

# Church with Chapel Brampton Parish Council

Minutes of the Parish Council Meeting held on Thursday 16 May 2019 at the Brampton Primary School at 6.30pm.

## *Record of Attendance and Apologies*

### *Attendees*

Mr. R Green (Acting Chairman)  
Mr M Macmain  
Mr W Shearer  
Mr D Shawyer  
Mr S Walsh  
Mr R Gent  
Mr S Crane

### *Parishioners – 1*

### *Apologies for absence:*

Apologies received from Mrs J Slinn (personal reasons).

### *19/057 Election of Chairman and Vice Chairman*

Nominations were received from Mrs J Slinn as Chair and Mr R Green as Vice Chair. Their appointments were agreed unanimously.

### *Election of Responsible Financial Officer*

Pending the appointment of a new Clerk, it was agreed unanimously that Councillor Green be appointed.

### *19/058 Declaration of Interest:*

None

### *19/059 Election of Parish Council representatives*

The following appointments were agreed:

Trees – Mr R Green and Mr M Macmain  
Footpaths – Mrs J Slinn and Mr D Shawyer  
Playing Field – Mr M Macmain and Mr D Shawyer  
Traffic and Transportation – Mr W Shearer, Mrs J Slinn and Mr M Macmain  
Grass Cutting - Mr S Walsh and Mr M Macmain  
Police Liaison – Mr R Gent  
Lighting – Mr R Gent and Mr M Macmain  
Pocket Park – Mr S Crane and Mr R Gent  
Website – Mr R Gent and Mrs J Slinn (and clerk when appointed)  
Facebook page – Mrs J Slinn (and clerk when appointed)  
Phone box inspections – Mr R Green  
Snow Warden – Mr S Walsh and Mr R Gent

### *19/060 Meeting adjourned for comments/questions from parishioners: None*

**19/061            *Minutes of the meeting held on 24 April 2019***

The Minutes of the meeting held on 24 April were agreed to be a true record on proposition by Councillor Macmain, seconded by Councillor Green and all Councillors in agreement and were signed by the Chairman.

**19/062            *Matters Arising and Outstanding Issues:***

Councillor Green invited Councillors to inspect the Definitive Rights of Way Map dated 24 November 2016 for the Parish shown to the meeting. There were no comments following the inspection.

**19/063            *Playing field and Pocket park***

***Playing Field*** – Councillor Macmain had emailed the monthly report to Councillor J Slinn. There is an outstanding matter of the Hawthorn which needs trimming and tree work that would be inspected following the meeting.

Councillor Gent explained that he had been approached about the possibility of improving the playground equipment. It was agreed that he would seek advice and costings from Wicksteed Leisure.

Councillor Shearer advised that Althorp Estate were prepared to agree a rent of £1,000 pa for the next 3 years, with a staged payment of £800 in the first year. This was agreed by the meeting.

***Pocket Park:*** - Councillor Crane advised that Maurice Fitch had completed the tree work. He also reported that work was required to the path, steps and bridge. It was agreed that the necessary materials should be purchased up to a cost of £100 + VAT and a working party coordinated to undertake the work. It was noted that the steps were installed 16 years ago.

Councillor Shearer advised that Althorp Estate were prepared to allow the current lease to be held over following expiry on 29 September 2019 i.e. continue from year to year. The rent for the next 3 years would be £175 pa. This was agreed by the meeting.

***Trees*** – Maurice Fitch has been asked to undertake an annual inspection and report on the village trees.

**19/064            *Highways***

- a) ***Mobile VAS sign*** – Councillor Macmain confirmed that the sign was working well and had been located away from the traffic survey points.
- b) ***Gigaclear*** – It was noted that they would return to complete the necessary reinstatement works when all installations had been completed in Chapel Brampton.
- c) ***Pitsford Road Junction/ Zebra Crossing*** – Councillors Shearer and Macmain attended a site meeting with Ian Boyes and Councillor Judy Shepherd to discuss the Pitsford Road junction improvements. Subject to funding improvement works will be carried out in August.
- d) ***Traffic Count*** – The count has been undertaken and the data will be available when the account is paid. Councillor Macmain advised that Creaton had recently undertaken a traffic count and that there may be benefit in seeking details of traffic movements on the A5199 to understanding how much traffic comes through Chapel Brampton via Spratton.
- e) ***North West Bypass*** – details were given of the public consultations to be held in June.

**19/065            *Verges / Footpaths / Village Matters***

- a) ***Neighbourhood Watch*** – Councillor Gent advised that there was nothing to report.
- b) ***Village PCSO*** – Councillor Gent advised that he had attended the last quarterly meeting of stakeholder and that all reports were very positive. It was agreed that the Council should review their priorities at the next meeting. Councillor Macmain advised that there was a parking issue in Spencer Close. Councillor Gent would pass this on to the PCSO.
- c) ***Centrebus*** – It was noted that the bus was not using the designated bus stop and stopping near the Pitsford Road crossroad at about 5.30pm causing a potential traffic hazard. It was agreed that the PCSO would be asked to monitor this issue.

- d) **Flytipping** – it was noted that this had increased particularly in Merry Tom Lane following NNC’s decision to limit visits to the Brixworth Tip. Although the Council did respond when required to clear flytipping.
- e) **Damaged lamp post in Cedar Hythe** – At the last meeting Councillor Slinn agreed to contact the driver and seek a refund for the repair costs. This is outstanding.

**19/066 Administration**

- a) **Parish Clerk** – Councillor Green advised that he and Councillor Slinn had interviewed the prospective candidates and gave a summary. The Council approved the recommendation to make a job offer to Sarah Stock to start from 1<sup>st</sup> June. The meeting also approved the recommendation to purchase a laptop, printer and necessary software and support package up to £750 + VAT.
- b) **Review of Policies**  
 The following policies were reviewed and agreed without amendment:  
 Standing Orders  
 Financial Regulations  
 Financial Risk Policy Statement  
 Data Protection and Data Breach Policies  
 Social Media Policy  
 Facebook Policy
- c) **Banking** – Councillor Slinn had reported that the banking arrangements for accounts such as the Parish Council were proving complex, such as cancelling the Balfour Beatty cheque and getting bank statements. Consideration would be given at the next week regarding possible alternative banking arrangements but maintaining full control by designated Councillors.

**19/067 Bank Reconciliation & Budget for month of April 2019**

The Bank Reconciliation and Budget were not available as the retired clerk had failed to forward bank statements.

**19/068 Review of Reserves**

It was agreed to carry forward the Review of Reserves until the June Meeting when all yearend financial information is available and agreed with the internal auditor. It was noted by the internal auditor that the Council were carrying a high level funds and needed to identify robust projects to show against reserves.

**9/069 Accounts for Payment**

The Council agreed that all invoices should be paid

	<b>Net</b>	<b>VAT</b>	<b>Total</b>	<b>Cheque No</b>
	<b>£</b>	<b>£</b>	<b>£</b>	
Bridleway Litter Picker – May 19	13.75	-	13.75	2034
Chapel Brampton Litter Picker – May 19	27.50	-	27.50	2035
Church Brampton Litter Picker – May 19	27.50	-	27.50	2036
Bridleway Litter Picker – May 19	13.75	-	13.75	2037

**19/070 Money Received**

No information pending receipt of bank statements.

**19/071**      ***Applications for Consideration:***  
None

**19/072**      ***Planning Applications - Comments:***  
None

**19/073**      ***Correspondence:***  
None

***Next Meeting 20th June 2019***