

Church with Chapel Brampton Parish Council

The Parish Councillors are summoned to the Ordinary Meeting of the above Parish Council on:
Thursday 21st November 2019 commencing at 7.30PM

The meeting will take place at Brampton Primary School

Members of the public and the press are invited to attend.

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

14th November 2019

Record of attendance & apologies received: none

19/132 Co-Opt New Councillor

- The council is asked to co-opting Mr Jason Stather Lodge to the council. Mr Stather Lodge will sign the declaration of acceptance to office, code of conduct and declaration of pecuniary interests.

19/133 Declarations of Interest

19/134 Meeting adjourned for comments/questions from parishioners

19/135 Minutes from the meeting held 17th October 2019 having been circulated separately to be approved

Outstanding Issues/Updates

- Unity Banking (minute ref 19/088). Account is up and running. Item Closed
- Signs at Pitsford Road/A5199 Junction: (minute ref: 19/107) Highways/KIER have completed the works. Foliage from Mr Osborn's garden has yet to be cleared. Cllr JS has contacted Mr Osborn.
- Brian Rice Farms: Branch on Harlestone Road (minute ref 19/084 & 19/112); Access to playing field hedge (minute ref 19/096) Branch has been cleared. Awaiting information re: crop
- Email from Dist Cllr Alan Chantler (minute ref: 19/112): Young Farmers Clubs tree planting schemes. Cllr SC absent - defer to November.
- Accidents on A5199 Double bend (minute ref: 19/119) Highways informed: Response from Ian Boyes:

The injury/accident record along the section of this of A5199 for the last 5 years shows that none have been reported via the Police in that period. The road markings along this section are in good condition and there are marker posts and chevrons on the tightest of the bends and high visibility bend warning signs on the approach.

In common with all roads within the county Highways will continue to monitor the A5199 but this would not currently trigger any intervention for introducing further engineering measures on casualty reduction grounds along this section. With limited budgets we must spend the available money where it can make the most difference - and that is at the sites where serious accidents are occurring.

- Playing Field Maintenance (minute ref: 19/121): A&A will commence maintenance end of November 2019. Cllr MM to instruct P Warden regarding additional grass strimming.

- Playing Field trees (minute ref: 19/121) School have confirmed they will have leylandii trees cut back
- Gigaclear 'snagging' (minute ref: 19/110 & 19/122) Glyn Richards has confirmed works finished at the end of October. Harry King (Delivery Manager), Cllrs DS & MM have agreed snagging items. RE-seeding to take place in Spring 2020.
- Purchase of mobile VAS (minute ref: 19/123). VAS signed ordered - delivery due December. Clerk in dialogue with Coeval regarding the data retrieval system.
- Pitsford Road & Welford Road overgrown footpath (minute ref: 19/107 & 19/124): NCC have cut back vegetation. Althorp have agreed to cut back the vegetation. No. 4 is not owned by Althorp and the Clerk has sent request.
- Verge nr Farmdale House, Northampton Road (minute ref: 19/124). Highways have passed this to the enforcement team. Clerk will monitor the situation.
- A5199 Buckton Field Access (minute ref: 19/124): Traffic light schedule & road clearance.

The current programmed date for the lights to be removed is 29th November but this is likely to be due to the "Xmas" embargo on non-emergency works being carried on main routes into towns so they will probably reappear in the new year once works recommence.

Regarding the mud on the road this is probably best reported via Street Doctor. It must be pointed out that there are times, especially in times of very wet weather, when there will be a light film of mud on the road even if the road is regularly swept although this should not prove to be a safety hazard.

- DDC litter picking contract - CCB PC has not received payment. No signed contract received by DDC. Council is asked to sign new copy of contract to commence this financial year. There will be no opportunity to claim funds retrospectively.
- Bus Stop signs outside Brampton Cottage, Welford Road and opposite Spencer Arms - NCC to replace missing signs. Highways and Stagecoach notified. Awaiting confirmation of responsibility.

19/136 Playing field and Pocket park

- Playing field equipment upgrade/refurb (Cllrs RGt & RGn) (minute ref 19/096 & 19/121):
Councillors met contractor on 6th November - council to receive update and review quotes.
Cllr MM submitted inspection reports - no actions required.
- Pocket Park: Cllr WS to update.

19/137 Highways/Zebra Crossing:

- Zebra Crossing feasibility to be reviewed in November.
Highways have passed request to NCC for a review.
- A5199/Pitsford Road Accident Report
Council is advised that an accident occurred on 26th October at around 19:30. The accident resulted in one person being sent to hospital. Cllr MM has informed Highways.

19/138 Community Speed Watch/Traffic Calming

- Traffic Calming on Holdenby Road nr Stable Lane.
Following a meeting initiated by Simon Henstock (resident) regarding speeding at the top Stables Lane, Ian Boyes (KIER) met with Cllr RGn & SS (7th Nov) to discuss possible solutions. Ian has agreed to additional signage in the area (proposal circulated to councillors 11th Nov). The council is asked to endorse this proposal.
- Community Speed Watch
The council has been asked to formally accept an invitation to join Speed Watch 2020 (information circulated to councillors separately).

19/139 Environment (verges/paths/trees)

- Spencer Close Ground Maintenance (minute ref: 19/119) & Tree at Spencer Close (minute ref 19/101 & 19/124):

There is an ongoing dispute regarding responsibility for the ground's maintenance. No formal/written contract is available following verbal agreement made in July 2017. BPHA's representative (ED) believes that BPHA expected to complete minor tree works in November 2017 before handing responsibility for all grass cutting, hedge trimming, and tree works to the PC. In June 2019 ED confirmed that BPHA would remove the sticky weed and replant the hedge this Autumn. They have agreed (as of 7th Nov) to trim the hedge this Autumn. However, as BPHA understood the PC was taking on responsibility for all ground's maintenance they have removed the service charge from their tenants.

The council is asked to clarify their position and send a formal agreement to BPHA. If the council agree to take on the Spencer Close Grounds maintenance a contractor will need to be appointed and service level agreed.

Note: The council asked BPHA address the issue of the garage at No.8 and development in rear garden of No.5 - Althorp granted permission for the garage and the summer house.

- Tree Inspection (minute ref 19/099 & 19/124): Maurice Fitch (MF) Tree inspection completed and quote for works received from MF. Detailed quotation has been circulated to councillors separately.

Holdenby Road	£280
Holdenby Road Green	£1,380
Church Lane	£885
Holdenby Rd/Harlestone Rd Cross Road	£420
Great Close	£225
Crawan Bank	£675
Cedar Hythe (Tulip Tree)	£2,280
Total	£6,145

The inspection included the Oak on Golf Lane (Church end) as MF/SS were unsure who was responsibility this tree was. MF advised this tree did not require any work at this time. SS confirmed that the tree belongs to the Parish Council.

- Brampton Hill Footpath (minute ref: 19/107):
Residents have expressed objection that the footpath has been closed. The council has been advised that Althorp is sympathetic to resident's grievance and told that a request via the estate manager asking the tenant farmer to re-open the footpath would be beneficial. The council is asked to support this course of action.

- Spring Bulbs (Cllr RGn)
The council is asked to support the purchase of Daffodil bulbs for planting in Church Brampton at a maximum cost of £24
Residents of Chapel Brampton are invited to nominate areas for planting and find volunteers to plant the bulbs. The council is asked to purchase bulbs to the value of £24 should any volunteers come forward.

Note: Crocus bulbs have been planted as agreed in October.

- Road Sweeping (Cllr MM)
Request has been sent to NCC regarding removal of Pine needles on Harlestone Road following request from resident.

19/140 Neighbourhood Watch/PCSO (Cllr RGt)

19/141 Village Design Statement

- Council resolved to instruct Margaret Howe (DDC Officer) to provide detailed pre-submission advice. The council is asked to review the advice given and assess the potential workload.

19/142 Applications for Consideration:

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

Application No.: DA/2019/0934
Description: Construction of a garden room
Location: Church View, Church Lane, Church Brampton, Northamptonshire, NN6 8DZ

Application No.: DA/2019/0936
Description: Removal of 2 x 6m hedgerows
Location: Welford Road, Chapel Brampton, Northamptonshire

19/143 Consultations/Policy Reviews

The council is invited to respond to the following consultations:

- Chapel Brampton Conservation Area Appraisal - Second Consultation - Draft Cedar Hythe Design Guidance. Notice regarding this consultation will be placed in the newsletter (DB to action)

Note: The council has been asked by resident in Cedar Hythe to note comment (circulated separately) and respond to the consultation.

19/144 Bank Reconciliation & YTD Budget vs Expenditure review

A/c Lloyds 00414219	£47,019.70	
A/c Lloyds 00089768	£14,665.06	
2018/19 Accrual	(£4,749.34)	
2019/20 Opening balance:	£56,935.42	
YTD Income	£28,277.26	
YTD expenditure (Inc. VAT & Unauthorised payments)		£21,756.51
Unauthorised Payments		(£5,951.14)
Bank Statements as at 15th Nov		
Current Account (Unity 20415701)		£5,881.94
Reserve Account (Unity 20415714)		£63,525.37
Balance b/f		£69,407.31
YTD Closing balance		£69,407.31

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

19/145 Accounts for Payment & Receipts

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

Clerk's Salary	Sarah Stock	November	30.11.19	xxx
Clerk's Salary	HMRC	November	30.11.19	xxx
Litter Wardens	S Hawkins	November	30.11.19	£27.50
Litter Wardens	D J Flemington	November	30.11.19	£27.50
Litter Wardens	Z A Finney (Grace)	November	30.11.19	£13.75
Litter Wardens	Z A Finney (Noah)	November	30.11.19	£13.75
Tree Surgery	BHA Trees Ltd	3944	14.11.19	£288.00
	Spencer Club - Christmas			
Donation	Lunch	n/a	21.11.19	£150.00
Street Lighting	E-on (maintenance)	94214	4.10.19	£37.52
Clerk's Salary	Sarah Stock	December	28.12.19	xxx
Clerk's Salary	HMRC	December	28.12.19	Xxx
Litter Wardens	S Hawkins	December	28.12.19	£27.50
Litter Wardens	D J Flemington	December	28.12.19	£27.50
Litter Wardens	Z A Finney (Grace)	December	28.12.19	£13.75
Litter Wardens	Z A Finney (Noah)	December	28.12.19	£13.75

Receipts

YTD	£ 13.09	YTD Interest
24-Jul	£ 2,264.17	VAT Refund
26-Sep	£13,000.00	Precept (2nd payment)
09-Oct	£ 1.22	Interest

A detailed budget has been circulated to councilors separately. The council may incur additional costs as a result of the transfer to Unitary Authority and as such the council will consider maintaining the current precept level at £26,000.

The council has been tasked with reducing the level of reserves. The 2020/21 opening balance will be approximately £41,000 (down £16,000 against 2019/20). It is recommended that the council continue to meet the cost of the PCSO from reserves (£6,500 pa) and use the reserve for emergency tree works and the £5,000 contribution towards the zebra crossing. This will leave the council will about £31,000 at the 2020/21 YE in reserves.

Correspondence:

- Email from John Hickman (30th Oct). Council is asked to forward concern regarding the clearance of Harlestone Road of pine needles which clog the drains and cause flooding on the road. Report made to 'Fix-my-Street'.
- DDC Decision Notice ref: DA/2019/0826, 6 Cedar Hythe (Tree work): Permission granted
- Email from Danny Moody, NCALC (6th Nov). The transfer to Unitary Authority will trigger election in for most Parish Councils, however, as Church with Chapel Brampton held election in May 2018, they will not hold elections in May 2020. Instead, the term of office for those councillors elected in 2018 will be extended to 2025.

Next Meeting January 16th, 2020

Future dates for 2020

February 13th, 2020 May 21st, 2020 (AGM & Annual Village Meeting, TBC)

March 19th, 2020 June 18th, 2020

April 23rd, 2020 July 30th, 2020 (meeting at County Golf Club)

Budget Vs YTD Expenditure

	2019/20 Budget (as Precept)	YTD Expenditure (exc. VAT)	Balance
<u>Allocated Precept</u>			
Clerk's salary (Inc. PAYE & pension)	£5,300.00	£4,395.52	£904.48
Litter Wardens	£850.00	£726.84	£123.16
Insurance	£800.00	£620.58	£179.42
Room hire	£450.00	£205.00	£245.00
Audit, Legal & NCALC	£850.00	£788.71	£61.29
Office expenses *	£1,150.00	£1,143.96	£6.04
Training	£200.00	£0.00	£200.00
Streetlight maintenance & supply	£2,000.00	£1,064.23	£935.77
Grass/verge cutting *	£3,000.00	£3,515.83	(£515.83)
Tree surgery	£1,500.00	£630.00	£870.00
Playing Field (Inc. rental)	£2,500.00	£806.11	£1,693.89
Pocket Park (Inc. rental)	£1,000.00	£924.00	£76.00
Donations *	£550.00	£670.00	(£120.00)
Election Costs	£250.00	£0.00	£250.00
Traffic Calming	£3,850.00	£1,275.00	£2,575.00
Contingency	£1,750.00		£1,750.00
Total precepted budget & expenditure	£26,000.00	£16,765.78	£9,234.22
<u>2019/20 Allocated reserves</u>			
Zebra Crossing	£5,000.00		£5,000.00
PCSO	£2,139.22	£3,216.11	(£1,076.89)
Election Costs	£300.00		£300.00
Car Park Extension	£6,080.00		£6,080.00
Pocket Park (additional works)	£600.00		£600.00
Total allocated reserves	£14,119	£3,216	£10,903.11
Unallocated reserves (Inc. YTD receipts)	£32,900.48	£0.00	£32,900.48
Total allocated & unallocated reserves	£47,020	£3,216	£43,804