

**Brampton Ash Parish Council**  
**Approved Minutes of Parish Council Meeting Held 16 April 2015, 7.30pm**  
**At St Mary's Church, Brampton Ash**

**Present**

Cllr Steve Power (Chair)    Cllr Nick Bevan    Cllr Teresa Hilliard    Cllr Heather Shuttleworth  
 Liz Evans (Clerk)

Action:

- 1. Chair's Announcements**  
 There were no announcements to record.
  
- 2. Declarations of Interest:**  
*To Receive Disclosures of Personal and Prejudicial Interests from Councillors On Matters to Be Considered at the Meeting*  
 There were no disclosures of interest to record.
  
- 3. Apologies for Absence**  
 Apologies were received from County Cllr Allan Matthews and Borough Cllr David Howes.
  
- 4. Minutes of the Meeting Held Tuesday 10 March 2015**  
 It was unanimously agreed that the wording of Minute Item 9, line 2 should be amended to read 'The footpath runs across land owned by a local villager....'. The minutes were then accepted as a correct record and signed by the Chair.
  
- 5. Matters Arising From the Above**
  - Item 5.1 Election Leaflets**  
 These had been displayed on the notice board by Cllr Bevan.
  - Item 5.3 Traffic Calming Equipment: Insurance Query**  
 The reply which the clerk had received from the insurance company required clarification and she would contact them again on the question of cover for accidental damage and theft. LE
  - Item 5.4 Notice Board**  
 Cllr Bevan had the matter in hand. He advised that the cost of materials would be modest. NB
  - Item 5.5a Article 6 Directions**  
 Alan Davies, Kettering Borough Council (KBC) had informed the clerk that there would be no progress on this matter for the foreseeable future due to the increased workload at KBC's planning and development department. It was agreed that this item would be removed from the agenda.
  - Item 5.5b Protocol on Recording Meetings**  
 The clerk had circulated a draft protocol and this would be an agenda item for the next parish council meeting, as an addendum to the parish council's Standing Orders. LE
  - Item 6.2 Church Lighting Donation**  
 There had been an administrative error on the original cheque and it had been re-issued on cheque no. 300052, value £250.00, dated 20 March.
  - Item 9 Footpath GB8**  
 The clerk had written to Paul Hewitt, Northants County Council (NCC) Highways, reiterating the parish council's support for the matter: an acknowledgement had been received from him.

**5 Financial Matters**

*.1 Current financial position*

The clerk issued a statement of income and expenditure showing a balance of £1012.93 to carry forward into the next financial year.

*.2 HMRC end of year return*

The clerk had completed the HMRC end-of-year return for PAYE.

*.3 Government Pension Scheme: auto-enrolment*

The clerk had submitted the initial documentation for the above scheme, as legally required. Further instructions were due to be received in 2016 but it seemed unlikely that the parish council would be required to adopt the scheme, as it would not meet the financial threshold.

*.4 Annual audit*

The annual audit forms were circulated and they were completed and agreed as a correct record. The Chair would pass them to the internal auditor for his input and they would then be returned to the clerk who would finalise them before submitting them to the external auditors.

SP  
LE

**6 Planning Matters:**

*To Consider Matters Relating to Planning Applications in and Adjacent to the Parish*

No planning applications had been received since the previous meeting.

**7 Highway Matters**

*.1 Replacement of Grit Bin: Update*

C Cllr Matthews had forwarded details of a website where a replacement for the stolen grit bin could be purchased at a cost of approximately £120.00. The licence obtained for the original grit bin remained valid, subject to certain conditions regarding the colour and the siting of the bin. He had offered to fund the replacement from the Councillors' Empowerment Fund after the forthcoming elections. It was suggested that a replacement bin could be weighted down with concrete in order to prevent theft.

LE

*.2 Road Safety A427: Update*

The clerk had written to Steve Barber of NCC Highways, detailing the parish council's concerns and requesting a formal risk assessment. There had been some delay in receiving a response because there are two officers named Steve Barber in the Highways department and the email had initially been sent to the wrong person. The correct person had now replied, stating that he would investigate the parish council's concerns within the near future.

*.3 Overgrown Pond at the A6 end of Hermitage Road*

Cllr Shuttleworth reported that the pond was completely overgrown and, in its current state, it posed a serious danger to walkers in the area as it was hidden from view. Cllr Bevan, the parish council's highways warden, would raise the matter with Ian Boyes, NCC Highways, in the first instance, and report back to the parish council.

NB

**8 Any Other Business**

*.1 Forthcoming Elections for the Parish Council, 7 May 2015*

Ian White, KBC Electoral officer, had informed the clerk that the forthcoming parish council elections would be uncontested as five approved candidates had been nominated for the five seats. The new parish council would come into force on 11 May 2015, four days after polling day, and the existing parish council would remain in place until then. A formal notice would be issued in the near future, to be published on the village notice board.

*.2 Transparency Code for Smaller Authorities*

The Transparency Code for Smaller Authorities (Department for Communities and Local Government, December 2014) was circulated and reviewed by councillors. The parish council already has all of the required procedures in place. Councillors did not consider that the parish council held any assets relevant to category 10f.

**9 Date and Venue of Next Meeting:** Thursday 21 May, 7.30pm at the Parish Church

The meeting closed at 8.45pm

LE

Liz Evans, Clerk to Brampton Ash Parish Council  
tel: 01536 771470  
email: [bramptonashparishcouncil@outlook.com](mailto:bramptonashparishcouncil@outlook.com)  
web: [www.bramptonashparishcouncil.webs.com](http://www.bramptonashparishcouncil.webs.com)