

MINUTES of the **MEETING** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY 28th JANUARY 2020** at 7.30pm.

PRESENT

Councillor D. Moorat (Chairman, in the chair)
Councillor Mrs. M. Blake
Councillor Mrs. R. Logie
Councillor K. Read-Bone
Councillor Mrs. J. Thompson

Councillor Mrs. C. Bell
Councillor Mrs. J. Errington
Councillor W. Nixon
Councillor Ms. G. Tankard

IN ATTENDANCE – Clerk

ALSO ATTENDING – City Councillors K. Meller and R. Tinnion
2 members of the public
1 member of the press

Action

<p>257/19</p>	<p>APOLOGIES FOR ABSENCE</p> <p>RESOLVED to note that apologies for absence were received and agreed from:-</p> <p>Councillors Harding and Pennington. County Councillor L. Fisher.</p>	
<p>258/19</p>	<p>REQUESTS FOR DISPENSATION</p> <p>RESOLVED to note that no requests for dispensation were received.</p>	
<p>259/19</p>	<p>DECLARATIONS OF INTEREST</p> <p>RESOLVED to note that there were no declarations of interest made.</p>	
<p>260/19</p>	<p>MINUTES</p> <p>Minutes of the meetings held on 17th December 2019 and 14th January 2020 were submitted.</p> <p>RESOLVED to authorise the Chairman to sign the minutes of the meetings held on 17th December 2019 and 14th January 2020, confirmed as a true and accurate record.</p>	<p>DM</p>
<p>261/19</p>	<p>LOCAL GOVERNMENT ACT 1972 – RESIGNATION</p> <p>It was reported that Mr. R. Wood had resigned from membership of the Parish Council.</p> <p>RESOLVED to note that Councillor Moorat stated that the Council were sorry to lose Mr. Wood and would send a letter of thanks for all his hard work.</p>	<p>Clerk</p>
<p>262/19</p>	<p>PUBLIC PARTICIPATION –</p> <p>262/19.1 PUBLIC PARTICIPATION</p> <p>RESOLVED to note that the members of public in attendance were only observing the meeting.</p> <p>262/19.2 CITY AND COUNTY COUNCILLOR REPORTS</p> <p>RESOLVED to note that Councillor Meller would ask whether youth funding had been given to the Community Centre or the Green Door Project.</p>	

(Signed) Chairman
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263/19	<p>POLICE MATTERS –</p> <p>263/19.1 POLICE ISSUES</p> <p>RESOLVED to note that there were no matters to be passed to the police.</p> <p>263/19.2 NEWSLETTER</p> <p>RESOLVED to note the latest newsletter had been received and circulated by email to members prior to the meeting.</p> <p>263/19.3 UPDATE ON PUBLIC MEETING</p> <p>RESOLVED to note that the Police and Crime Commissioner along with Inspector Bradbury would attend a public meeting to be held on Monday 2nd March 2020 from 6.00 to 7.00pm in the Lecture Theatre at William Howard School. Questions should be submitted to the Clerk prior to the meeting. The event would be advertised as widely as possible.</p>	
264/19	<p>TOWN AND COUNTRY PLANNING APPLICATIONS -</p> <p>Applications for planning consent were considered.</p> <p>RESOLVED to advise the appropriate Planning Authority of the Council's comments as follows:-</p> <p>264/19.1 1 HIGH CROSS STREET, BRAMPTON (19/0605) – Replacement of windows.</p> <p>No observations.</p> <p>264/19.2 KIRKHOUSE QUARRY, HALLBANKGATE, BRAMPTON -</p> <p>Application Reference Number:1/20/9001 Proposal: Section 73 variation of Condition 1 of planning permission 1/09/9015 to extend the expiry date of operations to 30th November 2031.</p> <p>Application Reference Number:1/20/9002 Proposal: Section 73 variation of Condition 2 of planning permission 1/09/9016 (lateral extension of quarry site) to extend the expiry date of operations to 30th November 2031.</p> <p>No observations.</p>	Clerk
265/19	<p>NOTIFICATION OF DECISIONS</p> <p>A note of the decisions of the appropriate planning authority on applications on which the Committee or Parish Council had previously been consulted was submitted.</p> <p>RESOLVED to note the item.</p>	
266/19	<p>FINANCIAL MATTERS -</p> <p>266/19.1 BANK RECONCILIATION TO 31st DECEMBER 2019</p> <p>There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank and Building Society accounts statements.</p> <p>RESOLVED to receive and note the bank reconciliation and balances to 31st December 2019 of £193,528.75.</p>	

266/19.2 IMPREST

There was submitted a report by the Clerk advising of the income received and the expenditure incurred since the last meeting through the imprest system.

RESOLVED to receive and note the imprest balance to the 24th January 2020 of £35.47.

266/19.3 FINANCIAL TRANSACTIONS

There was submitted a report by the Clerk detailing the expenditure incurred and the income received since the last report to members.

266/19.3.1 RESOLVED to note the expenditure of £23,978.19 detailed in the Appendix hereto.

266/19.3.2 RESOLVED to note the income of £7,620.82 detailed in the Appendix hereto.

266/19.4 EXPENDITURE TO APPROVE

There was submitted a report by the Clerk detailing expenditure to approve.

RESOLVED to authorise payment of the accounts listed in the Appendix hereto amounting to £11,532.47.

266/19.5 FINANCIAL ASSISTANCE

A request for financial assistance was received from a pupil at William Howard School for a volunteer teaching placement in Ghana.

RESOLVED to give financial support in the sum of £100.00 and offer the Moot Hall free of charge for a fund-raising event and ask the pupil to hold an exhibition of their experience at a later date.

267/19 REPRESENTATIVES' REPORTS

267/19.1 RESOLVED to note there were no representatives' reports.

267/19.2 RESOLVED to note the representative for Walkers are Welcome would be Councillor Thompson.

268/19 CLERK'S REPORT

The Clerk gave a brief report to update members on actions taken since the last meeting.

RESOLVED to note the report.

269/19 WORKING GROUP REPORTS –**269/19.1 MOOT HALL WORKING GROUP**

Councillor Bell reported that she and Councillor Tankard had met with the Visitor Centre volunteers at their Christmas lunch. More work on the Moot Hall was required to make its use more effective. The cupboard in the toilet had been removed but further work was required to the flooring and a sliding door would be a better option. A representative from the Churches Together Group had been contacted regarding storage of the cross.

RESOLVED to note the update.

270/19	<p>BRAMPTON COMMUNITY ACTION AND DEVELOPMENT PLAN SURVEY</p> <p>RESOLVED to note an update from the public meeting held on 14th January 2020. The meeting was well attended and the information well received. Moving forward, the Parish Council needs to identify priorities, format a plan, look for grants and meet with other interested parties. It was hoped that a plan would be published by Easter.</p> <p>A working group would be made up of the following councillors – Bell, Blake, Logie, Moorat and Tankard.</p>
271/19	<p>CCTV</p> <p>RESOLVED, after discussion, to agree to one CCTV camera in town but that further advise from the police was required to agree the location.</p>
272/19	<p>PUBLIC TOILETS</p> <p>A written report was submitted from Councillor Moorat following a meeting with Mark Lambert from the City Council.</p> <p>RESOLVED that the Parish Council did not want to take over responsibility of the toilets but would further investigate the other options offered by the City Council including repair, demolition and new state of the art toilet or demolition and community toilet scheme.</p>
273/19	<p>LANCASTER ENVIRONMENT CENTRE STUDENT PROJECTS</p> <p>RESOLVED to note an update from Councillor Bell on the student projects. Councillor Bell would meet with the students in due course.</p>
274/19	<p>CALC</p> <p>The following correspondence from CALC was received and noted:-</p> <p>274/19.1 JPAG PRACTITIONERS GUIDE SURVEY</p> <p>274/19.2 TRAINING EVENTS</p> <p>RESOLVED to note that Councillor Bell would attend Neighbourhood Planning and Green Spaces in March.</p> <p>274/19.3 NORTH WEST COASTAL ACCESS UPDATE</p> <p>274/19.4 CARING FOR YOUR COMMUNITY</p>
275/19	<p>CORRESPONDENCE RECEIVED BY THE CLERK</p> <p>RESOLVED to note the following correspondence had been received: -</p> <p>275/19.1 MEMORIAL BENCH GELT WOODS – To consider the erection of a memorial bench in Gelt Woods.</p> <p>RESOLVED to agree to the erection of a memorial bench as per the submitted design and location.</p> <p>275/19.2 FIELD OF REMEMBRANCE – Letter from the Brampton Branch, Royal British Legion.</p> <p>RESOLVED to agree that the ground in front of the silhouette soldier at St. Martin’s Church could be used as a ‘Field of Remembrance’ for poppy crosses in October/November 2020.</p>

	<p>275/19.3 RURAL FUNTIME 2020 – Email from Community Sport Manager.</p> <p>RESOLVED to pass the information to the Community Centre.</p> <p>275/19.4 VE DAY 75 – Email from the Brampton Branch, Royal British Legion.</p> <p>275/19.5 CHALLENGES AND CHOICES CONSULTATION – Email from the Environment Agency.</p> <p>275/19.6 COMMUNITY LED HOUSING WORKSHOPS – Email from ACT Development Officer.</p> <p>275/19.7 COLD TO COSY HOMES SERVICE – Email from Cumbria Action for Sustainability.</p>	
276/19	<p>LITERATURE AVAILABLE FROM CLERK –</p> <p>None to date</p>	
277/19	<p>AGENDA ITEMS FOR NEXT MEETING</p> <p>RESOLVED to note that any items for consideration should be submitted to the Clerk on or before 18th February 2020.</p>	
278/19	<p>DATE OF NEXT MEETING - Tuesday 25th February 2020, Moot Hall, 7.30pm.</p>	
279/19	<p>PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw for agenda item 280/19.</p>	
280/19	<p>CARETAKER HOURS</p> <p>RESOLVED to note that any additional work outside of the caretaker's contract would have to be submitted and agreed by the council before being carried out and any additional hours of work could not be used as time in lieu. Terms of reference and contractual hours would be reviewed in due course.</p>	

FINANCIAL TRANSACTIONS –

EXPENDITURE

£	Supplier	Cost Centre
160.00	City Council	Rates
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
21.55	Vodafone	Office
1.84	Barclays Bank	Charges
30.25	Plusnet	Visitor Centre
57.91	Daisy Comms	Office
186.53	Nest	Staff - pension
81.00	SSE	Moot Hall
90.57	United Utilities	Moot Hall
22.80	BT	Office
180.40	S Hillary	Staff
2785.00	Cut n' Edge	Grounds Mncc
2021.70	A Riddell	Staff
516.39	P Reynolds	Staff
79.99	Mircosoft	Office
300.00	BIG	Misc services
4275.00	Cut n' Edge	Small grass contract
6560.00	Cut n' Edge	Large grass contract
348.00	SLCC/ALCC	Subs
80.00	Petty Cash	Office
270.00	H Graham	Moot Hall
4620.00	Cemetery Dev. Services	Cemetery
118.39	Carlisle Bus. Supplies	Office
169.33	Instock	Moot Hall/logistics
165.00	E Hutchinson - moles	Open Spaces
150.00	Rotary Club	Christmas lights
427.75	Carlisle City Council	Christmas lights
78.62	Initial	Moot Hall
110.17	ABW	Moot Hall

£23,978.19

(Signed) Chairman

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INCOME

£	Detail	Cost Centre
60.00	Rent	Market
78.20	Sales	Visitor Centre
180.00	S Till – craft fayre	Moot Hall
470.00	Ian Blair	Cemetery
970.00	Ian Blair	Cemetery
970.00	Ian Blair	Cemetery
150.00	D Taylor	Christmas lights
15.00	WHS	Moot Hall
30.00	Brampton Arts & Crafts	Moot Hall
1000.00	Mr M Marczinski	Cemetery
25.00	Urban Wood Fire	Christmas lights
60.00	Town Club	Moot Hall
1300.00	Co-operative Bolton	Cemetery
290.00	I Robinson	Cemetery
200.00	Cllr Meller – small scales	Special Projects
1747.36	Carlisle City Council	Cemetery Grant
75.26	Barclays Bank	Interest
<u>£7,620.82</u>		

(Signed) Chairman

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Expenditure To Approve

Amount £	Payee	Detail	Chq number/FP
20.00	Sensible IT Solutions	Office	D/D
58.06	Daisy Communications	Office	D/D
30.53	Plusnet	Visitor Centre	D/D
302.40	Maxxia	Office	D/D
227.55	SSE	Moot Hall	D/D
186.53	Nest	Staff – pension	D/D
427.10	BRHS	Office	D/D
1.84	Barclays Bank	Charges	D/D
36.08	S Hillary	Staff	F/P
2021.70	A Riddell	Staff	F/P
335.89	P Reynolds	Staff	F/P
36.08	S Hillary	Staff	F/P
306.68	P Reynolds	Staff	F/P
2165.00	Cut n'Edge	Grounds Maintenance	F/P
331.20	Plantscape	Christmas lights	F/P
325.00	Mr. A. Riddell	Moot Hall (repairs)	F/P
2537.63	HMR&C	PAYE	F/P
100.00	Project Trust	Allison Bequest	705267
570.53	BRHS	Office	705268
32.40	City Of Carlisle	Christmas lights	705269
480.00	Brampton Skips	Cemetery	705270
17.74	Waterplus	Allotments	705271
84.00	SLCC	Training	705272
45.00	CALC	Training	705273
250.00	BIG	Misc services	705274
25.17	ABW	Cemetery	705275
578.36	SSE	Moot Hall	705276
<u>£11,532.47</u>			

(Signed) Chairman
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