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Minutes of the ordinary meeting on: Thursday 20<sup>th</sup> June 2024 commencing at 7.30pm at Brampton Playing Field. Harlestone Road.

Minutes taken by Sarah Stock

Apologies received: Cllr Margaret Green

Attending: Cllrs Stephen Crane, Mick Macmain, William Shearer, Robin Green, Jill Slinn, Richard Gent, Mark Vernon

**2024/026**      **Declarations of Interest.** No declarations of interest made.

**2024/027**      **Public Session** No MOP attending.

Verbal Updates. All noted.

- 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. Not received before date of the meeting.
- 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. The tree has damaged the lamp post. Clerk to contact BPHA and notify the insurance company of the damage.

**2024/028**      **Minutes.** Council approved the minutes of the ordinary meeting held on 16<sup>th</sup> May 2024.

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

Council accepted the bank reconciliation and the budget analysis provided with the 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 approved the following items 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 Bank          | Statement 38     | 30.6.24 | £18.00  |        |
| Cllr MM - GARDEN MACHINES      | 1237382          | 16.5.24 | £23.04  | £3.84  |
| PW Warden Environmental        | 7125             | 14.6.24 | £492.00 | £82.00 |
| Cllr SC - ORNAMENTAL TREES     | 213251           | 6.5.24  | £95.70  | £15.95 |

### 2024/031 Policy Review: Financial Regulations & Standing Orders

Councillors accepted the following amendments to the model Financial Regulation:

- 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 where appropriate.
- 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.

Council adopted the new financial regulations and will update the website accordingly.

Council adopted the new Standing Orders, including two bespoke orders for Church with Chapel Brampton PC and will update the website:

- 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 accepted quote received from Maurice Fitch to remove three dead Elms and remove the ivy from the base of the Ash and in Autumn reduce the Ash stems by 40%. Total cost £1,050.

Playing Field: Council noted cost of repairs to rotator swing. Clerk authorised expenditure under delegated power as costs related to Health & Safety items. Total cost £528. Council noted that the swing was installed August 2020 and may still be under guarantee.

Council notes some of the play equipment needs a small amount of paint to repair. Cllr MM is in the process of action works. Item closed.

Pocket Park: Council revised plan for diverting the water feed by using bales of straw. Item closed.

Playing Field: Age Concern have request to locate a collections lorry on the car park. 8<sup>th</sup> or 15<sup>th</sup> July proposed. Council agreed to host the van and will confirm date. Item Closed.

**2024/033 Northwest Sandy Lane Relief Road**

A5199 closures commenced 8<sup>th</sup> April for approximately 12 weeks.

Council noted that detritus and mess building up in the edge of the roadway/kerb will restrict vehicles when its reopened. Cllr MM/RGn will seek confirmation that all debris will be cleared before contractors move on.

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

Cedar Hythe: Council 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. CHRA are in favour of removing the bin. Council noted the various views and agreed to give the CHRA approval to remove the bin and dispose of it. If later, a replacement is needed the council will fund it.

Footpaths: Footpath at rear of Halfway Thorn is impassible. Clerk to contact landowner to request it is cleared. Verges on Sandy Lane – residents have cut back hedges.

Footpath between Sandy Lane and Golf Lane is overgrown. Nick Beal (neighbour) agreed to trim the hedge.

VAS on Sandy Lane is obstructed by foliage. Clerk to contact Paul Thomas to trim the hedge.

Clerk to send letter to Asgarth requesting the hedge and overhanging trees are cut back.

Wildflowers areas: The wet weather has somewhat thwarted growth of the wildflowers.

Council welcomed offer from Rotary Club to plant additional crocus bulbs on Church Brampton crossroad.

All residents asked to cut back hedges and clear cuttings.

**2024/035 Chapel Meeting Room**

Council accepted the quote received from BWS Electrical for installation of a security light and surge box.

Total cost: £560.00

Council noted the area around the meeting room is very overgrown. Cllr SC will take appropriate action.

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

No new applications received.

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

Meeting Closed 20:35