,550	£1,415	£5,135
Litter Wardens	£1,000	£165	£835

Insurance	£650	£0	£650
Audit, Legal & NCALC	£900	£0	£900
Office expenses * inc Room Hire & training	£500	£278	£222
Streetlight maintenance & supply	£1,500	£249	£1,251
Grass/verge cutting *	£4,400	£680	£3,720
Tree surgery	£1,300	£0	£1,300
Playing Field (Inc. rental)	£1,500	£834	£666
Pocket Park (Inc. rental)	£800	£300	£500
Donations *	£250	£0	£250
Election Costs	£300	£0	£300
PCSO	£4,200	£0	£4,200
Traffic Survey	£1,350	£0	£1,350
VAS	£2,500	£0	£2,500
Contingency	£1,300	£0	£1,300
Total precepted budget & expenditure	£29,000	£3,922	£25,078
<u>2021/22 Allocated reserves</u>			
Pavement siding out	£0	£0	£0
PCSO	£2,800	£0	£2,800
Tree Works	£0	£0	£0
Chapel Brampton Defib	£1,760	£1,211	£549
Playing Field equipment refurb'	£0	£0	£0
Total allocated reserves	£4,560	£1,211	£3,349
Unallocated reserves (Inc. YTD receipts)	£22,708	£0	£22,708
Total allocated & unallocated reserves	£27,268	£1,211	£26,057