Minutes of Meeting of Brampton Ash Parish Council Monday 11th December 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 N Bevan, Cllr J Lillie

North Northants Council: Cllr D Howes

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

tem	Action	on by									
62/23-24	Apologies for Absence										
	Cllr Wendy Brooks										
	Cllr Tom Pentlow										
63/23-24	Chair's Announcements										
	None										
64/23-24	Declarations of Interest: To Receive Disclosures of Personal and Prejudicial Interests										
	rom Councillors on Matters to Be Considered at the Meeting.										
	Members were reminded to update their register of interests if necessary.										
	No declarations of interest were made.										
65/23-24	Minutes of the Meeting held 9 th October 2023 (meeting 4): To approve the minutes of										
	the above meeting as an accurate record or to amend factual inaccuracies if they occur.										
	It is assumed that minutes have been read prior to the meeting.										
	The minutes of meeting 4 were agreed as being a correct record and signed by the Chair										
66/23-24	Matters Arising from the above minutes except where they are agenda items for this										
	meeting										
	There were no matters arising.										
67/23-24	Policies Review:										
	Policy reviews are up to date. Policies can be found at: https://bramptonash.parish-										
	council.com/policies-and-procedures										
68/23-24	Financial Matters:										
	Parish Council Finance										
	a) Quarterly internal control: councillor checklist										
	b) Councillor check of invoices against payments/reconcile to bank statement										
	c) Current financial position statement no. 3/23-24 (attached)										
	Documents a) b) and c) were checked by Cllr Bevan and signed as being correct.										
	The balance to date stands at a total of £5127.15. This is made up of:										
	General account £901.58										
	Reserve 1 LGA72 Section 137 £4025.57										
	Reserve 2 Election expenses £200.00										
	d) The following payments were reported as being made since the last meeting:										
	Clerk's salary Q2 £167.85										
	HMRC PAYE £32.00										
	Zurich Insurance £283.36										
	e) The following payment was received since the last meeting:										
	North Northants Council (NNC) Community Funding £1093.00 (Grant for King										
	Charles' Tree Guard)										
	f) The following 3 forthcoming payments were unanimously approved for payment:										
	Clerk's salary Q3. New salary scales approved and backdated to April 2023.										

Signed......Chair Date: 26th February 2024 Page **1** of **6**

	Spinal point 6 = £12.42 per hour. New quarterly payment = £217.35 + backdated pay 2xQ @ £17.50 = £35.00. Payment this Q = £252.35 Fencing for King Charles tree = £1093.00 (S137 payment) King Charles' Tree = £200.00 (S137 payment) It was agreed that the King Charles Tree would be purchased immediately, for delivery to Cllr Lillie. It was agreed that the fencing for the King Charles Tree would be purchased for installation in late January/early February, depending upon the weather conditions. Cllr Bevan would check the prices before the order is placed. A price would also be required for new stakes for the late Queen's celebratory tree (see minutes 53f/ii 9th)									
	October 2023) g) Budget Statement no. 3/23-24									
	The budget statement was checked by Cllr Power and signed as being correct.									
	h) Budget & Precept 2024-25: See attached summary.									
	It was unanimously agreed that the parish council precept for 2024-25 would remain									
	its current level of £1500.00. Proposer was Cllr Lillie and it was seconded by Cllr Bevan. The clerk would submit the necessary form to NNC.	LE								
	i) Additional Item									
	Cllr Bevan had investigated the cost of levelling and slabbing the area around the									
	defibrillator / telephone box in order to make it more safely accessible. This was likely to									
	be in the region of £1200.00 with the possible additional cost of a licence which might be									
	required for working on NNC highways land. Cllr Bevan would investigate whether such a licence would be needed and he would obtain costs.									
	a licence would be needed and he would obtain costs. Cllr Howes may be able to help with funding from the Councillors' Ward Initiative Fund.									
	Cllr Howes may be able to help with funding from the Councillors' Ward Initiative Fund. The clerk would make a formal request to him when actual costings are finalised.									
69/23-24	·									
	Monitoring Report (verbal): (Cllr Pentlow)									
	This item was deferred, due to Cllr Pentlow's absence.									
70/23-24	Planning Matters:									
	To Consider Matters Relating to the following Planning Applications:									
	No recent applications received. Apparent breach of planning permission (Brampton Ash / Stoke Albany boundary)									
	flagged up to North Northants Council:									
	As at 26 th October, Dean Biddle (NNC / Kettering Planning) reported that he would seek									
	a meeting with the Building Control department. An update from NNC is awaited. Cllr									
	Howes would be informed.									
71/23-24	North Northants Councily Rettering Borough Council Conservation Folicy - Brampton									
	Ash:									
	Update: Cllr Lillie NNC Draft Corporate Plan 2021-25 Consultation (update if available). No updates are									
	currently anticipated. This will remain an agenda item.									
72/23-24	Strategic Town and Parish Forum (formerly Rural Forum) Meeting 29 th November 2023:									
	Update if available: Cllr Lillie									
	Cllr Lillie attended the above meeting. When they become available, PowerPoint slides									
	of the presentation that was given at the meeting will be forwarded to the parish council									
	and distributed to councillors. Northamptonshire Action for Communities in Rural									
	England (NACRE) urged parish councils to subscribe to the organisation: the current cost is £42.00 per annum. Cllr Howes considered that the organisation is beneficial to parish									
	councils and advised parish councillors to consider joining. It was agreed that the clerk									
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Signed......Chair Date: 26th February 2024

	ivieeting no. 5/4	-023 2								
	would forward a link to the NACRE / ACRE website. It would be a subject for discussion									
	at the next meeting of the parish council.	LE								
	https://www.northantsacre.org.uk/	LE								
73/23-24	Highway Matters:									
	Updates on the following, where applicable:									
	a) Signage									
	See item e) below									
	b) Potholes									
	Cllr Bevan reported that potholes at the bridge on Hermitage Road had been filled in.									
	Other pothole infill is due for completion.									
	c) Lighting									
	No report									
	d) Litter-pick									
	Completed by parish councillors on 5 th November 2023									
	See also the item at Any Other Business (item 75 of these minutes).									
	e) Road Safety A427									
	Revised signage is due to be installed in the period 18 th – 22 nd December, dependant on									
	weather and manpower.									
	f) VAS cameras									
	No report									
	g) Hermitage Road spring-water update (Cllr Lillie)									
	Ongoing item. Cllr Lillie has this in hand for action in spring 2024.	JL								
	h) Parking on verge/lay-by outside St Mary's Church: preliminary consultation									
	document for Parish Council input (details forwarded to councillors)									
	NNC had forwarded a map showing the indicative area of the verge. The map would	LE								
	be amended to show the actual area of the verge and then returned to NNC. Parish									
	councillors supported the proposed restriction on heavy goods vehicles.									
	i) Other									
	 A gulley running beneath Hermitage Road is understood to be partially blocked. 	JL								
	The precise location would be found and marked up: details would then be	NB								
		IND								
	passed to NNC.									
	ii. The grass verges on several areas of Hermitage Road are being worn away by									
	vehicles. Damage is being done predominantly by heavy goods vehicles. It was	l								
	unanimously agreed that NNC should be requested to install a formal weight	LE								
	restriction on Hermitage Road. It is understood that agricultural vehicles would									
	be exempt from restriction. Councillors were asked to gather evidence of the									
	vehicles and the damage so that it could be submitted together with the request.	All								
74/23-24	Parish Crime Report & Police Matters:									
	No formal crime reports received.									
	https://www.northants.police.uk/area/your-									
	area/northamptonshire/kettering/desborough/about-us/crime-map									
	Criminal activity reports are no longer itemised in relation to parishes, etc. Brampton									
	Ash crime figures are included, together with other Welland Valley parishes, in the									
	figures for the Desborough area. See link above. Details are anonymous.									
	J									
75/23-24	Any Other Business: To report any matters of a minor nature not requiring formal									
	approval.									
	approvan.	1								

Signed.......Chair Date: 26th February 2024 Page **3** of **6**

	Communication with Parishioners:							
	It was suggested that the parish council should seek to communicate with parishioners							
	in a way that is less formal than parish council meetings. This could update villagers on							
	work undertaken by the parish council on their behalf, such as the outcome of the							
	recent litter-pick (item 73d, above).							
	Consideration was given to:							
	• Newsletters: the disadvantage of newsletters is that they take time to produce; they require delivery by volunteers and their content can very quickly become outdated.							
	WhatsApp: this is an 'open to all group members' tool which can be easily hi-jacked							
	by other people's agendas, rather than being in the ownership of the parish council.							
	A dedicated Facebook page: Cllr Howes suggested that this method is preferable							
	because, not only can it be swiftly updated, but it is in the ownership of the parish							
	council, who can then monitor its content. This option would be investigated.	SP						
76/23/24	Date and Venue of Next Meeting:							
	Monday 26 th February 2024							

The meeting closed at 9pm.

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: <a href="mailto:www.parish-council.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.com/bramptonashparishcouncil.

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Budget and Precept 2024-25 (Item 68h)

2023/24 Current balance at the bank is (at 04/12/2023) in total = £5127 made up of:

General account £902 which is for statutory expenditure & associated expenses only.

Reserve 1 S137 £4025 which is for non-statutory expenditure to benefit the parish only.

£200 which is put aside to pay for election costs that will be due in 2025

General account:

2023/24 Current balance (at 04/12/2023) in the general account is = £902

Less clerk's salary (including back pay) to be paid in December 2023 and March 2024 = £470

Approximate carry-over from 2023-24 in the general account will be = £432

Reserve account 1 (S137 expenditure):

Current balance (at 04/12/23) in the reserve account 1 (S137) is £4025.00 of which forthcoming Budgeted S137 expenditure in 2023-24 is £1603.00:

Church lighting grant £250
King Charles' tree £200
King Charles' tree fencing £1093
VAS camera £60

Approximate carry-over balance from 2023-24 in the S137 reserve account will be £2422.00.

Reserve account 2 (Election costs):

Current balance (at 11/12/2023) in the reserve account 2 (Elections) is £200

Items to be budgeted for in 2024-25 from the general account (precept):

Clerk's Wages £870.00 Clerk's Expenses (stationery) £20.00

Statutory Insurance £290.00 approx NCALC Membership £80.00 approx

NCALC Audit Fee £120.00

NCALC Data Protection Services Fee £10.00

Web-hosting fee £80.00

Parish Council Election Costs £100.00

Total projected precept expenditure from precept 2024-25=£1570.00

Items to be budgeted for in 2024-25 from the S137 reserve account:

Contribution to Church External Lighting £250.00 VAS camera £60.00

Total projected precept expenditure from \$137 reserve account in 2024-25: =£310.00

Therefore total expenditure in 2024-25 is anticipated to be in the region of £1,880 - £2,000

(all of the above figures are rounded)

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Meeting no. 5/2023-24

Date	On-line Transaction	Cheque no.	ltem	Income £	Clerk's Salary	Expenditure £ inc VAT	(VAT Paid £)	Expenditure £ Section 137 inc VAT	Balance Excluding Reserves LGA72 S137	Balance Including Reserves	Reconciled to bank	Reserves 1 Running total LGA72 S137	Reserves 2 Running total Election Costs S137	Legal Power	
Brampton A	sh P	arish	Council: Income	& Expendi	ture 1 Ap	l 2023 - 3	1 Mar 20	24: Report 1							
04/04/22			Balance brought	62 602 44					6450.03	62 602 44		62 422 00	6400.00		
01/04/23 01/04/23			forward t/f to reserve 2	£2,683.11		£100.00				£2,683.11 £2,683.11		£2,133.09	£100.00		_
01/04/23			t/1 to reserve 2			1100.00			1330.02	12,003.11			1200.00	LGA72 S137	_
			Wilbarston pc VAS											payment H/ways	
13/04/23			paid from reserve			£60.00				£2,623.11		£2,073.09		1980 s41	
27/04/23	Υ		NNC Precept	£1,500.00					£1,850.02	£4,123.11	27/04/23				
														LGA 72 s.143(1)(b)	
														Local Audit &	
27/04/23	v		NCALC			£226.01	£26.00		£1 624 01	£3,897.10				Accountability Act 2014	
23/05/23			HMRC VAT+	£59.62		1220.01	120.00			£3,956.72				ACT 2014	
			HMRC VAT+						,	,				LGA72 S137	
23/05/23			paid to reserve	£859.48								£2,932.57		receipt	
01/07/23			HMRC PAYE			£32.00				£4,784.20				LGA 72 s.112	
01/07/23	Υ		Clerk's salary Q1		£167.85				1	£4,616.35				LGA72 s.112	
Signed	-h D	:	N Bevan	O Funandi		1 2022 - 2	1 1 1 20	24: Donort 2	Member		24/07/23				
28/07/23		arist	Council: Income	∝ Expendi	ture 1 Ap	£13.00			£1,470.78					LGA72 s111	_
03/08/23			Website			£78.00			£1,392.78					LGA72 \$111 LGA72 \$111	_
18/09/23			Flash drive			£10.99	220.00	7/	£1,381.79					LGA72 s111	
18/09/23			Flash drive refund	£10.99				0)	£1,392.78	1				LGA72 s111	
18/09/23			Flash drive			£7.99	1.33	V	£1,384.79	£4,517.36	20/09/2023			LGA72 s111	
Signed:			N Bevan			الحا	\bigcirc		Member		09/10/2023				
		arish	Council: Income	& Expendi	ture 1 Ap	223 - 3	1 war 20	24: Report 3							
03/10/23 03/10/23			HMRC PAYE Clerk's salary Q2		£167.85	00			£1,352.79	£4,317.51				LGA 72 s.112	_
21/11/23			NNC Grant	£1,093.00					11,104.94	14,517.51		£4,025.57		LGA 72 s.112	_
30/11/23			Zurich Insce.	11,055.00		£283.36			£901.58	£5,127.15		L-1,023.37		LGA 72 s.112	_
Signed:			N Bevan						Member		11/12/2023				
						Note: Re	serves 1	+ reserves 2		exc reserve		nc reserves	s = bank b	alance	
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