

## Church with Chapel Brampton Parish Council

Minutes of the Ordinary Parish Council Meeting held on:  
Thursday 19<sup>th</sup> November 2020 commencing at 7.00PM. Meeting conducted using Zoom video conferencing.

Minutes taken by Sarah Stock, Clerk to the Parish Council

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Record of attendance and apologies

Apologies: No apologies

Council received Cllr Steve Walsh's resigned, effective 19<sup>th</sup> November. Clerk will notify DDC of the vacancy. The council will need to advertise the vacancy.

Attendees:	Cllr Jill Slinn (Chairman)	Cllr William Shearer
	Cllr Mick Macmain	Cllr Robin Green
	Cllr Jason Stather-Lodge	Cllr Stephen Crane
	Cllr David Shawyer	Cllr Richard Gent

**2020/091** Declarations of Interest. None made.

**2020/092** Meeting adjourned for members of the public to address the council on matters related to this agenda.

No members of the public in attendance.

**2020/093** Council approved minutes from the meeting held 15<sup>th</sup> October 2020 (circulated separately).

### Outstanding Issues/Updates

- Village Design Statement (minute ref: 19/158): No volunteers have been forthcoming to run this project. Council resolved to review this at the 2021 annual parish meeting. Item Closed.
- Brampton Valley Caravans: DDC Planning Enforcement has been notified. CCB-PC have received correspondence from DCllr Sarah Peck who is investigating on our behalf.
- 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. CCllr Judy Shephard is investigating on our behalf. Cllr RGt will request PCSO intervene regarding the dogs.
- "Althorp" Oak Tree. Cllr SC will supply the replacement tree and will plant in the Autumn.
- Tree on A5199 has been rather brutally pruned. MF asked to make a report and quote for necessary works. Cllr SC will report back to the council in November. Awaiting response.
- Hedge overhanging from 22 Cedar Hythe is obstructing the pathway on Pitsford Road. Pathway is clear and sign is visible as leaves have dropped from the tree. Council will revisit this in spring if necessary. Item Closed.

- Conservation Area Article 4 Directive: Council has requested inclusion of legislation to preserve the open plan character of Cedar Hythe and prevent residents establishing boundaries. Email sent to R Booth 21/10; awaiting response.
- Spencer Club Christmas Lunch. Council resolved to support Spencer Club event in February or provision of an appropriate alternative. Item Closed.
- Council to review traffic calming measures for Chapel and Church Brampton. Meeting has been requested with Ian Boyes. It will take place after the current COVID restriction are lifted. Council resolved to convene an extraordinary meeting to agree a strategy after the meeting with Highways.
- Change of electricity supply. Following review by Cllr RGn confirming that Yu Energy provide 100% green energy, unmetered electricity supply will be provided by Yu (via Clear Utility). Item Closed.

#### **2020/094 Environment (verges/paths/trees)**

Village Pavements: Council reviewed the updated quote from Mr Letts for work to clear pavements through Church and Chapel Brampton. Council noted that some pavements are overly narrow, down to as little as 40cm and as such present a risk to pedestrians, particularly those with mobility issues or walking with small children. Cllr SC & LGG identified eight additional priority areas which need widening. Cost of additional works is £1,950. Total cost of project is £2,850. The council resolved to reallocate funds for the Zebra crossing and approved this work. Cllr SC will liaise with LGG to confirm the arrangements.

#### **2020/095 Playing Field & Pocket Park**

- Play equipment installation update (Cllr RGn). Play Ship was installed at the beginning of November. The grass area surrounding the area is quite muddy although bark has put down to absorb some of the muck. No safety surface is recommended for this piece of equipment. The council will monitor the wear and tear around the ship and review the need for additional safety surfaces.
- Council noted that the rotator swing was leaning and the concrete directly around the posts had not adhered fully to the product and was not gripping the post. Remedial works have been completed to the rotator swing and refitted tri-rotator swing.
- Cllrs RGn & SC have planted bulbs and wild flower area near the oak tree.
- Council resolved to purchase one memorial bench for the playing field at a cost of £896 + £105 delivery and one child friendly truck/picnic bench at a cost of £1,530. A&A will install the benches. Cllr RGn will order the bench and arrange for installation.
- The council resolved to reallocate the wooden bench purchased by A&A to under the oak tree in the playing field and purchase an additional WW memorial benches (costs as above) for the Harlestone Road.

#### **2020/096 Defibrillator connection**

Council resolved to accept an offer from Mr D Stock to take a power line out of his garage to the defibrillator box. Council will pay for the installation (estimated at £250) and power supply (approximately 2p per day).

During discussion Mr Stock reported that debris has been deposited around his garage, across the footpath and near the telephone kiosk which will need to be cleared to allow for installation of the power cable. Council resolved to instruct A&A Landscapes to remove the debris at a cost of £600.

### **2020/097 Highways**

Cllr MM reported touring caravans have been situated in fields adjacent to the A5199 on the left hand side. DDC have been informed and have agreed to investigate.

### **2020/098 Neighbourhood Watch/PCSO (Cllr RGT)**

October crime report recorded 1 crime in CCB Parish, one tree stolen.

The PCSO team have proposed distributing fridge magnets which provide details of how to contact the PCSO and report crimes. The council discussed the merits of the proposal and resolved not to support this project.

### **2020/099 Benefice Newsletter**

Cllrs JS & MM briefed the council on the information gained from Derek Bland. Professional printing of 500 eight page newsletters, collated and stapled, would be approximately £330. However, costs are be off-set by advertising. At this time no volunteer has been forthcoming to edit the newsletter. The council resolved to revisit this issue in the new year. Item Closed.

### **2020/0100 Applications for Consideration:**

The council reviewed the following application:

Application No:DA/2020/0687

Description: Demolition of existing shed and construction of larger replacement shed and pergola (part retrospective).

Location: The Old Alms House, Harlestone Road, Church Brampton, Northamptonshire, NN6 8AU

Council have no objection to this application as it is not visible to from the road. Council will not submit comment to DDC.

Application No:DA/2020/0942

Description: Work to trees subject of Tree Preservation Order DA 478 and DA 481.

Location: Ophir House, Sandy Lane, Church Brampton, Northamptonshire, NN6 8AX

Council agreed to defer decisions to case officer.

Application No:DA/2020/0923

Description: Siting of temporary farm workers log cabin.

Location: Willow Tree Farm, Merry Tom Lane, Chapel Brampton (Brixworth Parish), Northamptonshire, NN6 8AQ

Plans were not available at the time of the meeting. Council will hold an extra-ordinary meeting to review these plans.

## Decision Notices Received &amp; Pending

DA/2020/0557 (The Stables barn conversion, Chapel Brampton). Pending

DA/2020/0662 (Old Alms House, Church Brampton) Withdrawn.

DA/2020/0716 (Holly House, tree works) Approved.

Rosebank: Construction of a garden room may breach permitted development right. DDC enforcement have been notified. It seems at this point that local residents have no objection.

**2020/0101 Consultations & Meetings**

Public consultation on proposed changes to Local Council Tax Reduction Schemes in West Northamptonshire. Council resolved not to make comment.

**2020/0102 Completion of the 2019/20 Audit**

The council reviewed the notice of the completion of the limited assurance review (audit) for the year ended 31 March 2020. Comments made by PKF were noted and council understand that they will need to answer 'no' to assertion 4 on the 2020/21 AGAR.

**2020/0103 2021/2022 Budget and Precept Setting**

The council reviewed the YE forecast provided by the clerk.

Council resolved to meet 50% of costs associated with the PCSO from the precept and 50% from reserves. It was noted that the cost should decrease due to the increased contribution by Boughton Parish. Cllr RGt will obtain confirmation of the proportional split.

Council discussed the impact of financing the UNO Bus service (Harborough to Northampton), giving consideration to the level of service provided and uncertainty surrounding the funding arrangements. The council resolved to revisit this subject when more information is available but will include a provisional allocation of £2000.

Council resolved to include an a budget allowance for pavement siding-out year-on-year starting in 2021/22 budget and for an additional defibrillator required for Chapel Brampton.

Council resolved to increase the precept by 3% and will request £26,780 from DDC. Clerk will present budget in the January meeting.

**2020/0104 Bank Reconciliation & YTD Budget vs Expenditure review**

Council accepted the bank reconciliation and the budget analysis provided with the agenda.

Current Account (Unity 20415701)	£1,021	
Reserve Account (Unity 20415714)	£43,790	
<b>2019/20 Opening balance:</b>	<b>£44,811</b>	
YTD Income	£39,975	
YTD expenditure (Inc. VAT & Unauthorised payments)		£49,059

Online Balance as at 28th September	
Current Account (Unity 20415701)	£15,275
Reserve Account (Unity 20415714)	£34,962
Balance b/f	£50,237

**YTD Closing balance (less pending expenditure) £35,727**

2020/21 Unclaimed VAT YTD £5,226

#### Receipts

	HMRC 126		
06-Nov	Claim	£	3,677.72
09-Nov	DDC Grant	£	5,566.92

### **2020/0105 Accounts for Payment & Receipts**

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

Clerk's Salary	Sarah Stock	November	28.11.20	£420.00
Litter Wardens	J Hawkins	November	28.11.20	£27.50
Litter Wardens	Z A Finney (Noah & Grace)	November	28.11.20	£55.00
Office Expenses	Sarah Stock (Zoom Subscription)	INV47952479	22.10.20	£14.39
Grass Cutting	PW Warden Environmental Services	6927	22.10.20	£408.00
Audit, Legal & NCALC	PKF Littlejohn LLP	SB20202009	21.10.20	£240.00
PCSO	Police & Crime Commiss' Northamptonshire	11342002119	30.10.20	£3,304.60
Playing Field	Pentagon Sport Ltd	INV-3491	3.11.20	£8,154.00
playing Field	A&A Landscapes	9245	31.10.20	£62.40
Grass Cutting	PW Warden Environmental Services	6933	30.10.20	£408.00

### **Correspondence:**

- Notice has been received from Daisy Flemington (litter picker, Church Brampton). Council offered the job to Noah Finney.
- Email from Matthew O'Connell: Update on the Community Speed Watch programme. Sadly with the continued uncertainty that we face due to COVID, we will be postponing invites and planning of the 2021 programme pending a review of restrictions early in the new year. Council discussed alternative speed watch measures, including permanent poles which would give additional locations for the mobile VAS.

### **Next Meeting January 21<sup>st</sup> 2021**

Meeting dates for 2021: February 25<sup>th</sup> (avoids half term); March 18<sup>th</sup>; April 15<sup>th</sup>; May 20<sup>th</sup>; June 17<sup>th</sup>; July 15<sup>th</sup>  
Meeting Closed 8.40pm