

## Brampton Ash Parish Council Minutes of the Meeting held Thursday 13 December 2018, 7.30pm at the Parish Church

This meeting was open to members of the public, subject to prescribed regulations where applicable.

### Present (Parish Councillors)

Cllr Steve Power (Chair)      Cllr Nick Bevan      Cllr Wendy Brooks      Cllr Terry Hilliard \*      Cllr John Lillie

**County Councillor:** Allan Matthews

**In Attendance:** Liz Evans (Clerk)

**Public Attendee(s):** Mrs J Power

Item no:		Action by:
43/ 18-19	<b>Chair's Announcements</b> There were no announcements.	
44/ 18-19	<b>Apologies for Absence</b> There were no apologies for absence.	
45/ 18-19	<b>Declarations of Interest:</b> <i>To Receive Disclosures of Personal and Prejudicial Interests from Councillors On Matters to Be Considered at the Meeting.</i> Cllr's Bevan and Power each declared a personal interest in Item 54/18-19, Planning Application KET/2018/0788 as they are both adjacent neighbours of the applicant.	
46/ 18-19	<b>Minutes of the meeting held 20 September 2018:</b> <i>To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur.</i> The minutes were agreed as being a correct record and signed by the Chair.	
47/ 18-19	<b>Matters arising from the minutes of the meeting held 20 September 2018 (except where they are agenda items for this meeting)</b> There were no matters arising for discussion.	
48/ 18-19	<b>Minutes of the extra meeting held 25 October 2018:</b> <i>To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur.</i> The minutes were agreed as being a correct record and signed by the Chair.	
49/ 18-19	<b>Matters arising from the extra minutes of the meeting held 25 October 2018 (except where they are agenda items for this meeting)</b> There were no matters arising for discussion.	
50/ 18-19	<b>Clerk's Contract of Employment</b> Parish councillors approved the Clerk's contract of employment and it was signed off by the Chair.	
51/ 18-19	<b>Financial Matters</b> a) Quarterly internal control checklist: Cllr Bevan checked the internal control measures and signed them off as being correct. b) Councillor's check of invoices against payments /reconcile to bank statement: Cllr Bevan checked these items and signed them off as being correct. c) Approval of payments to be made: i. Clerk's salary, due 30 Dec (budgeted)                                      £100.00 ii. Purchase of grit (from reserves)    £120.00 approx iii. Contribution to Church External Lighting (budgeted)              £250.00 (S.137 payment) Councillors unanimously approved the above payments. Proposer was Cllr Power, seconded by Cllr Lillie. d) Budget Statement:	<b>LE</b>

	<p>The budget statement for the 3<sup>rd</sup> quarter was approved and signed by the Chair.</p> <p>e) Current financial position statement: The statement was issued to councillors and a copy is appended to these minutes.</p>																					
52/ 18-19	<p><b>Budget 2019-20</b></p> <p><b>Items to be budgeted for:</b></p> <table> <tr> <td><i>Clerk's Wages</i></td> <td><i>£500.00 approx</i></td> </tr> <tr> <td><i>Clerk's Expenses</i></td> <td><i>£20.00</i></td> </tr> <tr> <td><i>Statutory Insurance</i></td> <td><i>£275.00 approx</i></td> </tr> <tr> <td><i>Contribution to Church External Lighting</i></td> <td><i>£250.00 (requires LGA s137 approval)</i></td> </tr> <tr> <td><i>NCALC Membership</i></td> <td><i>£70.00 approx</i></td> </tr> <tr> <td><i>NCALC Audit Fee</i></td> <td><i>£95.00 approx</i></td> </tr> <tr> <td><i>NCALC Data Protection Services Fee</i></td> <td><i>£10.00</i></td> </tr> <tr> <td><i>Web-hosting fee</i></td> <td><i>£30.00</i></td> </tr> <tr> <td><i>Grit for Roads Winter Maintenance</i></td> <td><i>£130.00 approx</i></td> </tr> <tr> <td><b>Total</b></td> <td><b>£1380.00 (all figures are rounded)</b></td> </tr> </table> <p>Councillors unanimously approved the above budget items for 2019-20.</p>	<i>Clerk's Wages</i>	<i>£500.00 approx</i>	<i>Clerk's Expenses</i>	<i>£20.00</i>	<i>Statutory Insurance</i>	<i>£275.00 approx</i>	<i>Contribution to Church External Lighting</i>	<i>£250.00 (requires LGA s137 approval)</i>	<i>NCALC Membership</i>	<i>£70.00 approx</i>	<i>NCALC Audit Fee</i>	<i>£95.00 approx</i>	<i>NCALC Data Protection Services Fee</i>	<i>£10.00</i>	<i>Web-hosting fee</i>	<i>£30.00</i>	<i>Grit for Roads Winter Maintenance</i>	<i>£130.00 approx</i>	<b>Total</b>	<b>£1380.00 (all figures are rounded)</b>	
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53/ 18-19	<p><b>Precept 2019-20</b></p> <p>The current balance at the bank stands at £1,950. Projected, approved expenditure to the end of the financial year is £570.00. Due to the prudent management of the budget in previous years this will leave a carry forward of £1,380 (figures rounded).</p> <p>In consideration of the uncertainty surrounding Local Government Reorganisation (LGR) and it's possible financial impact on local and parish councils, councillors unanimously agreed that:</p> <ul style="list-style-type: none"> <li>• The precept for 2019-20 would be set at £1,000 (no increase over the previous year).</li> <li>• Additional costs of £380, as budgeted for in 2019-20, would come from the projected carry forward.</li> <li>• Due to the uncertainties surrounding LGR, the £900-£1,000 balance remaining will be held in reserve, either to off-set future precept(s) or in case the parish council finds itself responsible for the future cost of maintaining the street-lighting and for certain aspects of highways upkeep, both of which have been mooted as a possible result of LGR.</li> </ul> <p>The clerk would submit the precept application form to Kettering Borough Council (KBC)</p>	LE																				
54/ 18-19	<p><b>Planning Matters:</b></p> <p><i>To Consider Matters Relating to Planning Applications in and Adjacent to the Parish</i></p> <p><b>Minuted for information: KET/2018/0569:</b> 1 Hermitage Road, Brampton Ash LE16 8PE Erection of stables, all-weather equestrian area and access track Application Approval Notice received, with conditions</p> <p><b>Minuted for information: KET/2018/0681:</b> Miss E Tulloch, The Hermitage, Unit 2 Desborough Road, Brampton Ash, LE16 8GP Change of use from B1 office to sui generis for specialist beauty treatment (Botox) Application Approval Notice received</p> <p>*Cllr Hilliard took the Chair for the following item:</p> <p><b>Item for discussion: KET/2018/0788:</b> Mr &amp; Mrs P Martin, 14 Hermitage Road, Brampton Ash, LE16 8PE Full application for conversion of outbuildings to 1 no. dwelling Re-notification: amended plans <a href="https://www.kettering.gov.uk/planningApplication/128310">https://www.kettering.gov.uk/planningApplication/128310</a></p>																					

Following a lengthy discussion of the amended plans and their implications the following points were noted:

- Due to an administrative error by KBC the response period for this application had been significantly curtailed.
- The parish council reiterated its objection to the plans, as previously documented in the minutes of 25 October 2018, item 41/18-19.

In summary:

Councillors inspected the amended planning documents in such detail as was possible, in view of the paucity of detailed information contained in them. KBC planning policy on rural areas specifically states that outline planning applications will not be considered: councillors believed that the plans supplied for this application were insufficiently detailed to properly meet the requirements for full planning permission. Based on the information that had been made available to them, councillors unanimously re-iterated their previous decision to object to the application as they believed that the issues that they previously raised were still pertinent and they did not believe that the plans were sustainable for the following reasons:

1. These plans can only work in full accordance with the regulations if the existing septic tank is moved but the exact siting of the existing septic tank, which is shared by several properties, has not been fully established. It is known that a new dwelling cannot be connected to it since it would not then meet the legal capacity requirements and it would, therefore, need to be replaced and re-sited in accordance with legal requirements relating to distance from habitable dwellings. This would require the approval of the owners of all of the affected properties and there is no guarantee that approval would be forthcoming. That being so, councillors believe it is vital that its exact location is established and full details of its intended replacement should be stipulated by the applicant: this will be the case under the new regulations which will come into force on 1 January 2020 and which will then require both planning and building regulation approval.
2. The gas storage tank, which is buried underground, requires a safe separation distance around it and this is something which is not apparent from the plans. The siting of the gas storage tank poses a danger of explosion, particularly if it driven over or parked upon: this is a likely risk in view of the additional vehicular parking proposals. The Health and Safety Executive makes it clear that the local planning authority has a responsibility to ensure that gas storage tanks are safely positioned in order to minimise the risk of explosion.
3. Councillors believe that the site would be overdeveloped and would provide an inadequate turning space for vehicles to safely exit the site.

Parish councillors concluded that they had been hampered in reaching a fully informed decision because, due to an administrative error on the part of KBC, their consultation period was reduced to 10 days and, as previously stated, the plans are lacking in a sufficient degree of detail. For this reason Brampton Ash parish councillors believed that a decision on this application should be postponed, firstly, to give them a fair and appropriate period of consultation and, secondly, to allow the applicant to supply fully detailed, unambiguous plans. The clerk would, therefore, request that KBC postpone their decision.

It was agreed that, if the requested postponement is denied, the parish council would be

LE

	represented by Cllr John Lillie at the KBC planning committee meeting to be held on 18 December 2018.	JL
<b>55/ 18-19</b>	<b>Highway Matters</b> a) Road Signage: Update Cllr Bevan reported that Ian Boyce (Northants County Council (NCC) Highways) was awaiting funding from NCC for this item.	
<b>56/ 18-19</b>	<b>Parish Crime Report &amp; Police Matters</b> There were no recent police reports relating to Brampton Ash.	
<b>57/ 18-19</b>	<b>Rural Forum: Minutes of the meeting held on Thursday 4 October 2018 : Cllr J Lillie</b> <i>The minutes of the above meeting had been circulated to councillors for information.</i> Cllr Lillie had attended the above meeting. There were no relevant items for parish council discussion.  Next meeting of the Rural Forum: 31 January 2019, 7.00pm, venue to be advised.	
<b>58/ 18-19</b>	<b>Local Government Reorganisation</b> Update: It had been officially confirmed that parish council & local elections which had been due in 2019 were now postponed until 2020.	
<b>59/ 18-19</b>	<b>Any Other Business</b> Cllr Lillie had noted that the KBC Conservation Policy in relation to Brampton Ash covers only 4 lines of the policy document: he suggested that it should be covered in far greater depth in order to be meaningful. This would be an agenda item for the next meeting.	LE
<b>60/ 18-19</b>	<b>Date and Venue of Next Meeting:</b> Tuesday 19 <sup>th</sup> March 2019, 7.30pm at the parish church.	

The meeting closed at 9.40pm

**Signed:** Liz Evans, Clerk to Brampton Ash Parish Council

tel: 01536 771470 email: [bramptonashparishcouncil@outlook.com](mailto:bramptonashparishcouncil@outlook.com) web: [www.parish-council.com/bramptonash](http://www.parish-council.com/bramptonash)

Date	On-line transaction	Chq no.	Item	Income £	Expenditure £ inc VAT	(VAT Paid £)	Expenditure £ section 137	Salary £	Balance	Legal Power
<b>Brampton Ash Parish Council: Income and Expenditure 1 Apl 2018 - 1 May 2019: Report 1</b>										
01/04/18			Balance brought forward current account						£1,533.33	
13/04/18	Y		Precept	£1,000.00					£2,533.33	Bank reconciliation
<b>Signed: J Lillie (Member)</b>									<b>1 May 2018</b>	
<b>Brampton Ash Parish Council: Income and Expenditure 1 Apl 2018 - 1 May 2019: Report 2</b>										
17/05/18	Y		NCALC membership & annual audit 2019		£157.98	£0.00			£2,375.35	Local Government Act 1972 s.143(1)(b) Local Audit & Accountability Act 2014
06/06/18	Y		HMRC VAT refund to period ending 31 03 1	£65.41					£2,440.76	
30/06/18	Y		Clerk's salary Apl, May Jun		£100.00	£0.00			£2,340.76	LGA 72 s.112
11/07/18	Y		E Evans, part repayment of salary due to revised PAYE calculation	£13.00					£2,353.76	LGA 72 s.112
16/07/18	Y		HMRC PAYE		£13.00				£2,340.76	Bank reconciliation LGA 72 s.112
<b>Signed: N Bevan (Member)</b>									<b>20 Sep 2018</b>	
<b>Brampton Ash Parish Council: Income and Expenditure 1 Apl 2018 - 1 May 2019: Report 3</b>										
08/10/18		500004	Spanglefish, Web hosting fee		£29.95	£4.99			£2,310.81	LGA72 s.111
08/10/18	Y		Clerk's salary Jul, Aug, Sep		£100.00				£2,210.81	LGA 72 s.112
27/11/18	Y		Zurich Insurance		£257.60	£0.00			£1,953.21	Bank reconciliation LGA72 s.111
<b>Signed: N Bevan (Member)</b>									<b>13 Dec 2018</b>	