



**Minutes of the Brampton Parish Council Meeting
Held Virtually by Means of the Microsoft TEAMS Platform
on the 28 April 2021 at 7.00pm**

Present Jon Chitty, Chairman (JC), Nigel Maggs, Vice Chair, (NM), Mike Shellens, Vice Chair (MS), Mike Bainbridge (JMB), Malcolm Beswick (MB), John Childs (JRC), Charlotte Clayton (CC), Margaret Footner (MF), Linda Hicks (LH), Simon Jordan (SJ), Alan Mellor (AM), Liz Ruston (LR).

In Attendance Peter Downes County Councillor (PD), Patricia Jordan District Councillor (PJ), Tess Rogers, Parish Clerk (TR), Debbie Steel Assistant Clerk (DS)
Ronald Stevenson, Glen Brown - applications for parish councillor positions
One member of the public

54/04/21 Chairman's Opening Remarks

54/04/21.1 JC reported that it will be his last meeting as Chairman before he hands over at the Annual Parish Council (PC) Meeting.

Public Open Surgery

One member of the public attended the meeting to discuss the plan for the alterations to road layout and parking, Huntingdon Road Roundabout. The resident reported:-

The resident had sent an email regarding the latest set of plans relating to parking on the roundabout and she was looking for support from the Parish Council.

"The 2nd lane from Huntingdon towards the roundabout will be closed and cars will park there. They will also park around the outside of the roundabout, with a maximum of 0.5m for car doors to open, therefore a minimum of less than this is possible. The resident's car door is 1.1m when fully open, although this wouldn't necessarily be wide open. The pavement will now be wider than the road in places. 8 Allocated parking spaces, affects 16 houses and 2 cottages, a minimum of 18 cars and there is no satisfactory answer from CCC as to where the remaining cars will park. Parking in Budge Close has been suggested by CCC. This is a single lane close, everyone has driveways and there is nowhere to park. The resident has parked outside her house for 26 years, custom and practice in place, plans are dangerous. Please can PC look at them and support the residents as she believes there will be accidents."

PD reported that the narrowing of the road is to slow the traffic in the approach to the roundabout and widen the pavement. when looked at in 2002 the agreement was reached that people would not be penalised for parking on the pavement.

PD feels the danger point is that the residents' cars will be on the road and it depends how the edge of the road is defined, strong markings will be required. The turning space for large lorries has taken away some of the car parking spaces (4) and PD has suggested to CCC they may wish to consider re-shaping the roundabout rather than the pavement.

PD feels the plan in principle is worth pursuing but needs looking at in a lot more detail.

JC said the PC will follow through on this as more plans come through. He is in discussion with Buckden PC re the cycleway which is linked to this and the PC will note the points the resident has made.

JC thanked the resident for attending.

MS said he understands both PD's and the resident's points of view but he doesn't think the slowing down of the traffic increases the number of parking spaces. The issue is, there are only a limited number of spaces with a large number of cars needing to park there.

Ask the resident if there are any other options than can be brought forward as an option. **ACTION: CLERK**

NM suggested a Teams meeting is held to discuss this with another planning application which has recently been received.

ACTION: CLERK

55/04/21 To Receive Apologies for Absence

John Morris District Councillor, Sq Ldr Graham Lord

56/04/21 To Receive Declarations of Interest

JMB – Village Hub
LH & LR - A14, A1

57/04/21 To Consider Applications Received for the Vacant Parish Councillor Positions (decisions to be taken during the confidential session towards the end of the meeting)

57/04/21.1

Two applications had been received:

Ronald Stevenson introduced himself:

Lived in the village for 17 years, works full time in finance and would like to give experience from his knowledge. Involved with the cricket club.

JC thanked Ronald for attending and TR advised that a vote would be taken later in the meeting and Ronald would be informed of the outcome in the next couple of days. Ronald left the meeting.

Glen Brown introduced himself:

Glen had joined the VF Meeting a few weeks ago. He works in property development and could assist with planning matters.

JC thanked Glen for attending and as per the above he would be informed of the outcome.

58/04/21 Youth Matters & Funding

(i) To consider approaching the Youth Communities Team for advice regarding Anti Social Behaviour

58/04/21.1

PM made a recommendation regarding anti social behaviour, that the County Council be approached to seek their advice as to how they manage the behaviour on the playing fields. JC proposed that the Parish Council takes this forward. PD will forward a contact to the Clerk. Some investment may be required from the PC. **ACTION: PD/CLERK**

MB requested that he be included in any youth matters.

59/04/21 Village Hub

(i) Mens' Shed

59/04/21

JC, JMB, P Menczer and TR had met to discuss costs, some of the costs have now increased. There is currently a grant of £50,000 from CCC and £30,000 from BPC. JC reported that if BPC increased its' commitment to £50,000, ie an additional £20,000, the tender can go out with £100,000 as a base budget. There will be additional costs for the

internals, power lines, etc. If additional grants of up to £95,000, currently being applied, for are received then the additional money from the Parish Council will not be required. It was noted that the redesigning of the shed, due to planning requirements, had increased the cost. Failure to obtain the grant would mean a review would take place with either BPC agreeing to cover all remaining costs or the project is abandoned.

It was agreed to increase the contribution from the Parish Council (if necessary) by £20,000 1st MF, 2nd JRC. Carried.

60/04/21 District Council Report

60/04/21 JM had circulated his report, the same as used at the Annual Assembly. PJ asked if there were any issues she needed to take forward. Currently waiting to see when the officers will have access to the properties they need to visit re planning. PJ will be checking to see when HDC offices will be re-opening. MB asked if queries should be made to PJ directly or HDC. PJ said either way is fine.

61/04/21 County Councillor Report.

JC read out PD's report, previously circulated prior to the meeting, and attached to these minutes. He thanked PD. MF thanked PD for all his hard work over the years (24) and said he will be greatly missed. All councillors agreed and wished PD well.
1st MB, 2nd NM

62/04/21 To Approve the Minutes of the meeting held on the 17 Mar 2021

It was resolved to accept the minutes as being a true record of the meeting. NM proposed, JMB 2nd. All in agreement.

62/04/21.1 MS reported that the Post Office will move to NISA on 21st June 2021. MF asked if the Willows had planning permission for their decking, DS reported that no response has yet been received from HDC.

63/04/21 To receive an update about the progress of resolutions from the last meeting.

63/04/21.1 42/03/21.1 – causeway in place of footpath 24 – SJ had held a meeting with farmer, who rents the land, LH and the fencing contractor. Agreed for a 3m wide path, on the west side of the field, this may be more than 3m in parts due to the dog leg. Problems with rabbit holes. Other issues, footpath would need to be removed as it is presently a direct line from the gate towards the lakes, this could be difficult. Also, land ownership is in the hands of solicitors as ownership is likely to change. SJ trying to arrange a meeting with CCC officer, Zara Buttles about the best way to resolve the issue, hardcore or wooden causeway? LH said the new landowner is getting the footpath removed.

63/04/21.2 24/02/21.2 - Brampton Park Development Dog Control Order – remains outstanding, awaiting response.

63/04/21.3 42/.3/21.2 Provision of new CCTV - remains outstanding until the ease of Covid restrictions allows for meetings on site, to take place.

63/04/21.4 42/03/21.3 - Unfinished footpath at Hansell Way –It is not known who the landowner is. However, it was agreed to lay hardcore with some timber shuttering along the edge. Details to be agreed.

ACTION: CLERK/NM

63/04/21.5 42/03/21.4 - Defibrillator for the LOC – to be ordered.

63/04/21.6 24/02/21.7 - Shop Car Park Extension – awaiting solicitor costs.

- 63/04/21.7 24/02/21.7 – Hub budget – agreed full budget to be granted to The Village Hub following Diamond Hampers report showing figures relating to Brampton. Grant village hub £8,500. To be discussed under Finance minutes.
- 63/04/21.8 42/03/21.5 - Land East of Silver Street – actioned, remove.
- 63/04/21.9 42/03/21.6 - Hidden milestone at the entrance of the disused Brampton waste disposal site. Remains outstanding until the ease of the Covid restrictions but there is a concern that nothing will be done now that the A14 team have left site. Agreed to write to Highways England stating this needs to be done whether they are on site or not. **ACTION: CLERK**
- 63/04/21.10 44/03/21.2 – Emergency Response Plan – JC reported the Emergency Response Plan is based on the flood plan. JC to respond to HDC. **ACTION: JC**
- 63/04/21.11 44/03/21.3 – car park extension – actioned.
- 63/04/21.12 44/03/21.5 - List B permission for Churchyard wall – permission received.
- 63/04/21.13 45/03/21.3 - Land transfer re LOC – the LOC was taken over on the 27th April 2021.
- 63/04/21.14 46/03/21.3 – Decking outside of The Willows – no response from HDC as yet.
- 63/04/21.15 47/03/21.2 – Litter pick equipment – actioned.

64/04/21 To accept the minutes of the following:

- 64/04/21.1 Village Facilities Meeting held on the 7.04.21 – JRC asked if there were any questions.
 JC asked the condition of the Community Centre after being empty. JRC reported that it had not deteriorated further, ongoing issues which have been identified which will be done.
 SJ – remove from “present” as SJ had sent his apologies for the meeting.
 NM asked if the tractor was able to scarify the playing fields. MB said the tractor is capable of scarifying but is unable to carry out the deep aeration required.
 Regarding the flood lights, MUGA and skatepark, it seems that originally the MUGA lights were attached to the former skate park lights via a daisy chain type link. The Parish Council’s electrician thinks that during the skatepark work, this wire was cut and left live in the ground. He has disabled the timer from operating . Further investigation needs to be done to find where all the services to the Memorial Centre run from, this includes electrical cabling to the external lighting. **ACTION: ONGOING**
 NM proposed acceptance of the minutes, MF seconded, all were in agreement.
- 64/04/21.2 Finance meeting held on the 14.04.21 – JMB summarised the minutes.
 A presentation was made by Kelly Watson from the CCLA regarding the public sector deposit fund. Overall it was a good idea subject to various questions being answered. i.e. regional higher authorities have funds there and after enquiries it was found to be a safe experience.
 Outstanding query re anticipated return of deposited £100k over a year is, awaiting response.
 Requested approval on item 9 – rebuild of churchyard wall, two quotes, very different prices. It was agreed that further information on the specification be sought to ensure the work would be carried out correctly, this item is further down the Agenda.
 Item 10 – request approval for the CAPALC affiliation fees of £913.81. This has increased but reduction of 50% deduction on training costs will be beneficial in the coming year.
 Agreed to approve the CAPALC fees of £913.81, 1st CC, 2nd SJ. Carried.

Item 11 – Village Hub budget, in view of the report provided by Diamond Hampers re Brampton assistance, it was agreed to grant £8,500 to the Village Hub, 1st MS, 2nd JC. All agreed.

Item 17 – Rialtas fees for year end accounts – fees £560.00. All agreed.

Item 19 – Two outstanding invoices - £192.00, it was felt that this would be paid in time, (it subsequently has). However, it was felt the £120.00 would not be paid, Therefore, it was agreed that the £120.00 debt be written off.

Item 18 – insurance renewal – TR reported that this was showing as a renewal price of £4,033.51, but increased to £4,756.83 due to taking over the LOC.

AM proposed acceptance of the minutes, SJ seconded, all were in agreement.

65/04/21 Parish Council Matters.

65/04/21.1 To receive an update from the recent meeting held with the Neighbourhood Sergeant (DC) on the 15.04.21. Attended by JC, CC, MS and the Clerk. JMB reported that there had been 1300 views on the Facebook page on the article regarding the public reporting incidents to the police. Police are looking at trends and times and the public must report it to them via 101. Noted that electric scooters should only be used on driveways. JC said the police meetings are providing very good background for both the police and the parish council.

The next meeting will take place at 1 pm on Thursday 20 May 21.

MS reported that the crime figures recorded for Brampton include Brampton Hut area.

65/04/21.2 To agree upon acceptance of one of the two quotes received for the repair of the churchyard wall.

As discussed earlier, it was agreed to investigate the quotes in more detail to ensure the work would be carried out correctly.

ACTION: CHURCHYARD & CEMETERY

65/04/21.3 To agree the placing of the two additional Tommy figures recently purchased. After discussion it was agreed that one be placed on the roundabout of Church Road/Huntingdon Road, once the roundabout work has been completed. The second should be situated on the small green opposite The Grange.

A vote took place as below:

Roundabout – 7 for, 3 against, 1 abstain

Small Village Green – 8 for, 2 against, 1 abstain

65/04/21.4 To accept the quotation from GTS for necessary work to a sycamore tree in Budge Close.

The quote received was for £480.00 to trim some trees whose branches were going into disused telephone wires. NM reported that there may be a TPO on the tree but it was unlikely. Ask GTS

to check. It was agreed to approve the quote 1st SJ, 2nd JMB, all agreed, subject to TPO check.

ACTION: CLERK

65/04/21.5 Proposal to supply a boundary rope and associated equipment for the Cricket Club.

MB attended the cricket AGM and it had been suggested that a boundary rope was purchased.

The cricketers have had to draw the boundary line on the cricket square when needed using emulsion paint. And to address the regulations laid down by the FA and the MCCP, they considered it to be a good idea to have a boundary rope. They have produced three quotes which MB detailed and which included rope, trolley, windup mechanism, these being £1,175.80,

£1,526.22 and £1,225. The £1,225 quote also includes a cover. MB proposed that BPC accepts this lower quote and contributes towards the cost. The cricket club has grown from 13 members to 36 currently. As there was no information regarding the funds the cricket club hold, it was agreed that the cricket club be contacted to request their financial details. Carried.

ACTION: MB

MS left the meeting.

65/04/21.6

Proposal to purchase a new flag/flagpole in place of that current on the Memorial Centre.

JC reported that the flag at the Memorial Centre cannot be flown at half mast, and should a national dignitary die mourning ribbon is attached to it which is hardly noticeable therefore he would like to propose the purchase of a longer flagpole and smaller flag. This was agreed by all.

JMB suggested a flagpole and flag for the LOC be considered.

ACTION: VILLAGE FACILITIES

65/04/21.7

Any actions required following the Annual Assembly

4.3.6 - A question had been asked regarding a possible smooth pathway be considered to connect two footpaths which run behind the Co Op towards the new Windborough Homes. At one point there is a gap and pedestrians are forced to walk on the road. This item to be taken forward by Greens & Footpaths, however need to find out who owns the land and who has the responsibility and why isn't there one there.

ACTION: GREENS&FOOTPATHS

NM said he felt the Annual Assembly went very well.

JRC stated that previously it had been attempted to streamline the whole meeting process, by asking for questions in advance, which BPC may wish to enforce next year.

66/04/21

The Lady Olivia Centre

66/43/21.1

TR reported that ownership of the Lady Olivia Centre took place on Tuesday 27th April 2021. TR will be having a meeting at the LOC on Thursday 29th April with GT and JRC and will advise the council accordingly.

SJ had been asked if the play areas would be open but BPC cannot take possession at present as they are part of the formal green space. A Girvan is checking to see if they can be insured, they are tied up with the S106 Agreement. It is hoped that the allotments will be transferred next week.

67/04/21

Planning – Monthly Report

NM led the meeting through the report page by page asking for any questions on each. He reported that there had been 22 applications and 2 decisions this month.

NM suggested a Planning Committee Teams Meeting take place to discuss an application received re Land East of 66 Thrapston Road and also to discuss the roundabout issue. It was agreed the meeting would be held on Mon 17th May at 7pm.

NM requested an update on the Officers Mess Application 19/00029/LBC.

Write to HDC.

ACTION: DS

MF proposed acceptance of the report. MB seconded, all were in agreement.

68/04/21

A1/A14 Scheme

NM said JM was chasing HE re state of footpaths. Ask JM for an update.

ACTION: CLERK

69/04/21 Parish Communications

69/04/21.1

Brampton Magazine

The magazine will re-start from June. The editor has been informed, Billie Leighton will arrange distribution and the printers have also been informed.

JC will produce a report as Chair by 6th May.

ACTION: JC

69/04/21.2

Website

JC is currently acting as Webmaster and adding articles. CC said she is willing to assist. JC will speak to CC to show her detail of adding articles etc.

ACTION: JC/CC

69/04/21.3

Face Book

JMB advised that there is an average of 100 hits for most articles placed on Facebook.

70/04/21

Representatives Reports

None.

71/04/21

Correspondence Received

70/04/21.1

To consider a local Flood Plan.

JC reported that there used to be a flood group who had a storage shed at the village school. This was all superseded by the production of the current Brampton Parish Emergency Response Plan. JC will respond to HDC accordingly.

ACTION: JC

At this point JC called an extension to the meeting having run for two hours, all agreed.

70/04/21.2

Re instatement of Dragons Teeth near Bernard Road and The Green (close to the Hare on the Green)

Write to CCC to request these are reinstated. Joe Hudson has been approached.

ACTION: CLERK

70/04/21.2

To acknowledge a private collection made for the retiring postmaster.

It was noted that £4,375 had been collected for the retiring postmaster. The council acknowledged this was a very good achievement by those involved.

71/04/21

To accept notices and matters for the next meeting

71/04/21.1

MF gave her apologies for the next meeting.

AM – suggested a plan of the Play Areas on Brampton Park be made/sourced, who owns these and who is responsible for each. Maybe ownership should be brought under one roof?

MB – suggested a separate Sporting Work Group be formed to report to the Village Facilities committee. This will include football, cricket, tennis, netball, skatepark etc. It was agreed to add this to the next VF Agenda.

Exclusion of the Public and Press

That in view of the confidential nature of the business about to be transacted, it is advisable, in the public interest that the public and press be excluded and they are instructed to withdraw. Public Bodies (Admission to Meetings) Act 1960.

71/04/21

To receive a report from the Personnel Working Group Meeting 21.04.21

71/04/21.1

The minutes of the additional PWG Group Meeting on 21st April had been circulated. The Assistant Clerk/Bookings Clerk will be leaving on 11th June. It had been agreed that a full time Assistant Clerk, currently 18 hours, should be appointed due to the increase in workload e.g. LOC, Mens Shed and the growth of the village in general. The salary to be LC2.

The Bookings Clerk role will also grow, currently 8 hours per week, it was suggested that 14 hours be advertised in the first instance. The salary for this role to be agreed.

NM proposed acceptance of the report. JMB seconded, all were in agreement.

71/04/21.2

In addition, cross referencing agenda item 57/04/21.1, the PC members present agreed unanimously to co-opt Ronald Stevenson and Glen Brown as Parish Councillors and TR would confirm this with them within the next couple of days. Carried.

ACTION: CLERK

The meeting was closed at 9.25pm.

Signed:
Chairman

Date:

DRAFT