Bramley Parish Council Meeting, 10 May 2022

Bramley Village Hall, Cross Street, Bramley

Meeting commenced at 7:02pm.

Chair opened and welcomed Cllrs and advised that the AGM will take place first before continuing with the ordinary BPC meeting. He explained that implications of the Clerk being absent in terms of the AGM.

AGM meeting commenced at 7:08pm.

Ordinary BPC meeting re-commenced at 7:25pm.

1.00 Public Forum and Crime and Disorder in the Community

1.01 Chair M Brown shared that Cllr Cooke had been in contact with the police regarding the lack of attendance at the Parish Council meetings and not heard back. Chair noted that due to the AGM being included this evening he wasn't concerned about the lack of presence, however he noted that the crime statistics again had not been sent. Cllr D Sayner suggested this be pushed forward and escalated.

1.02 Cllr C Makin mentioned that the milk man had thanked BPC for getting involved and taking on board concerns about milk being stolen and taking it to the police.

1.03 Cllr D Tattersfield noted the police have arranged drop in sessions where matters could be raised.

2.00 To receive apologies for absence

2.01 Apologies received:

Cllr D Hardwick
Cllr J McVann
Clerk R Foulds

2.02 Present:

Chair M Brown
Cllr J Bradwell
Cllr R Holyhead
Cllr D Sayner
Cllr A Cooke
Cllr D Tattersfield
Cllr J Moore
Cllr I Handley
Cllr D Jackson
Cllr C Makin

2.03 Staff Present & Guests

Assistant Clerk E Harris

3.00 To place on the agenda any urgent item that requires debate and decision at this meeting

None

4.00 To note any declarations of interest (pecuniary or otherwise) on items to be discussed at this meeting

4.01 Cllr J Moore declared interest on item 8 on the agenda regarding Bramley Friendship Group.

5.00 Minutes of the previous Parish Council Meetings & Matters Arising

5.01 Re item 1.02, Cllr I Handley asked whether the refugees had now been moved. Chair M Brown confirmed they had and expressed the view that it is a shame as they had started getting involved in the community with litter picking and helping out in the church.

5.02 Re item 5.06, Cllr D Sayner asked for clarification about what car sales garage this was referring too. Chair M Brown confirmed it was the garage in Morrisons car park that was going through planning but stated he has received no recent updates.

5.03 Re item 5.05, Cllr D Tattersfield mentioned that he had a meeting with Highways regarding bollards on cross street, main street, and the connecting roundabout. He stated that they had discussed pulling the planters forward and adding some additional ones in on the roundabout to prevent cars pulling onto the pavement. Cllr R Holyhead noted that pulling the planters forward would block the footpath; Chair M Brown mentioned that there was a reason initially that the planters could not be further forward.

5.04 Re item 9.00, Cllr I Handley asked if the Silverwood pop-up heritage centre had been progressed. Chair M Brown confirmed he had a meeting arranged with them at the end of this month.

5.05 Cllr D Sayner noted that Cllr D Hardwick had asked once of the Assistant Clerks to email Mr Z with regards to inviting him for a meeting; Cllr Sayner raised concerns that it should not be one of the junior clerks doing that job given the situation. Chair M Brown confirmed that himself and Cllr D Hardwick had met with Clerk R Foulds to ask him to write and send a letter, however this had not been done yet which is likely why the Assistant Clerks were asked.

5.06 One of the Cllrs noted that every unauthorised item removed and stored can now be disposed of due to the time scale, however given the issues the cemetery committee needs to think on and address after meeting.

5.07 Chair M Brown stated that Mr X has changed his minds with regards to the application he submitted for a new headstone. He updated Cllrs that Mr X had submitted a new memorial form that fitted the requirements, so this was authorised, but has now changed his mind and gone to our solicitors to hand in a letter.

5.08 Re item 16.10, Cllr D Tattersfield asked if a notice had been sent as a reminder. Chair mentioned one had not been sent because the date for removal and storage length was included on the original notice.

5.09 Re item 16.16, Cllr C Makin highlighted that the gentlemen doing some of the work in the cemetery did an excellent job and asked whether there were any other jobs BPC needed

doing that they could work on. Chair noted that flower beds at the bottom of church lane need redoing so they could tidy those ready for replanting.

5.10 Re item 18.11, Cllr A Cooke asked about plans for moving forward with a public meeting. Chair confirmed that Redrow have started digging on site. Cllr A Cooke noted that Ravenfield have already had a public meeting; Chair M Brown agreed to meet with Cllr A Cooke to discuss this. Cllr D Sayner noted we likely will not get the same level of attendance as Ravenfield but will get some due to traffic concerns.

5.11 Cllr A Cooke noted it would be best to wait until Chair M Brown has received a response with regards to the roads and traffic before holding a public meeting.

5.12 Re item 19.07, Cllr D Sayner asked about the committee members. Chair M Brown confirmed the members should be himself, Cllr D Hardwick, Cllr J McVann and Cllr Cooke.

5.13 Cllr J Bradwell proposed the minutes of the April 2022 Parish Council meeting following amendments being made to be a true and accurate record thereof. Cllr A Cooke seconded. Majority agreement with Cllr D Sayner and Cllr R Holyhead abstaining.

6.00 Consider items from the Public Forum

None

7.00 Parish Council and Bramley Village Trust finances

From statements as at 04/04/2022			
Reserve Account	1******1	£	5369.40
Current Account	1******2	£	500.00
Interest Account	1******6	£	35788.38
Savings Account	1******6	£	81250.86
Bank total as at statement date		**£**	**122908.64**
From statement as 04/04/2022			
Bramley Village Trust Account	1******9	£	17770.37
Grant from BPC to BVT 2020/21		£	65000.00

Parish Council:
Payments made -
Date From: 01/04/2022 Date To 30/04/2022
**** Please note if no Department shown the item referred to is used in or by all areas of the Parish ****

Chq No	Date	Details	Department	£ Amount	£ Total
			Balance from 01.04.21 – 30/04/22		
DD	13/03/2022	NEST		189.23	189.23
DD	22/03/2022	E.On – Electric	Annexe	55.91	245.14
010234	06/04/2022	RSB – Turf, Soil, D220 & Cr240	Cemetery	833.00	1078.14
010235	06/04/2022	LBM – Mainstester, sockets etc	Youth Club	55.05	1133.19
010236	06/04/2022	Lighthouse – Donation		1000.00	2133.19
010237	06/04/2022	FO009- Desk, Meet & Greet food	Youth Club	92.73	2225.92
010238	06/04/2022	Zurich – Insurance 2022 / 23		794.21	3020.13
010239	06/04/2022	CT0012 – Mop	Youth Club	4.00	3024.13
010240	06/04/2022	MJRCC – April 2022	Youth Club	63.19	3087.32
Start of new cheque book					
010241	11/04/2022	Bothams - Field & Park	Flash Lane	360.00	3447.32
010242	13/04/2022	CT002 – Wages	Parish Hall	884.22	4331.54
010243	13/04/2022	G0012 – Wages	Cemetery	742.48	5074.02
010244	13/04/2022	CT0012 – Wages	Youth Club	536.14	5610.16
010245	13/04/2022	GK0027 – Wages	Cenotaph	152.52	5762.68
010246	13/04/2022	AC00021 – Wages		821.28	6583.96
010247	13/04/2022	C00031 – Wages	Cemetery	110.36	6694.32
010248	13/04/2022	AC00028 – Wages		690.44	7384.76
010249	13/04/2022	H00030 – Wages		494.90	7879.66
010250	13/04/2022	H00030 – Wages		814.52	8694.18
010251	13/04/2022	C001 – Wages		947.94	9642.12
010252	13/04/2022	FO009 – Wages		904.91	10547.03
010253	13/04/2022	HMRC – Mnth 12		589.16	11136.19

010254	13/04/2022	FO009 – Float & Milk	Social Café	51.94	11188.13
010255	20/04/2022	RMBC – Waste	Cemetery	590.00	11778.13
010256	20/04/2022	RMBC – Rates	Cemetery	404.19	12182.32
010257	27/04/2022	RSB – Grass x2 + Burial	Cemetery	725.00	12907.32
010258	27/04/2022	Clarkson's Memorials – Granite Vases	Cemetery	396.00	13303.32
010259	27/04/2022	AC00021 – replaces chq 010185		732.62	14035.94
010260	27/04/2022	PPL/PRS – Music Licence	Hall/Youth Club	249.80	14285.74
010261	27/04/2022	Chair – Telephone x 2		80.23	14365.97
010262	27/04/2022	G Richards – Windows	Hall/ Youth Club	30.00	14395.97
				£ 14395.97	**£ 14395.97**

Parish Council:
Receipts In –
Date From: 01/04/2022 Date To 30/04/2022
**** Please note if no Department shown the item referred to is used in or by all areas of the Parish ****

Chq No	Date	Details	Department	£ Amount	£ Total
			Balance from 01.04.21 – 30/04/22		
BACS	15/03/2022	Self Interment - Burial	Cemetery	950.00	950.00
BACS	29/03/2022	Sage – Online (error)		28.80	978.80
INT	31/03/2022	Interest to 31.03.22	Reserve Account	0.05	978.85
INT	31/03/2022	Interest to 31.03.22	Savings Account	0.72	979.57
BACS	06/04/2022	RMBC – Precept		75000.00	75979.57
				£ 75979.57	**£ 75979.57**

Bramley Village Trust:
Payments made –
Date From: 01/04/2022 Date To 30/04/2022
**** Please note if no Department shown the item referred to is used in or by all areas of the Parish ****

Chq No	Date	Details	Department	£ Amount	£ Total
			Balance from 01.04.21 – 30/04/22		
DD	04/03/2022	Water Plus		60.93	60.93
DD	22/03/2022	Engie – Gas Feb	Youth Club	379.24	440.17
DD	23/03/2022	Total Gas & Power- Elec Feb	Youth Club	144.08	584.25
DD	24/03/2022	Engie – Elec Feb	Changing Rooms	64.82	649.07
DD	28/03/2022	Everflow – Water		33.59	682.66
DD	31/03/2022	Engie – Elec Feb	Parish Hall	62.15	744.81
				£ 744.81	**£ 744.81**

Bramley Village Trust
Date From: 01/04/2022 Date To 30/04/2022
**** Please note if no Department shown the item referred to is used in or by all areas of the Parish ****
Receipts In –

Chq No	Date	Details	Department	£ Amount	£ Total
			Balance from 01.04.21 – 30/04/22		
INT	30/03/2022	Int to 16/03/2022		2.00	2.00
BACS	07/03/2022	Phil Watt – Hall Hire	Youth Club	40.00	42.00
BACS	07/03/2022	Forster – Hall Hire	Parish Hall	24.00	66.00
BACS	07/03/2022	Forster – Hall Hire	Parish Hall	24.00	90.00
BACS	07/03/2022	Gwen – Hall Hire	Youth Club	1043.50	1133.50
BACS	09/03/2022	Sunneyside FC - Hall Hire	Parish Hall	15.00	1148.50
BACS	09/03/2022	Dino – Hall Hire	Parish Hall	70.00	1218.50
BACS	31/03/2022	YWW – Hall Hire	Youth Club	25.00	1243.50
BACS	31/03/2021	Rise Dance – Hall Hire	Youth Club	110.00	1353.50
				£ 1353.50	**£ 1353.50**

7.01 Cllr D Sayner noted that the Clerk is in hospital, so wage cheques haven't been signed so currently the situation is that we can't pay staff.

7.02 Chair noted that during one of the Clerk job interviews one candidate stated all their staff are paid online via a different bank; he confirmed that we have pursued it with our current bank multiple times and hasn't progressed. Cllr D Sayner advised that online banking will be crucial going forward.

7.03 Cllr D Sayner highlighted we are still significantly down on income, but the precept has helped level it out. He shared the opinion that spending should be on a needs must basis for the time being.

7.04 Cllr D Tattersfield proposed the finance statement as submitted to the meeting be approved. Cllr J Bradwell seconded. Unanimous agreement, with Cllr D Sayner abstaining.

8.00 Bramley Friendship group

8.01 Chair M Brown noted that Cllr J Moore had declared interest on this item. Cllr J Moore gave an overview on what the group does on a fortnightly basis.

8.02 Cllr D Sayner agreed it is a great idea and is what needs to be happening in the community. Chair M Brown agreed.

8.03 Cllr I Handley asked when the meetings run. Cllr C Makin stated every first and third Thursday of each month.

8.04 Chair M Brown asked whether the church was wanting a one off donation or more of a subscription type donation monthly. He also noted that it is a community event which is what BPC is about as there are lots of lonely people around the village. Cllr J Moore confirmed people bring their own games and stated he wasn't sure whether a one off donation or monthly would be preferred by them.

8.05 Cllr A Cooke suggested asking the church what equipment they want and then BPC could purchase that as a donation. Cllr J Moore agreed to discuss with Alan regrading a list of items they need that BPC could view and purchase from.

8.06 Cllr I Handley asked whether a budget should be set on how much we purchase on behalf of BPC for them. Cllr D Sayner suggested putting a limit of £200 and catering that towards the list provided. Cllr C Makin agreed £200 was a good limit and if there's a list provided Cllrs can discuss from there.

9.00 Jubilee Celebration

9.01 Chair M Brown updated the council on plans. He confirmed the concert is organised and the children are practicing next week in the church. He noted that the tickets have almost sold out, so attendance is good. He stated that Assistant Clerk J Sayner was working on visuals, and that the bunting would go up around the village the week before the Jubilee.

9.02 Cllr C Makin confirmed she had phoned radio Sheffield and they agreed to ring her back.

9.03 Chair M Brown confirmed the Sunday service Jubilee weekend would be 10:30am. He also highlighted that this coming Sunday (15th) at 3pm, a celebration of life service was being held for Betty and welcomed any Cllrs who would like to attend. He confirmed that BPC is donating towards the cost of the flowers, and a plaque is going to be inscribed and put on the memorial wall.

9.04 Cllr J Bradwell asked when the Jubilee concert was taking place. Chair M Brown confirmed it would be Friday 20th May.

10.00 New Clerk to the Parish Council

10.01 Chair M Brown stated that the subcommittee had interviewed three candidates, and expressed thanks to Cllr D Hardwick, Cllr A Cooke and Cllr J McVann for their time.

10.02 Chair M Brown advised that one of the candidates has Parish Council and general management experience so interviewed very well. He gave an overview of the application form and interview before inviting opinions from the council.

10.03 Cllr J Bradwell asked when the candidate would be available to start. Chair M Brown confirmed that the question was raised in interview, and she had confirmed immediate start was possible. He also noted that Clerk R Foulds would be present for the handover and would remain in the background if needed for advice.

10.04 Cllr D Sayner asked whether the new Clerk would be working from the Parish Council Office; Chair M Brown confirmed they would and proceeded to read out the reference received for the candidate.

10.05 Cllr J Moore proposed that with the recommendation from the subcommittee we offer her the position of Clerk to Parish Council. Cllr J Bradwell seconded. Unanimous agreement.

Chair M Brown handed the role of Chairman over the Cllr Sayner and left the room to phone the candidate.

11.00 Allotments

11.01 Presiding Chair D Sayner stated that from his knowledge no contact has been made from the Allotment Association and suggested that if we are getting a new Clerk, they could reopen dialogue with them. Cllr J Moore agreed and noted that BPC used to have a very good relationship with the Allotment Association.

11.02 Cllr D Jackson noted that they have not been transparent with the waiting lists so it's BPC's responsibility to chase up.

Chair M Brown returned to the meeting

11.03 Cllr I Handley furthered Cllr D Sayner's point that once the new Clerk is updated, we should look at re-establishing the relationship via contact from our new Clerk, and also raised the question of whether RMBC could be involved. Cllr R Holyhead suggested mentioning to the Ward Cllrs.

11.04 Cllr I Handley asked about the Wadsworth Allotments income listed on the finance statement. Chair M Brown noted Finance Officer T Sayner would know for certain. Cllr D Sayner agreed to chase up.

11.05 Chair M Brown updated the council with his phone call with the proposed candidate for the Clerk position; he noted that the candidate has accepted the offer and confirmed she can start whenever needed. She has also agreed to attend the Community Café tomorrow in order to meet staff and others.

12.00 Events

12.01 Chair M Brown highlighted that the Community Café ran last month, and a few people attended so is something we are looking to develop. Cllr A Cooke confirmed flyers were handed out on the Lings this time around.

12.02 Chair M Brown asked about a poster for the playground for this. Assistant Clerk E Harris agreed we can do this.

12.03 Chair mentioned that the Fire Brigade have agreed to attend one of them in the future.

13.00 Youth and Community Centre and young persons

13.01 Chair M Brown advised that there is not much to update.

13.02 Cllr D Sayner noted that the youth club currently does not have great attendance and cancelled one week due to lack of people. Cllr Sayner also raised the question of whether BPC had chased up RMBC regarding their legal duty to run the youth club as agreed. Chair M Brown suggested getting the Ward Cllrs involved as they are legally obliged to provide the youth club but have decided not to.

14.00 Landscaping and streets

14.01 Chair M Brown highlighted that once the new Clerk starts, she will be managing staff and workload so will include gardens and landscaping.

14.02 Cllr D Sayner asked who waters the hanging baskets around the village; Chair M Brown confirmed that Hobsons do this.

14.03 Chair M Brown noted that all bedding plants and plants for the baskets have been ordered.

15.00 Cemetery

15.01 Cllr J Bradwell noted that the cemetery committee needs to meet regarding emptying the compound. Cllr D Sayner suggested Cllr J Bradwell speak to Cllr D Hardwick to arrange a meeting.

15.02 Cllr I Handley confirmed he has made a list of the war memorials and photographed them but advised that a member of staff had found another three so there are thirteen in total.

15.03 Chair M Brown highlighted that Assistant Clerk J Sayner wants to spend some time in the cemetery cleaning and tidying up the war memorials, so suggested Cllr I Handley meet with J Sayner to have a discussion.

15.04 Chair M Brown advised that Assistant Clerk J Sayner has compiled a list of names of those in the unmarked grave.

16.00 Bramley Village Trust

16.01 Cllr D Sayner confirmed Finance Officer T Sayner has been working from home so will be on time for the audit.

16.02 Cllr J Moore asked whether BPC informs new Cllrs when they are co-opted that they also become trustees for BVT as well as BPC Cllrs. Chair M Brown noted that he does not think the paperwork is up to date regarding the trustees and that Clerk R Foulds was looking at it.

17.00 To consider applications for planning permission

17.01 Referencing the Clerk email included in the paperwork, Cllr D Sayner asked if it had been sent. Chair M Brown confirmed he is fairly certain it has.

17.02 Chair M Brown noted that the amount of traffic on Flash Lane is going to be horrendous once the development on Cumwell Lane is built. He also raised concerns that some of the

lights on Hellaby roundabout take 3-4 minutes to change so will cause big build ups of traffic.

17.03 Cllr J Bradwell highlighted that there is a new speed control side on Flash Lane; Chair M Brown confirmed at present it does not appear to have changed the speed of cars yet.

17.04 Cllr J Moore asked about whether BPC could put updates in the advertiser as many other parishes do; Chair M Brown confirmed a lady from the advertiser came previously and agreed to attend the monthly meetings but has not been since. Cllr C Makin agreed to email some updates into the advertiser.

18.00 Chairmans report to the Parish Council

18.01 Chair M Brown advised that BPC needs to recognise Clerk R Foulds service to the council and so confirmed we are planning a small get together to celebrate what he has done over the years but will be dependent on the Clerk and his health as to when that happens. He also confirmed that the Finance Officer along with himself have been having conversations about a gift.

18.02 Cllr J Bradwell asked about the venue given the amount of service and effort Clerk R Foulds has put in. Chair M Brown noted we're looking at the Parish Hall as a potential due to ease of access.

19.00 Clerk's report to the Parish Council

None

20.00 Items of confidentiality not for publication

None

21.00 Urgent items placed on the agenda from item three

None

22.00 Matters of information and report from councillors' present

22.01 Cllr C Makin noted that the footpath owned by RMBC between the Travellers Pub and Crosby Road is covered in smashed glass and always looks a mess. Chair M Brown stated it needs reporting to Street Pride.

Meeting closed at 9:03pm.

Signed by the Chair as a true and accurate record

…… Date……..