

Minutes of Meeting of Brampton Ash Parish Council

Monday 6th March 2023, 7.30pm, At St Mary's Church, Brampton Ash

This meeting was open to members of the public, subject to prescribed regulations where applicable.**Present:** Parish Councillors

Cllr S Power (Chair)

Cllr W Brooks

Cllr T Pentlow

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

Item		Action by:
79/22-23	Chair's Announcements None	
80/22-23	Apologies for Absence Cllr Nick Bevan (holiday) Cllr John Lillie (holiday) Cllr David Howes, North Northants Council (NNC) (prior commitment)	
81/22-23	Declarations of Interest: <i>To Receive Disclosures of Personal and Prejudicial Interests from Councillors On Matters to Be Considered at the Meeting.</i> Members are reminded to update their register of interests if necessary, at the following link: https://forms.office.com/Pages/ResponsePage.aspx?id=-Q6c4geaAku5i3stinjXN_0XFNZMQntJmCbvQODGGAZUNFRaMDIZS1JNVdNOVJE3U1MzSVUyWEdXSC4u There were no declarations of a personal or pecuniary interest in the agenda items.	
82/22-23	Minutes of the Meeting held 5th December 2022 (meeting 4): <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 unanimously agreed as being a correct record and signed by the Chair.	
83/22-23	Matters Arising from the above minutes <i>except where they are agenda items for this meeting</i> There were no matters arising.	
84/22-23	Minutes of the Extra Meeting held 2nd February 2023 (meeting 5): <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 unanimously agreed as being a correct record and signed by the Chair.	
85/22-23	Matters Arising from the above minutes <i>except where they are agenda items for this meeting</i> Item 75/22-23: The target decision date for the planning application is 7 th March 2023. Item 76/22-23: The application for grant funding has been submitted. Item 77/22-23: Cllr Lillie has inspected the assets and reports that no further action is needed.	
86/22-23	Policies for Review Assets Register The updated Assets Register was approved and signed by the Chair. It will be posted on the parish council website.	LE
87/22-23	Asset Mapping Project – North Northants Council (NNC) <i>Update & next steps, if available (Cllr Howes)</i> No updates	
88/22-23	Financial Matters: 1/ Annual Governance and Accountability Return 2021/22: <i>review of internal controls</i> a) Allocation of insurance payment, Section 137: see item 89/22-23	

	<p>2/ Parish Council Finance</p> <p>a) Quarterly internal control: councillor checklist <i>Approved and signed by Cllr Bevan prior to the meeting.</i></p> <p>b) Councillor check of invoices against payments/reconcile to bank statement <i>Approved and signed by Cllr Bevan prior to the meeting.</i></p> <p>c) Current financial position statement no. 5/22-23 <i>Approved and signed by Cllr Bevan prior to the meeting.</i></p> <p>d) Reporting of payments made since the last meeting <i>The following payments were reported as having been made since the last meeting:</i></p> <table border="0"> <tr> <td>Coles of Thurnby (tree)</td> <td>£128.40 (LGA 72 S137)</td> </tr> <tr> <td>E Evans (salary 3rd quarter)</td> <td>£234.85 (includes back pay)</td> </tr> <tr> <td>Gibbs and Dandy (postfix)</td> <td>£72.00 (LGA 72 S137)</td> </tr> <tr> <td>British Legion (plaque)</td> <td>£154.99 (LGA 72 S137)</td> </tr> </table> <p>e) Approval of payments to be made: <i>Payment of items i. and ii. was proposed by Cllr Brooks, seconded by Cllr Pentlow and approved. The clerk will action the payments.</i></p> <table border="0"> <tr> <td>i. Grant towards church external lighting (S137)</td> <td>£250.00 (LGA 72 S137)</td> </tr> <tr> <td>ii. Clerk's salary 4th quarter</td> <td>£199.85</td> </tr> <tr> <td>iii. Defibrillator: See item 89/22-23</td> <td></td> </tr> </table> <p>f) Budget Statement no. 5/22-23 <i>The budget statement was agreed and signed by the Chair.</i></p> <p>g) Grant funding NNC update: purchase of Queen's Jubilee commemorative tree, fencing & plaques. A final report is requested by NNC. <i>It was reported that Cllrs Pentlow and Bevan had made regular inspections. Cllr Pentlow reported that the fencing had been securely installed. The trees had been planted and appeared to be disease-free and thriving. Cllr Bevan supplied photographic evidence. The clerk would inform the appropriate officer at NNC.</i></p> <p>3/ Budget & Precept 2023-24 Application submitted to NNC and acknowledged by them.</p> <p>4/ Parish Council Website Cost of current version is £25 per year. The web-host will no longer provide support or updates for the current version, which could have security risks. The cost of web-hosting their updated site is £78 per year. The clerk would investigate alternative provision.</p>	Coles of Thurnby (tree)	£128.40 (LGA 72 S137)	E Evans (salary 3 rd quarter)	£234.85 (includes back pay)	Gibbs and Dandy (postfix)	£72.00 (LGA 72 S137)	British Legion (plaque)	£154.99 (LGA 72 S137)	i. Grant towards church external lighting (S137)	£250.00 (LGA 72 S137)	ii. Clerk's salary 4 th quarter	£199.85	iii. Defibrillator: See item 89/22-23		<p>LE</p> <p>LE</p> <p>LE</p>
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89/22-23	<p>Defibrillator: Attachment 1</p> <p>See attached quotation / invoice for the costings of the defibrillator. The quotation includes annual support, taken for a minimum of 5 years at £165 per year. Community Heartbeat has confirmed that this price will remain unchanged over the 5 year period. The total cost of the full package is £3,138.00 inc VAT (reclaimable). The package without annual support would cost £2,940.00 inc VAT (reclaimable). Councillors to consider which package to take. This is a LGA 72 Section 137 payment which needs a proposer, a seconder and vote by all councillors present. It is funded from an insurance payment.</p> <p>Councillors considered the likely benefits of taking annual support and, after some discussion, decided to do so. Proposer was Cllr Power (Chair) and the seconder was Cllr Pentlow. The clerk would place the order for the defibrillator and support package and arrange for the necessary payment to be made. Delivery of the defibrillator is expected to</p>	<p>LE</p>														

	be between 4 – 5 weeks from ordering.	
90/22-23	<p>Planning Matters: <i>To Consider Matters Relating to the following Planning Applications:</i> It is understood that North Northants council is currently unable to meet their 8-week deadline for deciding planning applications due to a shortage of planning officers. No new applications have currently been notified.</p>	
91/22-23	<p>North Northants Council/Kettering Borough Council Conservation Policy – Brampton Ash: <i>Update:</i> a) North Northamptonshire Draft Corporate Plan 2021-25 Consultation (update if available). <i>No updates are currently anticipated.</i> This will remain an agenda item. b) Parish Plan/Neighbourhood Planning – Deferred The clerk would inform Gary Kirk of Yourlocale that this item is currently on hold pending a decision from the Department for Levelling Up on future funding.</p>	LE
92/22-23	<p>Strategic Town and Parish Forum (formerly Rural Forum): No recent reports.</p>	
93/22-23	<p>North Northants Council Matters <i>Update if available (Cllr Howes)</i> Disposal of green waste: NNC has confirmed that annual charges of £40 per bin, for year-round collection, will apply from 3rd April 2023. See attached instructions for details of how to apply. Instructions will be placed on the noticeboard and posted on the parish council website. The clerk was requested to enquire of NNC, via Cllr Howes, what arrangements are in place to inform householders of the changed arrangements as no information had, as yet, been sent to them.</p>	SP / LE LE
94/22-23	<p>Highway Matters: Updates on the following, where applicable: a) <i>Signage</i> No report b) <i>Potholes</i> No report c) <i>Lighting</i> No report d) <i>Litter/spring litter pick</i> A community litter-pick would be arranged for Sunday 2nd April 2023, depending on the weather and the availability of volunteers. e) <i>Road Safety A427: See Attachment 3</i> Whilst councillors were pleased with the plan, they request that NNC considers extending the limit on the east side of the A427 from the Hermitage Road turn in the direction of Corby, by a further 100 meters, making it 150 meters in all, instead of the proposed 50 metres. There have been several accidents and near misses along this particular stretch of the A427, including a double fatality in 2022. It was felt that the current proposal does not allow enough time for fast traffic to come over the brow of the hill and then slow down sufficiently before it gets to the Hermitage Road turn. Sometimes drivers regard this as a place where they can increase their speed to overtake other road users. The clerk would inform NNC. f) <i>VAS cameras: installations spring/summer 2023</i> February installations had been completed: the Chair would review the analysis data and</p>	SP & All LE

	report back at the next meeting. g) <i>Hermitage Road, spring water: update</i> Deferred to the next meeting for an update from Cllr Lillie h) <i>Other</i> No report	SP
95/22-23	Parish Crime Report & Police Matters: No formal crime reports received.	
96/22-23	Any Other Business: <i>To report any matters of a minor nature not requiring formal approval.</i> a) <i>Consideration of Coronation celebrations, King Charles 3rd</i> Celebratory bunting is available and councillors will arrange to hang it nearer to the time. b) <i>Church external lighting</i> In relation to item 88/22-23 2 e) the clerk was requested to ask St Mary's Church: a. Do they have a policy on external church lighting in relation to energy conservation? b. What is the timetable for externally lighting the church? c) <i>Housing for the defibrillator</i> A working party will be arranged for April 16 th to prepare the telephone box for housing the defibrillator.	SP & All LE TP & All
97/22-23	Date and Venue of Next Meeting: Monday 24 th April 2023, 7.30pm at St Mary's church.	

The meeting closed at 8.50pm

Signed: Liz Evans, Clerk to Brampton Ash Parish Council

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

Brampton Ash Parish Council: Income & Expenditure 1 Apr 2022 - 31 Mar 2023

Date	On-line Transaction	Cheque no.	Item	Income £	Clerk's Salary	Expenditure £ inc VAT	(VAT Paid £)	Expenditure £ Section 137 inc VAT	Balance Including Reserves	Reconciled to bank	Reserves 1 Running total LGA72 S137	Reserves 2 Running total Election Costs	Legal Power
Brampton Ash Parish Council: Income & Expenditure 1 Apr 2022 - 31 Mar 2023: Report 1													
01/04/22			Balance brought forward	£6,244.61					£6,244.61				
01/04/22			(Reserves)								£6,020.00		
06/04/22	Y		HMRC PAYE E Evans			£20.40	£0.00		£6,224.21				LGA 72 s.112
07/04/22	Y		HMRC PAYE Contra E Evans	£20.40					£6,244.61				
07/04/22	Y		NCALC AMP Grant	£205.58					£6,450.19				
13/04/22	Y		Wilbarston PC, road safety			£30.00	£0.00		£6,420.19				H/ways 1980 s41
26/04/22	Y		HMRC VAT refund	£42.31					£6,462.50				
28/04/22	Y		HMRC VAT refund	£4.99					£6,467.49				
29/04/22	Y		North Northants Precept	£1,500.00					£7,967.49				
29/04/22	Y		(Reserves)									£100.00	
Signed			N Bevan	Member						05/05/22			
Brampton Ash Parish Council: Income & Expenditure 1 Apr 2022 - 31 Mar 2023: Report 2													
06/05/22	Y		British Legion (Jubilee)				£5.59	£33.54	£7,933.95		£5,986.46		LGA 72 s.137
07/05/22	Y		Amazon Services (Jubilee)				£9.66	£57.98	£7,875.97		£5,928.48		LGA 72 s.137
08/05/22	Y		Wilbarston PC, road safety			£30.00	£0.00		£7,845.97				H/ways 1980 s41
20/06/22	Y		NCALC Membership + DPO			£211.72	£24.00		£7,634.25				LGA 72 s.143(1)(b)
20/06/22	Y		NNC Community Grant Funding	£1,520.00					£9,154.25				
27/06/22	Y		Designer Metal, Grant funded				£262.00	£1,572.00	£7,582.25		£5,876.48		LGA 72s.137
27/06/22	Y		E Evans Salary 1st quarter		£182.35				£7,399.90				LGA72 s.112
Signed			N Bevan	Member						18/07/22			
Brampton Ash Parish Council: Income & Expenditure 1 Apr 2022 - 31 Mar 2023: Report 3													
29/09/22	Y		E Evans Salary 2nd quarter		£182.35				£7,217.55				LGA72 s.112
Signed			N Bevan	Member						10/10/22			
Brampton Ash Parish Council: Income & Expenditure 1 Apr 2022 - 31 Mar 2023: Report 4													
11/10/22	Y		Parish On-line Mapping			£28.80	£4.80		£7,188.75				LGA72.111
07/11/22	DC		Spanglefish web hosting			£29.95	£4.99		£7,158.80				LGA72.111
25/11/22	Y		Insurance			£257.60			£6,901.20				LGA72.112
25/11/22	Y		Clerk's expenses			£17.00	£2.83		£6,884.20				LGA72.111
25/11/22	Y		NCALC Retrospective VAT			£23.00	£23.00		£6,861.20				LGA 72 s.143(1)(b) Local Audit & Accountability Act 2014
Signed			N Bevan	Member						05/12/22			
Brampton Ash Parish Council: Income & Expenditure 1 Apr 2022 - 31 Mar 2023: Report 5													
05/12/22	Y		Coles of Thurnby (Jubilee tree)				£21.40	£128.40	£6,732.80		£5,748.08		LGA 72s.137
28/12/22	Y		E Evans Salary 3rd quarter		£234.85				£6,497.95				LGA72 s.112
18/01/23	Y		Gibbs & Dandy Postfix				£12.00	£72.00	£6,425.95		£5,676.08		LGA72 s.137
06/02/23	Y		British Legion plaque				£25.83	£154.99	£6,270.96		£5,521.09		LGA72 s.137
Signed			N Bevan	Member						06/03/23			