

Minutes of the Meeting of Bramham cum Oglethorpe Parish Council held on 11 September 2024 at Bramham Parish Centre

Councillors Present Cllrs M Corrigan, T Prest, K Huggins, A Pumfrey, H Buck and P Corrigan and J Ingham [Agenda item 4 onwards].

Also present The Clerk

Public Session

There were no members of the public in attendance.

1. Apologies

Apologies were received from Cllr L Richards. It was **resolved** to approve the reasons for her absence. Apologies were received from Cllr M Tozer. It was **resolved** to approve the reasons for his absence.

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 10 July 2024 be approved and signed by the Chair.

4. Crime Report

The data for the Wetherby Ward PACT meeting had been circulated to councillors. Cllr M Corrigan attended the September PACT meeting. There was a significant increase in reported crimes in August, compared to July. However, 72 of the offences relate to the Leeds Festival and a significant number of the recorded offences occurred at the prisons in the Ward. There has been a rise in residential burglaries (3 to 4), 2 of which were through insecure windows. Action is being taken in relation to illegal camping in the Wilderness carpark in Wetherby. The 'Operation Snap' initiative allows residents to upload video evidence of offences to the West Yorkshire Police Website. Cllr M Corrigan raised the recent incidents of criminal damage in the Parish Centre at the PACT meeting. The Council was advised to lock away the metal knives and forks in the centre and this has been done.

5. Assets & Amenities Committee

5.1 The minutes of the A & A Committee meeting on 28 August 2024 were received.

5.2 The structural survey report of the Pavilion was received. It was agreed to undertake all the repairs to the internal and external fabric of the building recommended in the report. The clerk will ask Yorkshire Water to investigate the slow drainage issues at the Pavilion.

5.3 It was **resolved** to approve an increased budget of £10,000 for Pavilion maintenance.

5.4 It was **resolved** not to amend the access arrangements for the Parish Centre.

5.5 It was **resolved** to install CCTV at the Parish Centre. Only the clerk will have access to the footage in accordance with the council's CCTV policy. An item will be included in the Parish Magazine article explaining the need for this.

6. Traffic Management Working Group

6.1 The data from the Static SIDs for July and August was received.

6.2 A Road Safety Meeting took place on 10 September 2024. This was the first of what will be quarterly meetings focusing on road safety issues in Clifford and Bramham. A Senior LCC Highways Officer, Ward Councillors, Bramham and Clifford Parish Councillors and residents attended. Three priority projects were identified for the coming quarter:

- Construction of an additional pedestrian access to Bramham Primary School.

- To investigate ways to improve the safety of the Bowcliffe Road/Paradise Way junction.
- Review of the 30 mph speed limit on Aberford Road.

In addition it was agreed that LCC will:

- Reposition the 30 mph speed limit signs on Toulston Lane at the approach to Aberford Road
- Cut back any shrubbery which is obscuring road signs.
- Paint a central white line on Toulston Lane where there is a dip and a blind bend.

7. Neighbourhood Plan Review Working Group. An article will be published in the Parish Magazine about the review of the Neighbourhood Plan. The article has already been published on the website. Two comments have been received from residents raising issues to be considered as part of the review.
8. Finance Working Group
 - 8.1 Cllrs Richards and Prest have undertaken the Q1 Internal Controls Checks. No issues were noted.
 - 8.2 It was **resolved** to add Cllr Pumfrey as a signatory to the Skipton Building Society mandate.
 - 8.3 The External Auditor's Report and Certificate for 2023/2024 were received. No issues were raised by the auditor.
9. The conservation work undertaken on the War Memorial was noted. There are still some rust stains on the stonework which were caused by planters which have now been removed. The contractor has advised that any attempt to remove them could cause damage to the stone. The contractor will be returning to replace 3 brass studs and to investigate whether 4 bolts in the stone, which were inserted to hold planters in place can be removed without damaging the stone.
10. It was **resolved** to approve funding of £250.00 for a street/dog waste bin at the A1 entrance of Bramham Park.
11. It was **resolved** to approve the purchase of replacement football nets for the moveable football posts.
12. It was **resolved** to approve a donation of £100.00 to the Royal British Legion. Cllr Huggins volunteered to lay the wreath on behalf of the Council on Remembrance Sunday.
13. **Financial Matters RFO**
 - 13.1 The receipts for July 2024 were noted as £4,650.46. The receipts for August 2024 were noted as £6,067.82
 - 13.2 It was **resolved** to approve the following payments:

		Payee	Amount (net)	VAT	Total	Sec 137
1	BACS	Salaries Incl HMRC (July)	777.40	0	777.40	
2	BACS	Team Clean Cleaning (July)	238.00	0	238.00	
3	DD	ID Mobile	4.13	.87	5.00	
4	DD	BT (Parish Centre Broadband – August)	35.72	7.14	42.86	
5	DD	YGP (Pavilion Electricity -July)	80.59	3.17	83.76	
6	DD	YGP (Parish Centre Electricity – July)	46.78	2.34	49.12	
7	BACS	Green Guard (Pavilion Maintenance)	512.00	0	512.00	
8	BACS	E Roche (Pavilion Deposit Refund)	100.00	0	100.00	
9	BACS	Starboard Systems Ltd (Accounts & Booking Software)	619.20	123.04	743.04	
10	BACS	A Briggs (Pavilion Deposit Refund)	100.00	0	100.00	
11	DD	Business Stream(Pavilion Water Rates)	56.79	0	56.79	
12	BACS	YLCA (Training Cllr Higgins)	26.30	0	26.30	

13	DD	BT Parish Centre Broadband (September)	35.72	7.14	42.86	
14	DD	YPG (Pavilion Electricity – August)	77.04	3.85	80.89	
15	DD	YPG (Parish Centre Electricity – August)	48.28	2.41	50.69	
16	BACS	Hirst Conservation (War Memorial Repairs)	4626.00	925.20	5551.20	
17	BACS	Watts Group Ltd (Pavilion Survey)	700.00	140.00	840.00	
18	BACS	A Howson (Pavilion Deposit Refund)	100.00	0	100.00	
19	BACS	P M Pitch Marking	150.00	0	150.00	
20	BACS	P Conway (Pavilion repair)	112.00	0	112.00	
21	BACS	PKF Littlejohn LLP (External Auditor]	420.00	84.00	504.00	
22	BACS	D Beck (Pavilion Deposit Refund)	100.00	0	100.00	
23	BACS	Salary Incl HMRC (August)	777.40	0	777.40	
24	BACS	Team Clean (August)	170.00	0	170.00	
25	DD	ID Mobile	4.13	.87	5.00	
26	BACS	HAGS (Playground repairs)	1939.55	387.91	2327.46	
27	BACS	Clear Insurance Ltd (Annual Insurance Premium)	1,850.40	0	1,850.40	
28	DD	Business Stream (Parish Centre Water 13 06 23 -20 08 24	262.33	0	262.33	
29	BACS	Cllr Richards (Bramham Show expenses)	453.33	75.56	453.33	
30	BACS	Cllr P Corrigan (Bramham Show expenses)	38.53	7.71	46.24	
31	BACS	J Patterson (Parish Centre soft landscaping)	80.28	16.07	96.35	

13.3 The bank reconciliations as at 31 July 2024 and 31 August 2024 were received.

13.4 The bank balances as at 31 August 2024 were noted as:

Unity Trust Current Account	25,322.89
Unity Trust Deposit Account	20,049.73
Skipton BS 992755645	84,821.24
Total	122,049.22

14. Planning Matters

14.1 Decisions received

24/03982/COND Consent, agreement or approval required by condition 4 of Planning Application 24/02025/FU - Bowcliffe Hall Paradise Way, Bramham. Approved.

24/03984/COND Consent, agreement or approval required by condition 3 of Planning Application 24/02026/LI - Bowcliffe Hall Paradise Way Bramham. Approved.

24/03762/LI Replacement of one ground floor and two first floor windows to front at The Old Malt Kiln, 12 High Street, Bramham. Approved

14.2 Applications received

24/04226/FU/NE Demolition of existing single storey rear extension and construction of new single storey rear extension at Streambank Cottage, Front Street, Bramham. It was **resolved** not to comment on the application.

24/03981/FU/NE For: Demolition of existing conservatory and part of outbuilding to rear; Erection of new single storey rear extension at Stonecroft, Low Way, Bramham. It was **resolved** not to comment on the application.

24/03345/FU/MIN Installation of two slurry pipe crossings and stone access track with associated landscaping works at Two Parcels Of Land Off Spen Common Lane, Bramham. It was **resolved** not to comment on the application

14.3 Update regarding ongoing planning matters

Bramham House – the developers are currently going through the pre application process with LCC Planning. LCC Highways have required the developers to cut back vegetation on Bramham House Land along and overhanging Freely Lane. Notification will be included in the Parish Council update in the Parish Magazine.

15. Clerk's Report

- 5Star have returned the Pavilion key and this will be given to Clifford FC who have requested a second key.
- The interest rate on the Skipton Building Society account is reducing to 3.2% from 3.35% and the interest rate on the Unity Trust Deposit account is reducing to 2.6% from 2.75%. Unity Trust will be charging a transaction fee on all transactions from 1 October 2024.

16. Correspondence

981 Resident re Himalayan Balsam by Bramham Beck. The clerk has advised that this area is now the responsibility of the Environment Agency who have previously declined to remove the Himalayan Balsam.

982 Resident re Neighbourhood Plan Review. The clerk will confirm that their comments will be noted as part of the consultation process.

983 Resident re conservation work undertaken on the War Memorial. The clerk has responded.

984 Resident re protecting biodiversity at Bramham House site. The clerk has acknowledged receipt.

985 Police and Crime Consultation – noted.

986 Leeds Highways Maintenance Programme – noted.

987 Boston Spa, Wetherby & Villages Community Green Group August Newsletter – noted.

988 Boston Spa, Wetherby & Villages Community Green Group September Newsletter – noted.

17. Minor Items

- Allotments – the Tenter Hills Allotment Committee have confirmed that all tenants have been advised of the legal requirement to register all poultry on their plots by 1 October 2024. The Committee have also confirmed the level of insurance cover they hold. The clerk will review whether any amendments are required to the tenancy agreement and insurance cover.
- It was noted that the Beck is getting clogged with weeds where it comes up from under Front Street by the Red Lion. The clerk to contact the Environment Agency about this.
- It was noted that the photographs and pictures which were formerly in the Senior Citizens' Centre are now in storage at the Pavilion. In due course some of the pictures may be displayed in the Pavilion.
- It was noted that the Council has received details of the Bramham Park Estate Woodland Management Plan Consultation.

18. Date of the next meeting

The date of the next meeting was noted as at 7.00 pm on Wednesday, 9th October at the Bramham Parish Centre . Any agenda items or reports to be sent to the clerk by 5pm on Tuesday, 2nd October.

The meeting concluded at 21.09 pm.

Signed.....

Dated