

Bramham Parish Council

Minutes of the meeting held Wednesday 2 September 2015

Present: Cllr Whitbread (Chair), Cllrs: Atkinson, Dalton Elvin, Henderson, Halliday, Jones, Lewis & Richards

In attendance: M Lynch (Clerk)

Public Session: None

The Chair opened the meeting by welcoming Cllrs Atkinson & Lewis to their first meeting.

1. Apologies for absence –**None**
2. –Disclosure of disclosable pecuniary interests or declaration of any other significant interests which may be in the public interest. –Cllr Henderson item 20 (iii) Festival expenses
3. Police matters = No report
4. Minutes of Council Meeting held on 01 July 2015 were approved as a true record subject **Moved** :Cllr Whitbread seconded Cllr Henderson
5. Election of Council representatives: The following representatives were confirmed: Cllr Lewis to the Finance and Planning Committees; Cheque signatories s: Cllrs Whitbread, Jones, Dalton and Richards together with the Clerk. Cllr Jones to the Leeds Festival and the Allotment Committees. Cllrs Elvin and Richards agreed to act as liaison with the Environment Group; Cllr Henderson wished to stand down from Play Ground inspections and was replaced by Cllr Halliday. Cllr Atkinson joined the Pavilion Committee
6. Clerks report (i) The Clerk's draft reply to Bardsey Building Contractors was approved. (ii) The Clerk was asked to draft a reply to Mrs Barnett advising that the PC shared her concern that public footpaths including Headley Lane might be lost should the Headley Fields development go ahead. However the PC was unable to pursue applying for a definitive map order at this time. However the PC would make representations should the development proceed. (iii) Cllrs reaffirmed their previous decision not to sell the Alms House Hill Plot. The Clerk advised that the PC's solicitors had confirmed that the present leaseholders could not reassign their lease to any buyer of their property. The Clerk was asked to draft a reply to Mr & Mrs Borland setting out the advice received from the solicitor. In addition Mr & Mrs Borland to be advised that the PC would be amenable to a request should they wish to break the lease.
7. Other correspondence received: (i) The PC agreed to the request from the NPG that the owner of the Alms House Hill site should be contacted to ascertain his plans from the site. (ii) The payment of the invoice for £200 from All Saints Church was approved. **Cheque no 101898** Moved Cllr Dalton seconded Cllr Henderson; (iii) The PC had received copies of correspondence between Pete Dunn & Alec Shelbrooke MP regarding the latter's ascertain that his re election had given him a mandate from residents to oppose the Headley Development. The Clerk was asked to draft a reply setting out the PC 's long term position on Headley including the fact that the PC has only ever received support for its opposition to this proposal. In addition in view of the assertions made by Mr Shelbrooke of a PC political campaign against him, the Chair was asked to write to him making it clear that the PC is totally non political.
8. Planning matters. (i): Approvals: 15/02691/FU 29 Firbeck Rd; 15/02697/FU Laurel Farmhouse High St; 15/02444/FU Variations land adjacent Bowcliffe Rd; 15/02444/FU Willowgarth Windmill Rd; 15/03463/FU The Long House Bramham Lodge ; all noted. **Applications**: 15/02188/FU Solar Farm land off Headley Lane. PC and NPG comments had been submitted before the deadline for comments.
9. Neighbourhood Plan. The report from the NPG was noted.

10. Purchase of a defibrillator: It was **RESOLVED** to purchase 2 for the village at a cost of £ 2715 plus VAT. This would include the cost of a village awareness session. Locations to be decided. Moved: Cllr Jones seconded Cllr Dalton
11. Leeds Festival. Cllr Henderson that the festival had gone well although there had been some issues with the bus service. These had been resolved but suggested that the contract arrangements for the bus for 2016 should be reviewed together with the overall arrangements for the festival. The Chair thanked Cllr Henderson for another successful festival.
12. Legionella Risk Assessment. Following discussion it was agreed that Cllrs Whitbread and Halliday would circulate a check list for comment. It was also agreed that there should be further discussion as to the cost of engaging a contractor to carry out the required checks. .
13. Pavilion Signage .It was **RESOLVED** to accept the quote of £220 plus VAT from GSP signs & Graphics. Moved Cllr Whitbread seconded Henderson. In addition a budget of up to £200 was agreed for replacement signage for the play ground and new parking signage. Moved : Cllr Henderson seconded Cllr Whitbread
14. Requests for seasonal hire of the Pavilion and Playing Field. It was **RESOLVED** to offer agreements to (i) a sewing group commencing 15 September and to upgrade the lighting in the meeting room (ii) Britannia FC for the football season 15/16. With regard to this booking the PC stressed that it was incumbent on Britannia & Bramham FC to contact their respective leagues in order to prevent fixture clash. Moved Cllr Henderson seconded Cllr Dalton.
15. PC policy on the booking of the Pavilion and Playing Field. The PC agreed in principle to the booking of a limited number of large events and that the Pavilion Committee should be asked to work up a policy for consideration.
16. Cleaning of the Pavilion; Based on quote received for 2hrs cleaning per week over 40 weeks & reduced cleaning over 12 weeks it was agreed that Bramham FC should be asked to contribute 100 per team towards cleaning costs. The Clerk to obtain 2 further quotes.
17. Heritage Lighting. Mr Paul Heaton had asked the PC to consider the installation of Heritage Lighting in the Square. The Clerk advised that the PC resolution of 2010 was unclear as to what the PC intended and that she was trying to arrange a site visit with LCC. Request to be considered once further information including cost available.
18. Amendment to SO It was **RESOLVED** to adopt NALAC's suggested amendment to SO to meet the change in the regulations relating to procurement. Moved Cllr Whitbread seconded Cllr Henderson
19. Resignation of Tracey Millington. The Clerk advised that following the resignation of Tracey from the cleaning position, one expression of interest in the vacancy had been received. It was agreed that Cllrs Halliday & Henderson (Employment Cttee) would meet with the candidate.
20. (i) The monthly reconciliation statement for June, July and August 2015 were noted
- (ii) It was **RESOLVED** that the PC would adopt on – line banking. Clerk to work up arrangements for approval by the PC
- (iii) The following accounts were passed for payment

DB Rymer	101899	£ 900.00
Clerk's remuneration	101900	519.80
Clerk's Expenses	"	117.10
Caretaker	1101901	55.54
Cleaner	101903	57.94
Gardener	101902	55.54
 Bramham Village Hall	 101905	 36.00

Edmunds Electrical Services	101906	45.00
Write Design & Print Ltd	101907	547.20
Good Directions Ltd	101908	1248.00
Neil Ferres (Archive)	101909	117.23
Cllr Henderson (festival exps)	101910	19.06
KP Builders	101911	145.00

Moved Cllr Whitbread seconded Cllr Henderson

21. Minor items and items for the next agenda

- Cllr Henderson advised that mink had been spotted in the beck. Mink are notifiable vermin and a report had been submitted to the Environment Agency via the Wildlife Trust.
- Cllr Jones advised that a resident had asked whether benches could be installed in Lyndon Square - agenda item for the Oct meeting
- Pavilion accounts together with full PC budget review to be an agenda item for the Oct meeting
- Installation of water and toilet in the Snr Citizen's Shelter to be an agenda item Oct meeting
- The Clerk advised that a dam had been built in the beck in the Wildlife area. This had been reported to the EA. EA also to clear weed from the beck subject to a survey for the presence of water voles.

22. Date time and venue of the next meeting

Wednesday 7 October 2015 7.30 Senior Citizens Shelter