

Church with Chapel Brampton Parish Council

Minutes of the Ordinary Parish Council Meeting held on:

Thursday 18th June 2020 commencing at 7.00PM. Meeting conducted using Zoom video conferencing.

Minutes taken by Sarah Stock, Clerk to the Parish Council

Record of attendance and apologies

Apologies: - Cllr Jason Stather-Lodge: received & accepted

Attendees:	Cllr Jill Slinn (Chairman)	Cllr William Shearer
	Cllr Mick Macmain	Cllr Robin Green
	Cllr Steve Walsh	Cllr Stephen Crane
	Cllr Richard Gent	Cllr David Shawyer

2020/034 Declarations of Interest - no declarations made

2020/035 Meeting adjourned for members of the public to address the council on matters related to this agenda - no members of the public in attendance

2020/036 Minutes from the planning meeting held 28th May 2020 having been circulated separately were approved. The minutes will be signed by the chairman at the earliest convenience.

Outstanding Issues/Updates

- Gigaclear 'snagging' (minute ref: 19/110 & 19/122): Re-seeding to take place in Spring 2020. Gigaclear are unable to provide a date for this works at the moment.
- Village Design Statement (minute ref: 19/158): Work on the VDS is deferred until further notice.
- Request for path clearance through villages - request sent to DDC. Martin Wilson (DDC) has confirmed the request is with the contractor. DDC have not confirmed when this work will take place.
- Pavement widening (minute ref: 20/006): Request has been passed to Ian Smith, NCC Highways (12th May)
- Verge maintenance nr Farmdale House (minute ref: 19/124): NCC have issued a private licence to Mr Cutler allowing him to establish a wildflower area. The parish council will not be allowed to view a copy of the licence owing to GDPR restrictions. CC Judith Shephard has been informed. The council instructed the clerk to request again the detail of the conditions of the licence.
- Spencer Close (minute ref: 20/006): Mowing agreement has been signed and returned.
- Brampton Hill Track: email from Nigel Shields on 12th May stated that due to COVID he has not been able to progress this.
- Brampton Valley Caravans: DDC Planning Enforcement Officer has been notified. Awaiting response.

- Boughton Mill footpath diversion: NCC are aware that the path has been diverted without authorisation. CCB PC will establish what signage has been erected and confirm that a footpath is accessible.
- Crowan Bank shrubbery: MF will undertake this work after the nesting season.
- Uno Bus Service: John Hunt has been advised of the council's resolution to support this scheme. We await confirmation that the service will be supported by all other parish councils.

2020/037 Playing field and Pocket park

- Playing field equipment upgrade/refurb (Cllrs RGt & RGn)
The grant application for play equipment in the Chapel Brampton field has been submitted to DDC. Deadline for applications is 1st July and the decision date are in August.
The application specifies that the two larger pieces of equipment from Miracle play would be funded from any award as per the council's original strategy for the playground as it includes specialist equipment for a disabled child. The results of the community consultation setting out several options for equipment revealed the most desirable piece of equipment is the Pentagon Play ship, followed by the trampoline, zip wire and small climbing frame. However, the council have been advised that trampoline and zip wire are not suitable for the playing field (these two pieces of equipment are better suited to sites which can be locked at night). The council support the purchase of the Play Ship and a small climbing frame for phase two of the project. This has been specified in the grant application.
Pentagon have advised the council that a lottery grant application is unlikely to be successful due to the COVID outbreak. Successful applications are likely to focus on COVID mitigation projects. Given that Pentagon charge £500 to make the application it was agreed that the council would not pursue this at present.
Cllr RGn has approached two other sources of funding and is awaiting feedback
- Pocket Park: Cllr SC will be doing some routine maintenance. Cllr RGn informed the council that NCS are looking for project for 16/17-year-old and there may be an opportunity to involve this group. Cllr RGn will make further inquiries.

2020/038 Environment (verges/paths/trees)

Cllr SC reported that the Field Maple on A5199 near the paddocks has been rather brutally pruned and now needs to be rebalanced from a professional tree surgeon. Clerk instructed to ask MF to provide a recommendation and quote.

Cllr SC reported fly-tipping at the top of Merry Tom Lane. Clerk instructed to contact DDC for some signage which might deter further incidents.

2020/039 Neighbourhood Watch/PCSO (Cllr RGt)

Cllr RGt noted that the parking issues on Pitsford Road have reduced. The PCSO will continue to monitor the situation.

2020/040 Highways

- Clerk asked to recirculate/chase for usage figures.

2020/041 Defibrillator replacement

The council approved expenditure to connect the box in the telephone kiosk and to buy the appropriate signage. It estimated costs will be under £300.

Cllr RGn updated the council; the box installed will have a coded padlock to improve security. The code has been sent to Cllrs and to the ambulance service. All residents will receive an instruction leaflet for using the defibrillators and be notified of the code.

It was agreed that Chapel Brampton should also have a defibrillator box, perhaps located at the Spencer Arms. Cllr RGt will contact the brewery to determine whether they were amenable to the idea and willing to meet some of the costs. Cllr RGn will initiate a consultation on FB.

2020/042 Applications for Consideration:

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

- No new householder applications received.

DA/2019/0358 (10 Little Close). The development has gone beyond the specifications of the original application. Specifically, the detached double garage has been fitted with a staircase and first floor. DDC enforcement officers have been informed.

Cllr MM informed the council that no planning approval is required for adding a staircase to the garage; although, permission for a change of use would be required if the garage is to be used as living accommodation. However, the council would still like the enforcement officer to confirm the planning requirements.

DA/2020/0095 (Breeze) - comments submitted and acknowledged by case officer (email 29/5 A Lee)

2020/043 Consultations & Meetings

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

- Northamptonshire County Council, Children First Northamptonshire - the council have no comments
- The Local Government Association (LGA) consultation on a new model member code of conduct - the council have no comments.

2020/044 2019/2020 Audit

The council reviewed and accepted the following 2019/20 Audit Documents:

- Signed Annual Internal Audit Report
- Internal Auditors letter. The that the council has resolved all issues resulting from last year's audit and that the new protocols are satisfactory.
- AGAR statement

- Covering letter for the external auditor which explains financial variances between YE 2019 and YE 2020, an updated asset register and copies of the YE bank statements.

Cllr Robin Green will sign on behalf of the council.

The council accepted Mrs Young's recommendation that the annual payment to the clerk in lieu of pension be renamed "home working allowance".

2020/045 Bank Reconciliation & YTD Budget vs Expenditure review

The council reviewed and accepted the bank reconciliation the detailed 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	£13,831	
YTD expenditure (Inc. VAT & Unauthorised payments)		£12,711
Online Balance as at 14th May		
Current Account (Unity 20415701)		£1,994
Reserve Account (Unity 20415714)		£44,916
Balance b/f		£46,910
YTD Closing balance (less pending expenditure)		£46,910
2020/21 Unclaimed VAT YTD	£576	
<u>Receipts for May/June</u>		NIL

2020/046 Accounts for Payment & Receipts

The council approved the accounts for payment - all payments are inclusive of VAT

Clerk's Salary	Sarah Stock	June	28.5.20	£369.95
Litter Wardens	J Hawkins	June	28.5.20	£27.50
Litter Wardens	D J Flemington	June	28.5.20	£27.50
Litter Wardens	Z A Finney (Noah & Grace)	June	28.5.20	£27.50
Office Expenses	Sarah Stock (Zoom Subscription)	INV22042110	25.5.20	£14.39
Grass Cutting	PW Warden Environmental Services	6896	30.5.20	£492.00

Correspondence:

All correspondence is covered elsewhere in the agenda

Next Meeting July 30th, 2020

Future dates for 2020

September 16th, 2020

October 15th, 2020

November 19th, 2020