

## Church with Chapel Brampton Parish Council

Minutes of the Ordinary Parish Council Meeting held on:  
Thursday 21<sup>st</sup> November 2019 commencing at 7.30PM at Brampton Primary School

Minutes taken by Sarah Stock, Clerk to the Parish Council

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### Record of attendance and apologies

Apologies: Cllr Jill Slinn - apologies received and accepted  
Cllr William Shearer - apologies received and accepted  
Cllr Steve Walsh - apologies received and accepted  
Cllr David Shawyer

Attendees: Cllr Robin Green (Vice-Chairman)  
Cllr Mick Macmain                      Cllr Richard Gent  
Cllr Stephen Crane                      Jason Stather-Lodge

19/132            Co-Opt New Councillor

- The council agreed to co-opt Mr Jason-Stather Lodge to the council. Mr Stather-Lodge signed the declaration of acceptance to office, code of conduct and declaration of pecuniary interests.

19/133            Declarations of Interest

None declared

19/134            Meeting adjourned for comments/questions from parishioners

Steve Marshall: Residents via Ian Costello have contacted Nigel Shields, Althorp's estate manager to reestablish permitted access rights along the farm track to Brampton Hill Farm. Historically, tenant farmers have allowed residents to use the track although it is not a public right of way. Residents were able to provide the council with evidence of current and historic use (some dating back 50 Years) and will share this data with Mr Sheilds. The PC offerd its support but none was required by residents at this time.

Dave Needham: Mr Needham is collating data on use of the farm track. DB agreed to put notice in the newsletter inviting residents to add to the data.

Bill Vernon: Update on ground maintenance at Spencer Close requested. Mr Vernon provided copies of communication between BPHA and Mr Vernon outlining the expected service levels. Mr Vernon expressed frustration that the current dispute has left the area untouched by either BPHA or the PC. He believed that the June council minutes indicated the PC would be taking over the maintenance. The chairman advised Mr Vernon that grounds maintenance at Spencer Close would be discussed formally by the council later in the meeting (see item 19/139). Mr Vernon asked to be kept update on the council discussion.

The council noted Mr Vernon's comments regarding the authorisation for a garage at the side of his home. The council has received confirmation from BPHA that Mr Vernon has permission for the garage.

Alex Berresford: Reported that parking bays on Spencer Close are being used by parents at the school. BPHA have been asked and have refused additional signs as they are not on site to enforce the restriction. Council agreed to ask again for additional signs.

Diane Harris: Reported that the bench between the school and halfway thorn is covered with vegetation. The council agreed to add this to A&As work schedule.

Derek Bland: Confirmation sought for the dates of the Annual Parish Meeting. Council confirmed the parish meeting will take place on the last Monday in April (27<sup>th</sup>) and the May Annual Parish Council Meeting will be as per normal meeting schedule.

Mr Bland Sought clarification on the budget information. The clerk confirmed that the YTD expenditure includes the current month's unauthorised payments; the expenditure having been agreed prior to payment being released.

19/135 Minutes from the meeting held 17<sup>th</sup> October 2019 having been circulated separately were approved and signed by the Vice-Chairman

#### Outstanding Issues/Updates

- Unity Banking (minute ref 19/088). Account is up and running. SS will provide copy of pay role data for authorising signatories. Item Closed.
- Signs at Pitsford Road/A5199 Junction: (minute ref: 19/107) Highways/KIER have completed the works. Foliage from Mr Osborn's garden now cleared. Item Closed

Council felt that there are several locations in the village where the vegetation obstructs road signs. Request made for item to be included in the newsletter.

- 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. No crop information has been provided. Item Closed.
- Email from Dist Cllr Alan Chantler (minute ref: 19/112): Young Farmers Clubs tree planting schemes - scheme closed. Item Closed.
- Accidents on A5199 Double bend (minute ref: 19/119) Highways informed: The council accepted the response from Ian Boyes. Item Closed.
- 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. There is some additional work in the area including tree & hedge trimming, Cllr MM will ask Guy Robins to add this work to his schedule of works.
- 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 will finish at the end of October. Harry King (Delivery Manager), Cllrs DS & MM have agreed snagging items. Cllr MM briefed the council on the meeting, confirmed that the seeding will take place in the Spring. Gigaclear have confirmed they will not be taking the cabling down Golf Lane.
- Purchase of mobile VAS (minute ref: 19/123). VAS signed ordered - delivery due December. Coeval have requested we return the laptop and they will look at the data retrieval system to increase its functionality. Council agreed to pay postage.
- 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. Council is monitoring situation.
- 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. Council reviewed the dates supplied. The council requested programme of works with expected completion date. It was noted that given the uneven road surface, mud and lane closure plus inadequate lighting during the night-time, the road is dangerous for all users. Clerk will request additional lighting.
- 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. Awaiting receipt of contract.
- Bus Stop signs outside Brampton Cottage, Welford Road and opposite Spencer Arms - NCC to replace missing signs. Highways and Stagecoach notified. Clerk to confirm location and contact NCC.

(Note: Cllr RGt left meeting)

19/136            Playing field and Pocket park

- Playing field equipment upgrade/refurb (Cllrs RGt & RGn) (minute ref 19/096 & 19/121):

(from Cllr RGt by email) One draft quote received from HAGS for proposed additional equipment. Another expected soon from Kompan. Site meeting requested with Miracle Design and Play. Currently considering single user zip wire vs multi-user rotary swing, basket swing and possibly one other item subject to budget. This will be in place of the round ball shoot, balance bars and climbing frame. Existing equipment will be painted when conditions allow. Input from the community welcomed. Cllrs will make recommendation in the new year.

Cllr MM submitted inspection reports - no actions required. Cllr MM noted that mushrooms are growing in the field and parents need to be mindful. Notice in newsletter requested.

The Council will obtain tenders for grass cutting on playing field, on the road area and Spencer Close. The clerk was asked to review the tender information and invite potential contractors to bid.

- Pocket Park: Cllr WS sent e-mail update.

Cllr WS is waiting for the solicitors to send the signed counterpart lease for the pocket park and will then pass the Althorp lease file to the clerk. Item Closed.

19/137 Highways/Zebra Crossing:

- Zebra Crossing feasibility to be reviewed in November.

Highways have passed request to NCC for a review. Cllr WS is in dialogue with NCC.

- A5199/Pitsford Road Accident Report

Council is advised that an accident occurred on 26<sup>th</sup> October at around 19:30. The accident resulted in one person being sent to hospital. Cllr MM has informed Highways.

Some foliage/vegetation still needs clearing. Clerk will make report to Fix-my-Street.

19/138 Community Speed Watch/Traffic Calming -

Traffic Calming on Holdenby Road nr Stable Lane.

Cllr RGn briefed the council on the details of the meeting with Simon Henstock (resident), Ian Boyes (KIER) and Cllr RGn & SS (7<sup>th</sup> Nov). Additional signage will alert drivers to potential dangers and hopefully result in slower vehicle speed in this area. No further action required.

- Community Speed Watch

The council accepted the invitation to join Speed Watch 2020 and will seek to recruit additional volunteers in the new year.

Clerk asked to obtain quote for Tracsis traffic count for the January meeting.

Council noted that the planning committee deciding on the relief road has been put back to December. The council discussed the Boughton PC & Whitehills & Spring Park Group legal battle to stop the road. The clerk was asked to find details about the legal proceedings.

19/139 Environment (verges/paths/trees)

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

The council reviewed all the documents supplied by BPHA. The council confirmed it is responsible for the grass cutting and boundary hedge to the Harlestone Road. The ornamental shrubbery in the middle remains the responsibility of BPHA and the pine trees on the Harlestone Road belong to Althorp Estate. Clerk will notify BPHA and Mr Vernon.

- Tree Inspection (minute ref 19/099 & 19/124):

The council reviewed the quote. The council approved the quote for works to the Tulip Tree at a cost of £2,280. The council agreed that this tree's special status warranted immediate action and felt that MF provided continuity of work.

Cllr SC will review the rest of the quote. Cllr MM noted that the works to the tree in Great Close was agreed in October and should take priority.

The inspection included the Oak on Golf Lane (Church end) as MF/SS were unsure who was responsibility this tree was. Cllr MM confirmed that the tree belongs to Althorp.

- Brampton Hill farm track (minute ref: 19/107):

Residents have expressed objection that access to this farm track has been withdrawn. The council noted comments from Mr Marshall and other residents during the public time of the meeting. The council resolved to support the residents in their effort to re-open the farm track and will write to Nigel Shields.

- Spring Bulbs (Cllr RGn)

The council agreed to purchase Daffodil bulbs a maximum cost of £24 (for Church and Chapel Brampton). Cllr RGn will organise a working party to plant the bulbs.

- Road Sweeping (Cllr MM)

Harlestone Road roadway was swept 19<sup>th</sup> November; the pavements have not been swept and gullies also need clearing. Clerk to contact DDC.

19/140 Neighbourhood Watch/PCSO (from Cllr RGt by email)

Two attempted burglaries recently: Back Lane and Stables Lane. PCSO Paul Miller notified and followed up. Good level of vigilance from the community. All incidents need to be reported to the control room via 101/999 to show activity in our area and help identify regional trends for resourcing and investigation.

Several reports of suspicious cold calling by phone with offers of free security / panic alarms but calls ended when challenged.

PDS (postal delivery service) scam alert. Missed delivery card left with contact number. Exorbitant charges applied when the number is called.

19/141 Village Design Statement

- Margaret Howe (DDC VDS Officer) has begun to review the Brampton's VDS. Her comments will be available in the new year.

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

The council noted the site plan and floor plan do not to match. The materials proposed for this development are not commensurate with those of the listed buildings in the locality. The council object to the application.

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

Application from Anglian Water Services. Council felt unable to comment on the basis that there is no location map. Clerk instructed to send objection.

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 was placed in the newsletter.

The council is broadly in support of introducing a Design Guide for this area, believing it will protect the area from over development. The council noted the comments from Mr Osborne agreeing that more notice could be provided to residents affected by the consultation. Clerk asked to contact DDC and cc Mr Osborn.

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 reviewed and accepted the bank reconciliation and review the detailed budget analysis provided with the agenda.

#### 19/145 Accounts for Payment & Receipts

The council approved the 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
Donation	Spencer Club - Christmas 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 £	15.59	YTD Interest	24-Jul	£
2,264.17	VAT Refund			
26-Sep	£ 13,000.00	Precept (2nd payment)	09-Oct	
£	1.69	Interest		

## 19/146 2020/2021 Precept &amp; Budget

The council reviewed the proposed budget supplied with the agenda and resolved to set a precept of £26,000. The budget is detailed below:

	2019/20 Budget (as Precept)	2020/21 Budget	
<u>Allocated Precept</u>			
Clerk's salary (Inc. PAYE & pension)	£5,300	£5,500	12 months at £450 (Inc. tax & pension)
Litter Wardens	£850	£1,000	12 months at £83 pm
Insurance	£800	£700	
Room hire	£450	£300	10 at £30 each
Audit, Legal & NCALC	£850	£900	
Office expenses *	£1,150	£500	
Training	£200	£200	
Streetlight maintenance & supply	£2,000	£2,000	4 quarters at £330 + estimated repairs
Grass/verge cutting *	£3,000	£5,000	9 cuts per year at £450 each + contingency
Tree surgery	£1,500	£2,000	
Playing Field (Inc. rental)	£2,500	£1,500	£1000 rent plus £500 works
Pocket Park (Inc. rental)	£1,000	£600	£175 rent plus £325 works
Donations *	£550	£1,000	Bus & Spencer Club?

Election Costs	£250	£300
Traffic Calming	£3,850	£1,500
Contingency	£1,750	£3,000

Total precepted budget & expenditure	<b>£26,000</b>	<b>£26,000</b>
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2019/20 Allocated reserves

Zebra Crossing	£5,000.00	£5,000
PCSO	£2,139.22	£6,500
Election Costs	£300.00	£0
Car Park Extension	£6,080.00	£0
Pocket Park (additional works)	£600.00	£0
Mobile VAS Unit		
Tree Works		£1,000
Playing field equipment refurb'		£5,000
Total allocated reserves	£14,119	£12,500
Unallocated reserves (Inc. YTD receipts)	£32,900.48	£31,331

Total allocated & unallocated reserves	<b>£47,020</b>	<b>£43,831</b>
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The council examined the level of reserves and agreed that additional costs will be met from this fund.

Correspondence: The council reviewed the correspondence - no action required

**Next Meeting January 16<sup>th</sup>, 2020**

Future meeting dates:

February 13 <sup>th</sup> , 2020	May 21 <sup>st</sup> , 2020 (AGM & Annual Village Meeting, TBC)
March 19 <sup>th</sup> , 2020	June 18 <sup>th</sup> , 2020
April 23 <sup>rd</sup> , 2020	July 30 <sup>th</sup> , 2020 (meeting at County Golf Club)