

Minutes of the Meeting of Bramham cum Oglethorpe Parish Council held on 12 March 2025 at the Bramham Parish Centre

Councillors Present M Corrigan, T Prest, M Tozer, A Pumfrey, J Ingham

Also present 2 residents, 2 representatives from Bramham House Limited, Ward Cllr Harrington, Ward Cllr Lamb and the Clerk

Public Session

- A resident addressed the meeting in relation to agenda item 7, the request to book the Pavilion for the Bramham Run on 5 October 2025. They advised that all the profits from the event would be given to BCAG. It was noted that the proposed date is in the football season.
- A resident queried why the date of the March Assets & Amenities Committee was changed and why the committee did not meet in November 2024. They were advised that there no issues for the committee to consider in November 2024 and the date of the March 2025 meeting was altered to ensure the meeting was quorate.
- Cllr Lamb advised that:
 - 14 March 2025 is the deadline for residents to make representations to LCC about the proposed introduction of parking charges in Wetherby.
 - The planning application to install a battery storage unit on Warren Lane is going to appeal.
 - He has had a site meeting with the owner of the Alms House Hill development site and given advice on the planning issues.
 - At the LCC Highways meeting on 4 March 2025 it was noted that, having reviewed the data from the SIDs, the police have agreed to undertake speed enforcement action in Bramham. Funds are still required to install a gate at Bramham Primary School to allow access from the newly installed path.

1. Apologies

Apologies were received from Cllr P Corrigan. It was **resolved** to approve the reasons for her absence. Apologies were received from Cllr H Buck. It was **resolved** to approve the reasons for her absence. Apologies were received from Cllr K Huggins. It was **resolved** to approve the reasons for his absence.

2. Declarations of Pecuniary Interests or other Interests

None

3. Minutes of the Parish Council meetings on

It was **resolved** that the minutes of the Council meeting held on 12 February 2025 be approved and signed by the Chair.

4. Crime Report

The report from the March 2025 PACT meeting was received. The number of crimes reported in the Wetherby Ward has reduced. The majority of serious offences reported took place at the prisons within the Wetherby Ward. A new PCSO has been appointed and there are no police vacancies in the Wetherby Ward.

5. It was resolved to suspend Standing Order to allow the representatives from Bramham House Limited to address the meeting. The representatives advised that:

- They have had a site meeting with the LCC Planning Officers and statutory consultees as part of the planning pre-application process.
- Their amended scheme includes access from Freely Lane.

- The previous public consultation was split on whether Freely Lane should be widened. LCC Highways want it to be widened and a separate footpath installed from the Pavilion to the playground.
- They intend to retain the façade of Bramham House and build on the existing footprint of it.
- The amended scheme will have fewer residential units, split 50/50 between houses and apartments. No decision has been made about the inclusion of affordable housing.
- The building design will be in keeping with the surrounding properties.
- It is anticipated that the planning application will be submitted in the May 2025.
- The Developers confirmed that they would be holding a public consultation session, open to all residents, at the Pavilion on Freely Lane, between 4.30pm and 7.30pm on Wednesday, 19 March. Leaflets have been distributed to properties in Bramham and it will be advertised on the council website.

Cllr Lamb noted that the site has already been allocated by LCC for housing development.

Standing Orders were reinstated

6. An update was received from the Neighbourhood Plan Review Working Group. Eight residents, along with Parish Councillors and two Clifford Parish Councillors attended the public meeting on 20 February 2025. Ian MacKay, LCC Planning Officer, briefed the meeting on the review process and outlined the support that LCC can provide. He suggested that the council liaise with Clifford, Boston Spa and Walton Parish Councils who are also reviewing their Neighbourhood Plans.

Several of the residents in attendance identified the need for affordable housing as their main priority.

A Steering Group is being set up to manage the review of the Neighbourhood Plan. The council aims to ensure that the Steering Group will reflect as wide a demographic as possible.

7. It was **resolved** to approve a booking of the Pavilion & Playing Field for the Bramham Run on 5 October 2025 subject to provision of the insurance and an event management plan. It was **resolved** to waive the hire fee as the profits will be donated to BCAG.
8. Traffic Management Working Group
 - 8.1 The data from the SIDs for February 2025 was received. No significant changes were noted. The mobile SID will be used on Bowcliffe Road to obtain further data.
 - 8.2 An update from the LCC Road Safety meeting on 4 March 2025 was received from Cllr Lamb during the public participation session.
9. Assets & Amenities Committee
 - 9.1 The approved minutes from the Assets & Amenities Committee meeting on 28 August 2024 were received.
 - 9.2 At the Assets & Amenities Committee Meeting on 6 March 2025 it was agreed that:
 - There will be no increase on the hire charges for the Pavilion.
 - Sanctions will be applied, ie retention of deposits, for hirers who do not comply with the Terms and Conditions of hire.
 - Cllrs Huggins and Tozer will meet with Bramham FC and Clifford FC to discuss the 2025/2026 football contracts.
 - 9.3 It was **resolved** to co-opt Cllr Tozer to the Assets & Amenities Committee
10. The Annual Street Furniture Inspection report was received. The only item of note was the oak post for the Bramham sign on Wetherby Road which is leaning and this will be kept under review.
11. It was **resolved** to approve the Asset Register as at 12 March 2025 subject to including the two arm chairs and coffee table and correcting the number of folding chairs at the Parish Centre.
12. It was **resolved** to approve the Risk Register.

13. It was **resolved** that Cllr M Corrigan will take the lead for production of the 2025 Annual Parish Newsletter together with Cllr Prest.

14. The quarterly Internal Controls Checklist was received and the comments of the clerk noted. It was noted that no further action is required.

15. Financial Matters RFO

15.1 The receipts for February 2025 were noted as £1,514.

15.2 It was **resolved** to approve the following payments:

		Payee	Amount (net)	VAT	Total	Sec 137
1	BACS	Salaries Incl HMRC	810.16	0	810.16	
2	BACS	Team Clean Cleaning	68.00	0	68.00	
3	DD	ID Mobile	4.13	.87	5.00	
4	DD	BT (Parish Centre Broadband)	35.72	7.14	42.86	
5	DD	YPG (Pavilion Electricity)	96.44	4.82	101.26	
6	DD	YPG (Parish Centre Electricity)	91.90	4.60	96.50	
7	DD	Unity Trust (Bank fees 31 03 2025)	8.55	0	8.55	
8	BACS	Green Guard (Pest control)	220.00	0	220.00	
9	BACS	WEL Medical (Defibrillator pads & batteries)	447.90	89.58	537.48	
10	BACS	Clerk (office equipment – shredder & mouse)	30.64	2.13	31.77	
11	DD	Business Stream (Parish Centre water)	52.73	0	52.73	
12	BACS	Clerk (mileage)	23.49	0	23.49	
13	BACS	Tenterhill Allotments (Notice board & cabinet)	322.95	64.59	387.54	
14	BACS	PM Pitch Making (Football pitch marking)	45.00	0	45.00	
15	BACS	Kohler Mira Ltd (Pavilion shower valve)	391.53	78.31	469.84	
16	BACS	Unity Trust Bank Fees (31 01 2025)	9.45	0	9.45	
17	BACS	Amazon (Parish Centre milk)	9.99	0	9.99	

3. The bank reconciliations as at 28 February 2025 were received.

4. The bank balances as at 28 February 2025 were noted as:

Unity Trust Current Account	5,275.03
Unity Trust Deposit Account	20,323.91
Skipton BS 992755645	87,226.31
Total	112,825.25

16. Planning Matters

a) Decisions received

None

b) Applications received

25/00252/FU/NE For: Change of use of office/business unit and alterations to form three dwellings and alterations to existing dwelling; erection of two storey rear extension, replacement roofing, new and replacement windows and doors, provision of parking Site College Farm Bramham Park Paradise Way. This application had been discussed at the February meeting.

25/01297/FU/NE One detached dwelling at Farfield Court Wetherby Road Bramham. It was agreed to consider the application at the April meeting as it was only received on the day of the meeting.

c) Update regarding ongoing planning matters

It was noted that there has been no progress on the Church Hill site.

17. Clerk's Report

- A quote have been received for the external repairs to the Pavilion and for an annual

maintenance contract for the Pavilion Shower valves. These will be considered at the April meeting.

- The legacy from the estate of Peter Clayton should be received shortly.
- A guide for Operation Snap, to provide the police with dashcam evidence of road traffic offences, has been received. It was agreed to put this on the website.
- There have been further instances of rubbish and mess being left on the Parish Centre. This will be monitored.
- The clerk will chase LCC about the installation of a litter bin by the A1 entrance to Bramham Park.
- The clerk has responded to a FOI request about the 2024 Bramham Show results.

18. Correspondence

1011 Resident re the approval of a planning application for 4 New Road Bramham. Receipt noted.

1012 Resident with questions they wanted to raise at the LCC Highways Meeting. The clerk has responded.

1013 West Yorkshire Red Squirrel Alliance. Receipt noted.

1014 Woodland Creation – call for potential woodland sites. Receipt noted.

1015 Wetherby, Boston Spa & Villages Community Green Group Letter. Receipt noted.

19. Minor Items

- The Bramham Community Fund has approved a grant of £10,000 towards the redevelopment of the playground. The fund agreed in principle to make further grants of £10,000 per annum for the subsequent 4 years. However, this cannot be guaranteed as it is dependent on the Leeds Festival continuing to provide money to the fund. The grant application for the Neighbourhood Plan Review was unsuccessful.
- Concerns have been raised about church users parking on the road and blocking access to properties. It is understood that this has been raised with the Church Wardens.

20. Date of next meeting

The date of the next meeting was noted at 7.00 pm Wednesday 9 April 2025 at the Bramham Parish Centre. Any agenda items or reports to be sent to the clerk by 5pm on Tuesday 1 April 2025.

The meeting concluded at 9.02 pm

Signed.....

Dated