

Brampton Ash Parish Council
Approved Minutes of Parish Council Meeting Held 21 May 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
<p>1. Chair's Announcements The Chair welcomed councillors to their new term of office. As there had been five nominations for the five parish council vacancies the election had been an uncontested one. He reminded councillors that their election expenses forms must be returned to Kettering Borough Council by June 4, whilst acknowledging that these would all be nil returns.</p>	All
<p>2. Declarations of Interest: <i>To Receive Disclosures of Personal and Prejudicial Interests from Councillors On Matters to Be Considered at the Meeting</i> Cllr Hilliard declared a personal, non-pecuniary, interest in item 9.</p>	
<p>3. Apologies for Absence Apologies for absence were received from Cllr Wendy Brooks, who was incapacitated following an accident: her apologies were approved and Councillors wish her a speedy recovery. Apologies for absence were also received from Borough Cllr David Howes and County Cllr Allan Matthews.</p>	
<p>4. Minutes of the Meeting Held Thursday 16 April 2015 The minutes of the meeting held Thursday 16 April were accepted as a correct record and signed by the Chair.</p>	
<p>5. Matters Arising From the Above <i>Item 5.3 Traffic Calming Equipment: Insurance Query</i> The Clerk would contact the insurance company again when the dates for using the equipment, and its value, were confirmed.</p>	LE
<p><i>Item 5.4 Notice Board</i> Cllr Bevan advised that the work is in progress.</p>	NB
<p>6. Financial Matters <i>.1 Current Financial Position</i> The Clerk issued a financial statement, showing a balance of £1,512.93, which was unanimously approved by councillors and signed by the Chair. It was unanimously agreed that £1,000.00 would be transferred to the deposit account until the funds were required later in the year.</p>	LE
<p><i>.2 Intermediate Review Questionnaire</i> Councillors approved the Intermediate Review Questionnaire which had been completed by the Clerk and checked by the Chair. The Clerk will return it to the external auditors, as required, by 3rd June.</p>	LE
<p><i>.3 Annual Review of the Parish Council's Governance of Financial Matters</i> The Parish Council's Governance of Financial Matters was unanimously approved in accordance with Standing Orders: Financial Regulations (see item 7 of these minutes).</p>	

The following security measures are in place and they shall continue to apply:

- i. The annual budget is approved by Councillors
- ii. Invoices/payments are approved by Councillors
- iii. The Parish Council's chequebook is securely held by a nominated Councillor who is not empowered to sign cheques
- iv. All cheques are required to be signed by two nominated Councillors
- v. Internet payments are set up by the Clerk and sanctioned by two nominated Councillors
- vi. The Clerk is not empowered to sanction internet payments
- vii. The Clerk provides a financial statement to Councillors at least four times per year
- viii. The budget is set annually and is subsequently reviewed during the year

7. Standing Orders:

Review of Brampton Ash Parish Council's Standing Orders & Protocol on Recording Parish Council Meetings

The Standing Orders were reviewed and amended to permit the recording of meetings, in accordance with the *Openness of Local Government Bodies Regulations* August 2014. The protocol for doing so was appended to the Standing Orders.

Approval of the above amendment was proposed by the Chair, seconded by Cllr Bevan and unanimously agreed. The amended document would be published on the Parish Council's website.

SP

Review of Brampton Ash Parish Council's Standing Orders: Financial Regulations

The Financial Regulations were reviewed and amended to include provision for internet banking.

Approval of the amended regulations was proposed by the Chair, seconded by Cllr Shuttleworth and unanimously agreed. The amended document would be published on the Parish Council's website.

SP

8. Planning Matters:

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

No Planning Applications had been received for consideration by the Parish Council.

9. Footpath GB8

Cllr Hilliard had declared an interest in this item.

Footpath GB 8 had been an agenda item at the Annual General Meeting of the Parochial Church Council which the Chair had attended in order to represent the views of the Parish Council. He had provided that meeting with evidence of parishioners' customary long-term use of the footpath. He had also pointed out that, prior to the locality being declared a conservation area (circa 1993), a consultation meeting was held in the parish church and parishioners were then advised that the footpath is 'protected'. The consultation meeting was an agenda item at the Parish Council meeting which followed it and the minutes of that Parish Council meeting clearly describe the footpath as being 'protected'.

The Clerk advised Councillors that she had been copied into an email sent by Northamptonshire Highways to Borough Cllr Howes which stated that work on Definitive Map Modification Order 151 (Footpath GB8) is still in hand.

10 Highway Matters

.1 Replacement of Grit Bin: Update

The Clerk had asked County Cllr Matthews for an application form and the order will be placed when the form is received.

LE

.2 Road Safety A427: Update

Steve Barber, Northamptonshire Highways, advised that his enquiries were ongoing with regard to police accident and traffic volume figures within the previous five years (the latest available police figures being dated May 2014), and highways maintenance data. He would also visit the area. Councillors were concerned that some accidents which took place in Brampton Ash parish were quite possibly being recorded as occurring in Dingley, thus skewing the figures. The Clerk would try to obtain a map from Kettering Borough Council showing the Brampton Ash parish boundaries. Councillors provided the Clerk with details of four accidents which had definitely taken place in Brampton Ash parish within the preceding twelve months and she would pass these details on to Steve Barber.

LE

Taking a right-hand turn to access and exit the A427 was deemed by Councillors to be particularly hazardous and it was suggested that red hatch-marks on the road, such as those on the local area of the A6, may be helpful in alerting drivers to traffic turning right. The Clerk would pass this suggestion on to Steve Barber.

LE

.3 Overgrown Pond at the A6 end of Hermitage Road

Cllr Bevan had contacted Ian Boyes, Northamptonshire Highways, and the area had been inspected. It was acknowledged that the path around the pond, which should be maintained and cleared three times per year, had been neglected and this will be attended to. The pond itself, however, will not be cleared due to budget cuts.

11 Any Other Business

11.1 A6 Road Closure and Traffic Diversion

Road closures on the A6 had resulted in greatly increased traffic using Hermitage Road as a diversion. Cllr Hilliard queried whether traffic from an A class road should legitimately be diverted onto a minor, single-track road such as Hermitage Road. Cllr Bevan had reported the matter to Ian Boyes, Northamptonshire Highways, who would investigate the matter.

11.2 Documentation for Cllr Brooks

Cllr Bevan volunteered to deliver various items of Parish Council documentation to Cllr Brooks.

NB

12 Date and Venue of Next Meeting:

Thursday 17 September 2015, 7.30pm at the Parish Church

The meeting closed at 8.55pm

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