

Church with Chapel Brampton Parish Council

Minutes of the Ordinary Parish Council Meeting held on:

Thursday 19th March 2020 commencing at 7.30PM at Brampton Primary School

Minutes taken by Sarah Stock, Clerk to the Parish Council

Record of attendance and apologies

Apologies: Cllrs Robin Green, Steve Walsh, Stephen Crane, Richard Gent & Jason Stather-Lodge.
Apologies received and accepted.

Attendees: Cllr Jill Slinn (Chairman) Cllr William Shearer
 Cllr Mick Macmain Cllr David Shawyer

Chairman noted that the agenda was prepared before the escalation of the COVID-19 crisis and that some items on the agenda will need to be deferred as no action can take place at the present time.

19/178 Declarations of Interest: Nothing declared.

19/179 Meeting adjourned for comments/questions from parishioners

- John Gillet (Head Teacher, Brampton Primary School). School will be closed as of Friday 20th March in accordance with government guidelines. Children whose parents fall into the governments 'keyworker' category will be able to attend school. The school would like to extend an offer of help to the local community.

19/180 Minutes from the meeting held 13th February 2020 were approved by the council & signed by the chairman.

Outstanding Issues/Updates

- Gigaclear 'snagging' (minute ref: 19/110 & 19/122): Re-seeding to take place in Spring 2020. Clerk will confirm the date for the commencement of this work.
- Village Design Statement (minute ref: 19/158): Deferred.
- Annual Village Meeting (minute ref: 19/161): Date confirmed (7pm, 27th April) & school booked. Invites sent out. Following the advice from Government recommending limiting social contact the council resolved to postpone the AVM until further notice. The statutory guidelines dictate that the meeting must take place between 30th March and 1st June. The council awaits advice from NCALC. Clerk will notify MOP and guests.
- Request for path clearance through villages – request sent to DDC.
Martin Wilson (DDC) has confirmed the request is with the contractor. Cllrs noted that the road has been swept but the pavements have not. Clerk to contact DDC.

- Traffic Survey (minute ref: 19/170): Booked for w/b 27 April 2020
In light of the current Covid-19 situation and likely impact on traffic flows the council will postpone the survey for one year to ensure a robust data set is gathered.
- Verge nr Farmdale House, Northampton Road (minute ref: 19/124 & 171):
The council discussed the potential private licence to Mr Cutler. They believe that if allowed to 'go wild' this small area will become unsightly, in contrast to the other verges in the village. However, the council has no influence regarding the issue of the licence.
- Dog Fouling (minute ref: 71): Request made for additional Dog fouling signs. Clerk to find spray paint supplier.

19/181 Playing field and Pocket park

- Playing field equipment upgrade/refurb (Cllrs RGt & RGn)

Cllr RGt continues to work on quotes and grant applications are being progressed.

- Playing Field trees (minute ref: 19/121)

The council reviewed the quote sent to the school by Maurice Fitch. The council will wait for a quote to remove the trees and will then discuss future action with the school. Clerk will contact MF for quote.

Hedge laying will start on 20th March 2020.

- Pocket Park: (Cllrs WS/SC)

The spring tidy set for 27th March is postponed due to the COVID-19 outbreak.

19/182 Highways/Zebra Crossing

- Zebra Crossing:

Ian Boyes (KIEWR/NCC Highways) confirmed that pedestrian crossings on an "A" road must be a signal controlled Toucan facility which safely controls both vehicular and pedestrians traffic flow where higher volumes of traffic are encountered.

Whilst a zebra crossing was installed about 15 years ago on the A5199 in Creton this location has excellent visibility on all approaches and traffic flows on this section are some 60% less than those through Chapel Brampton. The proposed location at Chapel Brampton is in very close proximity to the busy Pitsford Road / Harlestone Road crossroads junction which accommodates a large number of turning movements and with an installation of a zebra crossing at this location drivers would have to additionally concentrate on the likelihood of pedestrians stepping out suddenly on to the crossing whereas a signalled facility gives a far more clear indication that a pedestrian is waiting to cross.

The presence of parked cars immediately adjacent to the proposed crossing location partially restricts visibility of waiting pedestrians to approaching drivers. Pedestrians would also have to take into account the presence of

drivers turning right from Pitsford Road, as well as the through traffic on the A5199 before committing to cross which may be difficult for the elderly or young to judge safely before stepping onto the crossing.

Reluctantly, the Council accepted that they can make no further progress with NCC and this project would have to be shelved for the foreseeable future. The council expressed disappointment and noted that the money made available by the CCB-PC to ensure the safety of pedestrians would be available again should NCC reconsider. Clerk would respond to Ian explaining rationale for suspending action.

19/183 Community Speed Watch

- In line with the latest Government advice regarding COVID-19, all CSW training sessions must be cancelled until further notice. With regard to upcoming groups, enforcement sessions are also postponed until further notice.

19/184 Uno Bus Service (Route 59/60)

- The council discussed their financial contribution to the bus service. The council agreed that £520 allocated contribution for 2020/21 could be used to support the service until 17th July 2020.

John Hunt is currently negotiating the funding agreements with NCC for the academic year starting September 2020. The council will defer a decision on future funding until this agreement and the details have been published before committing to any future funding.

19/185 Environment (verges/paths/trees)

- Crowan Bank Shrubbery:
The council will consider removing the shrubbery on Crowan Bank which has become overgrown and unsightly. SS will obtain a quote for removal and replanting from Maurice Fitch.
- Spencer Close (minute ref: 19/107, 119 & 139):
BPHA have yet to notify the council of the results of the consultation regarding transferring responsibility for some of the grounds maintenance.
No parking signs will be installed in the coming weeks. The council has confirmed to BPHA that there is no expectation that BPHA will enforce the signage, but that it will act as a polite reminder to visitors to be more considerate.
Clerk will contact BPHA to obtain an update.
- Pavement widening (Cllr SC)
The council is asked to consider a program of pavement improvements to reinstate/repair footpaths in the village. (list of locations circulated separately).
Cllr MM noted that siding out and pavement improvements fall to NCC. Clerk will send details of the work needed to NCC to see if this work can be completed by them.
- A5199 Flooding

Council request that the field adjacent to the A5199 is ploughed north-south, parallel to the road rather than east-west. This change should go some way to reducing the flow of water off the fields onto the road. Clerk will write to Brian Rice.

19/186 Brampton Hill Track Access

- The council is asked to support residents in their bid to re-instate permitted use of the track. Signage has been removed, and although the 'no right of way' sign remains, no MOP have been turned away. Clerk to confirm with Nigel Shields.

19/187 Neighbourhood Watch/PCSO (Cllr RGT)

- No incidents or updates reported.

19/188 COVID-19

- The council considered its protocols and continued function in the event the COVID-19 Virus situation escalates.

The school will not be available for meetings. The AVM (which the council is legally obliged to hold) will be postponed until guidance from NCALC is received. The ordinary April meeting will be conducted virtually (possibly using Zoom conferencing) and the agenda scaled back to include only urgent items. Planning meetings will be held in the bus stop and attendees will be reminded to observe the 2m social isolating guidance. The May meeting will be conducted by virtual conferencing.

- Government has confirmed that the local elections due to be held on 7 May 2020 are postponed to May 2021. Existing councillors will now serve a six year term.

In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.

19/189 Applications for Consideration:

The council is asked to review the plans and discuss the merits of each application.

Application No: DA/2020/0090

Description: Single storey rear extension (conservatory)

Location: 25, Northampton Road, Chapel Brampton, Northamptonshire, NN6 8AE

Councillors made observations via email to the clerk regarding this application. The clerk responded to the case officer under delegated powers.

- Loss of privacy: The gardens at the rear of Northampton Road slope quite dramatically by roughly 5 feet at the dining room and consequently the proposed conservatory will have a clear view over the 6 foot hedge and into the neighbouring property and vice versa.
- This development will protrude out from this row of terraced houses which at present have fairly uniform design.
- Loss of Light: The development will result in some loss of light to the neighbouring property.

Application No: DA/2020/0175

Description: Construction of first floor extension and rear extension to replace conservatory.

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

The council reviewed the plan, they considered that design is consistent with the other homes of the area and preserves the integrity of the home. The council had no comments.

The council has received several comments regarding the Little Close development. DDC were sent objection by the council in adherence to the timescale set by DDC. However, Case Officer Rebecca Hambleton, denies receiving these comments. The Parish Council is sympathetic to the comments raised by the neighbours and has directed all comments to DDC planning enforcement officers.

Cllr MM notes that this was the second occasion where councillors had declared an interest regarding a planning applications and the second time DDC had ignored comments from the council. The council resolved to bolster the procedure surrounding comment submissions by adhering very strictly to the time limits and seeking confirmation that comments had been received.

19/190 Consultations & Meetings

The council is asked to review and respond to the following consultations:

N/A

19/191 Bank Reconciliation & YTD Budget vs Expenditure review

- The council is asked to review and accept the bank reconciliation and to review the detailed budget analysis at the end of this agenda.

A/c Lloyds 00414219	£47,020	
A/c Lloyds 00089768	£14,665	
2018/19 Accrual	(-£4,749)	
2019/20 Opening balance:	£56,935	
YTD Income	£28,317	
YTD expenditure (Inc. VAT & Unauthorised payments)		£40,519
Unauthorised Payments (inc VAT)		£5,781

Online Balance as at 4th March

Current Account (Unity 20415701)	£6,775
Reserve Account (Unity 20415714)	£43,740
Balance b/f	£50,515
YTD Closing balance	£50,515

2019/20 Unclaimed VAT YTD £3,853

Receipts

March £0

19/192 Accounts for Payment & Receipts

- The council is asked to approve the accounts for payment - all payments are inclusive of VAT

Clerk's Salary	Sarah Stock	March (inc TAX rebate)	28.1.20	£1,081.15
Clerk's Salary	Sarah Stock	10% Home Working Allowance 19/20	28.1.20	£392.67
Litter Wardens	J Hawkins	March (inc TAX rebate)	28.1.20	£38.30
Litter Wardens	D J Flemington	March	28.1.20	£27.50
Litter Wardens	Z A Finney (Noah & Grace)	March	28.1.20	£27.50
PCSO	Police & Crime Commissioner	113420001369	16.10.19	£3,216.11
Tree Surgery	Maurice Fitch Tree Surgery	10414	22.2.20	£324.00
Playing Field	Althorp Estate	12437	1.1.20	£210.00
Office expenses	Barbara Osborne	6222	31.3.20	£64.50
Playing Field	Wicksteed	809588	14.2.20	£54.00
Office expenses	Unity Bank	Statement 004	4.3.20	£18.00
Office expenses	MGT design	122406	11.3.20	£300.00
		Total Payment for March		£5,753.73

Correspondence:

- DDC Decision notice re application: DA/2019/0420, Everglades, Golf Lane: Permission Granted.
- DDC Decision notice re application: DA/2019/0903, Field House, Sandy Lane: Permission Granted
- Email: DDC Conservation Team (Anna Wilson) Chapel Brampton Conservation Area Appraisal and Management Plan, Adoption Statement received. Another consultation will take place setting out an Article Four direction - this is the legislative counterpart to Conservation Area status withdrawing permitted development rights. This is expected to take around eighteen months.

Next Meeting April 23rd, 2020 - This meeting will take place using Zoom virtual conferencing.

Future dates for 2020

May 21st, 2020 (AGM) June 18th, 2020
July 30th, 2020 (meeting at County Golf Club)
Annual Village Meeting: Monday 27th April - Postponed.

Budget Vs YTD Expenditure

	2019/20 Budget (as Precept)	YTD Expenditure (exc. VAT)	Balance
<u>Allocated Precept</u>			
Clerk's salary (Inc. PAYE & pension)	£5,300	£6,217	(£917)
Litter Wardens	£850	£1,013	(£163)
Insurance	£800	£621	£179
Audit, Legal & NCALC	£850	£789	£61
Office expenses * inc Room Hire	£1,600	£2,286	(£686)
Training	£200	£0	£200
Streetlight maintenance & supply	£2,000	£1,391	£609
Grass/verge cutting *	£3,000	£3,155	(£155)
Tree surgery	£1,500	£630	£870
Playing Field (Inc. rental)	£2,500	£2,020	£480
Pocket Park (Inc. rental)	£1,000	£40	£960
Donations *	£550	£670	(£120)
Election Costs	£250	£0	£250
Traffic Calming	£3,850	£1,275	£2,575
Contingency	£1,750	£25	£1,725
Total precepted budget & expenditure	£26,000	£20,131	£5,869
<u>2019/20 Allocated reserves</u>			
Zebra Crossing	£5,000	£0	£5,000
PCSO	£2,139	£6,432	(£4,293)
Election Costs	£300	£0	£300
Car Park Repairs	£6,080	£1,830	£4,250
Pocket Park (additional works)	£600	£0	£600
Mobile VAS Unit		£3,058	(£3,058)
Tree Works		£5,215	(£5,215)
Playing field equipment refurb'		£0	£0
Total allocated reserves	£14,119	£16,535	(£2,416)
Unallocated reserves (Inc. YTD receipts)	£42,816	£0	£59,352
Total allocated & unallocated reserves	£56,935	£16,535	£40,400