

Bretton Parish Council
Minutes of the Meeting of the Parish Council (Min 16-03) held on
the 26th July 2016 at 7.30 p.m. at Unit 3, Pyramid Centre, Bretton.

Present: Councillors: M Clements, A Ellis, J Hayes, C Lee (presiding), A Liniovas, J Merrill,
D Thompson, C Tilling and S Warren.

Others: B M Champness (Clerk)

Open Forum

There being no members of the public present there was no Open Forum

The meeting was formally opened at 19.32

39. Apologies for absence, acceptance of Apologies & noting of resignations received.

39.1 Apologies were received from Cllr S Martin (personal) Cllr A Richards (ill health) Cllr J Johnson (ill health) Cllr D Defraime (personal)

39.2 Resolved: Apologies as listed above were accepted. City Cllr Sylvester had sent her apologies.

40. Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item

40.1 No one declared an interest in any matter on the agenda.

41. Minutes of the Meeting of the Parish Council held on the 28th June 2016 (Min 16-02)

41.1 Resolved: That the minutes of the meeting held on the 28th June 2016 be signed by the Chair as a correct record after Item 29 1 was amended to show the word quite should be quit

42. Matters to report from those minutes– *restricted to items not listed elsewhere in the agenda*

42.1 The Clerk reported that with regard to the MUGA costings had been received for this and a Youth Shelter. He was in discussion with Can Do Communities regarding putting in a bid for funding. This information had only just been received but the work for funding would continue after the Clerk had returned from holiday.

43. Reports from Committees and Representatives.

43.1 To note GP Minutes on the 11th July 2016 (GP 16-01) This meeting did not take place as insufficient business to transact

43.2 To note the P&E Committee meeting 12th July 2016 (P&E 16-02) Cllr Ellis went through the draft minutes. The Clerk pointed out that since the meeting Bounce had now completely removed the shelter belt by the railway line. This was in complete contradiction to the planning application. Cllr Clements explained that he had been to view what had been done after being told of this by the Clerk. He felt that this should be reported to Peterborough City Council to which the Clerk explained that he had already done this. Mention was also made about the litter pick and it was explained that the minutes set out when these would take place, 6th August and 3rd September. The Clerk reported that he had asked the printer to get on with printing the flyer.

43.2.1 To consider the recommendation that we accept the offer from the Day Opportunities Services regarding agreeing a 26 week contract to employ two people for 16 hours a week to clean the Pyramid Shopping Centre and Spine path from Heltwate to Bretton Centre and whether we pay more than the minimum wage and if so by how much. The Clerk explained that he had been speaking with Anna from the Day Opportunities Service and she had said that there was a scheme which was being operated by the College. This would be to employ 2 people for a 26 week period and we would have to pay them the minimum wage and they each had to work a minimum of 16 hours a week. After the meeting he had been sent details of the scheme and this was in the Clerk's report. That had prompted Cllr Clements to ask a few questions about seeing the contract and whether cover was provided if one of the workers was ill.. The questions were sent to Anna but she was away so he spoke to Sue and was asked to send the e-mail to her boss Vanessa Cave and they hoped to have the answers before this meeting. Sadly nothing had been received. As a result it was felt that we could not make a decision without this further information. There were other questions which needed to be answered which were:

1. Who would empty the waste and dog bins along the spine path, us or Amey?
2. Where could we leave the bags of rubbish collected or would we be responsible for disposing of them?
3. If workmen were removed from cleaning the Centre would Amey re-employ them within Bretton to do work they otherwise did not do?
4. There seemed to be 2 contracts and they should be kept separate. One was the contract for cleaning the Pyramid Centre and the other was in relation to cleaning the spine path.

43.2.2 If an agreement is reached on the above whether we can then start negotiations with Amey on whether we can take over this service for that 26 week period. The Clerk explained that he had spoken briefly to Cate Harding at Peterborough City Council regarding the proposal and she said that we were to speak with James Collingridge as he was the person that was the mediator between Peterborough City Council and Amey. The Clerk thought he would see what he had to say about this suggestion and whether we would have to wait a long time before an agreement could be reached. James explained that Amey still had 23 years of their contract to see out and unless we wanted to take steps to see if that contract could be broken then this could take a very long time as negotiations could be very protracted. On the other hand if we were simply saying we wanted to do a 26 trial period then as long as any money due to Amey was not reduced they would simply tell their men not to work on that part of Bretton. This would mean that if after a short period or at the end of the 26 weeks we did not wish to carry on then we would tell Amey and they would get the workers back to do the work. If however we wanted to take over that service we should make a formal request well before the 26 weeks period had elapsed setting out the plans. Negotiations would then take place to see if that part of the contract with Amey could be altered. If we were happy with that proposal then James thought that we could start the trial period as early as the 15th August.

In view of what was said above and that we did not have all this information the matter would be taken further and then referred back to P&E to resolve.

43.3 To note the Festival Committee meetings on the 7th July 2016 (BCF 15-10). Cllr Lee went through the draft minutes and thanked the Councillors who helped make the day a success. There were no matters arising although mention was made that it was not very good of the rugby club to hold a fun day on the same day as the festival. Cllr Merrill explained that he had made his thoughts known to the committee at the rugby club and they had asked him when we would be holding the 2017 Festival. He also said that he was told that about 300 people attended all day.
The Clerk also mentioned that he had received an e-mail from Bourne Fun a copy of which was circulated. It was agreed that the decision on the offer made would be left to the Festival committee to decide.

43.3.1 To decide when the next meeting should take place to consider the pros and cons of this year's festival and whether things could be improved. It was agreed that the meeting would take place on **Thursday 8th September 2016**. Mention was made that it was thought that this year the festival was a roaring success and that it seemed that we had more people attending. The Clerk pointed out that we took over £2000.00 this year which was a record. .

43.4 To receive a written report from any Councillor who has attended a meeting on behalf of the Parish Council. There was no report from any Councillor although it was explained that Cllr Lee presented the Good Citizens Award at both Heltwate and Eyrescroft schools. The Clerk had presented the award at Watergall School and both he and Cllr Clements had presented the award at Middleton School. He pointed out that Watergall had either lost or had their large shield stolen and wanted it replacing and would pay or contribute towards its replacement. **Resolved** that we bear the cost of the new shield which would be in the region of £120 to include the engraving.

43.5 To receive a report from any Working Party. There was no report but Cllr Lee said that she would have the results of the survey by September.

44. To Co-opt a Councillor for North and South Bretton

44.1 A member of the public attended with a view to being co-opted. She was asked to complete an application form which she did but it transpired that she had not been in Bretton for 12 months having moved back in January 2016. She explained why she had left Bretton and where she was living. The Clerk explained that he needed to take advice from Peterborough City Council whether the 12 month rule would preclude her being co-opted and whether her previous address was more than 3 miles from Bretton, as the crow flies.

45. Clerks Report and to note the present income and expenditure report

45.1 A report had been circulated to all Councillors as was the budget spreadsheet showing what we had spent to date and how much income we had received and what money was left. The Clerk circulated a report he had received from the Police regarding crime figures in North and South Bretton. It was felt that we needed to see more than just 3 months figures as there was no way of telling if the reduction in crime was a one-off event or a long term trend.
The Clerk drew the Councillors' attention to the e-mail "Love Parks Week" and wondered if we should consider doing something with Bretton Park. It was agreed that P&E would look into this matter at their next meeting.

46. Report from North Bretton Councillors

46.1 Cllr Sylvester was not present and had not sent a report.

46.2 Cllr Ellis explained very little had happened since the last meeting. However there was now in place an agreement that the grass would be cut 8 times a year as it was previously. There was still a good deal of talking about looking after green spaces.

47. Planning: to consider the following applications received:

- 47.1** No plans were received for consideration at the time the agenda was posted.
- 47.2** Since the agenda was posted two letters have been received regarding parking restrictions. The first bearing Ref: **GRD/NT/JA/T5-24-184(01)** for double yellow lines in Stumpacre. Comments should be received by the 25th August. The other plan was bearing Ref: **GRD/NT/JA/T5-24-184(10)** for double yellow lines and bay markings in Heltwate. Again comments to be received by the 25th August. The Clerk explained that these could be left to the P&E Committee to deal with or he could be given delegated authority to deal with them. **Resolved** that the plans be dealt with at this meeting and that the Clerk be given delegated authority to respond. After considering both applications it was **resolved** that had they been on the agenda no comments would have been made in respect of both.
- 47.3** The Clerk also explained that he had received the Planning list and on that was an application bearing number: 16/01421/TRE for birch tree prune away from building -88/0002/TPO at 50 Benland. Reason for application, health and safety. Again this could be dealt with by the P&E Committee or the Clerk to be given delegated authority to deal with. **Resolved** that we deal with the plan at this meeting and that the Clerk be given delegated authority to respond. After considering the plan it was **resolved** that had the plan been on the agenda we would have made no comment.
- 47.4** The following planning applications had either been permitted or refused:
16/00952/FUL – erection of pre-fabricated outpatient haemodialysis treatment centre at Peterborough City Hospital – **permitted**
16/01091/FUL proposed change of use from community rooms to sheltered accommodation at Wardens Flat 1 Kestrel Court – **permitted**.
16/00831/FUL – to use annexe as a separate dwelling at 6 Strawberry Avenue – **refused**.

48. To receive an update regarding the Asset Transfer of the Pyramid Community Centre.

- 48.1** Since the last meeting there had been some developments. The Clerk had spoken to Cate Harding of Peterborough City Council to ascertain if anything was going to happen whilst he was on holiday as if it was then arrangements would have to be made to submit the Expression of Interest form. She had had a meeting with Legal and they were in the process of putting together a bundle of documents that would be sent out to any party interested in the asset transfer. She was going to have another meeting on Monday 25th July when these papers would be handed over and she then thought that the process of putting out an advertisement to let people know the centre was out to tender would be started. Once that been done, we had to put in the Expression of Interest form which had already been prepared and approved by Council. The Clerk explained that whilst he was away he would check e-mails and would take a copy of the form on a memory stick so he could submit it if necessary.

48.2 Late Tuesday afternoon the Clerk received a telephone call from Cate Harding. She said that the meeting she had was productive in that everything was in place for the Asset Transfer process to start. All paperwork had been signed off and the bundle of documents had been prepared. However there was a change in the process. Where, throughout Peterborough, a community centre was in a Parished area the Parish Council would first be invited to purchase the centre freehold at market price. This did not just apply to Bretton. The centre would have to be valued and then negotiations would take place to agree a price that we were willing to pay and Peterborough City Council were willing to accept. If we went ahead with the purchase we would not have to go back to Peterborough City Council for their approval to any works being done unless we needed to apply for planning permission. No time scales were mentioned and they had no idea of the value of the Pyramid Community Centre. The Clerk advised that this matter should not be given to a committee to deal with, but should be dealt with by Full Council and we might have to call a meeting in August with Can Do Communities to talk through the process. That was agreed. The Clerk was asked to ensure that we knew what the asking price of the centre was and that we would have all the appropriate paperwork from Peterborough City Council to enable us to prepare a business plan and consider the viability of purchasing the property. It was felt we needed all this information even before we could make a decision. Cate Harding did explain that if we decided against the purchase, the centre would go out to tender and the process of the asset transfer would proceed. She also said that if we did purchase there would be a clause in the conveyance stopping us from selling the land for development and ensuring that we continued to use the centre as a community centre.

48.3 Can Do Communities were able to do some further consultation at the festival on the 16th July. They now had 63 names to add to the existing database and they had sent the clerk an updated summary of the answers in the form of graphs.

48.4 Now that a year had almost elapsed since we obtained the grant from Awards for All we had to submit an end of grant report. This had been done and had been acknowledged.

49. To discuss whether or not we wish to submit an expression of Interest form in relation to the Copeland Community Centre.

49.1 In view of the information in 48.2 it was agreed that we would leave this matter in abeyance for the time being.

50. To consider articles for the next edition of Bretton Gazette.

50.1 It was agreed that there should be an article about the festival with thanks to those that volunteered. There should be an article the presentation of the Good Citizens Award in each school. Mention should be made of the litter picks we were undertaking and if the work had been completed details of the crossing near Middleton School. The Clerk mentioned there was now a Community Fund whereby a group could apply for a grant of up to £10000 to celebrate an event locally. He mentioned that Watergall School was 40 years old next year and he had put the Head Teacher in touch with Can Do Communities to see if they could help with the bid for funding. He had also been in touch with Middleton School but as yet they had not come back. It was agreed that it was perhaps not appropriate to put this in the Gazette but for Councillors to start thinking about local groups that could benefit from the grant.

51. To confirm payment of Can Do Communities regarding The Pyramid Centre

51.1 As the grant was coming to an end and the work had been done, we had received 3 invoices for £1500 each for the various workshops and consultations they had carried out. **Resolved** that the payments be made.

52. To confirm Expenditure

[] denotes those payments paid between meetings, which have been approved by the Chairperson and Vice Chairperson of the Parish Council or at a previous meeting but not listed

- [£10.00 – Jason Merrill (expenses to meeting)]
- [£8.00 – Amy Richardson – expenses to meeting]
- £600.00 – E S Promotions (fee to attend festival)
- £150.00 – Sandra Stout (first aid cover at festival)
- £47.34 – Fire Safety Express (hire of firefighting equipment for festival)
- £27.73 – Catherine Lee (keys cut, marker pens, water, and advertising)
- £4.49 – B M Champness (batteries)
- £45.00 – Sainsbury's (sandwiches for festival)
- £100.00 – B M Champness (float for festival rides)
- £12.01 – B M Champness (diesel for van for festival)
- £9.44 – B M Champness (marker paint for layout of field for festival)
- £171.25 – PCK Marketing (fee to distribute flyer for bulky waste collection)
- £160.80 – Europress Litho Printers Ltd(artwork and flyers for bulky waste collection)
- £406.80 – Europress Litho Printers Ltd (pull up banners, posters and flyers for festival)
- £2047.71 – B M Champness (salary to include back pay and increase)
- £1051.23 – Cambridgeshire County Council (pension contributions)
- £90.00 – Zoe Champness (cleaning Units 2 & 3)
- £97.93 – Chroma Sports(shields & engraving for Good Citizens Award)
- £16.65 – B M Champness (mileage expenses for July)
- £2370.00 - TMO Traffic Highways Ltd (Traffic management for festival)
- £276.00 – Airway Air Conditioning (Annual maintenance contract)
- Payments made by Government Preferment Card** – £9.95 (Live Drive) £30.00 – Sainsbury's (whiskey for Compere)
- Payments made by Direct Debit :** £131.16 – Direct365 Waste collection charges)
- £28.80 – BT (mobile charges)
- £96.76– BT (Telephone Charges)
- £113.37 – BES (electricity charges)

52.1 Resolved: That the above payments be made. The Clerk pointed out that the correct amount for the account for BES was £116.60 and not £113.37 as shown on the agenda.

53. Any Other Business – Reminder by Law – information exchange only no decisions can be made

53.1 There being no further business the meeting was formally closed at 21.10

54. The date of the next meeting – to be held on **Tuesday 27th September 2016** at 7.30 p.m. at Unit 3, Pyramid Shopping Centre, Bretton, Peterborough.