

Minutes of the Meeting of Bramham cum Oglethorpe Parish Council held on 5 October 2022 at Bramham Pavilion

Councillors Present Mike Corrigan , Dan Gilpin, Pam Corrigan, Scott Jones, Linda Richards, Trish Prest, James Ingham and Mark Tozer

Also present 5 residents and the Clerk

Public Session

- i) A resident raised concerns about the wooden post by Westwood Way. Cllrs Richards advised that LCC Highways have agreed to replace the existing post and install additional posts by the allotments
- ii) A resident raised concerns about the potential closure of the shop and Post Office. They said that many residents were not aware of the this. It was agreed that information would be put in the Parish Magazine. Cllr M Corrigan explained that whilst the Council could not get involved in the future of the shop it was in discussions with the Post Office about the options for an outreach Post Office if necessary
- iii) Bramham House Development. A resident noted that an application has been made for discharge of some of the conditions attached to the Planning Permission which suggests that the development may start soon. The resident queried whether there would be consultation with residents and whether the Council would communicate with residents. Cllr M Corrigan noted that Planning Condition 23 requires liaison between the developer, Council and residents. A decision re the discharge of the Condition should be made by the 7th November. Any submissions made by the developer cannot be challenged by the Council or residents. The Council will update residents as and when further information becomes available
- iv) A resident queried the budget for the SCC redevelopment. Cllr Tozer advised that the Council approved a tender of £111,017 on 7th July 2022
- v) A resident noted that the minutes of the September meeting do not include reference to agenda items 21 & 22. Cllr M Corrigan advised that whilst a confidential item was discussed no decision was made. The Clerk confirmed that this item was omitted in error from the minutes.
- vi) Planning application 22/05724/FU Barton's Yard. The applicants advised that they were attending to allow the Councillors the opportunity to raise any queries about the application. They confirmed that they are happy for any residents to visit the site and discuss the plans. Councillors confirmed that they had reviewed the application and did not have any queries.

The members of the public left the meeting

1. Apologies

Cllr Helena Buck. It was **resolved** to approve the reasons for her absence.

2. Declarations of Pecuniary Interests or other Interests

- Cllr Richards – Agenda item 14 b Planning Application 22/05724/FU Bartons Yard
- Cllr Ingham – Agenda item 6.5
- Cllr M Corrigan – Agenda item 6.3

3. Minutes of the Parish Council meetings on 7 September 2022

It was **resolved** that the minutes of the Council meeting held on 7 September 2022 be approved, subject to including the following, all in favour

21. It was **resolved** to exclude the public and press from item 22 on the agenda on the grounds of confidentiality, all in favour.

22. An operational issue was considered. No decision was made all in favour.

4. **Crime Report**

Cllrs Richards reported that there has been no significant change in the reported crime figures in the Wetherby Ward. Youth related crimes have reduced but there has been an increase in theft from shops and bike theft. The police have distributed information about burglary prevention. Cllr Ingham advised that there had been an increase in farm thefts.

5. **SCC Redevelopment**

- The updated contractors report was received. The Clerk has signed the contract on behalf of the Council.
- A payment schedule has been agreed with the contractors and the first 2 valuations have been received from Thompsons. The project is still on track for completion within the 20 week schedule.
- A good drainage connection has been found and there will be no need to close the road for drainage work. The contractors have advised that the main wall restraining the beck was heavily reinforced and this resulted in additional work.
- The contractors have confirmed that no members of the public are allowed to enter the site for safety reasons.
- The Council will decide the building's name at the November meeting. It was noted that there have been no suggestions or comments from residents. It was agreed that the Clerk will put out a news post about this
- The building capacity needs to be determined in accordance with health and safety requirements
- Thompsons are not able to provide a landscape design and alternative contractors will be approached

6. **ADWG Security of the Playing Field MC**

6.1 The briefing notes from the ADWG meeting on the 3rd October 2022 were received. It was noted that limestone blocks have now been positioned around the edge of the field to prevent vehicles accessing it. Cllrs Prest and Ingham were thanked for their work in relation to this.

6.2 It was **resolved** to apply for planning permission to install a height restricted barrier at the entrance to the Pavilion carpark, all in favour. Cllr M Corrigan and the Clerk will prepare the application.

6.3 It was **resolved** to approve a budget of £3,000 for the installation of the height restricted barrier. Three quotes have been requested but, to date only PKP Engineering and Barriers Direct have supplied a quote; Broxap and Newgate did not respond. It was **resolved** that PKP Engineering will be instructed once Planning Permission is obtained, all in favour.

6.3 It was **resolved** to purchase bulbs (4 x 25kg bags @ £29.50 + VAT) to be planted around the limestone blocks, all in favour. The bulbs will not be planted on the Freely Lane side of the blocks as the ground may be disturbed when the road improvements linked to the Bramham House Development occurs. Councillors will form working parties on 15th and 16th October to plant the bulbs.

6.4 It was **resolved** to approve the hire cost of the heavy machinery (in addition to the hire of the articulated Hiab) to place the limestone blocks, all in favour

7. The Clerk was instructed to review the Pavilion and SCC gas and electricity contracts and the options will be considered at the next A & A Committee Meeting.

8. The six monthly street furniture Inspection Report was received and it was noted that:

- The Notice Board door is rotten and repairs are required. It is still considered safe to use.

- The bench on Lyndon Road will be washed to remove bird droppings
 - Ivy needs to be removed from the Welcome to Bramham sign on Thorner Lane/ Meadow Lane
9. **Bramham Gala** It was **resolved** to approve the use of the Bramham Pavilion and playing field for the Bramham Gala on Saturday 17th June 2023, all in favour
10. Policies
- 10.1 It was **resolved** to adopt a Data Breach Policy, all in favour.
- 10.2 It was **resolved** to adopt a Dignity at Work Policy, all in favour.
- 10.3 It was **resolved** to adopt an ICO Publication Scheme, all in favour.
11. The timetable for preparation of the 2023/2024 budget was noted. The draft budget will be considered by the Council at the December Council meeting with the final budget to be approved at the January or February 2023 meeting.
12. The conclusion of the 2021/2022 Audit was noted. No issues were raised by the External Auditor and their report has been published on the Council website.
13. **Financial Matters RFO**
- 13.1 The receipts for September 2022 were noted as £970.00
- 13.2 It was **resolved** to approve the following payments, all in favour :

		Payee	Amount (net)	VAT	Total	Sec 137
1	BACS	Salaries Incl HMRC	580.67		580.67	
2	BACS	Team Clean Cleaning	120.00		120.00	
3	BACS	Elite Transport Ltd (Collection of limestone blocks)	850.00	170.00	1020.00	
4	BACS	A J Gallagher Insurance	2659.16		2659.16	
5	BACS	APT Construction	14250.00	2850.00	17100.00	
6	BACS	PKF Littlejohn LLP (external auditors fees)	300.00	60.00	360.00	
7	DD	EON Pavilion Gas	74.00		74.00	
8	DD	ID Mobile	4.13	.87	5.00	
9	DD	British Gas (SCC electricity 14 08 22 – 13 09 22)	24.87	1.24	26.11	
10	DD	British Gas (Pavilion electricity 21 08 22 – 20 09 22)	96.61	4.83	101.44	
11	BACS	Scribe (Annual Subscription)	288.00	57.60	354.60	
12	BACS	Green Guard (Weed spraying)	80.00		80.00	
13	DD	Unity Trust Bank (service charge)	18.00		18.00	

13.3 The bank reconciliations as of 30 September 2022 were received

13.4 The bank balances as of 30 September 2022 were noted as:

Unity Trust	66,777.02
Skipton BS 992755645	9,565.97
Skipton BS 992755659	72,944.97
Total	149,287.96

13.5 It was **resolved** to transfer the funds from Skipton BS 992755659 and close the account, all in favour.

14. Planning Matters

a) Decisions received

22/01440/OT Outline application for a forestry building, with all matters reserved at land off Windmill Lane, Bramham. Refused

12/04593/COND Consent, agreement or approval required by conditions 6 and 8 of Planning Application 06/00769/N1490 as determined by the Secretary of State for the Department of Energy and Climate Change at Electricity Sub Station Headley Plantation Warren Lane Bramham Wetherby. Approved

22/004462/COND Consent, agreement or approval required by condition 8 of Planning Application 21/07121/FU at Croft Cottages Aberford Road Bramham Wetherby LS23 6QW. Approved

22/-2199/FU Two storey side extension incorporating dormer window to front and roof lights to rear at Meadow House Farfield Court Wetherby Road Bramham. Withdrawn

21/07121/CON Consent, agreement or approval required by Conditions 7,10 and 11 of Planning application 21/07121/FU at Croft Cottages, Aberford Road, Bramham. Approved

b) Applications received

22/05724/FU Change of use of store to B1 Office Use with extension and external storage areas at Leeds M And E Personnel Ltd Bartons Yard Back Street Bramham. It was **resolved** to support the application with a caveat that the revised proposals from LCC Highways be attached as a condition of approval, carried

22/06290/FU/NE For: Rooflights to front and rear at Leah House Farfield Court Wetherby Road, Bramham. It was **resolved** to support this application, all in favour.

c) Update regarding ongoing planning matters

It is understood that an amended application is due or be submitted for Carlton House.

The Clerk will ask for an extension of time to consider the application if necessary.

15. **Clerk's Report**

EE/BT have been instructed to install broad band at the Pavilion. A date for the installation of the landline is awaited.

16. **Correspondence**

828 Querying when the logs restricting access to the Pavilion car park will be moved. Clerk has responded

829 Request from BiB to waive hire fees for their AGM. Clerk to advise BiB that the standard hire rate will apply

830 Concerns re dog waste being left by Manor House East & West. Clerk to advise that the Council ensure that free dog poo bags are available and a reminder will be put in the Parish Magazine that dog walkers must clean up after their animals

831 Objections to planning application 22/05011/FU Tenter Hill. Clerk to advise that the Council has already objected to the application

832/833/834 Bramham House development. Querying how the Council will engage with residents and the developers to protect residents affected by the development. It was noted that the developer is required, as one of the planning conditions, to engage with the Council and residents. Information will be published on the Council website as soon as it becomes available

835 Safety concerns about traffic/parking at the end of Lyndon Road. Cllr Richards advised that the Boston Spa Traffic Road Order will include an order to place yellow lines by the school. This may not happen until March 2023. Funding for the footpath improvements by school has not yet been agreed.

836/837 Objections to planning application 22/05724/FU Bartons Yard. Clerk to advise that the Council has resolved to support the application

838 Incident of fly tipping. Clerk to advise that most of the waste has been removed and the remaining cannister is schedule for urgent removal

839 Shared use of football pitch. It was noted that this issue has been resolved

840 LCC grit bin survey. Cllrs to inform the Clerk of the location of any grit bins in Bramham

841 LCC Councillors Information pack. Cllrs confirmed that they have all received this

17. **Minor Items**

- Future of the shop and Post Office. Cllr Mr Corrigan has arranged a meeting with a representative of the Post Office to discuss the options for an outreach Post Office if

the shop and Post Office closes and all Councillors are welcome to attend.

- Christmas Lights grant. BCAG have not confirmed when these funds will be required. The FWG will consider the issue and make recommendations to the Council.
- A donation to the Royal British Legion will be considered at the November meeting. It was agreed that Cllr Jones would lay the wreath at the War Memorial on behalf of the Council.

18. **Date of next meeting**

The date of the next meeting was noted at 7.00 pm Wednesday 2 November 2022 at the Bramham Pavilion. Any agenda items or reports to be sent to the clerk by 5pm on Tuesday 25 October 2022.

The meeting concluded at 9.46 pm

Signed.....

Dated