

Minutes of a Meeting of Brampton Ash Parish Council held Monday 9th December 2019, 7.30pm at the Parish Church

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

This meeting was recorded in accordance with the parish council's protocol.

Present: Parish Councillors

Cllr S Power (Chair) Cllr N Bevan Cllr W Brooks Cllr T Hilliard (arrived 8pm) Cllr J Lillie

County Cllr: Allan Matthews

In Attendance: Liz Evans (Clerk)

Public Attendee(s): None

		Action by:
53 19/20	Chair's Announcements None	
54 19/20	Apologies for Absence Borough Cllr David Howes due to a prior engagement	
55 19/20	Declarations of Interest: <i>To Receive Disclosures of Personal and Prejudicial Interests from Councillors On Matters to Be Considered at the Meeting.</i> There were no declarations of interest.	
56 19/20	Minutes of the meeting held 2 September 2019 (meeting 3: 19/20) <i>To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur.</i> The minutes of the above meeting were accepted as a correct record and signed by the Chair.	
57 19/20	Matters arising from the minutes of the meeting held 2 September 2019 (except where they are agenda items for this meeting) Item 30/ Nick Bevan had tried to contact Stuart Shuttleworth regarding the memorial to the late Cllr Heather Shuttleworth, so far without success. He would continue his attempts to make contact.	NB
58 19/20	Minutes of the extra meeting held 8 October 2019 (meeting 4: 19/20) <i>To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur.</i> The minutes of the above meeting were accepted as a correct record and signed by the Chair.	
59 19/20	Matters arising from the minutes of the meeting held 8 October 2019 (except where they are agenda items for this meeting) There were no matters arising.	
60 19/20	Minutes of the extra meeting held 25 November 2019 (meeting 5: 19/20) <i>To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur.</i> Item 51/ Outcome of the Meeting. Line 3 was amended to read 'not quorate' and initialled by the Chair. The minutes were then accepted as a correct record and signed by the Chair.	
61 19/20	Matters arising from the minutes of the meeting held 25 November 2109 (except where they are agenda items for this meeting) There were no matters arising.	

62 19/20	<p>Financial Matters</p> <p>a) Quarterly internal control: councillor checklist Cllr Bevan checked the internal control measures and signed them off as being correct.</p> <p>b) Councillor check of invoices against payments /reconcile to bank statement Cllr Bevan checked these items and signed them off as being correct.</p> <p>c) Approval of payments to be made:</p> <p style="padding-left: 20px;">i. Clerk's salary, due 30 Dec 2019: £124.50</p> <p>The above item was approved for payment.</p> <p>d) Budget Statement Period 3 The Chair checked the budget statement for period 3 and signed it off as being correct.</p> <p>e) Current financial position statement The clerk issued councillors with a financial statement showing a current balance of £1612.99. A copy is attached to these minutes.</p>	LE																				
63 19/20	<p>Budget 2020-21</p> <p>Items to be budgeted for:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;"><i>Clerks' Wages</i></td> <td style="text-align: right;"><i>£500.00 approx</i></td> </tr> <tr> <td style="padding-left: 20px;"><i>Clerk's Expenses</i></td> <td style="text-align: right;"><i>£20.00</i></td> </tr> <tr> <td style="padding-left: 20px;"><i>Statutory Insurance</i></td> <td style="text-align: right;"><i>£275.00 approx</i></td> </tr> <tr> <td style="padding-left: 20px;"><i>Contribution to Church External Lighting</i></td> <td style="text-align: right;"><i>£250.00</i></td> </tr> <tr> <td style="padding-left: 20px;"><i>NCALC Membership</i></td> <td style="text-align: right;"><i>£70.00 approx</i></td> </tr> <tr> <td style="padding-left: 20px;"><i>NCALC Audit Fee</i></td> <td style="text-align: right;"><i>£95.00 approx</i></td> </tr> <tr> <td style="padding-left: 20px;"><i>NCALC Data Protection Services Fee</i></td> <td style="text-align: right;"><i>£10.00 (for approval)</i></td> </tr> <tr> <td style="padding-left: 20px;"><i>Web-hosting fee</i></td> <td style="text-align: right;"><i>£30.00</i></td> </tr> <tr> <td style="padding-left: 20px;"><i>Grit for Roads Winter Maintenance</i></td> <td style="text-align: right;"><i>£130.00 approx</i></td> </tr> <tr> <td style="padding-left: 20px;">Total</td> <td style="text-align: right;">£1380.00 (all figures are rounded)</td> </tr> </table> <p>The proposed budget items were unanimously approved by councillors.</p>	<i>Clerks' 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</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 (for approval)</i>	<i>Web-hosting fee</i>	<i>£30.00</i>	<i>Grit for Roads Winter Maintenance</i>	<i>£130.00 approx</i>	Total	£1380.00 (all figures are rounded)	LE
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64 19/20	<p>Precept 2020-21</p> <p>The current balance at the bank stands at £1,613. Projected, approved expenditure to the end of the financial year is £375.00. Due to the prudent management of the budget in previous years this will leave a projected carry forward of £1,238 (all figures rounded). The annual precept is the parish council's only form of income.</p> <p>In consideration of the uncertainty surrounding Local Government Reorganisation (LGR) and its possible financial impact on local and parish councils, councillors unanimously approved a precept of £1,000.00 for the year 2020-21. This amount remains unchanged from the previous year, 2019-20. The clerk would submit the precept application form to Kettering Borough Council (KBC)</p>	LE																				
	Cllr T Hilliard arrived at this point																					
65 19/20	<p>Planning Matters:</p> <p><i>To Consider Matters Relating to Planning Applications in and Adjacent to the Parish</i></p> <p>It was noted that a recent application relating to a development within the village had been classified as a 'Prior Notification'. The clerk had sought clarification from KBC and was advised that this is a particular type of application which requires input from the local Highways Authority and the Water Authority only. Comments from other bodies such as the parish council are not required and, if any are submitted, they will not be taken into account when determining applications such as these. Councillors expressed their concern that 'Prior Notification' applications could be approved and acted upon</p>																					

	<p>without any local scrutiny.</p> <p>With regard to the question of developing a Parish Plan, the following points were noted:</p> <ul style="list-style-type: none"> a) Currently the parish council considers local plans reactively, that is, after they have been submitted to KBC and prior to being approved by KBC planners, who have the majority input into the decision-making process. Parish council input can be, and generally is, totally disregarded by KBC planners. b) A fully-developed Parish Plan is a pro-active document which sets boundaries of what is considered acceptable by a majority of local parishioners. c) A Parish Plan represents a major and lengthy undertaking. It would require a great deal of input by the approximately fifty-nine local residents in Brampton Ash, together with the parish council. It is usually more suited to a larger parish with many hundreds of residents as there is then a larger pool of residents who are prepared to commit time, effort and expertise to its development and implementation over a period of several years. d) Whilst a Parish Plan has to be consulted by the local authority with regard to planning decisions, it can still be ignored by them in the final decision-making process. e) With insufficient services to support any large-scale development within Brampton Ash there is limited scope for development other than infill. <p>It was agreed that, at present, the clerk would continue to monitor planning applications (including Prior Notifications) and inform the parish council accordingly.</p>	
66 19/20	<p>Kettering Borough Council Conservation Policy: Brampton Ash</p> <p>Cllr John Lillie had attempted to further this issue with KBC and will continue to do so. He will contact Borough Cllr David Howes for advice and support.</p>	LE JL
67 19/20	<p>Highway Matters</p> <ul style="list-style-type: none"> i. Road Signage Update <ul style="list-style-type: none"> a) Cllr N Bevan reported that the agreed signage had now been installed. b) The parish council had received a suggestion that 'Deer' warning signs be installed on Hermitage Road. The situation would be monitored as signage cannot be requested and installed by Northants County Council Highways without first gathering clear evidence of need. ii. Potholes <p>Cllr N Bevan advised that the reported potholes had now been filled.</p> iii. Litter, Hermitage Road <p>The parish council had received an email regarding litter in Hermitage Road. The writer walks her dog along the road and frequently picks up litter – mainly fast food rubbish that has been tossed out of car windows. She asked the parish council to consider installing a litter bin in the area of the A6 end of Hermitage Road. Councillors were very appreciative of her attempts to clean up this rubbish and wished to convey their thanks to her for doing so. However, they feared that siting a bin there would be likely to encourage more fly tipping, which is already a problem along the length of Hermitage Road. The bin that is located centrally in the village is in an area that is lit at night but it still attracts fly tipping from time to time which councillors either clear up themselves, or they contact KBC to get it cleared.</p> 	All

	<p>Cllr J Lillie had very recently reported fly-tipping and dumped tyres in Hermitage Road to KBC and these had now been cleared. However, Cllr N Bevan had since discovered still more fly-tipping which he had reported to KBC and it was awaiting collection. It was noted that KBC are usually very quick to respond when these matters are reported to them.</p> <p>The parish council carries out a community litter pick in the spring and the autumn each year. This will be an agenda item for the next meeting.</p> <p>iv. Community Speed Watch and VAS Cameras</p> <p>a) VAS Cameras</p> <p>County Cllr A Matthews advised that these cameras require new batteries: it is hoped that they will be available early in 2020. This matter will be deferred to the next agenda.</p> <p>b) Community Speed Watch</p> <p>Details of this county-wide scheme had been circulated to councillors. The matter would be held in abeyance, pending the outcome of the VAS cameras (above).</p>	LE LE
68 19/20	Parish Crime Report & Police Matters No updates relating to the Brampton Ash area have been received.	
69 19/20	Rural Forum: Minutes of the meeting held on 3 October 2019 The minutes of this meeting were made available after publication of the agenda. The clerk will forward them on to parish councillors.	LE
70 19/20	Local Government Reorganisation Update County Cllr A Matthews reported that, due to the Prime Minister's decision to prorogue parliament, legislation regarding the proposed Unitary Authorities had not yet been passed so the situation remains unresolved at present. It is assumed that the bill will be passed. If so, borough councils will cease to exist. Kettering, Corby and Wellingborough are currently considering establishing town councils: it is deemed unlikely that the town councils, if established, would devolve services to parish councils within the near future.	
71 19/20	Any Other Business: <i>To report matters of a minor nature not requiring formal approval.</i> None	
72 19/20	Date and Venue of Next Meeting: Monday 16 th March 2020, 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/bramptonash

The meeting closed at 9.10pm

Date	On-line transaction	Chq no.	Item	Income £	Clerk's Salary	Expenditure £ inc VAT	(VAT Paid £)	Expenditure £ section 137 inc VAT	Balance	Legal Power
Brampton Ash Parish Council: Income and Expenditure 1 Apl 2019 - 30 Mar 2020: Report 1										
01/04/19			Balance brought forward current account						£1,341.11	
11/04/19	Y		Precept	£1,000.00					£2,341.11	Bank Reconciliation
Signed:			N Bevan	Member						13 May 2019
Brampton Ash Parish Council: Income and Expenditure 1 Apl 2019 - 30 Mar 2020: Report 2										
25/04/19	Y		HMRC VAT refund 2018-19	£32.01					£2,373.12	
14/05/19		50005	H Chapman, Glass for phone box repair				£2.08	£12.46	£2,360.66	LGA72 s.137
17/05/19	Y		NCALC 7425 DPO, Audit 2020, M/ship			£171.12			£2,189.54	Local Government Act 1972 s.143(1)(b) Local Audit & Accountability Act 2014
28/06/19	Y		Clerk's Salary		£124.50				£2,065.04	LGA 72 s.112
10/07/19		50006	J Stamp, Memorial Plaque, H Shuttleworth				£6.67	£40.00	£2,025.04	Bank Reconciliation LGA72 s.137
Signed:			N Bevan	Member						02 Sep 2019
Brampton Ash Parish Council: Income and Expenditure 1 Apl 2019 - 30 Mar 2020: Report 3										
30/09/19	Y		Clerk's Salary		£124.50				£1,900.54	LGA 72 s.112
14/11/19	Y		Spanglefish web-hosting fee			£29.95	£4.99		£1,870.59	LGA 72 s.111
29/11/19	Y		Zurich Insurance			£257.60			£1,612.99	Bank Reconciliation LGA 72 s.111
Signed:			N Bevan	Member						09 Dec 2019