

## Church with Chapel Brampton Parish Council

The Parish Councillors are summoned to the Ordinary Meeting of the above Parish Council on:  
Thursday 19<sup>th</sup> March 2020 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](mailto:theclerk@churchwithchapelbrampton-pc.gov.uk)

16<sup>th</sup> March 2020

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Apologies received: Cllrs Steve Walsh & Stephen Crane

**19/178**      Declarations of Interest

**19/179**      Meeting adjourned for comments/questions from parishioners

**19/180**      Minutes from the meeting held 13<sup>th</sup> February 2020 having been circulated separately to be approved & signed.

### Outstanding Issues/Updates

- Gigaclear 'snagging' (minute ref: 19/110 & 19/122): Re-seeding to take place in Spring 2020. Abandoned sign removed from verge (TBC).
- Village Design Statement (minute ref: 19/158): Item to be reviewed at Annual Village Mtg.
- Annual Parish Meeting (minute ref: 19/161): Date confirmed (7pm, 27<sup>th</sup> April) & school booked. Invites sent out.
- Request for path clearance through villages – request sent to DDC. Martin Wilson (DDC) has confirmed the request is with the contractor.
- Traffic Survey (minute ref: 19/170): Booked for w/b 27 April 2020
- Verge nr Farmdale House, Northampton Road (minute ref: 19/124 & 171): Mr Cutler has been notified that CCB-PC will not support a wild flower project in this location and will not obtain the free licence to cultivate wildflowers Mr Cutler has been asked to remove the pegs. NCC & DCC have been made aware of the council's decision. However, NCC have notified us that Mr Cutler may pursue a private licence. The council has no authority to influence the granting of the licence as it is a private matter between Mr Cutler and NCC.
- Dog Fouling (minute ref: 71): Request made for additional Dog fouling signs.

### **19/181      Playing field and Pocket park**

- Playing field equipment upgrade/refurb (Cllrs RGt & RGn)
- Playing Field trees (minute ref: 19/121) School confirmed they will have leylandii trees cut back. However, budget constraints make it unlikely this work will take place in the near future. Maurice Fitch has provided a quote to the school.

Cut back the outside hard, maintain greenery	£600
Trim inside	£400
Reduce height	£675

Clerk has requested quote from MF to remove trees and replant.

- Pocket Park: (Cllrs WS/SC)  
Spring tidy to take place 27<sup>th</sup> March.

### **19/182 Highways/Zebra Crossing**

- Zebra Crossing:

### **19/183 Community Speed Watch**

### **19/184 Uno Bus Service (Route 59/60)**

- The council is asked to review the financial contribution to the bus service. John Hunt (Chairman Spratton Parish Council) has asked CCB-PC to allocate the £520 contribution to supporting the service until 17<sup>th</sup> July 2020. After this time a new financial agreement will need to be negotiated between the 13 parish council benefiting from the service and NCC to ensure it is financially sustainable. Each parish council is asked to make a proportional council tax based contribution toward the service. CCB-PC's contribution for 2020/21 would be around £1,600. The success of the project rests on all the parish council making a full contribution.

### **19/185 Environment (verges/paths/trees)**

- Crowan Bank Shrubbery:  
The council will consider removing the shrubbery on Crowan Bank which has become overgrown and unsightly. Maurice Fitch asked to provide quote for removal and reseed/replant.
- Spencer Close (minute ref: 19/107, 119 & 139):  
Consultation is underway and BPHA will provide results of the consultation to determine if the Parish Council is to take on responsibility for some of the grounds maintenance.  
No parking signs will be installed in the coming weeks. The council has confirmed to BPHA that there is no expectation that BPHA will enforce the signage, but that it will act as a polite reminder to visitors to be more considerate.
- Pavement widening (Cllr SC)  
The council is asked to consider a program of pavement improvements to reinstate/repair footpaths in the village. Many pavements are very narrow where the verge is encroaching and needs cutting back to re-define the width (list of locations circulated separately).  
Where hedges/trees are encroaching onto pavements the council is asked to clear these back.  
Location to be identified by Cllr SC.

**19/186 Brampton Hill Track Access**

- The council is asked to support residents in their bid to re-instate permitted use of the track. Ian Costello (Resident) believes he has exhausted the possibility of an amicable agreement with Althorp and will pursue an application for the track to be registered as a right of way. Nigel Shields has confirmed that the matter has still to be agreed with the Agricultural Tenants (the Paybodies). Katie who would normally deal with these matters is on Maternity Leave and Estate Office staff are spread quite thin. They do hope to progress this to everybody's satisfaction.

**19/187 Neighbourhood Watch/PCSO (Cllr RGt)**

- PCSO: Briefing from Cllr RGt following quarterly review meeting.

**19/188 COVID-19**

- The council is asked to consider its protocols and continued function in the event the COVID-19 Virus situation escalates.
  - Availability of the school (which would necessitate the cancellation of meetings)
  - Potentially postponing the AVM
  - Meeting financial obligations in the event we have to cancel meetings
  - Council's obligation to the community
- Government has confirmed that the local elections due to be held on 7 May 2020 are postponed to May 2021. Existing councillors will now serve a six year term.

**19/189 Applications for Consideration:**

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

Application No: DA/2020/0090

Description: Single storey rear extension (conservatory)

Location: 25, Northampton Road, Chapel Brampton, Northamptonshire, NN6 8AE

Councillors made observations via email to the clerk regarding this application. The clerk responded to the case officer under delegated powers.

- Loss of privacy: The gardens at the rear of Northampton Road slope quite dramatically by roughly 5 feet at the dining room and consequently the proposed conservatory will have a clear view over the 6 foot hedge and into the neighbouring property and vice versa.
- This development will protrude out from this row of terraced houses which at present have fairly uniform design.
- Loss of Light: The development will result in some loss of light to the neighbouring property.

Application No: DA/2020/0175

Description: Construction of first floor extension and rear extension to replace conservatory.

Location: Dene House 16, Cedar Hythe, Chapel Brampton, Northamptonshire, NN6 8BG

**19/190 Consultations & Meetings**

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

N/A

**19/191 Bank Reconciliation & YTD Budget vs Expenditure review**

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

A/c Lloyds 00414219	£47,020	
A/c Lloyds 00089768	£14,665	
2018/19 Accrual	(-£4,749)	
<b>2019/20 Opening balance:</b>	<b>£56,935</b>	
YTD Income	£28,317	
YTD expenditure (Inc. VAT & Unauthorised payments)		£40,519
Unauthorised Payments (inc VAT)		£5,781
Online Balance as at 4th March		
Current Account (Unity 20415701)		£6,775
Reserve Account (Unity 20415714)		£43,740
Balance b/f		£50,515
<b>YTD Closing balance</b>		<b>£50,515</b>
2019/20 Unclaimed VAT YTD	£3,853	
<u>Receipts</u>		
March	£0	

**19/192 Accounts for Payment & Receipts**

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

Clerk's Salary	Sarah Stock	March (inc TAX rebate)	28.1.20	£1,081.15
Clerk's Salary	Sarah Stock	10% Home Working Allowance 19/20	28.1.20	£392.67
Litter Wardens	J Hawkins	March (inc TAX rebate)	28.1.20	£38.30
Litter Wardens	D J Flemington	March	28.1.20	£27.50
Litter Wardens	Z A Finney (Noah & Grace)	March	28.1.20	£27.50
PCSO	Police & Crime Commissioner	113420001369	16.10.19	£3,216.11
Tree Surgery	Maurice Fitch Tree Surgery	10414	22.2.20	£324.00
Playing Field	Althorp Estate	12437	1.1.20	£210.00
Office expenses	Barbara Osborne	6222	31.3.20	£64.50
Playing Field	Wicksteed	809588	14.2.20	£54.00

Office expenses	Unity Bank	Statement 004	4.3.20	£18.00
Office expenses	MGT design	122406	11.3.20	£300.00
		Total Payment for March		£5,753.73

### Correspondence:

- DDC Decision notice re application: DA/2019/0420, Everglades, Golf Lane: Permission Granted.
- DDC Decision notice re application: DA/2019/0903, Field House, Sandy Lane: Permission Granted
- Email: DDC Conservation Team (Anna Wilson) Chapel Brampton Conservation Area Appraisal and Management Plan, Adoption Statement received.

### Next Meeting April 23rd, 2020

Future dates for 2020

May 21<sup>st</sup>, 2020 (AGM)                  June 18<sup>th</sup>, 2020

July 30<sup>th</sup>, 2020 (meeting at County Golf Club)

Annual Village Meeting: Monday 27<sup>th</sup> April

## 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	£6,217	(£917)
Litter Wardens	£850	£1,013	(£163)
Insurance	£800	£621	£179
Audit, Legal & NCALC	£850	£789	£61
Office expenses * inc Room Hire	£1,600	£2,286	(£686)
Training	£200	£0	£200
Streetlight maintenance & supply	£2,000	£1,391	£609
Grass/verge cutting *	£3,000	£3,155	(£155)
Tree surgery	£1,500	£630	£870
Playing Field (Inc. rental)	£2,500	£2,020	£480
Pocket Park (Inc. rental)	£1,000	£40	£960
Donations *	£550	£670	(£120)
Election Costs	£250	£0	£250
Traffic Calming	£3,850	£1,275	£2,575
Contingency	£1,750	£25	£1,725
<b>Total precepted budget &amp; expenditure</b>	<b>£26,000</b>	<b>£20,131</b>	<b>£5,869</b>
<u>2019/20 Allocated reserves</u>			
Zebra Crossing	£5,000	£0	£5,000
PCSO	£2,139	£6,432	(£4,293)
Election Costs	£300	£0	£300
Car Park Repairs	£6,080	£1,830	£4,250
Pocket Park (additional works)	£600	£0	£600
Mobile VAS Unit		£3,058	(£3,058)
Tree Works		£5,215	(£5,215)
Playing field equipment refurb'		£0	£0
<b>Total allocated reserves</b>	<b>£14,119</b>	<b>£16,535</b>	<b>(£2,416)</b>
Unallocated reserves (Inc. YTD receipts)	£42,816	£0	£59,352
<b>Total allocated &amp; unallocated reserves</b>	<b>£56,935</b>	<b>£16,535</b>	<b>£40,400</b>