Bramley Parish Council Meeting, 12 July 2022

Bramley Village Hall, Cross Street, Bramley

Meeting commenced at 7:00pm.

Chair M Brown opened the meeting and thanked Cllrs for attending.

1.00 Public forum and Crime and Disorder in the Community

1.01 Chair M Brown stated that Officer Sheedy would be attending the Community Café tomorrow morning so he would have chance to speak with him and noted we had received no crime statistics again this month.

1.02 Clerk R Thompson noted that Officer Sheedy had agreed to attend tonight Parish Council meeting but hasn't.

2.00 To receive apologies for absence

2.01 Apologies received:

Cllr R Holyhead

2.02 Present:

Chair M Brown
Vice Chair D Hardwick
Cllr J Bradwell
Cllr J McVann
Cllr C Makin
Cllr D Tattersfield
Cllr A Cooke
Cllr D Sayner
Cllr J Moore
Cllr I Handley
Cllr D Jackson

2.03 Staff Present & Guests:

Clerk R Thompson
Assistant Clerk E Harris

3.00 To place on the agenda any urgent item that require debate or decision at this meeting

3.01 Cllr D Tattersfield asked for a discussion on Bramley Park; Chair agreed to place this under item 10 (c).

Cllr I Handley entered the meeting at 7:03pm.

3.02 Cllr D Jackson asked for the Flash Lane playground to be placed on the agenda; Chair agreed to discuss this under item 17.

3.03 Cllr D Sayner asked for Landscaping and Streets to go back on the monthly agenda.

3.04 Cllr D Sayner asked for the ICO update to be discussed; Clerk R Thompson stated it is included under item 14.

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

None

5.00 To approve the minutes of the previous Parish Council Meeting

5.01 Re item 5.05, spelling error to be corrected.

5.02 Re item 26.00, number errors to be corrected.

5.03 Re item 19.01, name mentioned should refer to the Clerk.

5.04 Cllr D Sayner proposed that the minutes of the June 2022 Parish Council meeting to be a true and accurate record thereof, following amendments being made. Cllr J Bradwell seconded the proposal. Unanimous agreement.

5.05 Correction to the date of the Audit meeting needed.

5.06 Cllr A Cooke proposed that the minutes of the June 2022 Audit Extraordinary meeting to be a true and accurate record thereof. Cllr I Handley seconded the proposal. Majority favour with Cllr D Jackson and Chair M Brown abstaining.

6.00 To discuss any matters arising from the previous minutes, for information only.

6.01 Referring to the finances, Cllr D Tattersfield asked whether the purchased flagpole has been erected now. Chair M Brown confirmed it has.

6.02 Re item 5.05, Cllr D Sayner asked for an update on the planting areas at the bottom of Church Lane. Clerk R Thompson confirmed this has been completed by an external contractor.

6.03 Re item 5.06, Cllr D Sayner asked if there had been any progress with the public meeting. Clerk R Thompson noted that she had been in communication with Trading Standards and they stated that Bramley has a case against Redrow as they are falsely advertising as Ravenfield.

6.04 Cllr A Cooke noted that BPC hasn't yet received a proper response from RMBC and ideally, we need someone from there to come and meet members of the public to justify the development and the amount of traffic. Clerk R Thompson confirmed she had written to members of the planning board first but has not yet received a reply.

6.05 Cllr J Bradwell suggested raising the point of the Cumwell Lane development alongside the Redrow development when discussing traffic concerns.

6.06 Re item 5.07, Cllr D Sayner asked whether the route plan has been received; Clerk R Thomson confirmed she had not received it.

6.07 Re item 17.01, Cllr D Sayner asked for an update on the allotments. Clerk R Thompson explained that she had asked the secretary for the waiting list and current plot holders and is in the process of arranging a meeting with them to discuss. Cllr I Handley mentioned his observations that a number of the plots look unused despite the waiting list.

6.08 Re item 18.01, Cllr C Makin asked about the date for the Silverwood pop-up centre. Clerk R Thompson confirmed they have agreed the 21st September, but no time has been set yet. She also stated her intention to contact the three local schools and arrange time slots to avoid overlaps.

6.09 Re item 23.05, Cllr D Sayner asked whether the front of the youth club had been painted yet. Clerk R Thompson confirmed half had been completed by the Handymen but was put on hold whilst planting was completed.

6.10 Cllr J Moore highlighted that Finance Officer T Sayner had come to the Bramley Friendship Group to do a session with the members and expressed thanks to the council for the funding.

6.11 Re item 26.03, Cllr D Sayner asked for the Ward Cllrs to be invited to the next Parish Council meeting to discuss the Flash Lane crossing funding. Chair M Brown gave an overview of the issues surrounding the funding for the crossing.

7.00 Parish Council and Bramley Village Trust Finances

From statements as at 01/06/2022			
Reserve Account	1******1	£	5370.24
Current Account	1******2	£	500.00
Interest Account	1******6	£	35788.38
Savings Account	1******6	£	137187.54
Bank total as at statement date		**£**	**178846.16**
From statement as 01/06/2022			
Bramley Village Trust Account	1******9	£	12144.67
Grant from BPC to BVT 2021/22		£	34000.00

Parish Council: **Payments made -**
Date From: 01/06/2022 Date To 30/06/2022
**** 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 – 31/05/22 **£ 14395.97**			
DD	10/05/2022	E.On – Electricity	Annexe	181.87	14577.84
DD	16/05/2022	NEST		170.74	14748.58
POS	19/05/2022	Ebay – Various Items		59.98	14808.56
POS	24/05/2022	Chatty Caffe Scheme		20.00	14828.56
DD	24/05/2022	E.On – Electric	Annexe	400.11	15228.67
010284	01/06/2022	Bluebell Wood – Concert & Donation		500.00	15728.67
010285	06/06/2022	St Francis – Craft Donation		200.00	15928.67
010286	06/06/2022	MJRCC – New phone & internet	Finance Office	960.00	16888.67
010287	06/06/2022	RMBC – Waste	Hall/Youth	1180.00	18068.67
010288	06/06/2022	Bothams – 2 x Pitch, 3 x grass	Flash	864.00	18932.67
010289	14/06/2022	G0012 – Wages	Cemetery	732.56	19665.23
010290	14/06/2022	CT0012 – Wages	Youth Club	565.28	20230.51
010291	14/06/2022	GK0027 – Wages	Cenotaph	160.85	20391.36
010292	14/06/2022	H0029 – Wages		927.64	21319.00
010293	14/06/2022	H0030 – Wages		967.21	22286.21
010294	14/06/2022	CT002 – Wages	Parish Hall	848.33	23134.54
010295	14/06/2022	C00031 – Wages	Cemetery	146.20	23280.74
010296	14/06/2022	AC0028 – Wages		642.45	23923.19
010297	14/06/2022	AC0021 – Wages		873.51	24796.70
010298	14/06/2022	C0001 RF – Wages		947.78	25744.48
010299	14/06/2022	C0002 – Wages		791.11	26535.59
010300	14/06/2022	FO009 – Wages		794.73	27330.32
Start of new chequebook.					
010301	05/07/2022	Chair – Telephone		41.89	27372.21

010302	14/06/2022	HMRC – Mnth 2		519.78	27891.99
010303	14/06/2022	HMRC – Mnth 3		1014.55	28906.54
010304	21/06/2022	Unity Bank opening balance		500.00	29406.54
010305	21/06/2022	Viking – balance of Printer		31.52	29438.06
010306	21/06/2022	Sam Turner & Sons – Lawn Mower		509.00	29947.06
010307	22/06/2022	RSB – Grass, flagpole fitting, rotavating		480.00	30427.06
010308	22/06/2022	Cllr CM – reimbursement		75.50	30502.56
010309	Void	Void	Void	0.00	30502.56
010310	27/06/2022	C0002 – Reimbursement		33.60	30536.16
010311	27/06/2022	RSB – Grass, D135 & Car Park Flaps	Cemetery/Youth	530.00	31066.16
010312	27/06/2022	HM Land Registery – Wadsworth		7.00	31073.16
010313	19/06/2022	Peskys Pest Control – Rat Treatment	Parish Hall	300.00	31373.16
010314	04/07/2022	Bramley Blinds – Blind repair	Youth Club	150.00	31523.16
POS	29/06/2022	Amazon - Photo Frames		33.93	31557.09
POS	29/06/2022	Amazon – Floor Mop	Youth Club	12.99	31570.08
POS	29/06/2022	Amazon – Display Borders	Youth Club	14.99	31585.07
POS	29/06/2022	Amazon – Large Presentation Cheque		12.58	31597.64
POS	29/06/2022	Amazon – Glade Air Freshener	Youth Club	14.08	31611.73
				£ 17215.76	**£ 31611.73**

Parish Council:
Receipts In –
Date From: 01/06/2022 Date To 30/06/2022
**** 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 – 31/05/22		**£ 75979.57**
BAC	10/05/2022	E.On – Electricity	Annexe	181.87	76161.44
BAC	11/05/2022	HMRC – VAT		2031.93	78193.37
INT	31/05/2022	Interest to 31.05.22	Reserve Account	0.47	78193.84
INT	31/05/2022	Interest to 31.05.22	High Interest Account	11.82	78205.66
000583	13/06/2022	Eden - Kitchen	Cemetery	85.00	78290.66
000583	13/06/2022	Clarkson – Burial	Cemetery	250.00	78540.66
000583	13/06/2022	Burial White	Cemetery	300.00	78840.66
000583	13/06/2022	Burial Richardson	Cemetery	135.00	78975.66
000583	13/06/2022	Burial Davies	Cemetery	135.00	79110.66
000583	13/06/2022	Memorial Lynch	Cemetery	95.00	79205.66
000583	13/06/2022	Memorial Overton	Cemetery	135.00	79340.66
000584	15/06/2022	Coffee Morning Takings		34.98	79375.64
				£ 3396.07	**£ 79375.64**

Bramley Village Trust:
Payments made –
Date From: 01/06/2022 Date To 30/06/2022
**** 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 – 31/05/22		**£ 744.81**
DD	20/05/2022	Engie – Gas Apr	Youth Club	489.83	1234.64
DD	20/05/2022	Engie – Gas Apr	Parish Hall	2.25	1236.89
DD	24/05/2022	Engie – Elec	Changing Rooms	57.17	1294.06
DD	25/05/2022	Total Gas & Power- Elec Apr	Youth Club	118..60	1412.66
DD	30/05/2022	Everflow – Water		33.50	1446.16
DD	31/05/2022	Engie – Elec Apr	Parish Hall	46.13	1492.29
				£ 747.48	**£ 1492.29**

Bramley Village Trust
Date From: 01/06/2022 Date To 30/06/2022
**** 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 – 31/05/22		**£ 1353.50**			
BACS	09/05/2022	Elite – Hall Hire	Parish Hall	272.00	1625.50
BACS	19/05/2022	Sunnyside FC – Hall Hire	Parish Hall	15.00	1640.50
BACS	20/05/2022	RMBC – Elections Room Hire		680.00	2320.50
000640	14/06/2022	Table Tennis – Hall ~Hire	Youth Club	120.00	2440.50
000641	27/06/2022	TWG – Hall Hire	Parish Hall	30.00	2470.50
000641	27/06/2022	Akido – Hall Hire	Parish Hall	360.00	2830.50
BACS	23/05/2022	Yoga – Hall Hire	Parish Hall	20.00	2850.50
				£ 1497.00	**£2850.50**

7.01 Clerk R Thompson gave an update on the rat situation in the Village Halland confirmed a valve has been fitted on the drain to prevent them getting into the building.

7.02 Cllr A Cooke noted that we had purchased a lawn mower. Cllr D Sayner asked for an explanation as to why the money was spent as it wasn't agreed at the previous meeting.

7.03 Cllr D Hardwick explained why the lawn mower was purchased, and a discussion was had around why it was needed. Cllr D Sayner expressed disagreement.

7.04 Cllr A Cooke asked whether a price limit could be agreed on spending. Clerk R Thompson noted that herself and the Chair have a limit of £600 without needing council approval.

7.05 Cllr J Bradwell thanked Cllr D Hardwick for chairing the cemetery committee and for the work he has been doing and expressed understanding as to why the purchase was made, as the grass in the cemetery is growing longer. Cllr J McVann expressed agreement and raised the point that it would be useful for other areas too.

7.06 Cllr J Moore noted we should have budgeted and set a price limit for purchase and then anything above that would need to be brought to council to be agreed and passed.

7.07 Cllr I Handley asked if we could ratify the agreements regarding spending amounts for Chair, Vice Chair, Clerk and individual Cllrs. Clerk R Thompson confirmed it is in the standing order documents, and that she is currently reviewing these and agreed to send the revised version out before the next meeting.

7.08 Cllr J Bradwell proposed the finance statement as submitted to the meeting be approved. Cllr D Tattersfield seconded. Majority favour with Cllr D Sayner abstaining.

8.00 Transfer of Executive Powers

8.01 Chair explained the transition of authority during August due to having no council meeting.

8.02 Cllr D Sayner suggested emailing all Cllrs during August to update on what is happening and confirm when certain things are completed.

8.03 Cllr D Sayner proposed that the Parish Council move to operation via executive powers throughout the month of August. Cllr A Cooke seconded the proposal. Unanimous agreement.

9.00 Vexatious Complaints Procedure

9.01 Clerk R Thompson explained when the policy was written and stated that currently this is the draft document until approved at this evening's meeting.

9.02 Cllr J Moore proposed we adopt the vexatious complaints procedure submitted to the meeting. Cllr J Bradwell seconded. Unanimous agreement.

10.00 Committee Updates

a) Events Committee

10.01 Chair M Brown confirmed the committee had the first meeting last week and gave an update on the craft fair. He confirmed the date is set for August 21st, 12:00-16:00pm, and all 20 stalls have now been allocated.

10.02 He confirmed they have been discussing the Remembrance service plans and the Silverwood Pop Up Heritage Museum, as well as other potential community plans involving the brass band, Christmas cards designs, and the community awards evening.

10.03 Chair highlighted that 180 leaflets had been posted for the Community Café tomorrow and Officer Sheedy, Neighbourhood Watch and members of the toddler group had confirmed attendance.

b) Cemetery Committee

10.04 Vice Chair D Hardwick confirmed the final day of clearing unofficial items had been done. He noted that Mr X has agreed to a meeting with the Clerk to resolve issues; Chair M Brown stated that Cllr A Cooke had agreed to attend too.
Cllr J Bradwell agreed to attend instead of Cllr A Cooke.

10.05 Regarding another memorial stone, Clerk R Thompson noted that the original agreement was for BPC to pay half towards the cost of replacing once reviewed and agreed by the council, however the statement she received from the plot owner claiming half the cost was in fact the full amount of replacing, so the Clerk has queried why the wrong amount was sent but has not heard back.

10.06 Vice Chair D Hardwick gave an update regarding the pre-1978 graves and raised the point of whether some of the older ones can be repaired if need be.

10.07 Clerk R Thompson confirmed the cemetery is now fully compliant once the final meeting has been had with Mr X.

10.08 Chair M Brown expressed thanks to Vice Chair D Hardwick, the cemetery committee and others involved in the work.

c) Bramley Park

10.09 Cllr D Tattersfield handed out photographs of Bramley Park and highlighted the issues with the length of the grass and the state of two of the trees.

10.10 Chair M Brown suggested starting a group, 'Friends of Bramley Park' to start discussing the issues and addressing them. It would be separate from BPC but could be supported and Chair suggested having some leaflets made for Cllr D Tattersfield to post to gage the interest levels.

10.11 Cllr D Sayner stated that the cost of maintaining the park is too high for the Parish Council to take over, so needs to remain with RMBC. Cllr D Hardwick suggested getting residents who have concerns to make complaints to RMBC. Cllr C Makin agreed that people need to complain.

11.00 Bramley Village Trust

None

12.00 To consider applications for planning permission

None

13.00 Chairman's report to the Parish Council

13.01 Chair M Brown stated he had attended Bramley Friendship group recently. He also confirmed he went to the other Jubilee Party at one of the schools and has been invited to go into the three schools to talk about the work of BPC.

13.02 Chair mentioned that himself and Clerk R Thompson attended a meeting in Anston to discuss youth work in the borough and highlighted the youth club at Whiston that directly pay a youth worker as an employee, but the payment comes from RMBC funding, so the suggestion is for BPC to look into doing something similar.

13.03 Clerk R Thompson confirmed she had been in communication with RMBC as Shaz's funding for the current youth club runs out in March and has been told BPC can reapply for further funding which could cover 3 years to employ Shaz directly as an employee.

14.00 Clerk's report to the Parish Council

14.01 The Clerk confirmed that after a letter was delivered to David John Day-Care, she has received a response and the outstanding balance is due to be paid in full tomorrow.

14.02 Clerk R Thompson confirmed the ICO claim has been closed as an email sent by the gentlemen in question was discovered asking that all information containing his name or reference to him be deleted across all Cllrs email accounts.

14.03 Cllr D Sayner asked if any major updates could be emailed out to Cllrs ahead of the meetings. The Clerk stated that she intended to send a bi-weekly update email out to all Cllrs giving an overview of progress. She also confirmed she would send an action list/reminder email out Cllrs 2 weeks prior to the Parish Council meeting.

14.04 Clerk R Thompson explained she had a meeting with VAR regarding volunteers and mentioned there is 3-year funding for a Community Newsletter to be printed, we would just need to cover the distribution.

14.05 The Clerk noted that she had spoken with RMBC's Neighbourhood Coordinator, and the Ward Cllrs still have £6,000 unspent budget, and they have offered to buy a notice board for outside the Bill Chafer Youth Centre; Clerk agreed to email out the photographs of the proposed design.

14.06 Clerk R Thompson also confirmed she had been in communication with RMBC regarding the road closures for the Remembrance parade; RMBC have agreed to facilitate the road closures at no cost and have arranged to come for a meeting on September 1st to finalise details.

14.07 Cllr D Sayer and Cllr D Tattersfield highlighted the need for the plants to be watered at the bottom of church lane due to the weather; Clerk R Thompson confirmed she had been trying to get in touch with the gardener regarding this. Cllr D Tattersfield also pointed out the issues with overgrown brambles on church lane. Chair M Brown mentioned that this is a RMBC issue, so they need to be notified.

14.08 Clerk R Thompson mentioned she received an email from Cllr R Holyhead about Park Grove being closed and that people hadn't been notified of the closure; the Clerk mentioned RMBC hadn't notified people but have agreed to send her the list of road closures each week, and she will publish them on the Facebook page every Friday to make residents aware.

14.09 Regarding the annexe, the Clerk confirmed she has applied to Landfill Community Trust for funding to refurbish the building. The Funding bid has been accepted passed stage 1, so it currently in stage 2.

15.00 Items of confidentiality not for publication

16.00 Urgent items place on the agenda from item three

None

17.00 Matters of information and report from councillors present

17.01 Regarding the playground Cllr D Jackson and Cllr, I Handley raised a discussion around looking into more inclusive playground equipment, in particular the roundabout as it isn't fully accessible and shared a quote for a new roundabout of £13,000.

17.02 Clerk R Thompson noted there is funding for inclusion and grants that could be looked into and applied for and agreed to research some options.

17.03 Cllr J McVann asked what time the playground is locked in the evening and whether it could be made earlier; the Clerk stated around 8pm currently but could move this to 7pm.

17.04 Vice Chair D Hardwick shared two quotes for replacing the Village Hall windows on one side. Chair M Brown asked if this could be taken to the finance committee meeting and discussed alongside other costings.

17.05 Cllr D Sayner asked whether we had received the alcohol license. The Clerk confirmed that unless BPC is selling the alcohol, we don't need to apply for one, so people can bring their own.

Meeting closed at 9:14pm.

Signed by the Chair as a true and accurate record

…….. Date:……