

Notice of Annual Meeting of Brampton Ash Parish Council

Monday 12th May 2024, 7.30pm, At St Mary's Church, Brampton Ash

Councillors are summoned to attend the above meeting

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

Agenda

1/25-26	Election of Chair & Acceptance of Office Chair to call for nominations for the role of Chair to the Parish Council
2/25-26	Apologies for Absence
3/25-26	Chair's Announcements
4/25-26	Election of Officers & Acceptance of Office a) Vice Chair b) Highways & Parish Paths Wardens x 2 c) Town & Parish Forum Representative d) Sign Acceptance of Office Forms e) Consent form for electronic service of summons f) GDPR Security Compliance Checklist g) The Code of Conduct can be found on the parish council's website at: https://web-cdn.org/s/1329/file/Policies-and-Procedures/bapc-code-of-conduct-july-2021-north-v1.pdf?r=374714 h) Appoint / Reappoint Police Liaison Representative
5/25-26	Declarations of Interest: <i>To Receive Disclosures of Personal and Prejudicial Interests from Councillors on Matters to Be Considered at the Meeting.</i> All Members (including returning members) must complete their register of interest. This can be done prior to the meeting. Please follow this link to the North Northamptonshire Council electronic form: https://northantscal.gov.uk/councillor-forms-and-documents Members are reminded to check their register of interests throughout their term of office and update it whenever necessary.
6/25-26	Minutes of the Meeting held 24th March 2025 (meeting 7): <i>To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur.</i>
7/25-26	Matters Arising from the above minutes <i>except where they are agenda items for this meeting</i> All matters are agenda items for this meeting.
8/25-26	Policies Parish Council Assets Policy for consideration and approval by members Parish Council Assets Register updated for approval and signing Policies Review deferred to the next meeting

9/25-26	<p>Financial Matters:</p> <p>Annual Audit</p> <p>1/ Certificate of Exemption from external audit for approval and signature <i>As the parish council's income and expenditure falls below the threshold of £25,000.00 the parish council declares itself exempt from external (but not internal) audit.</i></p> <p>2/ Members to formally accept the Auditors Report 2024-25</p> <p>3/ Annual Governance Statement 2024-25 for approval and signature</p> <p>4/ Accounting Statements for approval and signature</p> <p>5/ Members to formally approve the budget for 2024-25</p> <p>6/ Confirmation of Notice for the exercise of public rights to inspect accounts: Tuesday 3rd June 2025 – Monday 14th July 2025</p> <p>Parish Council Finance</p> <p>a) Councillor check of invoices against payments/reconcile to bank statement</p> <p>b) Current financial position statement no. 1 2025-26</p> <p>c) Reporting of payments made since the last meeting:</p> <table><tr><td>Wilbarston Parish Council, hire of VAS</td><td>£15.00</td><td>LA72 S137</td></tr><tr><td>NCALC membership and audit services</td><td>£243.20</td><td></td></tr><tr><td>Zurich Insurance extra payment</td><td>£238.13</td><td></td></tr></table> <p>Reporting of receipts since last meeting:</p> <table><tr><td>HMRC VAT refund</td><td>£869.30</td></tr><tr><td>NNC Precept</td><td>£1750.00</td></tr></table> <p>d) Budget Statement no. 1 2025-26</p>	Wilbarston Parish Council, hire of VAS	£15.00	LA72 S137	NCALC membership and audit services	£243.20		Zurich Insurance extra payment	£238.13		HMRC VAT refund	£869.30	NNC Precept	£1750.00
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10/25-26	<p>Defibrillator: Update: Cllr Pentlow</p> <p>Inspected and reported 2nd April 2025 by Cllr Pentlow. All in order.</p>													
11/25-26	<p>Planning Matters:</p> <p><i>To Consider Matters Relating to the following Planning Applications:</i></p> <p>None received</p>													
12/25-26	<p>North Northants Council/Kettering Borough Council Conservation Policy - Brampton Ash:</p> <p><i>Update: Cllr Lillie</i></p> <p>North Northamptonshire Draft Corporate Plan 2021-25 Consultation (update if available). No updates are currently anticipated. This will remain an agenda item. It is now expected that the draft plan will be published in 2026 at the earliest.</p>													
13/25-26	<p>Town and Parish Forum</p> <p><i>Update if available: Cllr Lillie</i></p>													
14/25-26	<p>Highway Matters:</p> <p><i>Updates on the following, where applicable:</i></p> <ul style="list-style-type: none">a) Signageb) Potholesc) Lightingd) Litter-picke) Road Safety A427f) VAS camerag) Hermitage Road spring-water, monitored by Cllr Lillie: update if available													

	<p>h) Parking on verge outside the church: ongoing, Parochial Church Council</p> <p>i) CCTV Camera cover, Hermitage Road: update Cllr Brooks</p> <p>j) Other</p>
15/25-26	<p>Parish Crime Report & Police Matters:</p> <p>No formal crime reports received.</p>
16/25-26	<p>Items for discussion regarding the future role of the Parish Council and the financial implications.</p> <p>1/There is now a mandatory requirement for the parish council to have a gov.uk or org.uk website/email addresses. This may incur significant costs to the parish council. The clerk is currently looking at ways to minimise this expense but, as a minimum, this will mean an increase of at least £180.00 per year on the budget.</p> <p>2/The role of the clerk and the level of bureaucracy within local government has changed very significantly in the past decade. The current clerk is formally contracted to work for 70 hours per annum, which is not realistic as the job requires more than twice that number of hours. The National Association of Local Councils states that even the smallest council should allow 4 hours per week for the workload involved (208 hours per annum). Going forward, and with a new clerk, Brampton Ash could possibly manage with 3 hours per week (156 hours per annum). This would increase the budget by at least £1,000 per year.</p> <p>3/ The new VAS is currently covered for faults and repairs for 2 years by the company that provided it. At the end of the 2-year period, if the parish council wishes to extend the cover it will cost £200.00 per year.</p> <p>4/ Insurance premiums in general have increased in recent years and cost of insuring the parishes assets has pushed the premium up from £200.00 to £300.00.</p> <p>5/There is currently £500.00 in the election reserve and it might now be helpful to transfer this money to general spending, with parish council approval.</p> <p>6/ It is noted that the parish council is extremely prudent in its spending and many items are obtained via grants from North Northants Council, for the benefit of the parish. Nonetheless, costs are continuing to rise and the parish council will need to explore a strategy to cope with this.</p>
16/25-26	<p>Any Other Business: <i>To report any matters of a minor nature not requiring formal approval.</i></p>
17/25-26	<p>Date and Venue of Next Meeting:</p>

Signed: Liz Evans, Clerk to Brampton Ash Parish Council

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