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

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AGENDA

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

Thursday 18th March 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=OUdrdU1RQm9wRmhKVctBcllGUnNXdz09>

Meeting ID: 972 659 9267 Passcode: Brampton

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

12th March 2021

Apologies received:

2020/138 Councillor Vacancy

Council has received notice that Cllr Dave Shawyer is resigning from the council due to ill health.

The council has two vacancies which have been advertised on the Facebook page.

2020/139 Declarations of Interest.

2020/140 Meeting adjourned for members of the public to address the council on matters related to this agenda.

2020/141 Council is asked to approve minutes from the meeting held 18th February 2021 (circulated separately).

Outstanding Issues/Updates

- Brampton Valley Caravans: DDC Planning Enforcement has been notified. DDC Planning Enforcement are aware and DCllr 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. Update from DDC Dog Warden & PCSO required.
- Tree Planting Project: Council has requested suggestions for tree planting locations on Facebook. No responses received so far.
- Village Traffic calming measures: Council has been advised to wait until WNC Authority is vested before applying for funding. To action after April 1st.

2020/142 New Bin

Council is asked to approve costs for the installation of a new bin near the Pocket Park, Pitsford Road.

Hooded Trim line 25 litre bin in black (picture circulated separately) with pole, fully installed: £241.16 + VAT
Annual service charge for emptying the bin £291.20

2020/143 Chapel Brampton Meeting Room

The council is asked to review the current use of the meeting room and possible renovation works. Cllr RGn will brief the council.

2020/144 Chapel Brampton Defibrillator

Council is asked to review fundraising to date and consider locations.

2020/145 Gigaclear cabling

During installation of the new seat on the Harlestone Road it became apparent that the cabling is buried too shallow and could be easily damaged by householders. Cllr RGn will brief the council. The council is asked to approve action to approach Gigaclear to resolve this issue.

2020/146 Environment (verges/paths/trees)

2020/147 Playing Field & Pocket Park

- Playing Field: Signs installed by Cllr MM & Cllr JSL
- Pocket Park: Litter in the park has increased recently (three bags collected by Cllr SC w/b 11th Jan). Council resolved to investigate costs associated with installing a new bin.

2020/148 PCSO

- Updates on HGV Amenity Weight Limit enforcement.
- Crime figures for the Parish Councils of Spratton, Boughton, Harlestone Upper and Lower, Harlestone Manor, Church and Chapel Brampton and Pitsford circulated.

2020/149 Annual Parish Meeting

Council is asked to decide on a date and format for the Annual Parish Meeting.

NCALC has advised that in-person meetings will not be allowed before May 7th. Parish councils are advised to:
1) decide the date of your annual meeting (between 10 May 2021 and 24 May 2021), 2) make a provisional booking in the largest venue that is available to you, 3) plan to decide whether it will be an in-person meeting or a virtual meeting at the last moment (i.e., three clear days before the date of the meeting).

2020/150 Planning Applications

The council is asked to review the following applications:

Application No: DA/2021/0071

Description: Single storey rear extension.

Location: Dene House 16, Cedar Hythe, Chapel Brampton, Northamptonshire, NN6 8BG

(deadline for comments 11th March, Case Officer T Cantwell) Council have reviewed this application by email and no comments were submitted.

Application No: 21/00005/WASFUL Boughton Quarry

PROPOSED DEVELOPMENT: New building for waste processing

LOCATION: Boughton Quarry, Brampton Lane, Boughton, Northamptonshire, NN6 8AA

(deadline for comments 1st April, NCC Case Officer Helen Marsden)

Decision Notices Received & Pending

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

DA/2020/1077 Rydal House, Golf Lane. Full refusal.

DA/2020/1138 Boxmoor, Golf Lane, Construction of single storey rear extension. Decision pending.

DA/2021/0031 Salar, Harlestone Road. Orangery and link to existing swimming pool. Decision pending

2020/151 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) | £1,021 | |
| Reserve Account (Unity 20415714) | £43,790 | |
| 2019/20 Opening balance: | £44,811 | |
| YTD Income | £41,279 | (*£5200 DDC grant due) |
| YTD expenditure (Inc. VAT & Unauthorised payments) | | £62,820 |
| Online Balance as at 12th March | | |
| Current Account (Unity 20415701) | | £2,771 |
| Reserve Account (Unity 20415714) | | £22,612 |
| Balance b/f | | £25,383 |
| YTD Closing balance (less pending expenditure) | | £23,270 |
| 2020/21 Unclaimed VAT YTD | £2,746 | |

Receipts nil

Grant claim submitted, DDC have confirmed that payment will be made before YE

2020/152 Accounts for Payment

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

| | | | | |
|-----------------|-------------------------------|-------------|---------|---------|
| Clerk's Salary | Sarah Stock | February | 28.3.21 | £420.00 |
| Litter Wardens | J Hawkins | February | 28.3.21 | £27.50 |
| Litter Wardens | Z A Finney (Noah & Grace) | February | 28.3.21 | £55.00 |
| Office Expenses | Sarah Stock (Zoom) | INV70080977 | 22.2.21 | £14.39 |
| Office Expenses | Sarah Stock (Home Wking Allw) | n/a | 28.3.21 | £504.00 |
| Spencer Close | PW Warden Environmental | 6934 | 23.2.21 | £156.00 |
| Tree Works | Maurice Fitch | 10571 | 22.2.21 | £300.00 |
| Playing Field | David Ogilvie Engineering | 186209 | 3.3.21 | £46.80 |
| Contingency | BWS Electrical | 445 | 25.2.21 | £290.00 |
| Office Expenses | MGT Design | 122758 | 1.3.21 | £300.00 |

Council is asked to consider giving notice to Zoom. Contract requires that subscribers give 3 months' notice.

2020/153 Financial Risk Assessment

Council is asked to review and adopt the financial risk assessment for the financial Year Ending March 2021.

Document can be viewed on the parish website on the Finance & Policies page:

<http://www.churchwithchapelbrampton-pc.gov.uk/web/wp-content/uploads/2016/05/Brampton-Financial-Riask-Assessment.pdf>

2020/154 Consultations & Meetings

Correspondence:

- Email Gwen Rhys, Community Engagement Manager South West Northamptonshire, Office for National Statistics (12th March). Telephone helpline for complete the National Census is 0800 141 2021. Paper copies of the form can be requested on 0800 876 6276

Next Meeting March 18th, 2021

Meeting dates for 2021: April 15th; May 20th; June 17th; July 15th

| | 2020/21 Budget (as Precept) | YTD Expenditure (exc. VAT) | Balance |
|---|--------------------------------|----------------------------------|----------------|
| <u>Allocated Precept</u> | | | |
| Clerk's salary (Inc. PAYE & HWA) | £5,500 | £5,544 | (£44) |
| Litter Wardens | £1,000 | £1,030 | (£30) |
| Insurance | £700 | £631 | £69 |
| Audit, Legal & NCALC | £900 | £803 | £97 |
| Office expenses * inc Room Hire | £800 | £1,116 | (£316) |
| Training | £200 | £0 | £200 |
| Streetlight maintenance & supply | £2,000 | £1,494 | £506 |
| Grass/verge cutting * | £5,000 | £4,210 | £790 |
| Tree surgery | £2,000 | £1,790 | £210 |
| Playing Field (Inc. rental) | £1,500 | £1,769 | (£269) |
| Pocket Park (Inc. rental) | £600 | £258 | £342 |
| Donations * | £2,500 | £2,211 | £289 |
| Election Costs | £300 | £0 | £300 |
| PCSO | | | |
| Notice Board replacement | £1,500 | £0 | £1,500 |
| Contingency | £1,500 | £975 | £525 |
| Total precepted budget & expenditure | £26,000 | £21,830 | £4,170 |
| <u>2019/20 Allocated reserves</u> | | | |
| Pavement siding out | £5,000 | | £5,000 |
| PCSO | £6,500 | £6,609 | (£109) |
| Tree Works | £1,000 | £0 | £1,000 |
| Playing Field equipment refurb' | £20,567 | £17,929 | £2,638 |
| Playing Field & Spencer Close Hedgelaying | £2,678 | £5,952 | (£3,274) |
| Total allocated reserves | £35,744 | £30,490 | £5,255 |
| Unallocated reserves (Inc. YTD receipts) | £12,744 | £0 | £12,744 |
| Total allocated & unallocated reserves | £48,489 | £30,490 | £17,999 |