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Councillors are summoned to the ordinary meeting on: Thursday 20th June 2024 commencing at 7.30pm. The meeting will take place at the Brampton Primary School.

Members of the public are welcome to attend.

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

9th May 2024

Apologies received: Cllr Margaret Green

2024/026 Declarations of Interest.

Councillors to make declarations of interest on matters relating to this agenda.

2024/027 Public Session

Meeting adjourned for members of the public to address the council on matters related to this agenda.

Verbal Updates (no decisions will be made on items in this section of the agenda)

- Grant application has been submitted to Northants Safer Roads to fund two VAS signs.
- Updates requested from Althorp regarding fence at Ten Cottages and funding for Chapel Meeting Room.
- Correspondence from Cedar Hythe Residents Association (CHRA). Email received from CHRA regarding consultation rights was circulated to council (email 13 June). Clerk has notified the committee that all Parish Council matters are published on the agenda and the committee should look at the published agenda. Council has one vacancy should the CHRA wish to put forward a candidate to become a councillor.
- Correspondence from Cedar Hythe Residents Association (CHRA). Email received regarding bus stop congestion & parking arrangements. The CHRA acknowledge they have no authority by which to request cars park elsewhere. They will revisit this issue in September.
- Spencer Close Tree/Street Lamp. BPHA were notified some months ago that the tree was precarious and have subsequently been notified that it has fallen.

2024/028 Minutes

Council to approve the minutes of the ordinary meeting held on 16th May 2024. Minutes are available from <http://www.churchwithchapelbrampton-pc.gov.uk/agendas-minutes/>

2024/029 Bank reconciliation and YTD budget vs Expenditure review.

Council to accept the bank reconciliation and the budget analysis provided with this agenda.

2023/24 Opening balance:	£32,615	
YTD Income	£19,067	
YTD expenditure (Inc. VAT & pending payments)		£9,210
Balance (minus pending payments)	£42,473	

2024/030 Accounts for Payment. Council to approve the accounts for payment.

Payee	Invoice #	Invoice Date	Amount Due (Inc. VAT)	VAT
(SO) J Hawkins	June	28.6.24	£27.50	
(SO) Z A Finney (Noah & Grace)	June	28.6.24	£55.00	
(SO) Sarah Stock	June	28.6.24	£523.25	
(DD) Yu Energy	172583	8.6.24	£286.72	£13.65
(DD) Yu Energy	172584	8.6.24	£35.46	£1.69
(DD) E-on Next	KI-7FD9A6C2-0005	2.6.24	£9.45	£0.45
(DD) Unity Trust Brank	Statement 38	30.6.24	£18.00	
Cllr MM - GARDEN MACHINES	1237382	16.5.24	£23.04	£3.84

2024/031 Policy Review: Financial Regulations & Standing Orders

Councillors received an electronic copy of the Financial Regulation and proposed amendments.

Broadly:

- Council will authorise (at the meeting) all expenditure over £100
- Clerk has delegated powers to spend up to £100
- Where value is between £500 and £3000 clerk should try to obtain 2 quotes.
- Items/contracts over £3000 should have 3 fixed price quotes
- Where there is serious risk to council services or public safety, clerk can authorise payment of up to £1000. In such circumstances, any councillor may instruct the clerk to exercise the delegated power to authorise expenditure up to £1000.
- Payment protocol: The RFO shall present a schedule of payments, forming part of the agenda, to the council. The payment authorisation schedule from Unity Bank, supported by the relevant invoices shall be presented at the council meeting. A sample of invoices and The Unity Trust schedule shall be initialled immediately below the last item by the person chairing the meeting. If satisfied, two authorised councillors will access the online account and release payments.
- All payments are made by BACS.

An updated version of the Standing Orders has been added to the website, including two bespoke orders for Church with Chapel Brampton PC:

- Every year the council shall hold one Annual Council Meeting in May and five ordinary meetings every other month.
- The tenure of the Chair is restricted to three consecutive years

2024/032 Playing Field & Pocket Park

Playing Field: Council to review quote received from Maurice Fitch to remove three dead Elms and remove the ivy from the base of the Ash stems and in Autumn reduce the Ash stems by 40%.

Total cost £1,050.

Playing Field: Council to formally note cost of repairs to rotator swing. Clerk authorised expenditure under delegated power for costs related to Health & Safety items.

Total cost £528

Council notes some of the play equipment needs a small amount of paint to repair. Council to agree action.

2024/033 Northwest Sandy Lane Relief Road

Contact: The Clerk, 9 Lower Harlestone, Northamptonshire, NN7 4EW.

Tel.: 07804 360594 email: theclerk@churchwithchapelbrampton-pc.gov.uk

A5199 closures commenced 8th April for approximately 12 weeks.

2024/034 Environment (verges, path, trees, and village maintenance)

Cedar Hythe: Following notice in the newsletter, council has received two letters regarding the removal of the grit bin. One in favour and one against. However, the one against notes that the area would be improved if the bin were smaller and dark green.

Replacement bin, dark green 125kg capacity with grit. Total cost: £174.89. Removal of the old bin would be separate.

2024/035 Chapel Meeting Room

Council to review the quote received from BWS Electrical for installation of a security light and surge box. Total cost: £560.00

2024/036 Planning matters Council to consider and resolve response to planning applications.

(Applications received after the publication of this agenda may be included)

No new applications received.

Date of next meetings: 18th July. No August Meeting. 19th September. 17th October. 21st November.

BRAMPTON

	2024/25 Budget (as Precept)	YTD Expenditure (exc. VAT)	Balance
<u>Allocated Precept</u>			
Clerks Salary	£7,000	£1,570	£5,430
Litter Wardens	£1,000	£330	£670
Insurance	£750	£770	(£20)
Audit, Legal & NCALC	£1,000	£712	£288
Office Expenses	£500	£771	(£271)
Street Lighting	£4,500	£1,004	£3,496
Street Light Electrical Testing	£1,550	£0	£1,550
Grass Cutting	£4,400	£430	£3,970
Village Maintenance	£1,500	£707	£793
Wildflower meadows	£1,000	£0	£1,000
Playing Field	£2,000	£1,000	£1,000
Pocket Park	£500	£412	£88
Chapel Meeting Room	£1,000	£27	£973
Election Costs	£300	£0	£300
Traffic Calming/VAS	£1,500	£695	£805
Contingency	£2,500	£0	£2,500
Total precepted budget & expenditure	£31,000	£8,426	£22,574
<u>Allocated Reserves</u>			
Chapel Brampton Defib	£500	£0	£500
Traffic Calming/VAS	£750	£0	£750
Replacement Street Light (Back Lane)	£2,190	£0	£2,190
Unallocated Reserves	£29,175	£0	£29,175
Total allocated & unallocated reserves	£32,615	£0	£32,615