

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

Councillors Present M Corrigan, P Corrigan, H Buck, M Tozer, T Prest, L Richards (from agenda item 8) and J Ingham (from agenda item 11)

Also present 2 residents, Ward Cllr A Lamb, Ward Cllr N Harrington (from agenda item 8) and the clerk

Public Session

- i) Ward Cllr Lamb advised the council that :
 - He has had a meeting with the developers of Bramham House. The developers advised him that they are keen to engage with the community. Residents can contact them at www.bramhamsite-consultation.co.uk. Cllr Lamb noted that the LCC Local Plan allocated the site for housing.
 - He is aware that there have been issues with waste bin collections on a number of routes in Bramham. Recovery collections have been undertaken. One of the issues is that LCC Highways are not informing LCC Waste Management of any road closures which could impact on bin collections.
 - He has met with the residents who were concerned about the application for a battery energy storage system at Warren Lane, Bramham (23/04572/FU/MIN) It was noted that the council have advised LCC that there was insufficient information in the application for the council to support it.
- ii) 2 residents raised concerns about the Bramham House planning application. In particular:
 - Some of the proposed houses will be built very close to the boundary of the site resulting in their house being over looked.
 - There are no plans to widen Freely Lane which may result in congestion and safety concerns.

Cllr M Corrigan noted that the application anticipates 100 vehicles will be owned by the residents living at the development. In addition, there will be a considerable number of delivery vehicles accessing the site. Cllr Lamb advised that it may be up to 6 months before a decision is made on the application.

Cllr M Corrigan stressed that any residents who wish to comment on the application should do so via that LCC Planning Portal and send a copy if their comments to the council.

1. Apologies

Cllr D Gilpin has resigned as a Parish Councillor. Cllr M Corrigan thanked him for all of his hard work whilst a member of the council. The clerk has notified LCC of his resignation and an Election Notice will be published as soon as it is received from them.

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 8 November 2023 be approved and signed by the Chair.

4. Crime Report

Cllr M Corrigan attended the December PACT meeting. 133 crimes were recorded in the

Wetherby Ward, including offences at HPM Wetherby, in November 2023. There were no significant offences recorded in Bramham but residents were reminded to have appropriate home security measures in place. There have been a number of quad bike thefts from farms in the area.

5. **Assets and Amenities Committee PC**

1. The minutes of the Assets and Amenities Committee meeting on 12 June 2023 were received having been approved at the Assets and Committee Meeting on the 23 November 2023.
2. It was **resolved** to approve the amended Assets and Amenities Committee Terms of Reference. The committee will now meet quarterly.
3. It was noted that a resident has donated a number of items for use in the Parish Centre, including puzzles, Lego, pencils and paper. These were accepted by the council and the clerk will send them a letter of thanks to them. The items will be stored in a unlocked cupboard in the Parish Centre. The clerk will prepare a notice advising that children should be supervised when using the items.
6. The Parish Centre usage survey was received. Records from the electronic locking system show that since the centre opened on 17th July 2023, apart from 2 days, it has been accessed every day by residents. There were 12 responses to the survey from evening hirers, all positive. Comments included 'superb build quality' 'bright and airy' 'well kept, clean and tidy'. Suggestions included 'chargeable hot drinks machine' 'add pictures on the wall'. It was agreed that the A & A committee will obtain costings for a small sofa and a notice board. The option of a drinks vending machine was considered. It was noted that this would need to be plumbed in and maintained and hot drinks can be purchased from the Village Shop.
7. It was **resolved** to install an A2 sized copy of the Bramham Moor Battle graphic in the Parish Centre. Cllr M Corrigan offered to provide an oak frame.
8. **Traffic Management** The data from the static SID for November 2023 was received and will be published on the website. It was noted that there was no significant change in average traffic speeds from previous months. Thorpe Arch Parish Council have asked Cllr M Corrigan if it, and other parish councils, can buy as share of the mobile SID. This will be considered if a formal request is made by Thorp Arch Parish Council to the council.

Cllr Richards and Ward Cllr Harrington joined the meeting.

It was **resolved** to suspend Standing Orders to allow Cllr Harrington to speak. Cllr Harrington confirmed that Ward Cllrs had been contacted by Thorp Arch Parish Council about the mobile SID proposal. She considered that it would be more practical for Thorp Arch and Boston Spa Parish Councils to buy a SID together.

Standing Orders were resumed

9. **Neighbourhood Plan Review Working Group** It was **resolved** to approve the Terms of Reference of the Working Group. The group is inquorate following the resignation of Cllr Gilpin and an additional member will need to be appointed.
10. **Football Pitch Management Working Group DG**
 1. Approval of the Terms of Reference was deferred to the January 2024 meeting.
 2. Bramham FC have signed their contract. The clerk will chase the outstanding contracts and this issue will be reviewed at the January 2024 meeting.

Cllr J Ingham joined the meeting

11. It was **resolved** to approve the quote of from Hirst Conservation for cleaning and repairs to the War Memorial. It was **resolved** to remove and not replace the 4 metal fixing for the flower beds. At the January meeting, the council will consider making an application to the Community Fund to cover the cost of this work.
12. Tenter Hill Allotments fire safety compliance and rubbish removal. Cllr Buck advised that there are a small number of plots that have not yet complied with the requirements. The clerk was

instructed to request the completed report by the January meeting. The committee will also be informed that the council will be reviewing the rents at the January meeting. The clerk will contact LCC to obtain a quote for removal of waste from the site.

13. It was **resolved** to approve the Terms of Engagement with Elkerlodge Bookkeeping.
14. It was noted that the clerk's annual appraisal has been undertaken by Cllrs Richards and Prest. This was satisfactory and a salary increment will be payable from 1st April 2024 as per the clerk's contract.
15. The Local Government Services Pay Agreement 2023/2024 was noted. The increase is backed dated to the 1st April 2023 and is included in the December payroll.
16. The draft budget and precept request for 2024/2025 were considered. An earmarked fund will be setup for playground redevelopment.

17. Financial Matters RFO

1. The receipts for 2023 were noted as £22,867.13. This includes a CIL payment of £21,512.16 from the Bramham House redevelopment which has been placed in an earmarked fund for capital projects
2. It was **resolved** to approve the following payments. The clerk advised that the payments to SSE for electricity at the Pavilion and the Parish Centre include an overpayment as SSE appear to have used an incorrect meter reading when the accounts were transferred on them on 1st October 2023. The clerk has contracted Utility Aid in relation to this.

		Payee	Amount (net)	VAT	Total	Sec 137
1	BACS	Salaries Incl HMRC	1,103.75		1,103.75	
2	BACS	Team Clean Cleaning	180.00		180.00	
3	BACS	SLCC (Annual Membership)	94.00		94.00	
4	BACS	YLCA (Training)	25.00		25.00	
5	BACS	Cloudnext Ltd (email hosting)	99.99	19.99	119.98	
6	BACS	Charles Jacobs (Parish Centre chairs)	86.50	17.50	104.98	
7	BACS	Eyelid Productions Ltd (Annual website support)	100.00		100.00	
8	BACS	Mileage (clerk)	10.44		10.44	
9	DD	BT (Parish Centre Broad band)	32.95	6.59	39.54	
10	DD	ID Mobile	4.17	.83	5.00	
11	DD	Unity Trust Bank (Bank fees)	18.00		18.00	
12	DD	SSE (Parish Centre electricity Q2)	1,029.40	51.47	1,080.87	
13	DD	SSE (Pavilion electricity Q2)	455.21	22.76	477.97	

3. The bank reconciliations as at 30 November were received.

4. The bank balances as at were noted as:

Unity Trust	74,936.87
Skipton BS 992755645	37,321.24
Total	110,685.75

18. Planning Matters

a) Decisions received

23/04192/RM Reserved matters application for forestry building, including access to approved application 22/01440/OT Land off Windmill Road, Bramham. Approved

23/05107/FU Single storey side extension and associated landscaping a 4 Lyndon Square, Bramham. Approved.

23/05632/FU Three dormer windows to rear and rooflights to front forming habitable rooms at 37 Firbeck Road, Bramham. Refused

23/05957/FU Porch to front at The Hayloft, Paradise Way, Bramham. Approved.

23/02389/LI Listed building application for replacement windows and alterations to window detailing, replacement external doors, new external vent cover, internal alterations of creation of open plan kitchen/dining room on ground floor with tile flooring, alterations to staircase and landing, and creation of en-suite to main bedroom on second floor at Carlton Cottage Tenter Hill Bramham Approved

23/06025/FU Single storey rear extension, enlarged deck with balustrade and new nesting box to side at 1 Church Meadows, Bramham. Approved.

b) Applications received

23/07093/FU/NE Demolition of existing buildings; construction of 23 dwellings and Three apartments blocks comprising 33 apartments with new access, landscaping, and other associated works at Bramham House Bowcliffe Road Bramham. The council noted the representations that it has received from residents prior to and during the meeting and comments made by the Ward Councillors in attendance. It was **resolved** that the council will raise the following concerns with LCC:

- As a condition of the planning consent there should be a new right of way across the development from Freely Lane to Bowcliffe Road
- Potential traffic congestion on Freely Lane if this is not widened
- The application does not take into account the need for tractors to access the playing field via the field gate opposite the entrance to Lodge Gardens. The proposed footpath will be crossed by heavy machinery
- The proposed footpath ends at the access to the Pavilion and playing fields with no continuation to link up with the footpath on Aberford Road. Pedestrians would have to cross Freely Lane at a busy entrance point.

The application will be considered further at the January meeting.

23/07167/FU/NE Retrospective application for new enclosed storage area including canopy linking post office to enclosed yard to rear at Bramham Post Office Front Street Bramham. It was **resolved** that the council has no objections to the application.

c) Update regarding ongoing planning matters

Alms House Hill – it was noted that the owner has been clearing the site. It is not known what the plans are for the site.

19. **Clerk's Report**

- No bill had been received for the Parish Centre water utility. Business Stream have advised that Yorkshire Water have not provided then with Supply Point ID. This has now been requested.
- The Clerk has completed a declaration to TV Licensing confirming that a TV license is not required for the Pavilion.
- The interest rate on the Skipton Building Society account has increased to 3.35% and funds will be retained in this account rather than transferred to a Unity Trust deposit account.
- LCC have advised that 2 further CIL Payments for the Bramham House Development, of £21,512.16 each, will be made in the next financial year.
- Giga Clear are still intending to start work early in Bramham in early 2024. Subject to a survey they have agreed to install wi-fi at the Pavilion.
- A resident reported a potential incident of Anti-Social Behaviour in the Parish Centre garden. This was reported to the LCC Anti-Social Behaviour Team and the Police who have advised that there was no evidence of any criminal activity.
- The logon details have been received for the Parish Online digital mapping site.
- The YLCA have recommended that the council adopt a Media and Communications Policy. This will be considered at the January meeting

20. **Correspondence**

931 Resident raising concerns about parking at the entrance to the bottle bank by Bramham Primary School. They suggested that parking should there should be prohibited. The clerk will

advise them that as this is private land LCC does not have the power to impose any parking restrictions there.

932 Bramham Community Fund re outstanding grants. The council will consider any requests to roll over grants at the January meeting.

933 Resident commenting on the council's response to their previous email. A draft response had been circulated and was approved.

934 & 935 Resident concerned that the hoarding around the Arms House Hill building site was damaged and that rubbish had been burnt at the site. The clerk had already responded

936 Resident querying how many official football matches have been played at the playing field over the last 2 years. It was noted that information is not available for 2022 as the clubs had a contract for the season rather than hiring individual sessions. The clerk will respond.

937 Resident commenting on the council's response to previous emails from them. Their comments were noted.

938 Ramblers Association Footpaths Officer re the Bramham House planning application. Cllr Richards has spoken to them and the clerk will confirm that the council is raising with LCC the need for there to be a Public Right of Way across the site.

939 Resident asking if the council will ask the Bramham House developers to disclose the responses they received as part of the public consultation. The clerk will advise the resident to contact the developers directly for this information.

340 North Yorkshire Council draft statement of Community involvement for the Local Plan.

21. Minor Items

- Bramham Village entrance sign – a resident had report that the sign was leaning and may be unstable. The sign was inspected by Cllr M Corrigan who advised that it is not at risk of falling but will need to be repaired in due course

22. Date of next meeting

The date of the next meeting was noted as 7.00 pm Wednesday 10th January 2024 at the Bramham Parish Centre. Any agenda items or reports to be sent to the clerk by 5pm on Tuesday 2nd January 2024.

The meeting concluded at 10.37 pm

Signed.....

Dated