

Minutes of the Meeting of Bramham cum Oglethorpe Parish Council held on 2 February 2022 at Bramham Pavilion

Councillors Present Mike Corrigan , Helena Buck, Linda Richards, Pam Corrigan, Dan Gilpin, Scott Jones, James Ingham and Trish Prest
Also present 4 residents and the clerk

Public Session

Residents addressed the meeting on the following issues:

- i) Bramham 10k run. The resident thanked the A & A Committee for supporting the request to book the Bramham Pavilion and playing field for a 10k/5k and a fun run on the 10th July 2022. They queried whether the Council would again make a donation to Martin House Hospice. Cllr M Corrigan advised that the Council would consider a request if it was recommended by the A & A Committee
- ii) The resident noted that the Assets Development Working Group was to be reconvened and queried:
 - What proposals would be considered by the group?
 - Will the group consider the relative priority of all assets?Cllr M Corrigan confirmed that the group will consider the proposals submitted to the Council in May 2021 as well as the aspirations set out in the Neighbourhood Plan. He noted that the Terms of Reference for the group includes *To undertake public consultation as appropriate*

1. Apologies

None

2. Declarations of Pecuniary Interests or other Interests

None

3. Minutes of the Parish Council meetings on 5 January 2022

It was **resolved** that the minutes of the Council meeting held on 5 January 2022 be approved, all in favour.

4. Crime Report

Cllr Richards attended the PACT meeting on the 1st February 2022. Face to face meetings will resume in March. Crime rates remain low throughout the Wetherby Ward. There were 3 burglaries in the ward and a suspect has been arrested in relation to 2 of the offences. Residents are encouraged to report any issues to the police.

5. Budget and Precept request

5.1 It was **resolved** To approve the budget for 2022/2023, all in favour.

5.2 It was **resolved** to approve the Precept Request of £26,824 for 2022/2023, all in favour.

6. Assets & Amenities Committee

6.1 Internal storage in the Pavilion. It was **resolved** to obtain quotes to construct storage units in the changing room(s), all in favour. The cost will be met from the Pavilion earmarked fund.

6.2 A provisional date of 10th September has been agreed for the 2022 Bramham Show.

6.3 A request made by Collingham FC for additional parking at the Pavilion has been considered by the Committee. Additional parking spaces will require Planning Permission and, as the area is designated as a Fields in Trust, this is unlikely to be granted. In addition funds are not available for the proposal. The Clerk will respond to Collingham FC.

6.4. It was **resolved** to approve the booking of the Pavilion and Playing Field for the Bramham Run on the 10th July 2022. It is anticipated that over 200 people will attend and the hire fee of £250 was confirmed.

6.5 Assets Development Working Group. It was **resolved** to appoint Cllrs Prest and Gilpin to the group in addition to Cllrs Jones and M Corrigan. Cllr M Corrigan will convene the group. Initially the group will review the Terms of Reference and to determine how it will consult with residents and local groups.

7. It was **resolved** to approve the amended Terms & Conditions for bookings on the field which include the erection of structures on the playing field, all in favour.

8. **Traffic Management Working Group**

8.1 The notes of the meeting with LCC Highways on the 11th January 2022 were received. In addition to the Ward Cllrs agreeing to fund the SID on Bowcliffe Road 2 offers of funding have been received from residents, one to cover the whole cost of a SID. Therefore the Council has received offers of funding of £7,200 towards the overall cost of £10,500 of the 3 SIDs. The Clerk was instructed to order the SIDs from LCC.

8.2 Letters have been sent to Arriva, Harrogate Bus Company and West Yorkshire Metro regarding buses speeding. Arriva have apologised and agreed to put up posters in their depot reminding drivers of the 20 mph speed limit in Bramham. The Harrogate Bus Company queried whether the speed limit was legally enforceable. They have been advised that it is and they confirmed that their drivers' speeds are monitored. A response from West Yorkshire Metro is awaited.

9. **SCC & Wildlife Area**

9.1 The final plans for the SCC tender have been circulated to Councillors. It is anticipated that the project will be sent out to tender this month. Once the tenders have been received the Council will make a final decision about whether to proceed with the redevelopment.

9.2 It was **resolved** to submit an application to the COP 26 Legacy Fund for a grant towards fuel efficiency measures including the cost of insulation and a ground source heat pump. As the building is in a conservation area solar panels are unlikely to be permitted.

9.3 Cllr Richards and the Clerk attended a site meeting with a representative of the Environment Agency. The Environment Agency subsequently confirmed that there is no agreement in place permitting residents or representatives of the Council to cross the debris screen or the land owned by the Environment Agency.

Cllrs M Corrigan and Richards will meet with Nick Lane Fox to update him. It was **resolved** that Cllrs Buck, Richards and M Corrigan will prepare a briefing paper to be presented to the April Council meeting about the implications of the access issue.

10. **Community Fund**

It was **resolved** to apply to the Community Fund for a grant for a marquee, all in favour. It was **resolved** to request that the outstanding grants for the SCC redevelopment, Tenter Hill Allotments Security and Tender Hill Portakabin be carried over to 2022/2023 and to advise the Community Fund that the grants for the footbridge to the Wildlife Area and Additional items for the playing field are no longer required, all in favour.

11. **Queen's Jubilee**

BCAG are organising the beacon which will be lit on the 2nd June 2022. The Council will take the lead organising an afternoon tea/garden party on the 5th June 2022 at the Pavilion and playing field. Whilst the Council hopes that the revenue

from the event will cover the costs the aim is for it to be a village celebration not a revenue generating event. The afternoon tea/garden party will not preclude local residents from holding their own street parties. Cllr Gilpin noted that whilst the event will be for all residents the focus will be on older residents. Consideration will need to be given regarding transport to both the beacon lighting and the afternoon tea.

It was **resolved** to suspend Standing Orders to allow a resident to speak, all in favour. The resident stated that the events needed to include all village groups. Cllr P Corrigan suggested inviting all village groups and interested residents to a meeting to discuss the plans. The resident recommended that WiSE should be involved/consulted

Standing Orders were resumed

It was **resolved** to arrange a meeting with village groups and interested residents to consider plans for the Jubilee. Cllr Richards noted that Wetherby Town Council were arranging a number of events over the 4 days bank holiday weekend.

12. Co-option

There have been no applications for the vacancy on the Council. It was **resolved** that re-advertising will be considered at the March or April meeting.

13. It was **resolved** to approve the updated BACS payment protocol, all in favour.

14. The quarterly financial control checks report undertaken by Cllrs Buck, M Corrigan and Richards was received. The Clerk will action the issues identified and ensure that any corrections are made to the Scribe accountancy software.

15. Financial Matters

15.1 The income report for January 2022 was received. It was noted that the receipts for January 2022 totalled £1,100

15.2 It was **resolved** to approve the following payments, all in favour

		Payee	Amount (net)	VAT	Total	Sec 137
1	BACS	Clerk	416.00		416.00	
2	BACS	Caretaker	31.20		31.20	
3	BACS	HMRC	111.80		111.80	
4	BACS	Team Clean Cleaning (Pavilion Cleaning January 2022)	150.00		150.00	
5	DD	Id Mobile	4.17	.83	5.00	
6	DD	HSBC Monthly Fee	5.00		5.00	
7	BACS	Village Hall Hire Charges (05 01 2022	32.00		32.00	
8	BACS	BCAG (Reusable plastic glasses)	228.27		228.27	228.27
10	BACS	Clerk – A 4 paper	4.99		4.99	
11	BACS	S Macaulay – Pavilion Deposit	100.00		100.00	
12	DD	British Gas SCC 14 12 21 – 13 01 22	255.07	12.75	267.82	
13	BACS	Clerk – mileage	17.55		17.55	
14	BACS	Clerk – Office 365	79.99		79.99	
15	DD	Eon Pavilion Gas	74.00		74.00	
16	BACS	YLCA – Training Course	60.00		60.00	
17	DD	British Gas – Pavilion elec 21 11 2021 – 20 20 2021	134.46	6.72	141.18	
18	BACS	Business Stream Pavilion Water Rates 14 10 21 -20 01 22	142.57		142.57	
19	BACs	Branchlines	825.00		825.00	

15.3 The bank balances as at 31 January were noted as:

Unity Trust	£27,870.87
HSBC 51051350	£41566.32
Skipton BS 992755645	£9565.97
Skipton BS 992755659	£72944.97
Total	£15194813

15.4 The Bank reconciliations and statements as at 31 January 2022 were received.

16. Planning Matters

a) Decisions received

21/08411/COND Consent, agreement or approval required by condition 4 of Planning Application 20/08423/FU at 7 Windmill Road, Bramham. Approved

21/08877/FU Demolition of conservatory; single storey extension to rear at 3 Lyndon Way, Bramham. Approved

21/02121/FU Amalgamation of two cottages to form a single dwelling including part two storey part single storey rear extension and conversion outbuilding to ancillary domestic accommodation at Croft Cottages, Aberford Road, Bramham. Approved

b) Applications considered

None received

c) Update regarding ongoing planning matters

Farfield House – LCC are still working with the developers to agree a discharge of the outstanding planning requirements

Alms Hill House – LCC Planning Compliance say they have no remit as work has commenced. Cllrs Richards will contact the neighbouring residents to advise them.

Church Hill – LCC Planning Compliance have been contacted about the site.

17. Clerk's Report

- The Unity Trust Bank Account is open and the HSBC Current account is closed.
- The Parish Council accounts have been transferred to the Scribe accountancy software
- The West Yorkshire Archive Service have been contacted for advice about the historic documents which are now in the possession of the Council.

18. Correspondence

778 A resident has requested further amendments to the December 2021 minutes. Cllr M Corrigan explained that once Council minutes have been approved they cannot be amended.

779 Request to hire the Pavilion and the playing field for the Bramham run on the 10th July 2022. This was dealt with under agenda item 6.2. The Clerk will add the booking to HallMaster. It was **resolved** to suspend Standing Orders to allow a resident to speak, all in favour. The resident asked whether the Council will reconsider the hire cost and/or making a donation to Martin House Hospice as it did on 2021. Cllr Corrigan explained that the hire fees had been set by the A & A Committee in line with Council policy. If the hire fees were reduced or waived this may lead to other hirers asking for a similar reduction. The Council will consider, at a later meeting, making a charitable donation to Martin House Hospice.

Standing Orders were resumed

780 Resident querying whether the Council can take action to reduce drink driving in Bramham. The Clerk has advised the resident that this is outside the powers of the Council.

19. Minor Items

- Cllr Gilpin attended the LCC Festival Working Group Meeting. This focused on sustainability and traffic management. The possibility of a global village pass for residents is being considered.

- Following a meeting with Neil Ferres it was agreed that the physical archive be transferred to the Council. The Council is now in possession of all the documents and artifacts. Neil has agreed to provide the Council with administrative access to www.historicbramham.org.uk/ This is awaited. The Council again thanked Neil Ferres for his work in maintaining and developing the archive.
 - A trampoline blew onto the playing field over the weekend of the 29th/30th January. This has been dismantled and removed as it was a safety hazard. The Clerk will contact the owner to establish if they want to collect it, if not it will be disposed of.
20. **Date of next meeting**
7.00 pm Wednesday 2nd March 2022 at the Bramham Pavilion. Any agenda items or reports to be sent to the clerk by 5pm on Tuesday 22 February 2022.

The meeting concluded at 20.39

Signed.....

Dated.....

