

**Bretton Parish Council**  
**Minutes of the Meeting of the Parish Council (Min 16-04) held on**  
**the 27<sup>th</sup> September 2016 at 7.30 p.m. at Unit 3, Pyramid Centre,**  
**Bretton.**

**Present: Councillors:** M Clements, A Ellis, C Lee (presiding), J Merrill, A Richards, C Tilling and S Warren.

**Others:** B M Champness (Clerk) D Vernon (Network Rail) PC G Frisby (Police) PC T Munro (Police) Caroline Rowan (Peterborough City Council) Jane McDaid (Peterborough City Council) and Melissa Gimblett (Resident)

**Not Present:** Cllr D Thompson.

### **Open Forum**

Mr Vernon from Network Rail was asked to address the Council first regarding the Werrington Grade Separation Scheme and how this might impact on Bretton. He was able to produce a map of the works to be carried out. He explained that part of this will involve the construction of a rail chord (line) to provide a new connection between the ECML and the Great Northern Great Eastern (GNGE) line. The existing crossing movements at ground level cause constraints on the ECML as freight trains and passenger services, have to cross over the high speed East Coast lines. This project will remove this conflict and enable more services to use the ECML. In summer 2014 they held a number of consultation events at which they presented the high level options for a 'flyover' and a 'dive-under' track alignment solution. Local community feedback displayed a preference for the dive-under option. In October 2015 they announced their decision to progress the dive-under option. They have since developed the plans for this dive-under option and will be submitting an application under the Transport and Works Act in December 2016 to request permission to build and operate the scheme. If permission was granted the hoped the work would commence in the Autumn of 2018 and be completed in 2020. When questioned he confirmed that the bridge across the line which children use to get to The Voyager will not be affected as the work will start just in front of it (North). The other bridge closer to Werrington would have to be upgraded. He assured the Council that residents will not hear the works but he wanted to explain that there would be an increase on Bretton Way by HGVs and other large vehicles as they will be parking in the old Thomas Cook area. He was asked if the completion would coincide with the closure of the railway crossings as that was intended to happen in 2020. He was clear in his answer that the crossing would not be closing. Network Rail had been asked by the Government to cost the project which they did but the Government when confronted with the cost did not want to take the action further.

PC Frisby was then asked to address the Council. He explained that there had been another change in the Force and we were now back to a Northern Sector which will include 1 Sgt, 5 PCs and 8 PCSOs. He and the team were based at Bayard Place and it was hoped it would mean a greater Police presence in Bretton. He said that he had been able to extract crime figures for North and South Bretton. When questioned he explained that South Bretton was from the Centre and not the political boundary. The figures are from June to August 2016 and he was able to give a comparison to the same period last year and they were: The figures in brackets are for the same period in 2015

<b>North Bretton</b>	<b>South Bretton</b>
Burglaries (dwellings) 6 (-12)	0 (0)
Burglaries non dwelling 3 (-10)	1 (-7)
Violent crime 83 (+24)	19 (+2)
Robberies 5 (+3)	0 (0)
Theft of Motor Car 5 (+1)	0 (-4)
Theft from a motor car 21 (+9)	2 (2)
Cycle theft 17 (+4)	1 (-4)
Theft from shops 52 (+14)	1 (1)
Criminal Damage 48 (+4)	21 (+12)
ASB 184 (+15)	37 (+23)
Total crime reported 334 (+71)	66 (+10)

PC Frisby then asked if there was a particular problem that we wanted to address. He was told there was a problem of drug dealing at the Pyramid Shopping Centre. He was told to relay back to the Sgt that we had to agree the Precept for 2017-18 in November and if he wanted us to set aside money for overtime he should let us know. The Clerk explained that when he had spoken to the Sgt he said that there had been no uptake for overtime and they had not used any of the money we had allocated.

Caroline Rowan and Jane McDaid were then asked to address the Council regarding the Pyramid Community Centre. Jane explained that the department had now been restructured and she was currently Head of Strategic Property for NPS. With effect from 1st November she will become Head of Peterborough Property Services reporting to Simon Machen, Director Growth and Regeneration.

With Caroline Rowan they were currently tasked with consulting and negotiating with the 33 Community Centres that were included in the Strategic Review. Their current priority is to meet with each of the 33 Associations/occupiers to ascertain their individual circumstances.

Bretton's position is unusual in itself in that the Association are in occupation but the Parish Council have expressed an interest in its future. Caroline is employed by Communities and Jane was part of NPS Peterborough at present who are a 50/50 joint venture with Peterborough City Council for the provision of estate management and property expertise to Peterborough City Council. There are 12 members of staff and many other professionals in the NPS group who can be called upon to deliver specific services.

Under the Asset Transfer scheme the properties could be transferred freehold or with a 25 year lease which could be increased to 30 years. Peterborough City Council had no budget to spend on bring in any of the properties up to scratch and they would be looking to have a full repairing lease in place if the premises were not purchased. If purchased there would be a clause in the deeds stating that the property could not be sold other than as a community centre. They were advised we had no idea of the value and whether this would be based on market value, on the basis that there was this clause. Jane said that at present all centres had been valued at £35,000.00 but that price could increase or decrease depending on whether the centre was running at a loss or profit. She was also advised that we had been waiting for almost 2 years now for a copy of the survey which they had undertaken on the state of the premises. Jane explained that they had employed a person who was working in house but had now left. She had found his notes but they had not been written into a report. This would mean they would have to get this done again.

They were advised that before we could make a decision on whether we wanted to lease or purchase the premises we needed, as mentioned above, the value and also details of all the running costs which we had asked for on numerous occasions over the last year or more. It was pointed out that in November we had to set our Precept for 2017-18 and unless we knew what was happening we would not be able to set aside a budget for the centre. On that basis it was urgent that we had this information before then end of October.

Jane explained that they did not have any idea of the cost of running the centre or what income it received. She advised that we should try and get that information direct from the present committee. At the same time we could discuss matters with them and see if any arrangement could be reached about working with them and having members of their committee on any new committee that might be formed. She explained that Peterborough City Council could not ignore the present committee and they expected us to work with them.

Both Jane and Caroline said that now they knew what we needed and the time frame we were under they said that would get all the paperwork to us by the end of October.

The meeting was formally opened at 20.49

**55. Apologies for absence, acceptance of Apologies & noting of resignations received.**

**55.1** Apologies were received from Cllr S Martin (personal), Cllr A Liniovas (personal) Cllr J Hayes (personal) Cllr D Defraime (ill health) Cllr J Johnson (personal)

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

**56. 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**

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

**57. Minutes of the Meeting of the Parish Council held on the 26<sup>th</sup> July 2016 (Min 16-03)**

**57.1 Resolved:** That the minutes of the meeting held on the 26<sup>th</sup> July 2016 be signed by the Chair as a correct record.

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

**58.1** The Clerk reported that things were going quite well with regard to obtaining funding for the MUGA. He explained that Finance had not approved of Can Do Communities being paid to complete the application form but instead it was felt that we could do this ourselves. He explained that with Cllr Lee, they had both worked hard on trying to complete the application and this had almost been completed. We were still waiting to hear from the Police and Youth services regarding their discussions with local youths about wanting a MUGA. We were also waiting to hear from Peterborough City Council regarding them agreeing to us having use of the land on the park for the MUGA. There was a deadline of 5 p.m. on the 28<sup>th</sup> September for the application to be lodged but if any information they was required could be submitted within a week of the application being submitted. He was hopeful that we would meet the deadline.

**59. Reports from Committees and Representatives.**

**59.1 To note Finance minutes on the 6<sup>th</sup> September 2016 (Fin16-01)** Cllr Clements went through the draft minutes. With regard to the service charges and the possibility of us taking over the service of cleaning the Pyramid Shopping Centre the Clerk explained that he had heard from City College that the scheme whereby we employ 2 people for a minimum of 16 hours a week was no longer on the table. We would have to revert back to someone cleaning the centre until such time they came across another funding stream similar to the previous one. The Clerk asked if the person they provided could use the Glutton machine and it was made clear that until someone had been out to see the machine they were unable to say yes. Arrangements had been made for them to come and see the machine to enable a decision to be made.

**59.2 To note GP Minutes on the 12<sup>th</sup> September 2016 (GP 16-01)** This meeting did not take place as insufficient business to transact

**59.3 To note the P&E Committee meeting 13<sup>th</sup> September 2016 (P&E 16-03)** Cllr Ellis went through the draft minutes. He explained that there would be a litter pick on Sunday 16<sup>th</sup> October in the park. He was looking for volunteers.

**59.4 To note the Festival Committee meetings on the 8<sup>th</sup> September 2016 (BCF 15-11).** Cllr Lee went through the draft minutes. The Clerk pointed out that the festival next year was likely to be the 8<sup>th</sup> July.

**59.5 To receive a written report from any Councillor who has attended a meeting on behalf of the Parish Council.** Cllr Merrill said that he did not have a written report but he attended a CAP meeting and had some paperwork for that meeting as well as papers from the Parish Liaison meeting he attended. It was agreed he would give these to the Clerk who would scan them and forward them on to all councillors.

**59.6 To receive a report from any Working Party.** There was nothing to report.

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

**60.1** Melissa Gimblett who attended the previous month was present as the Clerk had obtained advice from Peterborough City Council that whilst she had not lived in Bretton for a year her previous address was within a three mile radius of Bretton. Cllr welcomed her to the meeting and asked if she had read the job description of a Councillor and whether she could answer all the questions and was still willing to become a Councillor. She was able to answer yes to all three points. Councillors were asked if they had any questions which they did not and she was asked to leave the room with the Clerk. In her absence it was **resolved** that she be co-opted onto the Council. On her return she was congratulated on being co-opted and she was asked to take her place around the table. The Clerk asked her to sign a Declaration of acceptance of Office which she did and was witnessed and signed by the Clerk. Melissa was given a copy of the Code of Conduct and a Register of members Interest form. She was asked to complete the latter and return it to the Clerk as soon as she was able.

**61. Clerks Report and to note the present income and expenditure report**

**61.1** 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 pointed out the tree works intended to be undertaken in Bretton Park. Cllr Lee said that she had been approached by a resident who there was a problem with street lighting along Bretton Way. When he reported this he was told to get the lamp numbers for each one not working and to report this back. Cllr Lee said that she wanted P&E to look into this matter to see if we as a Council could undertake that task. She also said there was a problem with the new lights as it left quite a number of places which had been lit left in the dark. Again she suggested P&E look into this matter and both requests were agreed.

**62. Report from North Bretton Councillors**

**62.1** Cllr Sylvester and Cllr Martin were not present and had not sent a report. Cllr Ellis had nothing to report.

**63. Planning: to consider the following applications received:**

**63.1** No plans were received for consideration at the time the agenda was posted.

**63.2** Since the agenda was posted. An application had been received on the morning of the 27<sup>th</sup> September bearing No **16/01796/R4FUL** for the erection of 68 dwellings along with associated roads, footpaths and infrastructure at land at Bretton Woods, Flaxland. We had until the 14<sup>th</sup> October 2016 to respond. Prior to the meeting the Clerk had sent out details of the planning application and asking Councillors to view the plan on line. There were a number of options. The first was to consider the plan tonight and make a decision giving the Clerk delegated authority to respond. The second was to give this to Planning to deal with as their next committee meeting was going to be on the 11<sup>th</sup> October. Against that was there might be 5 Councillors on that committee making a decision so the third option would be to discuss it tonight and note comments made but then to ask P&E to deal with it on the 11<sup>th</sup> October. It was agreed P&E would deal with this plan but if anyone had any thoughts or comments they should write to the Clerk with them or attend the meeting to express their points.

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

**64.1** In view of the matters raised in the Open Forum there was nothing to add to the matter.

**65. To receive an update on the grant request for a MUGA in North Bretton**

**65.1** This was also dealt with under Item 58.1 and there was nothing else to add.

**66. To consider articles for the next edition of Bretton Gazette.**

**66.1** If anyone had anything they wanted in the Gazette they should let the Clerk know .

**67. To note the comments by the External Auditor in respect of the accounts for year ending 31<sup>st</sup> March 2016**

67.1 The Clerk was pleased to report that the Audit had been concluded and there were no matters raised by the External Auditor.

**68. To discuss matters raised in the Open Forum re Werrington Grade Separation Scheme**

68.1 In view of the matters raised in the Open Forum there was nothing further to add.

**69. To discuss the request from the Voyager that we set up a standing order of £50 per annum to provide a replica shield for the recipient of the award, a certificate, engraving and a voucher.**

69.1 Resolved: that a standing order be set up to pay £50 once a year for the award that Bretton Parish Council sponsored.

**70. To discuss the request from The Voyager that we pay £100 towards a Community Café**

70.1 The Clerk explained the nature of the request and whilst not being averse to making this award it was felt that the school should complete a grant application form. The Clerk was asked to let the school know this and to send a grant application form to be completed.

**71. To discuss the results of the recent Parish Survey.**

71.1 There was insufficient time for this matter to be discussed and it might be a matter for GP to deal with.

**72. To confirm Expenditure**

£621.60 – Europress Litho Printers Ltd (print Gazette)

£376.75 – P C K Marketing (Distribute Gazette)

£608.00 – Locality (attendance by Cllr Clements and Clerk at 2 day Convention)

£52.80 – Matthew Clements (train fare for Cllr Clements & Clerk )

£87.24 – Anglian Water Services Ltd (water charges)

£480.00 – PKF Littlejohn LLP (External audit fee)

£19.80 – APS (payroll services)

£1988.29 – B M Champness (salary to include back pay and increase)

£1020.90 – Cambridgeshire County Council (pension contributions)

£80.00 – Zoe Champness (cleaning Units 2 & 3)

£2360.66 – HMRC (PAYE)

£7.15- B M Champness (key cabinet)

[ ]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

**Payments made by Government Prefferment Card – £9.95 (Live Drive)**

**Payments made by Direct Debit : £28.80 – BT (mobile charges)**

£83.75 – BES (electricity charges)

72.1 **Resolved:** That the above payments be made..

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

73.1 Cllr Gimblett said that she wanted to tell the police that there was a problem in the area she lived. It seemed that young children were catching wheelie bins alight and were kicking footballs against people's windows. The Clerk would make sure the Police were told of this problem.

**73.2** There being no further business the meeting was formally closed at 21.36

**74.** The date of the next meeting – to be held on **Tuesday 25<sup>th</sup> October 2016** at 7.30 p.m. at Unit 3, Pyramid Shopping Centre, Bretton, Peterborough.

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