

## Church with Chapel Brampton Parish Council

The Parish Councillors are summoned to the Ordinary Meeting of the above Parish Council on:

Thursday 16<sup>th</sup> April 2020 commencing at 7.00PM

Due to restrictions resulting from the COVID-19 outbreak, the meeting will take place using Zoom video conferencing. Members of the public can join the meeting virtually or may submit questions to the clerk by email.

**Meeting Details: Meeting ID - 772 3675 2041 Password - 9QmUPr**

Apologies to the Clerk, Sarah Stock; email [theclerk@churchwithchapelbrampton-pc.gov.uk](mailto:theclerk@churchwithchapelbrampton-pc.gov.uk)

15<sup>th</sup> May 2020

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Apologies received:

- 2020/017**      Declarations of Interest
- 2020/018**      Meeting adjourned for members of the public to address the council on matters related to this agenda.
- 2020/019**      Minutes from the planning meeting held 7<sup>th</sup> May 2020 having been circulated separately to be approved. The minutes will be signed by the chairman at the earliest convenience.

### Outstanding Issues/Updates

- Gigaclear 'snagging' (minute ref: 19/110 & 19/122): Re-seeding to take place in Spring 2020. Gigaclear are unable to provide a date for this works at the moment.
- Village Design Statement (minute ref: 19/158): Work on the VDS is deferred until further notice.
- Request for path clearance through villages - request sent to DDC. Martin Wilson (DDC) has confirmed the request is with the contractor. DDC have not confirmed when this work will take place.
- Pavement widening (minute ref: 20/006): NCC have been advised of all the works. Request has been passed to Ian Smith (12<sup>th</sup> May)
- Verge maintenance nr Farmdale House (minute ref: 19/124): NCC are negotiating private licence to Mr Cutler allowing him to establish a wild flower area. Request for a copy of the licence has been made.
- Spencer Close (minute ref: 20/006): Cllr MM has reviewed and approved an agreement which was sent to BPHA. The agreement clearly states the areas to be maintained by CCB PC and protocols for complaints. BPHA will sign and return the agreement.
- Brampton Hill Track: email response from Nigel Shields on 12<sup>th</sup> May stated that due to COVID he has not been able to progress this.
- Brampton Valley Caravans: DDC Planning Enforcement Officer has been notified. Awaiting response.

**2020/020      Playing field and Pocket park**

- Playing field equipment upgrade/refurb (Cllrs RGt & RGn)

**2020/021      Environment (verges/paths/trees)**

- Crowan Bank Shrubbery:

The council is asked to review the quote from Maurice Fitch to remove and reseed/replant.

£270	Cut down overgrown shrubbery, including conifers and self-set cherries to ground level
£90	Grind out the roots, rake the area and leave in a condition suitable for seeding in the autumn.

**2020/022      Neighbourhood Watch/PCSO (Cllr RGt)**

**2020/023      UNO Bus Service**

- The council is asked to review the contribution to cover costs of the service from 17th July 2020 Until 30th March 2021. The continuation of the service after 17th July is dependent on Parish Councils making a collective contribution of £15,000. It is proposed that the amount be split according to the Council Tax Basis (CTB). CCB PC has already committed £520 (to be paid this month) for the period 1<sup>st</sup> April to 17<sup>th</sup> July and a proportional contribution to cover the remainder of the year would be £1600.00.

**2020/024      Applications for Consideration:**

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

- No householder applications received.

**2020/025      Consultations & Meetings**

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

- N/A

**2020/026 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.

Current Account (Unity 20415701)	£1,021	
Reserve Account (Unity 20415714)	£43,790	
<b>2019/20 Opening balance:</b>	<b>£44,811</b>	
YTD Income	£13,831	
YTD expenditure (Inc. VAT & Unauthorised payments)		£8,448
Online Balance as at 14th May		
Current Account (Unity 20415701)		£3,878
Reserve Account (Unity 20415714)		£49,233
Balance b/f		£53,112
<b>YTD Closing balance (less pending expenditure)</b>		<b>£50,195</b>
2020/21 Unclaimed VAT YTD	£492	

Receipts

06-Apr	NCC Mowing	£	831.12
23-Apr	PRECEPT	£	13,000.00

**2020/027 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	May	28.5.20	£369.95
Litter Wardens	J Hawkins	May	28.5.20	£27.50
Litter Wardens	D J Flemington	May	28.5.20	£27.50
Litter Wardens	Z A Finney (Noah & Grace)	May	28.5.20	£27.50
Grass Cutting	PW Warden Environmental Services	14-Nov	30.4.20	£816.00
Office Expenses	Sarah Stock (Microsoft Renewal)	23978758305	5.5.20	£79.99
Playing Field	A&A Landscapes Limited	9000	30.4.20	£90.00
Donations	NCC Bus Service (Spratton PC)	2020/BUS	29.4.20	£533.85
Playing Field	Guy Robins (Hedge Laying)	2020/01	11.4.20	£945.00

**Correspondence:****Next Meeting June 18<sup>th</sup>, 2020**

Future dates for 2020

July 30<sup>th</sup>, 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)	£5,500	£740	£4,760
Litter Wardens	£1,000	£165	£835
Insurance	£700	£631	£69
Audit, Legal & NCALC	£900	£603	£297
Office expenses * inc Room Hire	£800	£317	£483
Training	£200	£0	£200
Streetlight maintenance & supply	£2,000	£325	£1,675
Grass/verge cutting *	£5,000	£1,090	£3,910
Tree surgery	£2,000	£0	£2,000
Playing Field (Inc. rental)	£1,500	£875	£625
Pocket Park (Inc. rental)	£600	£0	£600
Donations *	£1,000	£534	£466
Election Costs	£300	£0	£300
Traffic Calming	£1,500	£0	£1,500
Contingency	£3,000	£0	£3,000
Total precepted budget & expenditure	<b>£26,000</b>	<b>£5,278</b>	<b>£20,722</b>
<u>2019/20 Allocated reserves</u>			
Zebra Crossing	£5,000	£0	£5,000
PCSO	£6,500	£0	£6,500
Tree Works	£1,000	£0	£1,000
Playing field equipment refurb'	£15,000	£0	£15,000
Playing field Hedge laying	£2,678	£2,678	£0
Total allocated reserves	£30,178	£2,678	£27,500
Unallocated reserves (Inc. YTD receipts)	£14,584	£0	£17,261
Total allocated & unallocated reserves	<b>£44,761</b>	<b>£2,678</b>	<b>£42,084</b>