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**16/01**

# Bramham Parish Council

Minutes of the meeting held Wednesday 6 January 2016

**Present:** Cllr Henderson (vice Chair), Cllrs: Dalton, Elvin, Halliday, Richards
**In attendance:** M Lynch (Clerk) and Simon Burke (Wicksteeds) & PCSO's Nottingham & Crosland part of the meeting.
**Public Session:** None

1. Apologies for absence **–**Cllrs Whitbread and Jones
   Not present Cllr Atkinson
2. Disclosure of disclosable pecuniary interests o**r** declaration of any other significant interests which may be in the public interest. None
3. It was **RESOLVED** to exclude the press and public for items 5 & 26 as they concerned the award of contracts. Moved Cllr Henderson seconded Cl**lr** Richards
4. Police matters = PCSO's Nottingham and Crosland reported 1 crime during December - criminal damage to a car on Clifford Rd. However they reported increasing thefts in Wetherby from cars left unsecured. Also increased trying of house door handles in order to gain entry. They would like residents to ensure that vehicles are locked & doors secured. Cllr Henderson the advice would be included in the magazine update.
5. Adult Gym equipment **SO's suspended** Moved Cllr Henderson seconded Cllr Richards .Following a discussion it was agreed that the hurdles equipment in the original proposal should be changed for a single leg press. SW advised that the change should not make any significant difference to the budget. It was **RESOLVED** to purchase 4 items of adult gym equipment at a cost of up to £10,500 plus VAT subject to confirmation of the cost. It was noted that no deposit was required. **SO'S resumed**
6. Minutes of Council Meeting held on 2 December 2015 were approved as a true record. . Moved :Cllr Henderson seconded Cllr Richards
7. Clerk's Report; (i) The clerk advised that the application to Fields in Trust had gone astray. The application had been updated to include new users. However a copy of the land registry dated within the last 12mths was required. The Clerk had applied for this and would forward electronically. (ii) The Clerk had registered the PC for 'the Clean for the Queen' initiative. The Clerk was asked to contact Mrs Gerry Taylor who had previously organised village clean ups to see if she would have the time to take this on. (iii) The Clerk drew Cllrs attention to the information regarding the precept & calculator which had been received from LCC. Cllrs were asked to review in preparation for the Feb meeting. (iv) It was agreed to forward the flyer from YLCA regarding beacons to celebrate the Queen's 90th birthday to CAG to enquire as to whether they could organise one for the village. (v) The Clerk advised that neither CAG nor Bramham in Bloom had the capacity to take on the Tesco Award project for Lyndon Rd. Following discussion the Clerk was asked to let the resident know that with regret the PC could not take this on. (v) The correspondence from YLCA regarding the 18% increase in subscriptions was noted. (vi) The PC noted the correspondence from Belinda Heaton & Simon Berger regarding excessive noise from an event at Bowcliffe Hall on Dec 4th meeting.
8. Other correspondence received None received

9 Planning matters**:** The following were noted (**i) Approvals** Ref. No: 15/06396/FU 1 Lyndon Close; Ref.No: 15/06117/FU Retrospective approval for Back Street; (ii) **Refusals:** Ref. No: 15/02188/FU Solar Farm; Ref. No: 15/9/00189/MOD: The Long

House Lodge Gdns: Change of colour of frames ;( iii) **Applications**: (iv) **Tree work**: (v) **withdrawals**: Ref. No: 15/06590/FU Steel container VH Car park.

10. Neighbourhood Plan Group Update Noted.

11. PC application to the Community Fund. It was agreed that the PC would submit an application to the Community Fund for (i) £1500 to fund a feasibility study to consider options for improvements to the Senior Citizen's Centre, (ii) Seek agreement in principle for a grant towards the cost of the preferred option and (iii) £4000 to cover professional fees for the chosen option.

12. PC's response to NYCC's consultation on its minerals plan. Cllr Richards had reviewed the document & advised that most of the proposals were in the north of the County Also that the PC would have the opportunity to comment on proposals confirmed following the consultation. She agreed to draft a response to be submitted by the deadline of 15 January 2016. .

13. Appointment of DCK Beavers Ltd. It was **RESOLVE**D to appoint DCK Beavers Ltd to act as the PC's agent in relation to HMRC/VAT matters at a cost of £ 245 plus VAT. Moved Cllr Henderson seconded Cllr Richards

14. Senior Citizen's Centre It was **RESOLVED** to commission a feasibility study at an estimated cost of £1500 plus VAT to consider 3 options for an upgrade to the SCC **(i)**the installation of water/sewerage only; **(ii**) installation of services together with the refurbishment of the SCC**; ( iii)** demolishment of the existing building and replacement with a new fully serviced building. However this would be subject to the CF agreeing to fund the cost of the study and also committing in principle to support the preferred option. Moved Cllr Dalton seconded Cllr Henderson. The study would be followed by full consultation with residents. In the event that the CF approval was obtained it was **RESOLVED** that Batty France Ltd be appointed to carry out the study at a cost of £1500 plus VAT. This would be a week's work at a daily rate of £300 which had been benchmarked against the daily rates of 2 other Quantity Surveyors of £325 and £750 plus VAT. Moved Cllr Henderson seconded Cllr Richards

15. Installation of the DEFIB in the redundant phone box Lyndon Rd. It was RESOLVED to appoint a local contractor to install the defib who would be asked to follow the instructions received from BT. A budget of up to £200 was agreed. Moved Cllr Henderson seconded Cllr Halliday.

16. Retrospective approval for the contract with LCC for mole removal. The Clerk advised that she had contacted LCC between meetings in order to get the playing field treated as soon as possible to avoid damage to the football pitches. Treatment was also required at the SCC. It was RESOLVED to give retrospective approval to the cost of £250 inc VAT moved Cllr Henderson seconded Cllr Richards

17. Resignation of Cllr Lewis. The Clerk advised that Cllr Lewis had resigned because he was due to leave the village shortly. In order to give maximum publicity to the vacancy by advertising it in the Parish Magazine it was agreed that notice would be given on 1 February. In the event that 10 residents do not request an election the PC would hold a cooption meeting week beginning March 14. Any resident interested in becoming a co opted Councillor should contact the clerk as soon as possible.

18. Signage it was **RESOLVED** to increase the approved budget of £200 to £260 plus VAT. Moved Cllr Henderson seconded Cllr Richards

19. Leeds Festival. Cllr Henderson advised that neither Nick Lane Fox nor Colin Pool had responded to the PC's request for the CF BACS details. Following discussion it was agreed that arrangements for the 2016 should be prepared to be confirmed at the February meeting subject to the CF BACS information being received. Arrangements would be published in the March Parish magazine.

20. Appointment of internal auditor. The Clerk had invited quotes from 3 auditors on the YLCA list. 2 quotes had been received (i) one for £250 from Andrew Swanson and a 2nd for £131.50 to include mileage from Ian Smithson It was **RESOLVED** to appoint Ian Smithson as internal auditor for the financial year ending 321 March 2016.

21. Response to LCC'S consultation on the Planning Charter. It was agreed that Cllr Richards would review and draft a response.

22. Revised user agreement with Bramham FC. Cllrs were happy with the amendments to the agreement but would like to reach agreement regarding the removal of rubbish, use of Pavilion storage space and the removal of old goal posts from the playing field. Cllrs agreed that a meeting with BFC was probably the best way to deal with concerns on both sides.
The revised agreement included a charge of £100 per team per annum wef Jan 2016 towards Pavilion cleaning costs. It was **RESOLVED** to recharge BFC £120 as a contribution towards cleaning costs of £243 for the period Sept – 31 Dec 2015. Moved Cllr Henderson seconded Cllr Halliday

23. Financial matters (i) the bank reconciliation statement for December 2015 was accepted
(ii) It was RESOLVED to give retrospective approval to the purchase of 4 additional pavilion alarm fobs at a cost of £30 plus VAT. A call out charge of £80 had been saved by having the fobs logged during the regular fire alarm maintenance visit.
(iii) The following accounts were passed for payment

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| Clerk's remuneration | £ 259.90 |
| Caretaker remuneration | 27.67 |
| Cleaner remuneration | 76.80 |
| Gardener remuneration | 27.67 |
| HMRC payment | 342.40 |
| CPRE | 36.00 |
| Good Directions Ltd | 624.60 |
| ESS | 36.00 |
| Cllr Whitbreads exps | 34.64 |

24. Minor items and items for the next agenda

- Cllr Halliday raised the issue of threatened flooding on Lyndon Rd and the response from LCC. The Clerk was asked to contact LCC with a request that steps be taken to prevent flooding. It was agreed that flooding issues should be on the February agenda. The Clerk advised that if residents unhappy with the response from LCC they should contact ward councillors.
- Cllr Dalton confirmed that the public access defib had been installed at the VH. It had been registered with YAS. He advised that the VH was available on 3 Sat mornings during Feb & March. The Clerk was asked to contact YAS to confirm availability for 19 March for a public awareness session.
- The Clerk confirmed that the new signage for the play area and the Pavilion would be ready for delivery week commencing 11 January.

25. Date, time & venue for the next meeting

**3rd February 7.30 at the Pavilion**

26. Appointment of tree contractor. 4 quotes had been obtained

- Azure tree services - £ 580 ( no vat) - but that did not include work to the silver birch trees and despite requests an amended quote had not been forthcoming
- Mike Rhodes Ltd - £850 plus VAT
- Toby Johnson Ltd - £1395 plus VAT
- Bartlett's of York - £3140 plus VAT.

It was **RESOLVED** to accept the quote of £850 plus VAT from Mike Rhodes. Moved Cllr Henderson seconded Cllr Dalton