

Bramham Parish Council

Minutes of the meeting held Wednesday 7 October 2015

Present: Cllr Whitbread (Chair), Cllrs: Jones, Lewis & Richards

In attendance: M Lynch (Clerk) and 1 resident

Public Session: None

Cllr Whitbread proposed deferring agenda item 24 until the next meeting and to move item 23(i) to before item 11. Seconded Cllr Richards

1. Apologies for absence –Cllrs Elvin, Halliday & Henderson
Cllr Atkinson not present
2. Disclosure of disclosable pecuniary interests or declaration of any other significant interests which may be in the public interest. None
3. Disclosure of press & public for item 25. It was **RESOLVED** to exclude the press and public for item 25 - moved Cllr Whitbread seconded Cllr Jones
4. Police matters = PCSO Jackson reported that there had been 3 incidents during September: 1 burglary other; 1 interference with a vehicle; 1 theft from an unlocked vehicle. Cllr Jones asked why the questioning of a resident allegedly in connection with the entrapment of cats had not been reported as a crime. PCSO Jackson confirmed that the police will take reports of missing cats, but that in this case there was insufficient evidence to prosecute. However, although the traps were legal the owner had agreed to them being destroyed. In response to Cllr Dalton, she advised that there would be no additional patrols as a result of reduced lighting after midnight.
5. Minutes of Council Meeting held on 7 October 2015 were approved as a true record Moved :Cllr Whitbread seconded Cllr Richards
6. Minutes of EM held 24 June 2015 were approved as true record Moved Cllr Whitbread seconded Cllr Dalton
7. Clerk's Report (i) The clerk reported that a resident had advised that parts of the village had not benefitted from the superfast broadband rollout and that she was pursuing this with LCC; (ii) Clerk reminded Cllrs of the consultation event on the SAP to be held on Monday 19 Oct – 2-8pm Wetherby; (iii) LCC advised that the Alms House Hill site did not warrant inclusion on the Derelict & Nuisance Site list. It was agreed that the PC should continue to pursue this with LCC. (iv) Clerk to suggest that the Haven contact the magazine, VH and shop to promote their work; (v) Cllrs noted the Borland decision not to seek any changes to the lease for Alms House Hill plot at this time; (vi) the correspondence between Pete Dunn & Alec Shelbrooke MP was noted;
8. Other correspondence received (i) .In response to further consultation on the proposed Solar Farm the PC reaffirmed its opposition to the scheme; (ii) Cllr Richards attendance at the RAY AGM 24 October at a cost of £5 approved: Moved Cllr Whitbread seconded Cllr Jones
9. Planning matters :**Approvals:** 15/04142/FU 4 Folly Lane LS23 6RZ;15/04395/FU 29 Firbeck Rd LS23 6NE **Noted;** **Applications:** 15/05404/FU The Orchards LS23 6RN; 15/05539/DDH 31 Lyndon Ave LS23 6RG – no objections;
10. Neighbourhood Plan Group Update: (i) Alms House Hill site - NPG to be advised that the PC would continue to pursue the issue with LCC; (ii) The PC agreed to support the request from the Clifford NPG that the land adjacent to Windmill Road, comprising the former mill pond site at the edge of Clifford, partly is within the Bramham Parish, be protected as green space. (iii) The PC did not think that lobbying LCC regarding the NPG's concerns about recent planning permissions have not placed enough emphasis on preserving or enhancing the quality of the Bramham Conservation Area would have any effect

23. Pavilion Income and expenditure. Cllr were pleased to note that whilst utility costs had still to be confirmed it appeared that the Pavilion should break even for the period up to 31 December. The Clerk advised that a draft budget for the Pavilion would be included in the preparation of the PC 's budget for 15/16.

11. Legionella Risk Assessment. It was **RESOLVED** that the Clerk would obtain costs for a plumber to carry out some of the required checks but that the disinfection of taps would be added to the job description of the Pavilion cleaner . Cllrs Jones & Richards agreed to monitor the logging and report monthly to the PC. Moved Cllr Richards seconded Cllr Jones

12. Policy on the use of the Pavilion/Playing field for large events. The draft policy was accepted in principle subject to clarification about charges. In addition it was noted that a car boot sale would be held in the spring of 2016. However both types of events would be on a trial basis and it was agreed that car parking would have to be managed.

13. Heritage Lighting Following discussion it was **RESOLVED** that the installation of heritage lighting at the cost of £1770 (ex VAT) each could not be justified and that in view of the tarmacing of the square by LCC some years ago would not add to the aesthetics of the area. **SO** suspended moved Cllr Whitbread seconded Cllr Dalton. The Chair invited Keith Innocent as a former Councillor. He confirmed that his recollection was that the previous PC had rejected the idea for the same reasons.
SO resumed.

14. Senior Citizen's Shelter It was agreed that (i) the new carpets & blinds previously approved would be purchased and that (ii) residents should be asked for their views as to the cost of installing water & sewerage at a cost of £25k approximately. This excluded any additional on costs e.g. utility, cleaning potential business rates.

15. Bench for Lyndon Square (ii) It was **RESOLVED** that subject to approval by LCC to purchase a bench to be installed in Lyndon Square at a cost of £700 plus VAT. Moved Cllr Jones seconded Cllr Richards

16. Bramham in Bloom; It was **RESOLVED** to purchase a tree & plaque at a cost of up to £100 to mark 10 years service to Bramham in Bloom by Ernest & Meryl Nichols and Gill Young. Moved Cllr Whitbread seconded Cllr Dalton

17. CAG request. It was **Resolved** that the PC should meet the cost of the Village Christmas tree at a cost of £75 plus VAT moved Cllr Jones seconded Cllr Dalton

18. Sponsorship of the Church Calendar; It was **Resolved** to sponsor a page of the calendar at a cost of £100 . Moved Cllr Jones seconded Cllr Dalton

19. Dog Fouling; It was **Resolved** that subject to LCC agreeing to accept responsibility for emptying the PC would purchase a waste bin to be installed close to the Pavilion. Moved Cllr Whitbread seconded Cllr Richards The Clerk advised that she had contacted LCC's dog wardens for advice but because the playing field is private land it was doubtful whether any assistance would be available.

20. Appointment of Stacey Asquith Hill; Following completion of a satisfactory probationary period it was **RESOLVED** to confirm the appointment of Stacey Asquith Hill as cleaner of the Senior Citizen's Shelter. Moved Cllr Richards seconded Cllr Whitbread

21. External auditors report. The comments of the external auditors report were accepted and the amendments to the annual return for 2014/15 noted. Moved Cllr Richards seconded Cllr Lewis.

22. Installation of Pavilion signage. Cllrs Lewis & Jones agreed to organise

23. Financial matters

24. (i) Pavilion I & E taken before item 11

- (ii) The monthly reconciliation statement for Sept was noted
 (iii) Retrospective approval of the renewal of the PC's insurance Cheque no: 101913 £ 2580.02 and (ii) Pavilion cleaning cheque no 101912 £39
 (iv) The following accounts were passed for approval

Clerk's remuneration	101914	£ 260.10
Clerk's Expenses		354.98
Caretaker	101915	27.67
Cleaner	101916	48.00
Gardener	101917	27.67
HMRC	101918	259.80
Bridge Electrical Supplies	101919	45.00
Yorkshire Ambulance Service	101920	3223.00
Natasha Eames	101921	50.00
Cllr Val Whitbread (exps)	101922	31.79
ICO (DPA Renewal)	101923	35.00
GSP Services UK Ltd	101924	264.00
PKF Littlejohn LLP	101925	720.00
Neil Ferres (Archive)	101926	79.68
YLCA	101927	3.80

Moved Cllr Richards seconded Cllr Jones

25. Tenders for the adult gym equipment - item deferred

26. Cleaning arrangements for the Pavilion. The clerk advised that quotes had been received from 2 contractors of £12 and £15 an hour respectively. However Stacey Asquith Hill had asked to be considered for the position. The cost would be £8 per hour. It was therefore **Resolved** to amend her contract of employment to include Pavilion duties. Moved Cllr Whitbread seconded Cllr Dalton.

27. Minor items and items for the next agenda

- (i) The clerk advised that an inspection of the accounts by the finance ctte was due and that the draft budget for 15/16 would be an agenda item for the next meeting
- (ii) Cllr Dalton asked whether the PC would support the installation of signage to the Village Church. The Clerk offered to contact LCC to see how this might be progressed. Cllrs suggested that signs to the Church and Pavilion also be considered
- (iii) Cllr Richards asked what the position was on the amended signage required for the play area. The Clerk advised that she had not pursued this pending the PC discussion on dog fouling in case additional signage was required.
- (iv) Cllr Lewis asked that the location of the defibrillators be an agenda item for the November meeting and that on line banking be pursued as agreed at the last meeting
- (v) Cllr Jones asked the Clerk to raise the with LCC the apparent non cleaning of Bowcliffe Road by the building contractor
- (vi) Cllr Jones asked that because LCC no longer enforces no ball games signage whether the PC would install such signage in Square? In response the Clerk advised that enforcement was a matter for LCC only.

28. Date and time of next meeting – Weds 4 November. 7.30 Pm Senior Citizen's Shelter

