Minutes of Brampton Ash Parish Council meeting held Thursday 20 September 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 Terry Hilliard Cllr John Lillie Also Present: County Councillor Allan Matthews and Borough Councillor David Howes

In Attendance: Liz Evans (Clerk)
Public Attendee(s): None

		Action by:
22/ 18- 19	Chair's Announcements a) Donated Pictures The Chair had received a photograph and a painting of St Mary's Church, Brampton Ash, from the daughter of a local photographer. Councillors agreed that it would be appropriate to gift them to the parochial church council. b) Parish Council Elections 2019 It is likely that parish council elections, normally due to be held in May 2019, will be postponed until 2020 due to Local Government Reorganisation (LGR). Further information is awaited.	NB
23/ 18- 19	Apologies for Absence Apologies were received and accepted from Cllr Wendy Brooks, due to a clash of commitments.	
24/ 18- 19	Declarations of Interest: To Receive Disclosures of Personal and Prejudicial Interests from Councillors On Matters to Be Considered at the Meeting. No declarations of interest were received.	
25/ 18- 19	Minutes of the meeting held 1 May 2018 To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur. The minutes were agreed as being a correct record and signed by the Chair.	
26/ 18- 19	Matters arising from the minutes of the meeting held 1 May 2018 (except where they are agenda items for this meeting) Item 7c – General Data Protection (GDPR) policies have been posted on the website as required. Item 8e - Details of the annual audit have been posted on the website as required.	
27/ 18- 19	Minutes of the extra meeting held 28 July 2018 The minutes were agreed as being a correct record and signed by the Chair.	
28/ 18- 19	Matters arising from the minutes of the meeting held 28 July 2018 (except where they are agenda items for this meeting) Councillors were advised that the target decision date for planning application no KET/2018/0569 is 4 October 2018.	

		3/2018-19								
29/	General Data Protection Regulations (GDPR)									
18-	Approval of GDPR policy document:									
19	Northants Association of Local Councils (NALC) had issued a revised version of the GDPR									
	Records Retention policy which supersedes the parish council's existing policy. It was									
	unanimously approved by councillors and would be posted on the parish council website.	LE								
30/	Financial Matters									
18-	a) Quarterly internal control checklist:									
19	Cllr Bevan checked the quarterly internal control checklist and signed it off as a correct									
	record.									
	b) Councillors' check of invoices against payments /reconcile to bank statement:									
	Cllr Bevan checked invoices against payments: they were reconciled to the bank									
	statement and then signed off as being a correct record.									
	c) Approval of payments to be made:	LE								
	 i. Clerk's salary, due 30 Sep (budgeted for) £100.00 Approved for payment 	LE								
	ii. Parish council's insurance policy, due 1 December 2018 (budgeted for) approx.	LE								
	£250.00									
	It was agreed that the clerk would seek best value for money for an insurance policy to									
	cover the parish council's assets, currently valued at £6843, and its legal liabilities. The									
	Asset Register was formally approved in March 2018 and is unchanged since then.									
	iii. Web-hosting fee, due 2 Nov (budgeted for) £29.95	LE								
	Approved for payment									
	iv. Remembrance plaque, Cllr Heather Shuttleworth (from reserves) (S.137)									
	It was resolved that approval be given under Section 137 of the Local Government Act									
	1972 for the purchase of a plaque to the value of up to £50.00 from parish council									
	reserves to commemorate the late Cllr Heather Shuttleworth's lengthy service to the									
	parish council. In the opinion of the parish council this is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with expenditure. Cllr									
	Bevan would proceed with the purchase arrangements, subject to approval from Mr	NB								
	Stuart Shuttleworth.	IND								
	d) Budget Statement:									
	The budget statement for the 2 nd financial quarter was approved and signed off by the									
	Chair.									
	e) Current financial position statement:									
	The statement was issued to councillors and a copy is appended to these minutes.									
	f) Internal Auditor's report re clerk's remuneration (for budget 2019-20):									
	Following on from the internal auditor's report it was agreed that, with effect from 1									
	April 2019, the clerk's salary would accord with Local Council (LC) Grade 1 – Grade 2									
	(part), which covers Spinal Column Points (SCP) 15 – 27. This currently equates to a									
	range of £9.341 - £12.185 per hour, with an increase being due on 1 April 2019. The									
	clerk would be remunerated for 50 hours to be worked annually, at SCP 17, the rate for 2018-19 being £9.705 per hour: the rate for 2019-20 has yet to be announced. Payment									
	will be made quarterly, as at present. This will be an item for the budget meeting in	LE								
	December 2018.									
	g) Grit mix for grit bins (from reserves)									
	NCC will no longer sell and deliver grit mix for parish council owned grit bins from NCC.									
	As the grit bins will need to be re-filled for the winter the clerk will seek an alternative	LE								
	supplier.									

		3/2018-19
	h) Stake support for the Jubilee Oak (from reserves) (S.137) Cllr Bevan reported that the stakes around the Jubilee Oak tree need to be replaced. Cllr Bevan is professionally qualified to carry out the work which he will do so on a voluntary basis. It was resolved that approval be given under Section 137 of the Local Government Act 1972 for the purchase of replacement posts and rails up to the value of £50.00 from parish council reserves to preserve the integrity of the Jubilee Oak. In the opinion of the parish council this is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with expenditure	NB
31/	Planning Matters:	
18-	To Consider Matters Relating to Planning Applications in and Adjacent to the Parish	
19	No applications had been notified since the previous meeting.	
32/	Highway Matters	
18-	a) Village Autumn Litter-Pick Arrangements	
19	The parish council's spring litter-pick was deferred as Kettering Borough Council (KBC) had already done a very thorough clean-up. Since that time Cllr Bevan has picked up 6 bags of litter and Cllr Howes has dealt with other complaints of litter within the vicinity of the village. It was agreed that, weather-permitting, an autumn village litter-pick would take place on Sunday 14 th October. Cllr Bevan would obtain bags, etc., from KBC. Details to inform villagers would be advertised on the public notice-board.	NB SP
	It was acknowledged that KBC are generally very responsive to complaints of littering. It should be noted that, where bags of litter are dumped on highways and verges, KBC are responsible for their collection and disposal. Where bags of litter are dumped on private land disposal is the responsibility of the landowner but KBC can be asked to clear them at a charge to the landowner. b) Road Signage: Update	
	Cllr Matthews had attempted to obtain 'Road Closed' signs from Northants County Council (NCC) for use in the event of heavy snowfall but he had been advised that they could not be permitted as only NCC is authorised to close roads. Access problems due to snowfall should continue to be reported to NCC via their Streetdoctor website.	
	Cllr Bevan would contact Ian Boyes at NCC regarding the 'Single Track' signage. It was acknowledged that, in view of the NCC financial situation, it was unlikely that the 'Bends' and 'Cattle Crossing' signage would be provided by them. (See minutes 11-18/19 e)	NB
33/	Parish Crime Report & Police Matters	
18-	No recent crime reports had been received.	
19		
34/	Rural Forum: Minutes of the meeting held on Thursday 28 June 2018: Cllr J Lillie	
18-	The minutes of the above meeting had been circulated to councillors for information.	
19	Items of Interest:a) Cllr Lillie, Brampton Ash representative, advised that KBC planners say that any future development in Brampton Ash is very unlikely as it has no facilities.	
	b) Cllr Howes advised that, whilst the role of parish councils might change under LGR, as	
	yet there was no firm information. c) The next meeting of the Rural Forum will take place at Cransley village hall on 4th October.	JL

35/	Local Government Reorganisation						
18- 19	Cllr Matthews reported that, although it had been suggested that 2 Unitary authorities would be formed with 80 members each, there were many issues to be addressed. For example, there are some areas of responsibility where it would be advisable for one single team to manage the whole county. Also, it should be noted that the Government have stated that they will not write off the massive NCC debt so this is very likely to devolve to the proposed unitary authorities.						
	KBC will be issuing bulletins to parish councils as the situation evolves and NALC will also update parish councils.						
36/	Any Other Business						
18-	To report matters of a minor nature only.						
19	a) Kettering Borough Council community energy supply deal						
	A poster and details of sign-up arrangements for further information had been posted on the village notice-board by Cllr Power. b) Dog Mess Signs						
	The clerk would contact Brendan Coleman at KBC to obtain 2 signs for public display c) Speed Awareness Signs	LE					
	Cllr Bevan would contact NCC Highways department to obtain the signs. d) Royal Mail Scam Poster						
	A scam mail poster received from Royal Mail would be put on the notice-board.	SP					
37/	Date and Venue of Next Meeting:						
18-	The next meeting of the parish council will take place on Thursday 13 th December,						
19	7.30pm at the parish church.						

Signed: Liz Evans, Clerk to Brampton Ash Parish Council

tel: 01536 771470 email: bramptonashparishcouncil@outlook.com web: www.parish-council.com/bramptonashparishcouncil@outlook.com web:

The meeting closed at 8.50pm

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Date	On-line transaction	Chq no.	Item	Income £	Expenditure £ inc VAT	(VAT Paid £)	Expenditure £ section 137	Salary £	Balance		Legal Power			
Brampton	Ash Pari	sh Co	uncil: Income and Expenditure 1 Apl 2018 - 1 F	May 2019: R	eport 1									
01/04/18			Balance brought forward current account						£1,533.33					
13/04/18	Υ		Precept	£1,000.00					£2,533.33	Bank reconciliation				
Signed: J	Lillie			(Membe	er)			U		1 May 2018				
Brampton	Ash Pari	sh Co	uncil: Income and Expenditure 1 Apl 2018 - 1 F	May 2019: R	eport 2			1						
17/05/18			NCALC membership & annual audit 2019		£157.98	£0.00	Q	7	£2,375.35				t 1972 s.143 tability Act	
06/06/18			HMRC VAT refund to period ending 31 03 18	£65.41	64.00.0		~		£2,440.76		10470 4	12		-
30/06/18	Υ		Clerk's salary Apl, May Jun		£100.00	±0.00			£2,340.76		LGA 72 s.1	12		
11/07/18	Υ		E Evans, part repayment of salary due to revised PAYE calculation	£13.00	5				£2,353.76		LGA 72 s.1	12		
16/07/18	Υ		HMRC PAYE		£13.00				£2,340.76	Bank reconciliation	LGA 72 s.1	12		
Signed:	N Bevar	1								20 Sep 2018				
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Date: 13 Dec 2018