

Minutes of the Meeting of Bramham cum Oglethorpe Parish Council held on 10th January 2024 at Bramham Parish Centre

Councillors Present Cllr M Corrigan, P Corrigan, L Richards, T Prest, M Tozer, H Buck and J Ingham

Also present 1 resident and the Clerk

Public Session

1. **Apologies**

None

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 13th December 2023 be approved and signed by the Chair.

4. **Crime Report**

There was no PACT meeting in January 2024. The December 2023 crime figures will be noted at the February 2024 meeting

5. **Budget and Precept request**

5.1 It was **resolved** to approve the budget for 2024/2025.

5.2 It was **resolved** approve a Precept Request of £31,039 for 2024/2025, a 5.3% increase from 2023/2024. This equates to a £2.10 increase per annum for a Band D property.

6. **It was resolved to apply to the Community Fund for:**

6.1 A grant of £6,000 towards the cost of repairing and cleaning the War Memorial.

6.2 To carry over the remainder of the Parish Centre soft landscaping grant (£3,686.60) to 2024.

The Tenter Hill Allotment Committee will be asked to confirm if they wish to request that the remainder of the grants for the Portakabin and security are carried over and, if so, what the funds will be used for.

7. **It was resolved to increase the Tenter Hill Allotment rents by 5% to £420 per annum.**

8. **Tenter Hill Allotments.**

There has been no update from the Committee re fire safety compliance and rubbish removal at the site. It is understood that two plots still need to be inspected. It was **resolved** that two councillors will inspect these plots. If any breaches are noted the plot holders will be advised that if they are not rectified they will be in breach of their tenancy agreement.

Cllrs M Corrigan and H Buck attended a meeting at the site on 4th January 2024 with an Officer from LCC Waste Management. The Officer considered that it would be difficult to use machinery to clear the rubbish dumped in the quarry. He suggested that the council contact LCC Highways and ask them if they would agree to back fill the quarry area with road plainings and then cover with soil. It was noted that this would require appropriate permissions, a Materials Management Plan and compliance with CL:AIR. It was agreed to contact the Ward councillors to assist with putting the proposal to LCC Highways.

9. **Football Pitch Management Working Group**

1. It was **resolved** to approve the FPMWG Terms of Reference.

2. The notes of the FPMWG meeting on 1st January 2024 were received.

3. It was **resolved** to offer contracts to Bramham FC for Sunday mornings and Five Star for Saturday mornings for the 2024/2025 season. The clerk will contact Collingham FC and Clifford FC to confirm if they wish to continue hiring the pitch in 2024/2025.

4. It was **resolved** to agree the contracts terms before the end of the 2023/2024 season.
5. It was **resolved** to obtain quotes for pitch improvements work to be carried out before the beginning of the 2024/2025 season

10. Policies

1. Approval of a Biodiversity policy was deferred to the February meeting.
2. It was **resolved** to adopt a Media and Communications Policy.

11. Traffic Management Working Group

1. The data from the fixed SID on Clifford Road was received and will be posted on the website.
2. The request from Thorp Arch Parish Council that the mobile SID, owned by Bramham and Clifford Parish Councils, become a joint asset of all the parish councils in the Wetherby Ward was considered. It was **resolved** not to agree to this request as the logistics would make this impractical.

12. The option of registering the Parish Centre with warmspaces.org was considered. It was noted that to meet the registration requirement there would need to be a greeter at the Centre. This is not practical at the moment. It was agreed to promote the Centre through the monthly article in the Parish Magazine, emphasising that it is accessible daily from 9 am to 5 pm without charge. It was **resolved** to purchase a supply of tea and coffee on a trial basis.

13. It was **resolved** to appoint a Cllr Richards to undertake a Fire Risk Assessment, in conjunction with the clerk, of all council managed premises.

14. It was **resolved** to transfer £40,000 from the Unity Trust Account to the Skipton Building Society account.

15. Financial Matters RFO

1. The receipts for December 2023 were noted as £12.00
2. It was **resolved** to approve the following payments:

		Payee	Amount (net)	VAT	Total	Sec 137
1	BACS	Salaries Incl HMRC	764.40		764.40	
2	BACS	Team Clean Cleaning	135.00		135.00	
3	BACS	Tenter Hill Allotments (Signage)	160.00		160.00	
4	BACS	Tenter Hill Allotments (security lights)	56.64	11.32	67.96	
5	BACS	Cllr M Corrigan (Carbon Monoxide Monitors)	38.78	7.76	46.54	
6	BACS	Green Guard (Pest control)	220.00		220.00	
7	BACS	Peter Conway (Pavilion boiler service)	70.00		70.00	
8	DD	ID Mobile	4.17	.83	5.00	
9	DD	BT (Parish Centre Broadband)	32.95	6.59	39.54	
10	BACS	Dog waste bags	140.70	28.14	168.84	

3. The bank reconciliations as at 31 December 2023 were received

4. The bank balances as at 31 December 2023 were noted as:

Unity Trust	73,223.53
Skipton BS 992755645	37,321.24
Total	110,544.77

16. Planning Matters

- a) Decisions received
none
- b) Applications received
23/07499/FU/NE Two storey extension to the side, including car port and dormer windows to front and rear; rooflight at Farfield Court Wetherby. It was **resolved** to resubmit comments made in response to the previous ie the council does not object to

the application but notes that the extension should have appropriate sound insulation given the proximity to the A1 (M).

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 considered the representations received from 3 residents relating to the development. The council noted the concerns raised by Highways, several of which coincide with the council's concerns. It was **resolved** not to submit any additional comments to LCC.

It was **resolved** to appoint Cllr Richards to act as the council's liaison with the developers

c) Update regarding ongoing planning matters

Alms House Hill site. The owner has partially cleared the site but is still not secure. The clerk instructed to contact LCC Planning Compliance to request the owner is required to secure the site.

17. Clerk's Report

- Hirst Conservation have been instructed to clean and carry repairs to the War Memorial. The work is likely to take place in the spring. The clerk will contact LCC to establish if a Traffic Management Order is required.
- Fields in Trust are redeveloping their website and it will no longer include descriptions of protected spaces.
- The Clerk is undertaking the Audit of the Tenter Hill Allotment Association this month.
- There has been no call for an election to fill the vacancy which arose due to the resignation of Dan Gilpin. The timetable for co-option to fill the vacancy will be considered at the February 2024 meeting.
- A resident has offer some furniture to the council. The clerk has thanked them for their offer but advised the it is not suitable for either the Pavilion or the Parish Centre.
- A resident has requested, under the FOI Act, a copy of the records for the Parish Centre electronic locking system. The Clerk will provided a redacted copy of the document.

18. Correspondence

941 A resident has reported that the kerb on Bar Lane is badly broken at the edge and this is causing pot holes. The Clerk will report this to LCC Highways

942 Thorp Arch Parish Council re the mobile SID. Considered under agenda item 11.2.

943 YLCA re the D Day 80th Anniversary. The Clerk will forward to BCAG.

Correspondence from 3 residents relating to the Bramham House Development was considered under planning.

19. Minor Items

- Two plaques are to be installed at the Parish Centre to acknowledge the organisations which provided funding and to commemorate of the opening of the Centre. Cllr Prest will obtain costing to be considered at the February 2024 meeting.
- The frame for the A2 picture of the Battle of Bramham Moor will be grey not oak.
- The clerk was instructed to obtain the 'no golf signs' for the playing field.
- A Vice Chair needs to be appointed following Dan Gilpin's resignation. Cllrs were asked to consider whether they wish to accept the position and the appointment will be considered at the February 2024 meeting.
- Cllr P Corrigan recommended that two arm chairs rather than a sofa would be a better option for the Parish Centre. This will be considered at the February 2024 meeting.
- Cllr Prest suggested installing a Geocaching contained at the playing field. There were no objections to this.

20. **Date of next** meeting was noted as 14th February 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 6th February 2024.
21. To consider excluding the press and all members of the public regarding items 22 due to the confidential nature of the business to be discussed.
22. An application for co-option onto the council was considered.
23. It was **resolved** to co-opt Keith Huggins to the office of Parish Councillor.
24. Cllr Keith Huggins' Declaration of Acceptance of Office was received.

The meeting concluded at 9.05 pm

Signed.....

Dated