

Minutes of the Meeting of Bramham cum Oglethorpe Parish Council held on 8 November 2023 at the Bramham Parish Centre

Councillors Present M Corrigan, D Gilpin, J Ingham, L Richards, and M Tozer

Also present 7 residents, Ward Cllr P Stables, A Lamb, N Harrington and the Clerk

Public Session

- i) A resident queried whether LCC would be relocating the 30mph speed signs on Toulston Lane. The Clerk confirmed that the issue have been raised with Ward Cllr Lamb who has referred it to LCC Highways for action.
- ii) A resident raised concerns about the Planning Application for a battery storage unit at Warren Lane, Bramham (23/04572/FU/MIN). The resident considered there were a number of safety issues relating to these types of battery storage units, in particular the risk of thermal runaway events. Cllr M Corrigan advised that the council had considered the application at the October 2023 council meeting. The council was concerned that the application was unclear about the number and type of batteries to be installed and noted that the fire service would only be consulted after construction was completed. On the basis of the limited information in the application the council resolved not to support it. Ward Cllr Lamb agreed to refer the application to the LCC Plans Panel and provide advice to concerned residents.

1. Apologies

Apologies were received from Cllrs P Corrigan, H Buck and T Prest. It was **resolved** to approve their reasons for absence.

2. Declarations of Pecuniary Interests or other Interests

None

3. Minutes of the Parish Council meetings on 11 October 2023

It was **resolved** that the minutes of the Council meeting held on 11 October 2023 be approved and signed by the Chair.

4. Crime Report

The new police inspector, Inspector Armstead, attended the Outer North East Town and Parish Forum. He has offer to speak to Parish Councils and communities about local policing issues. He apologized for the recent delay in providing crime figures and confirmed that this issue has been resolved. Residents are encouraged to report all offences so resources can be allocated correctly.

5. The resignation of Cllr Scott Jones was noted. The clerk confirmed that LCC have been informed. It was **resolved** that, if there is no call for an election, the vacancy will be advertised with a closing date of 7 days before the January 2024 meeting . Applications will be considered at the January 2024 meeting.

6. Finance Working Group

1. The Q2 Internal Controls Check list was received and the clerk confirmed that any corrective action required has been undertaken.
2. It was **resolved** to appoint Carrie Pillow of Elkerlodge Bookkeeping as Internal Auditor for 2023/2024.
3. It was noted that updated Financial Regulations were approved at the May 2023 meeting and the current regulations do not require updating.
4. Community Fund Grants.

It was **resolved** to request that the balance of the Parish Centre soft landscaping grant

and the Tenter Hill Allotment grants be carried over in 2024. Any new grant applications will be considered at the January 2024 meeting.

5. It was **resolved** to transfer the reserve funds held in the Skipton Building Society to a Unity Trust Business Savings Account (interest rate 2.75%)
6. The Budget Summary to 31 October 2023 was received. The draft budget and precept request will be consisted at the December 2023 meeting and approved at the January 2024 meeting.
7. It was **resolved** to approve the appointment of the Clerk as the Internal Auditor for the Tenter Hill Allotment Association for 2023.
8. It was **resolved** to undertake a survey of Parish Centre users. Information is available from Scribe about evening hirers but more information is required about daytime users. The results of the survey will be reported at the December 2023 meeting.
9. The data from the static SID for October 2023 was received and will be published on the website. LCC have cut back vegetation so the sensor is not obscured. It was **resolved** to suspend Standing Orders so as a resident could speak. The resident queried if there were plans to install a static SID on Aberford Road. Cllr M Corrigan advised that the mobile SID showed that the majority of traffic on Aberford Road was complying with the speed limit so there are no plans for a static SID to be installed there.

Standing Orders were resumed

10. It was noted that the Assets & Amenities Committee are meeting on 20 November 2023 at 5.30 pm at the Parish Centre.
11. 2023/2024 football contracts. The clerk was instructed to chase the clubs for the signed contracts as these are required for the Football Federation grant application. It was noted that there are ongoing issues with clubs using the online booking system. The clerk was instructed to check with LCC when the cutoff date is for renewing the LCC grass cutting contract.
12. War Memorial. One quote has been received so far and from another contractor has agreed to provide a quote. Additional contractors will be approached.
13. A report from the Tenter Hill Allotments Committee on fire safety compliance and rubbish removal at the site was received. This will be reviewed further at the December 2023 meeting as it unclear whether some plot holders have declined to have their plots reviewed or if the reviews are pending.
14. It was resolved to nominate Cllr Gilpin to be entered into the ballot for attendance at the Royal Garden Party.

15. Financial Matters RFO

1. The receipts for October 2023 were noted as £563.07
2. It was **resolved** to approve the following payments:

		Payee	Amount (net)	VAT	Total	Sec 137
1	BACS	Salaries Incl HMRC	712.40		712.40	
2	BACS	Team Clean Cleaning	225.00		225.00	
3	BACS	Clerk's expenses (mileage)	5.22		5.22	
4	BACS	Cllr P Corrigan (Parish Centre opening refreshments)	21.62		21.62	
5	DD	Business Stream (Pavilion water rates 21 09 23 – 20 10 2023)	14.79		14.79	
6	DD	BT (Parish Centre Broad band)	32.95	6.59	39.54	
7	DD	ID Mobile	4.17	.83	5.00	
8	DD	ICO	35.00		35.00	
9	BACS	J Paterson (Parish Centre soft landscaping)	57.23	7.12	64.35	

3. The bank reconciliations as at 31 October 2023 were received
4. The bank balances as at were noted as:

Unity Trust	55,425.18
Skipton BS 992755645	36,690.94
Total	92,116.12

16. Planning Matters

a) Decisions received

23/05302/COND Consent, agreement or approval required by condition 5 of Planning Application 21/02681/F1 land east of Meadow Lane, Bramham. Approved.

21/09802/FU Consent, agreement or approval required by condition 3, 4 and 5 of Planning Application 21/09802/FU at Stonecroft, Low Way, Bramham. Approved

23/052236/FU Conversion of existing detached double garage to habitable room with alterations including new windows, replacement of garage door with door and windows at 61 Lyndon Road, Bramham. Approved.

23/05667/FU Single store side extension at Sycamore Cottage, 40 Aberford Road, Bramham. Approved.

It was **resolved** to suspend Standing Orders to allow two residents to speak in relation to planning application 23/05632/FU/NE at 37 Firbeck Road Bramham. The residents raised concerns about the scale of the proposed dormer windows and overlooking of their property. It was noted that the council considered this application at the October 2023 meeting and resolved to support it. Cllr Richards advised that the decision is still pending and the council can submit further comments. Cllr Richards explained that LCC no longer publishes residents comments on the planning portal so it is essential that residents notify the council of any concerns they have about planning applications.

Standing Orders were resumed

b) Applications received

None

c) Update regarding ongoing planning matters

None

17. Clerk's Report

- The Village Hall Committee has suggested setting up a group email so the council and local community groups can share information about planned events to avoid clashes. The council has agreed to join the group
- A further response is awaited from the Environment Agency to confirm that the council can remove the self-seeded sycamores on the bank of the beck by the Parish Centre.
- The council has registered for Consultee Access to the Planning Portal. This means that the council's comments on planning applications will be published on the portal.
- North Yorkshire Council are preparing a new Local Plan and Bramham Parish Council will be a statutory consultee.
- Obtaining a quote for removal of waste at the Tenter Hill Allotments has been deferred to December as there is too much vegetation at the site for it to be properly inspected.

18. Correspondence

918 Resident regarding the decision by the Assets & Amenities Committee not to support a request from Collingham FC to use for the Pavilion kitchen on Saturday morning to supply refreshments. A draft response had been circulated and was approved. It was noted that Collingham FC no longer use the football field on Saturdays.

919 -924 Resident regarding personal items they left in the Parish Centre. *Cllr M Corrigan recused himself due to the nature of the issues raised and Cllr Gilpin took over as chair.*

It was **resolved** that the clerk will advise the resident that the council will not respond to emails that it considers to be personally abusive towards individual councillors or the clerk. Any future emails should be sent to the clerk, not to individual councillors, who will provide a substantive response, if required, within 20 working days.

925 Resident complaining about issues referred to in correspondence items 919 -924. The clerk will advise the resident that under the council's Complaints Policy it will investigate a complaint if it relates to the administration or procedures of the council however the policy does not cover complaints about the conduct of individual councillors which can be referred to the LCC Monitoring Officer.

926 Freedom of Information request about utility costs at the Parish Centre. It was noted that this information is already in the public domain as all utility bills are included in the council meetings agenda and minutes.

927 Resident requesting information about the construction costs of the Parish Centre. It was noted that all the costs are included in the council meetings agenda and minutes. A summary of the total costs will be published on the website by the end of November.

Cllr M Corrigan rejoined the meeting and resumed as chair.

928 Resident requesting information on

- How much was raised by the Coronation event and the Bramham Show
- Reopening of the Pavilion on Saturday morning to the general public
- How funds previous raised for the Pavilion had been used
- How will the council be consulting with residents about the review of the Neighbourhood Plan

A draft response had been circulated and was approved.

929, 931,932 None resident asking the council to reconsider the decision not to install a memorial to Stan Rawson in the Parish Centre garden. The clerk will advise them that the council does not intend to reconsider this decision.

930 Wetherby Free Press requesting information about the budget for the Parish Centre opening event and plans to clean the War Memorial. The clerk has already responded.

19. Minor Items

- The heating at the Parish Centre has been increased to 19 degrees.

20. Date of next meeting

The date of the next meeting was noted at 7.00 pm Wednesday 13 December 2023 at the Bramham Parish Centre . Any agenda items or reports to be sent to the clerk by 5pm on Tuesday 5 December 2023.

The meeting concluded at 9.13 pm

Signed.....

Dated