Minutes of Annual Meeting of Brampton Ash Parish Council Monday 20th May 2024, 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 W Brooks, Cllr J Lillie, Cllr T Pentlow

North Northants Council (NNC): None

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

18/24- 25 Nominations were invited for the role of Chair to the Parish Council Clir Power was nominated for the role of Chair by Clir Bevan, seconder was Clir Brooks and Clir Power was unanimously elected. 19/24- 25 Apologies for Absence Apologies were received from North Northants Clir David Howes. 26 Chair's Announcements No announcements. 27 Election of Officers & Acceptance of Office a) Vice Chair: Clir Lillie was nominated by Clir Brooks, seconder was Clir Bevan. Clir Lille accepted the role of Vice Chair. b) Highways & Parish Paths Wardens x 2: Clirs Bevan and Pentlow accepted the role of Parish Wardens c) Strategic Town & Parish Forum Representative: Clir Lillie accepted the role of representative to the Town and Parish Forum. d) Sign Acceptance of Office Forms: Acceptance of Office forms were duly signed. e) Reappoint Police Liaison Representative (PLR): Christian Darling was reappointed as PLR. 22/24- 25 Form Councillors on Matters to Be Considered at the Meeting. Members are reminded to update their register of interests if necessary. No declarations of interest were made. 23/24- 24/24- 25 Minutes of the Meeting held 15th April 2024 (meeting 1): To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur. Minutes of the above meeting were accepted as a correct record and signed by the Chair. They will be posted on the parish council website. 24/24- Matters Arising from the above minutes except where they are agenda items for this meeting 7/24-25: Slabbing around the phone box has been completed 7/24-25: Overgrown vegetation and trees: See item 31g of these minutes. 25/24- Policies Review a) Financial Standards: note item 5.15 Individual purchases within an agreed budget for that type of expenditure may be authorised by: • the Clerk/RFO, under delegated authority, for any items below £500 excluding VAT.	Item	Ac	tion by:
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		excluding vA1.	

Signed.......Chair Date: 9th October 2024 Page **1** of **5**

	• the Clerk, in consultation with the Chair of Brampton Ash parish council, for	
	any items below £2,000 excluding VAT.	
	 Brampton Ash parish council for all items over £2,000. 	
	The Financial Standards expenditure limits were agreed, as above, and the document was signed by the Chair. It will be posted on the parish council website and will be reviewed at least annually.	
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	b) The updated Asset Register was signed by the Chair. It will be posted on the parish council website and will be reviewed at least annually.	LE
26/24- 25	Financial Matters:	
23	1/ Declaration of Exemption from External Audit: The Declaration has been received by the external auditor, Julia Tufnail, and approved. See minute 9/24-25	
	2/ Annual Governance and Accountability Return 2023/24	
	a) Members to consider the review of internal controls and Internal Auditor's Report:	
	The review of internal controls and the Internal Auditor's Report were presented to councillors. The Auditor found no issues arising.	
	b) Members to approve the Annual Governance Statement by resolution:	
	Councillors unanimously resolved to approve the Annual Governance Statement.	
	Proposer was Cllr Lillie, seconder was Cllr Pentlow. The forms were signed by the	
	Chair and the clerk.	
	c) Members to consider the Accounting Statements: Accounting Statements were presented to councillors for scrutiny.	
	d) Members to Approve the Accounting Statements by resolution and ensure the	
	person presiding signs and dates the Accounting Statements at the same meeting at which the approval is given:	
	Councillors unanimously resolved to approve the Accounting Statements. Proposer	
	was Cllr Bevan, seconder was Cllr Brooks. The Chair signed and dated the document.	
	e) Members to approve the date for electors' rights to inspect the accounts:	
	Monday 3rd June 2024-Friday 12th July 2024	
	The above dates were approved unanimously.	
	Notice of rights to inspect will be placed on the village notice-board and the clerk will publish the relevant documents on the parish council's website.	LE
	3/ Parish Council Finance	
	a) Quarterly internal control: councillor checklist: Cllr Bevan	
	b) Councillor check of invoices against payments/reconcile to bank statement: Cllr Bevan	
	None c) Financial position statement no. 1/24-25: Checked by Cllr Bevan	
	Attached to these minutes.	
	d) 3 payments for approval:	
	NCALC: membership, audit and DPO £346.40	
	Brett Spencer (paving phone box area) £1440.00 LGA72 S137	
	Clerk's expenses (stationery) £10.10	

Signed......Chair Date: 9th October 2024 Page **2** of **5**

	The above invoices were checked by Cllr Bevan and signed as being correct. The								
	payments were approved. Proposer was Cllr Power, seconder was Cllr Lillie.								
	e) Budget Statement no. 1/24-25								
	The budget statement was approved by the Chair and signed as being correct.								
27/24-	Defibrillator: update								
25	Inspected and reported to Community Heartbeat via the web notification system by								
	Cllr Pentlow 12 th May 2024 – all in order.								
28/24-	Planning Matters:								
25	To Consider Matters Relating to the following Planning Applications:								
	No planning applications had been received.								
		CD							
	There is a possibility of construction taking place in the area of Brampton Wood Lane	SP							
20/24	that falls within Brampton Ash parish: this will be checked.								
29/24-	North Northants Council/Kettering Borough Council Conservation Policy - Brampton								
25	Ash: Update: Cllr Lillie								
	North Northants Draft Corporate Plan 2021-25 Consultation (update if available). No								
	updates are currently anticipated. This will remain an agenda item.								
30/24-	Strategic Town and Parish Forum:								
25	Update: Cllr Lillie								
	The forum meets twice yearly, in spring and autumn. It is led by Cllr David Howes.								
	Cllr Lillie advised that there is now a system in place specifically for parish councillors								
21/24	wishing to contact NNC via email. Details will be shared with parish councillors.	JL							
31/24- 25	Highway Matters:								
23	Updates on the following, where applicable:								
	a) Signage								
	b) Potholes								
	Pothole repairs have been inspected by Darren Lake of North Northants								
	Highways together with Cllr Bevan. Some of the work has been deemed to be								
	unsatisfactory: Darren Lake will follow this up.								
	c) Lighting								
	d) Road Safety A427 (see g) (ii) below								
	e) VAS camera February data analysis (if available) (Chair)								
	Data is still awaited from Wilbarston Parish Council, owners of the speed	SP							
	camera. Cllr Power will chase this up.	31							
	·								
	f) Hermitage Road spring-water update (Cllr Lillie)	ND							
	It has been established that the landowner has a duty to divert or otherwise	NB							
	rectify the problem of water on Hermitage Road. Cllrs Bevan and Lillie will	JL							
	monitor the situation and report back to Darren Lake, NNC, with photographs								
	to illustrate the problem.								
	Other:								
	g) (i)								
	Overgrown trees and vegetation: NNC's response, via NNC Cllr Dearing, was								
	that no action needed be taken at present and the situation would be								
	monitored. Cllrs did not consider this to be a satisfactory outcome and								
	believed that NNC had failed to accurately assess the situation. It was								
	agreed that this matter should be referred back to Cllr Dearing with a request	SP							
)r							
	for further, more detailed, investigation by NNC in collaboration with parish								
	councillors.								
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	(ii) Following a meeting between Cllrs Bevan and Lillie and Darren Lake (NNC), on 8 th May 2024 it was hoped that work to rectify drainage and road repairs on Hermitage Road and the A427 would commence within the following 28 days.	
32/24-	Parish Crime Report & Police Matters:	
25	No formal crime reports received.	
	Christian Darling was reappointed as Police Liaison Representative.	
33/24- 25	Any Other Business: To report any matters of a minor nature not requiring formal approval. Parish Council communication with parishioners:	
	The spring newsletter edition has been delivered to village households. A further issue is planned for the autumn. The newsletters will be posted on the parish council website.	SP LE
	Cllr Bevan noted that NNC are no longer mowing grass verges within the village. They are continuing to mow the verges on the A427.	
34/24-	Date and Venue of Next Meeting:	
25	Monday 23 rd September 2024, 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

Meeting closed at 8.35pm

	_					Expenditure (non S 137)£ inc VAT							Reserves 2 Election Costs LGA72 S137	
	On-line Transaction					ben		Expenditure £ Section 137 inc VAT	Balance Excluding Reserves	Balance Including Reserves	Reconciled to bank	_	ctio	
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Brampton Ash P	Parish	Cour	ncil: Income & Expe	enditure 1	Apl 2024 -	31 Mar 202	5: Repor	t 1						
			Balance brought											
01/04/24 16/04/24			forward	£3,430.58				4	£531.78	£3,430.58		£2,398.80	£500.00	
16/04/24			HMRC VAT +	£42.50					£574.28	£3,473.08				
16/04/24			HMRC VAT +	£205.29				11		£3,678.37		£2,604.09		
19/04/24	Υ		NNC Precept	£1,500.00			9		£2.074.28	£5,178.37	19/04/2024	·		
Signed:				N Bevan			15	Member	Date:	-,	, ,			
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