Bramley Parish Council Meeting – 13th December 2022
Bramley Village Hall, Cross Street, Bramley

Meeting commenced at 7:02pm.
Chair opened the meeting and welcomed Ben Shaw (Allotment Association) and Mike Farrell (National Allotment Society).

1.00 Public Forum and Crime and Disorder in the Community

1.01 Chair mentioned the police not being present at the meeting, however noted they planned to attend the drop in tomorrow.

1.02 Ben Shaw thanked Bramley Parish Council for the recent refurbishment of the skatepark and for the work being done in the community and proceeded to give an update regarding his role as secretary to the Allotment Association. He noted the allotment holder agreement, GDPR, complaints procedure, fire code of practice and other policies have been updated.

Cllr R Holyhead entered the meeting at 7:10pm.

1.03 B Shaw confirmed most processes have now gone online and stated that he wanted to be more open with the Parish Council going forward in terms of waiting lists and current allotment holders. He also mentioned that the Allotment Association had no intention of pulling out from under Bramley Parish Council completely independently and noted the idea of self-devolvement was in order to alleviate the admin time from the council.
He also made note that he had received no emails/calls regarding invites to council meetings and had not had communication from the Parish Council since the meeting in July.

1.04 Mike Farrell stated that it is Bramley Parish Council that owns the allotments and sees no issues with Bramley Parish Council taking over the waiting lists.

1.05 Cllr A Cooke asked why the waiting list and current allotment holder list had not yet been shared with Parish Council despite years of asking. Clerk R Thompson noted the reason given by B Shaw for not sharing was GDPR, however the data sharing agreement has been in place for years. She also highlighted numerous emails/phone call enquiries and complaints the Parish Council receives from members of the public regarding the allotments due to issues trying to contact the Allotment Association directly. B Shaw noted he hadn't seen these emails but agreed to send the current waiting list and occupancy list; he pointed out that he showed Chair M Brown and Clerk R Thompson at these lists at the meeting in July; the Chair and the Clerk stated it was a brief glance at the list on the laptop which was then turned back around. Clerk R Thompson confirmed every email regarding the allotment has been forwarded to the Allotment Association upon receival.

1.06 The Clerk also stated the issues being addressed have been ongoing for years.

1.07 A brief discussion was had around the idea of community plots.

1.08 Cllr I Handley mentioned that the first hurdle was the Allotment Association not sending across the updated waiting list and occupancy list but if B Shaw has agreed to send those going forward that would solve the main issue.
Cllr D Sayner asked for the list of current committee members for the Allotment Association; B Shaw agreed to email these to the Clerk.

1.09 B Shaw's suggestion was for a 3-month trial period and then reassess if all tasks agreed to had not been completed.

1.10 Cllr D Jackson stated that Bramley Parish Council has responsibility to the village and highlighted that the Clerk has received emails which have been forwarded to B Shaw with queries and complaints which have had no response for months/years. B Shaw noted the lists are now electronic so are better managed. A discussion was had around the lack of communication from the Allotment Association.

1.11 B Shaw thanked the councillors for their time.
B Shaw and M Farrell left the meeting at 7:30pm.

2.00 To received apologies for absence

2.01 Apologies received:

Cllr J McVann
Cllr J Simmons
Cllr J Bradwell
Cllr J Moore
Cllr D Tattersfield

2.02 Present:

Chair M Brown
Vice Chair D Hardwick
Cllr C Makin
Cllr A Cooke
Cllr D Sayner
Cllr I Handley
Cllr D Jackson
Cllr R Holyhead

2.03 Staff present & guests

Clerk R Thompson
Assistant Clerk E Harris
Mike Farrell
Ben Shaw

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

None

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

None

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

5.01 Re item 7.01, Cllr D Sayner highlighted the finances statement is the incorrect month.

5.02 Re item 12(b), Cllr I Handley noted a grammatical error.

6.00 To approve Minutes of the previous Parish Council Meeting

6.01 Cllr D Sayner proposed the minutes of the November 8th Parish Council meeting to be a true and accurate record following amendments being made. Cllr D Jackson seconded. Majority agreement. Cllr R Holyhead abstained.

7.00 Parish Council and Bramley Village Trust finances

Current Account 1 Unity Bank	2******0	£	143536.61
Interest Account	1******6	£	35788.38
Savings Account (closed)	1******6	£	0.00
Current Account 2 Unity Bank	2******3	£	3206.99
Bank total as at statement date		**£**	**187904.55**
From statement as 30/11/2022			
Bramley Village Trust Unity Bank	2******6	£	21689.01
Grant from BPC to BVT 2021/22		£	34000.00

Parish Council:

Payments made -

Date From: 01/11/2022 Date To 30/11/2022

**** 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 – 31/10/22 **£ 128232.94**			
BP	08/11/2022	ICCM – Membership 2022	Cemetery	24.00	128256.94
300013	08/112022	D H – Reimbursement	Chatty Café	13.50	128270.44
300014	08/11/2022	Royal British Legion – Wreath	Cenotaph	141.00	128411.44
BP	08/11/2022	LBM – Various Items	Youth/ Cemetery	60.84	128472.28
BP	08/11/2022	RMBC – Play Area Inspection Fee	Flash Lane	341.40	128813.68
BP	08/11/2022	MB – Telephone Oct 22		41.16	128854.84
BP	08/11/2022	CT002 – Wages	Parish Hall	942.14	129796.98
BP	08/11/2022	FO009 – Wages		800.60	130597.58
BP	08/11/2022	G0012 – Wages	Cemetery/All	680.52	131278.10
BP	08/11/2022	CT0022 – Wages	Youth Club	588.84	131866.94
BP	08/11/2022	AC00212 – Wages		717.48	132584.42
BP	08/11/2022	GK0027 – Waged	Cenotaph	152.34	132736.76

BP	08/11/2022	AC0028 – Wages		669.48	133406.24
BP	08/11/2022	CI0031 – Wages	Cemetery	50.00	133456.24
BP	08/11/2022	CI0031 – Wages	Flash Lane	102.34	133558.58
BP	08/11/2022	L00029 – Wages		705.62	134264.20
BP	08/11/2022	C002 – Wages		1596.94	135861.14
BP	08/11/2022	H0032 – Wages	Cemetery/ Youth	1304.11	137165.25
BP	08/11/2022	R Ogle – Wages 116290 Oct		56.10	137221.35
300015	08/11/2022	HMRC – Month 8		815.02	138036.37
300016	09/11/2022	DH – Café Supplies		14.40	138050.77
BP	15/11/2022	Bothams – Grass & Marking		648.00	138698.77
BP	15/11/2022	MJRCC - Nov 22		56.19	138754.96
BP	15/11/2022	CT0022 – Reimbursement		1.78	138756.74
300017	15/11/2022	DH – Café Suplies		59.38	138816.12
DD	16/11/2022	Sage – Nov 22		101.40	138917.52
BP	16/11/2022	YWW – August Holiday Club		790.00	139707.52
BP	16/11/2022	G Richards – Windows	Parish Hall	18.00	139725.52
BP	16/11/2022	G Richards – Windows	Youth Club	12.00	139737.52
TRANS	16/11/2022	TWG – Hall Hire	Parish Hall	40.00	139777.52
BP	16/11/2022	Water + - Water Surface Drains	Parish Hall	52.70	139830.22
300018	22/11/2022	Dementia UK		92.50	139922.72
BP	22/11/2022	Everflow – BVT		56.99	139979.71
DD	23/11/2022	Business Stream – Wadsworth Water	Allotments	62.19	140041.90
BP	29/11/2022	PFK Littlejohn – Audit		720.00	140761.90
BP	30/11/2022	Hobsons – Bedding Plants		2027.28	142789.18
BP	30/11/2022	Nichols Signs – Remembrance Dates	Cenotaph	24.00	142813.18
BP	30/11/2022	C002 – Staff Flower, Xmas Fair Supplies		61.25	142874.43
BP	30/11/2022	Screwfix – Heavy Duty Hand Truck		54.99	142929.42
BP	30/11/2022	MB – Telephone & Raffle Prizes		52.39	142981.81
				£ 14748.87	**£ 142981.8**

Parish Council:
Receipts In –
Date From: Date From: 01/11/2022 Date To 30/11/2022

**** 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 – 31/10/22		£**205594.60**
BACS	01/11/2022	HMRC – VAT Refund		1340.55	206935.15
000019	11/10/2022	Co-op – inv 1050 Longden	Cemetery	85.00	207020.15
000019	11/10/2022	Chatty Café – 27/09/22 & 04/10/22		62.40	207082.55
BACS	08/11/2022	Funeral Partners – Unknown	Cemetery	225.00	207307.55
BACS	11/11/2022	MIFS – 1048	Cemetery	1000.00	208307.55
000020	15/11/2022	Chatty Café – 09/11/22		39.80	208347.35
000020	15/11/2022	Clarksons – Memorial	Cemetery	145.00	208492.35
000021	15/11/2022	Co-op – Longden Balance	Cemetery	290.00	208782.35
000021	15/11/2022	TWG – Hall Hire	Parish Hall	40.00	208822.35
TRANS	16/11/2022	Water + - Water Surface Drains	Parish Hall	52.70	208875.05
TRANS	22/11/2022	Chatty Café 16.11.22	Youth Club	53.50	208928.55
TRANS	22/11/2022	Xmas Fair Café 22.11.22	Youth Club	110.15	209038.70
TRANS	22/11/2022	Dementia UK		92.50	209131.20
TRANS	22/11/2022	Stall Xmas Market	Youth Club	150.00	209281.20
TRANS	22/11/2022	Everflow – Water		56.99	209338.19
000022	22/11/2022	H Clark & Son – Linton	Cemetery	625.00	209963.19
BACS	28/11/2022	Parkinsons – Burial Hutley	Cemetery	1000.00	210963.19
				£ 5368.59	**£ 210963.19**

Bramley Village Trust:
Payments made –
Date From: 01/11/2022 Date To 30/11/2022
**** 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 – 31/10/22	**£ 4325.70**		
		Account closed 17.08.22 not able to send payments due to account type.			
TRANS	16/11/2022	Water + - Water Surface Drains	Parish Hall	52.70	4378.40
TRANS	22/11/2022	Chatty Café 16.11.22	Youth Club	53.50	4431.90
TRANS	22/11/2022	Xmas Fair Café 22.11.22	Youth Club	110.15	4542.05
TRANS	22/11/2022	Dementia UK		92.50	4634.55
TRANS	22/11/2022	Stall Xmas Market	Youth Club	150.00	4784.55
TRANS	22/11/2022	Everflow – Water		56.99	4841.54

£ 515.84 £ 4841.54

Bramley Village Trust
Date From: 01/11/2022 Date To 30/11/2022
**** 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 – 31/10/22 **£** 14435.38					
BACS	01/11/2022	Dino – Hall Hire	Parish Hall	60.00	14495.38
BACS	08/11/2022	A Brazil – Hall Hire	Parish Hall	75.00	14570.38
BACS	16/11/2022	Hellaby Parish Council – Hall Hire	Parish Hall	75.00	14645.38
BACS	16/11/2022	Bramley Sunnyside FC – Hall Hire	Parish Hall	15.00	14660.38
000007	22/11/2022	Chatty Café 16.11.22	Youth Club	53.50	14713.88
000007	22/11/2022	Xmas Fair Café 22.11.22	Youth Club	110.15	14824.03
000007	22/11/2022	Football Income	Flash Lane	45.00	14869.03
000008	22/11/2022	Dementia UK		92.50	14961.53
000009	22/11/2022	Stall Xmas Market	Youth Club	150.00	15111.53
BACS	23/11/2022	Football Income – A Plant	Flash Lane	45.00	15156.53
BACS	28/11/2022	Rise Dance – Hall Hire	Youth Club	100.00	15256.53
				£ 821.15	**£15256.53**

7.01 Cllr D Sayner asked about the RMBC playground inspector cost; Clerk R Thompson confirmed that is a yearly cost.

7.02 Regarding the YWW cost (August Holiday Club), Cllr D Sayner asked what the numbers were for attendance. The Clerk noted that attendance varied, some days were also very understaffed, but confirmed she had some points to discuss at the January meeting looking at the youth club forecast for 2023.

7.03 Vice Chair D Hardwick proposed the finance statement as submitted to the meeting be accepted. Cllr I Handley seconded. Majority approval. Cllr D Sayner abstained.

8.00 Bramley Village Trust Accounts and Trustee Report

8.01 Clerk R Thompson mentioned we have taken on two new bookings: Derby social services starting December, and Budo starting January.

9.00 Precept 2023/2024

9.01 Chair stated that it is difficult due to the current financial situation everyone is in and noted that himself and the Clerk have been looking at smaller ways to keep some of the outgoing costs down. Nevertheless, he stated the suggestion to put the precept up, as recommended by the finance sub-committee, by 5%, around 40p per month per household. He reiterated we are very conscience of people's financial circumstances.

9.02 He also stated the possibility about keeping staff at their contracted hours rather than allowing overtime. Assistant Clerk E Harris left the meeting whilst a discussion was had about the necessity of staff numbers.

Cllr A Cooke asked about item 3.06 from the Finance subcommittee minutes regarding the gardening; Clerk R Thompson confirmed she will speak with the gardener in January about reducing the hours to what was contracted and that she has already spoken with the litter picker about this.

9.03 Cllr D Sayner mentioned that the minimum wage is going up; he noted the ideal would be to maintain the precept at the current level however with the increased costs it is not possible to do so.

9.04 Chair M Brown stated the finance subcommittees recommendation was to increase the precept by 5%. Cllr D Sayner asked whether the decision could be postponed until January's meeting when more councillors are present; Clerk R Thompson confirmed the figure does not have to be submitted until February so the decision can be left until January.

10.00 Committee Updates

a) Events

10.01 Chair M Brown thanked councillors for their help at the Christmas Concert. Clerk R Thompson mentioned that one of the primary schools had oversold places, so some families turned up without tickets, but further noted the evening was a great success. Chair M Brown also confirmed some Community Awards were presented that evening too.

10.02 Cllr C Makin asked whether turning the chairs horizontally would allow for more room; Cllr D Hardwick stated it was a good suggestion and should be considered when planning the next event in the hall.

10.03 Re item 6.04 from the Events Sub-committee minutes, Cllr D Sayner asked about the grant offer; Clerk R Thompson mentioned money from the National Grid has been granted to cover heating, food/drinks, and staff costs etc for the warm space.

10.04 Chair mentioned the Remembrance service was really well attended; he highlighted there were a couple of younger people with military medals and uniforms so wants to look at getting in contact for them before the parade next year.
He also noted the Christmas Fair went well and was a great community idea.

10.05 Clerk R Thompson confirmed the Bramley Parish Council Christmas cards have arrived and are being posted.

b) Cemetery

10.06 Cllr D Hardwick gave an update regarding the cemetery and highlighted the work done by the contractor to clean and mend some of the older gravestones.

10.07 He raised points about levelling off one small area as it drops down currently, so would look better levelled and seeded over. Cllr D Jackson noted it might be worth checking if there's piping under the ground there first; Cllr D Hardwick and Cllr D Jackson to liaise and organise this.

10.08 Clerk R Thompson confirmed the Christmas trees have now gone up in the cemetery.

10.09 Cllr D Hardwick highlighted lots of compliments have been received regarding the cemetery and how it is looking better.

10.10 It was noted that the bedding plants from the cemetery were stolen last week, and it has recently been noticed that Christmas wreaths are being stolen from graves. Vice Chair D Hardwick stated the council should potentially look into CCTV coverage for the cemetery; Chair M Brown mentioned it has always been steered away from due to respect and privacy for people visiting the cemetery, however people are taking advantage of that.

10.11 Clerk updated regarding some of the ongoing issues; she confirmed Mr X has refused to give permission for the headstone fitting, and also noted that she has written to Mr Z regarding the invoice he sent that was handwritten on partially to ask for the full confirmed cost of the new headstone from the stone masons.

11.00 Bramley Village Trust

None

12.00 To consider applications for planning permission

12.01 Regarding planning application RB2022/17000, Vice Chair D Hardwick stated his opinion that it likely won't be a problem transporting the compost. Cllr D Jackson agreed and noted it's unlikely the vehicles would come via the village anyway but highlighted if roads are the main concern, then it comes down to RMBC.

Consensus from councillors was to the let the application run its course as there are no major concerns.

13.00 Chairman's report to the Parish Council

13.01 The Chair mentioned he had attended various school events representing the Parish Council and has a few more coming up.

13.02 He noted that Ward Cllr Reynolds is enthused about what Bramley Parish Council is doing in/for the community.

14.00 Clerk's report to the Parish Council

a) Allotments

14.01 Cllr A Cooke asked whether the Clerk could manage the extra work for the allotments if taken back under control of the Parish Council; Clerk R Thompson confirmed she could.

14.02 The Clerk stated she has arranged a meeting for the plot holders on January 16th, 6pm in the Parish Hall for the current occupants on the allotments to come and discuss concerns and questions.

14.03 Referring to the 3-month trial period requested earlier by B Shaw. Cllr A Cooke expressed that enough time has already been given for changes.
Cllr D Hardwick shared the opinion that the Parish Council already decided to go ahead

with taking back control of the allotments so should proceed as agreed previously. Chair M Brown agreed.

14.04 Cllr I Handley mentioned the ideal would be for them as a responsible body to run the allotments if done properly. Cllr R Holyhead reiterated that the main issue Bramley Parish Council had was the lack of communication and access to the waiting list and current plot holders and was of the view that if B Shaw was now agreeing to be open and transparent with those going forward it might be worth granting the 3-month trial period.
Cllr D Sayner stated they have already been given longer than that since the information was first requested around 4 years ago.

14.05 Cllr I Handley stated he would like to see the new constitution B Shaw said had been written; Clerk R Thompson confirmed she could send that to him as it was a similar copy of the Societies one.

14.06 Chair M Brown read out two emails complaints Bramley Parish Council had received with reference to the allotment sites, The complainants have reported that were forwarded to the Allotment Association but have not been addressed by the Allotment Association yet.

14.07 Chair M Brown proposed that Bramley Parish Council move forward with the decision to regain control and running of the allotment sites. Cllr D Jackson seconded. Majority favour. Cllr D Sayner against. Cllr R Holyhead abstained.

b) Grants

14.08 The Clerk confirmed we have been awarded funding from the National Grid to the sum of £8,031, to assist with some of the costs of opening the warm space until April 2023.

c) Trees

14.09 Clerk R Thompson noted we have received an offer of £800 towards the cost of the trees for ‘Jubilee Walk’; she confirmed the purchase cost of each tree is around £90. Cllr I Handley mentioned the ideal is 24 trees at 10m apart, however these could be spaced out more to reduce the cost of buying.

14.10 Clerk R Thompson suggested opening it up to the public to Sponsor a Tree. She also noted that there may finance in the Ward Cllrs capital fund we could ask for and she will enquire.

14.11 The Clerk agreed to consult with GreenMile and arrange the purchase and planting of these.

14.12 Cllr I Handley asked about pricing up another bench for that area to match the one already there so one could be placed on the other side; Clerk R Thompson agreed to look into.

d) YLCA

14.13 Clerk R Thompson shared that it is being considered to join the standard accreditation; she confirmed Bramley Parish Council already meets the bronze and silver requirements so could look at applying for the gold at a £90 application cost.

e) Youth Club Roof

14.14 The Clerk gave an overview of the work previously done on the roof but stated the contractor recently brought out to repair pointed out that the work done in February wasn't up to standard and had expressed concerns over the stability. Clerk R Thompson stated the immediate repair cost is £160 which will be completed as soon as temperature rise enough for the materials being used to be effective.
She noted the repair bill in February totalled £20,000 and the contractor who did the work is not responding to emails sent regarding the issues, so she confirmed new quotes are being obtained to look at redoing, all of which are around the same £20,000 mark.

Cllr D Sayner left the meeting whilst discussion was held regarding the finance and the work on the roof.

14.15 Clerk R Thompson explained that she has contacted YLCA for advice. They have asked for further information, in the meantime they have recommended that the Parish Council form a sub- committee to look into the matter in more detail and to discuss their recommendations once they have reached that stage. Clerk R Thompson advised that this committee would be ideally made of the staffing committee and one other Councillor.
Chair M Brown suggested Cllr J Bradwell be asked to join that committee. Clerk R Thompson agreed to contact him.

Cllr D Sayner returned to the meeting.

14.16 Clerk R Thompson advised Cllr D Sayner that as per the email she has sent to the Finance Officer she has referred the matter to YLCA and their findings will be discussed in a sub committee meeting before being brought back to Full Council for consideration.

f) Lantern

14.17 The Clerk stated the most recent quote for moving the lantern from the Village Hall to the memorial garden came back at £500. It was also noted that currently the lantern is lit the week before and the week of remembrance parade and remains on 24/7 for those weeks whereas if moved it would only come on when the other lights come on later in the evening/night.

14.18 Cllr D Hardwick suggested that, as it was initially mentioned by Cllr Tattersfield, this item be discussed at the next meeting when he would be present to contribute thoughts.

g) Other

14.19 Clerk R Thompson also noted she received an email from the Chair of Ravenfield Parish Council thanking Bramley for the invite to the Christmas concert.
She also noted the Community Fridge, linked with the Co-Op, would like to provide the tea/coffee/milk for the Lost Chord Event.

14.20 The Clerk stated she received an email from Bluebell Wood as Bramley Parish Council had recently support them, sharing that they are reopening next Wednesday.

14.21 Cllr D Sayner asked about item 15.01 regarding the meeting being organised with the Police, Clerk R Thompson confirmed the meeting is arranged for Thursday 26th January at 4pm in the Youth Club.

14.22 Clerk R Thompson mentioned a member of the public had emailed with concerns about the Parish Council finances from 2022, so she has replied that if there are specific questions then these are welcome to be put in writing for the Finance Officer to consider.

15.00 To receive an update from Cllr D Tattersfield

None due to absence

16.00 Items of confidentiality not for publication

None

17.00 Urgent items placed on the agenda for item three

None

18.00 Matters of information and report from councillors' present

18.01 Cllr I Handley asked whether we have heard back regarding the naming of the streets; Clerk R Thompson confirmed she sent the suggestions but has not heard back yet.

18.02 Vice Chair D Hardwick wished all councillors a Merry Christmas and New Year.

Meeting concluded at 9:20pm.

Signed by the Chair as a true and accurate record

……. Date:……