

Minutes of the Meeting of Bramham cum Oglethorpe Parish Council held on 13 September 2023 at Bramham Parish Centre

Councillors Present Cllrs M Corrigan (Chair), Dan Gilpin (Vice Chair) P Corrigan, M Tozer, J Ingham (from agenda item 17), L Richards (from agenda item 17),

Also present 3 residents, a representative from GigaClear Ltd and the Clerk

Public Session

- i) A resident queried whether their property would be include in the planned installation of ultrafast full fibre broadband. The GigaClear representative agreed to contact the resident directly about this.
- ii) A representative from the Bramham Runners offered to answer any questions councillors had about plans for the 2024 Bramham Run.
1. **Apologies** were received from Cllr Buck and Cllr Ingham It was **resolved** to approve their absences
2. **Declarations of Pecuniary Interests or other Interests**
None
3. **Minutes of the Parish Council meetings on**
It was **resolved** that the minutes of the Council meeting held on 12 July 2023 be approved and signed by the Chair.
4. **Crime Report**
The August crime figures not available and will be noted at the October meeting.
5. Giga Clear Presentation. It was **resolved** to lift Standing Orders to allow Sam Christmas, GigaClear Ltd Community Engagement Officer, to speak. Mr Christmas advised that GigaClear Ltd specialise in the provision of full fibre broadband in rural areas. They are planning to install connections to 3100 properties in Bramham, Clifford and Scarcroft. There will be no obligation for residents to switch from their current broadband provider and properties who already have broad band via BT Openreach may not be included. Where possible, connections will be made using the existing infrastructure, including BT ducting and telegraph poles. Where it is necessary to dig up the highway or verges they will be reinstated to a highways standard with verges reseeded if necessary. Work is due to start in early 2024 with completion by August 2024. GigaClear will be holding community events later in the autumn and residents can sign up on the GigaClear website for updates.
Standing Orders were reinstated
6. It was **resolved** to approve a large event booking for the Bramham Run on the 14th July 2024.
7. Finance Working Group
 1. The notes of the FWG meeting on 26 July 2023 were received
 2. The Q1 Internal Controls Check list was received and the corrective action noted.
 3. It was **resolved** to defer obtain a Unity Trust Credit card until further information was obtained from Unity Trust.
 4. It was **resolved** to add Cllr Prest to the Unity Trust bank mandate.
 5. It was **resolved** to accept the 3 year fixed quote from BHIB for the council's annual insurance renewal.
8. Tenter Hill Allotments. Receipt of an update regarding rubbish removal and fire safety compliance at the Tender Hill Allotments was deferred to the October meeting.

9. Playing field maintenance. A report from Pitch Power has advised that the quality of the football pitches is poor. Based on the report, the council will be eligible to apply for a pitch maintenance grant from the Football Foundation Grass Pitch Maintenance Fund. It was agreed to consider setting up a Pitch Maintenance Working Group at the October meeting.
10. The decision to apply for Planning Permission for a storage unit at the rear of the Pavilion was deferred to the October meeting.
11. It was **resolved** to obtain quotes for cleaning of the War Memorial
12. Bramham Show. The event was well attended and there were 200 entries to the show. The Bramham scouts were thanked for providing the children's entertainment at the show.
13. Parish Centre Official opening. It was **resolved** to approve a budget of £200.00. The event will be advertised in the Parish Magazine, Facebook and the council website. Invitations will be sent to community groups in Bramham.
14. It was **resolved** to approve a donation of £100.00 to the Bramham Scouts for providing entertainment at the Bramham Show.
15. It was **resolved** to approve a donation of £50.00 to the Royal British Legion.
16. Residential bin collections. A resident has raised concerns about bin collections from The Knoll, in particular bins being left at the end of the road rather than returned to properties. It was noted that there is limited access for refuse lorries and bins will only be returned to properties if LCC have agreed to do so on the basis of a disability or medical need.

Cllr Richards & Ingham joined the meeting

17. The data from the static SID on Clifford Road for July and August 2023 was received and will be published on the website. No significant change was noted in July and August. Over grown vegetation is obscuring the SID sensor and the clerk was instructed to report this to LCC Highways.

18. Financial Matters RFO

1. The receipts for July and August 2023 were noted as £1,566.39 and £5,713.91.
2. It was **resolved** to approve the payments as per the attached schedule.
3. The bank reconciliations as at 31 August 2023 were received
4. The bank balances as at were noted as:

Unity Trust	62,458.34
Skipton BS 992755645	36,690.94
Total	99,149.28

19. Planning Matters

- a) Decisions received
 - 22/08421/COND Consent agreement or approval required by conditions 3 and 4 of 21/08263/FU at Town Hill Retaining Wall, Bramham. Approved
 - 23/04192/RM/NE Reserved matters application for a forestry building, including access, appearance, landscaping, layout and scale at Land Off Windmill Road Bramham Refused
 - 21/012681/FU Change of use of land to agricultural use including construction of agricultural building. Refused.
 - 23/03587/FU Single storey side extension with car port at Birch Cottage, 38 Aberford Road, Bramham. Approved.
 - 23/03908/LI Listed building consent for installation of out building for provision of equipment and bicycle storage at Bramham Lodge, Lodge Drive, Bramham. Approved.
- b) Applications received
 - 23/03907/FU/NE Installation of outbuilding for provision of equipment and bicycle storage at Bramham Lodge, Lodge Drive Bramham. It was **resolved** not to object to the application.

23/05236/FU/NE Conversion of existing detached double garage to habitable room with alterations including new windows to side elevations and replacement of garage door with door and windows at 61 Lyndon Road Bramham. Correspondence from a resident relating to the application was noted during discussion. It was **resolved** not to object to the application, subject to Highways being satisfied that it will not result in an increase in on street parking.

c) Update regarding ongoing planning matters

None

20. Clerk's Report

- The 2022 – 2023 CIL report has been submitted to LCC. As previously agreed, £9023.80 was allocated to Parish Centre redevelopment
- The West Yorkshire Archive Service (WYAS) have finished collating the historic documents deposited with the Archive Service and the collection reference is WYL2339. Signed minutes from 2010 to 2022 and the book of condolence for QE II have been deposited with WYAS.
- The repairs to the War Memorial have been completed, including replacing the missing chains.
- The Environment Agency (EA) have agreed to prune back the overhanging willow by the beck. The EA noted that the self-seeded sycamores are not on their land and the council will need to remove them.
- The Clerk has registered an interest in the DHSC Defibrillator fund
- The Finance Working Group will be meeting in October to begin work on the 2023/2024 budget.
- Historic Archive WYAS reference number. Signed minutes deposited and condolence book. Picture frames and plastic boxes

21. Correspondence

896 Resident noting that yellow lines have now been painted on Clifford Road by the Bramham Primary School and thanking the Council for its work in relation to this

897 Resident raising concerns about bins collections at The Knoll – considered under agenda item 16

998 Resident commenting on the location of the speed signs on Heygate. It was noted that LCC are unlikely to reposition these signs. However, the clerk was instructed to contact LCC Highways about the position of the 30 mph signs on Aberford Road. LCC previously agreed that the signs would be moved back towards Tadcaster, by the Welcome to Bramham sign.

899 Resident offering photographs for display in the Parish Centre. The resident was thanking for their kind offer but the council has decided not to hang any pictures in the Parish Centre at this time.

900 LCC Chief Planning Officer – response to concerns raised by the Council about the decision not to publish responses to planning applications on the LCC Planning Portal. The decision will be reviewed in 6 months time.

901 Resident raising concerns about whether the council took into account residents comments and material considerations when responding to planning applications. It was noted that the council does consider these before determining its response to planning applications.

902 BRAMACTION asking the council to reconsider the decision not to install a memorial to Stan Rowson in the Parish Centre Garden. Clerk to advise the correspondent that the decision will not be reversed.

903 Resident making representations about a planning application for 61 Lyndon Road. Clerk to advise that their comments were considered before the council determined its response to the application at agenda item 19 b.

904 Bramham FC re pitch maintenance and line marking. Clerk to advise that a Working Group is being set up to address these issues.

905 Resident raising concerns about the fruit from trees on Lyndon Road falling on the pavement which is unsightly and causing a hazard. It was noted that LCC have previously cut back the trees on safety grounds. It was agreed to contact LCC about the issue. Cllr Richards also agreed to contact the residents to discuss.

906 Resident complaining about the planting in the Parish Centre. Their comments were noted and the clerk was instructed to put out a news post about the garden and thanking the volunteers for their hard work planning and planting the garden.

22. Minor Items

- A resident has offered to donate a painting of Bramham to the council.
- It was noted that some residents are using the playing field to play golf and this is a potential risk to other users of the playing field. It was agreed to consider this issue at the October council meeting
- It was agreed to invite the developers of the Bramham House site to the October meeting to give an update during the public participation session their planning application.
- The Neighbourhood Plan is due to be reviewed

23. Date of next meeting

The date of the next meeting was noted as 11 October 2023 at 7.00 pm Wednesday at the Bramham Parish Centre. Any agenda items or reports to be sent to the clerk by 5pm on Tuesday 3 October 2023

The meeting concluded at 9.58 pm

Signed.....

Dated

Schedule of approved expenses

		Payee	Amount (net)	VAT	Total	Sec 137
1	BACS	Salaries Incl HMRC (July & August)	1424.80		1424.80	
2	BACS	Team Clean Cleaning (July)	195.00		195.00	
3	BACS	Thompsons	2130.00	426.00	2556.00	
4	BACS	Clerk (Offices expenses – A4 paper))	9.50		9.50	
5	BACS	GreenGuard (Playground fence repair)	695.00		695.00	
6	BACS	Parish Magazine (Bramham show advert)	50.00		50.00	
7	BACS	LCC (TEN Bramham Show)	21.00		21.00	
8	BACS	Lidl (Pavilion Cleaning supplies)	4.58		4.58	
9	BACS	Morrisons (Parish Centre cleaning supplies	40.79		40.79	
10	BACS	Touchwood (Parish Centre supplies)	4.16	.83	4.99	
11	BACS	Harts Nursery (Parish Centre plants)	25.00		25.00	
12	BACS	East Keswick Plant Centre (Parish Centre plants)	147.34	20.47	167.81	
13	BACS	Floyds Climbers & Clematis (Parish Centre plants)	13.00		13.00	
14	BACS	Cllr P Corrigan (Parish Centre plants)	18.50		18.50	
15	BACS	Lock & Key (Parish Centre plants)	22.25	4.45	26.70	
16	BACS	ESS Security (Pavilion Intruder alarm batteries)	32.00	6.40	38.40	
17	BACS	J Kirk (Pavilion deposit refund)	100.00		100.00	
18	BACS	T Ampirska (Pavilion deposit refund)	100.00		100.00	
19	BACS	Clerk (Office expenses – printer ink)	80.84	16.13	96.77	
20	DD	ID Mobile (July)	4.13	.87	5.00	
21	BACS	Sara Sutcliffe (Pavilion refund	100.00		100.00	
22	DD	Eon (Pavilion gas July 2023)	361.61		361.61	
23	DD	BT (Parish Centre broad band initial fees)	61.58	12.31	73.88	
24	BACS	R Page (Pavilion deposit refund)	100.00		100.00	
25	BACS	Argos (Computer mouse)	14.99		14.99	
26	BACS	ESS Security (Fire Alarm Maintenance)	160.00	32.00	192.00	
27	BACS	Business Stream (Pavilion water rates 21 04 23- 20 07 23	111.51		111.51	
28	BACS	ID Mobile (August)	4.13	.87	5.00	
29	BACS	Team Clean (August)	225.00		225.00	
30	BACS	Cllr Gilpin (Pavilion light)	16.13	3.23	19.36	
31	DD	Eon (Pavilion gas August 2023)	361.61		361.61	
32	DD	BT (Parish Centre broadband 01 08 23 – 31 08 23)	32.95	6.59	39.54	
33	DD	BT (Parish Centre broadband 01 09 23 -30 09 23)	32.95	6.59	39.54	
34	BACS	SM Property Services	620.00		620.00	
35	BACS	Bramham Scouts	100.00		100.00	
36	BACS	Royal British Legion	50.00		50.00	50.00
37	BACS	Cllr P Corrigan (Bramham Show expenses)	537.15	107.43	644.58	
38	BACS	Johnsons (Parish Centre soft landscaping)	233.50	46.30	279.80	
39	BACS	Roger Plant Centre (Parish Centre soft landscaping)	15.85		15.85	
40	BACS	Green Guard (Pavilion weed spraying)	180.00		180.00	