

Bretton Parish Council
Minutes of the Meeting of the Parish Council (Min 16-05) held on
the 25th October 2016 at 7.30 p.m. at Unit 3, Pyramid Centre,
Bretton.

Present: Councillors: M Clements, M Gimblett, J Hayes, C Lee (presiding), A Liniovas, S Martin, J Merrill, A Richards, C Tilling, and S Warren.

Others: B M Champness (Clerk) Justin Beaumont – (Peterborough City Council) and C Martin (resident)

Not Present: Cllr D Defraime and Cllr D Thompson

Open Forum

Justin Beaumont explained that he had been in correspondence with the Clerk regarding the 2017 festival and felt that he wanted to come along and introduce himself and to see if there was anything he could help with. He explained that he worked for Peterborough City Council since 2008. He was looking after the City Centre but his remit now included all open spaces and parks in Peterborough. In the past we had dealt with Frazer Chapman to arrange the festival but we now had to deal with him. He said that he wanted to make life easy and would do what he could to help. He was asked if he could arrange again for the Water Park to be shut on the day of the festival and he said he would make enquiries. He was told that by shutting the Water Park it made Traffic Management that much easier and he explained that he could get someone to help who did all the work for Peterborough on major events such as the Half Marathon in October. He said that if there was anything that we wanted to arrange to hold in any part of the park or open space in Bretton he would do what he could to help.

Mr Martin explained that he was at the meeting as an observer and did not want to make any comment.

The meeting was formally opened at 19.39

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

75.1 Apologies were received from Cllr A Ellis (Peterborough City Council meeting) Cllr J Johnson (ill-health)

75.2 Resolved: Apologies from Cllr Johnson were accepted but not the apologies from Cllr Ellis.

76. 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

76.1 Cllr Hayes said that he wanted to declare an interest in Items 79.2.1 and 79.2.2 as he was employed by Job Opportunities.

77. Minutes of the Meeting of the Parish Council held on the 27th September 2016 (Min 16-04)

77.1 Resolved: That the minutes of the meeting held on the 27th September 2016 be signed by the Chair as a correct record.

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

78.1 The Clerk reported that after the last meeting he had written to the Teacher at the Voyager explaining we had agreed the £50 payment on a yearly basis and had sent a grant application in respect of the request for help in relation to the Café. Unfortunately she had not replied or responded.

79. Reports from Committees and Representatives.

- 79.1 To note GP Minutes on the 10th October 2016 (GP 16-01).** Cllr Merrill went through the draft minutes and there were no matters raised
- 79.1.1 Cllr Hayes & Merrill to give a report on the proposals for scrutiny of rural issues.** Cllr Merrill had asked the clerk to print off what he had sent but it appeared that the wrong article was circulated. In the absence of the wrong document Cllr Merrill explained that Peterborough City Council were trying to strengthen the role of the Parish Liaison Committee. There were two parts of the consultation and the first part was that the Council would establish four scrutiny committees which were Children and Education, Adults and Communities, Health and Growth Environment and Resources. The second part of the consultation was that the Committee Review Group considered that the work of the Scrutiny Commission for Rural Affairs fell into 2 main areas and which could be strengthened by co-opting parish councillors onto the new scrutiny committees. There were at present 4 parish councillors on the Scrutiny Commission for Rural Communities but under the proposed structure the committee were able to co-opt up to 4 non-voting members from parish councils.
It was agreed that Cllrs Merrill and Hayes would liaise with the Clerk so a response to the consultation could be lodged.
- 79.2 To note the P&E Committee meeting 11th October 2016 (P&E 16-05).** In the absence of Cllr Ellis, Cllr Clements went through the draft minutes. The Clerk explained that the litter pick arranged for the 16th October did not take place because of a heavy rain storm. However at the weekend he met a resident in town who attended but no one was there to say the event was not taking place. The Clerk suggested that in future someone should at least be about to advise any residents that an event was not taking place. He also said that Cllr Ellis was hoping to have the litter pick this coming Sunday the 30th October and if this was agreed he could advertise this on Facebook and Twitter. **Resolved** that the litter pick would not take place as there was insufficient time to advertise it. A discussion took place about advertising things like the litter pick and wondered if there was a different method as some people did not use Twitter or Facebook. Cllr Martin explained that there would be a walkabout by Cross Keys Homes in Ellindon on the 2nd November and this would be followed by a litter pick in that area.
The Clerk said that he had not received the updated bin map so he would chase this up.
- 79.2.1 To discuss the recommendation that we employ 2 x People from the Work Choice Programme 16 hours per week for 14 weeks,(This is by using the Wage Incentive to claim the funds back from Shaw Trust). We can claim back 13 weeks money at National Minimum Wage. Initially we would have to pay the staff up front first and then claim the money back. The Incentive can ONLY be claimed on Week 4, and then the final amount on Wk. 13.** The Clerk had prepared two reports following his taking advice from the Legal Advisor and Employment Advisor at the recent SLCC conference. Both reports had been circulated in advance. After considering the reports it was **resolved** that we accept the recommendation.
- 79.2.2 To consider the recommendation that if the above is approved we pay the two employees the national living wage knowing that we cannot reclaim the extra back from the Shaw Trust.** It was **resolved** that the people who we employ would be paid the national living wage in the knowledge that we could only reclaim the national minimum wage from the Shaw Trust.

79.2.3 To consider the purchase of Christmas lights for Bretton Centre for 2017(Cllr Gimblett).
Cllr Gimblett said that she had asked for this item to be discussed as at one time some years ago we as a Parish Council had supplied lights that were used at the Bretton Centre. It was explained that this was at a time when there was an area at the centre where a tree could be planted but since the re-development of the centre there was no longer any land that was available. The Clerk explained that at the SLCC conference he had discussed this matter with a company that sold or hired out Christmas Lights and was told that it might be cheaper to hire out lights each year as the company would put them up, take them down and ensured they would be working the following year. We would not have to store the lights either. When asked what the cost would be the Clerk was informed that if we set aside £3000 per year we would have a very good display. It was agreed that the Clerk would contact Justin Beaumont to see if we could reach any agreement for 2017 as to where we could put up Christmas Lights.

79.3 To receive a written report from any Councillor who has attended a meeting on behalf of the Parish Council. There was no report

79.4 To receive a report from any Working Party. There was nothing to report although the Clerk did point out that it was agreed at P&E that the Working Party who collated the survey results should meet to finalise the outcomes. Any other Councillor was welcome to attend such a meeting.

80. To Co-opt a Councillor for South Bretton

80.1 The Clerk pointed out that there was a resident interested in becoming a Councillor and who lived in South Bretton. However she would prefer to wait until March 2017 when she would have lived in Bretton for 12 months. Other than this resident there was no one else who had applied.

81. Appointments of Committees - Festival Committee (8 committee members) and to agree a date for the first meeting

81.1 It was explained that the old festival committee had disbanded and we needed a new one for the 2017 Festival. Cllr Lee said that it was likely that we would have 2 young people who helped out at the festival becoming members of this committee but we still needed members from the Council. The following agreed to be on the committee: Cllrs Lee, Clements, Warren, Tilling and Gimblett. The Clerk would check with Cllr Defraime as to whether or not she wished to be on the committee.

81.2 It was agreed that the next meeting would take place on Thursday 10th November at 5 p.m. at the Parish Office.

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

82.1 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. Although not on the Report the Clerk explained that he attended a session at the recent SLCC Conference which dealt with the consultation regarding proposals to extend referendum principles (the requirement to hold a referendum if the proposed council tax increase exceeds a set threshold) to parish and town councils for the first time. The specific proposals set out in the 2017/18 Local Government Finance Settlement Technical Consultation only cover the larger, higher spending parishes. However, the Government is also seeking views on the possibility of extending referendum principles to all parish councils. The principles would be the same as for shire districts: increases of less than 2% or up to and including £5, whichever is the higher, could be set without triggering a referendum. Where parish and town councils have had responsibilities transferred to them from principal councils, it is proposed that referendum principles will not apply, as long as certain conditions are met. We still had time to respond as the advice given as that all Council should respond and object. It was agreed that if we were in time then Finance would deal with it on the 1st November,

83. Report from North Bretton Councillors

- 83.1** Cllr Martin said that Peterborough City Council were starting the long road on setting a budget for 2017-18 and he thought that it was not going to be very nice as there was likely to be cuts some of which would be unpopular. Likewise next month they were going to discuss the matter of devolution. He was happy that work at last was going to be started on resolving the problem of lights not working on Bretton Way.

84. Planning: to consider the following applications received:

- 84.1** **16/01965/TRE** – oak tree reduce by 25% -70/00002/TPO at Open space 2 Tirington, Bretton, **Response** by 3rd November 2016. The papers received were considered and it was felt that the documents that had been supplied were inadequate and did not explain why the tree needed to be reduced by 25%. Without this information it was not possible or right to make a decision. The Clerk was asked to see if he could obtain more information and to ask for an extension of time to respond so P&E could deal with it on the 8th November.

85. To receive an update regarding the Asset Transfer of the Pyramid Community Centre and to decide what if any committee should be tasked with dealing with the day to day decision making but reporting back to Full Council for final decisions.

- 85.1** The Clerk has prepared a report on a recent meeting with Caroline Rowan and Jane McDaid from Peterborough City Council and two members of the North Bretton Community Association. The meeting concluded with the Community Association being asked to call an AGM and to supply Caroline with financial details of the income and expenditure for the last financial year which could be supplied to Bretton Parish Council before the Finance meeting on the 1st November. It also transpired that as we had added the Community Centre as an Asset of Community Value it meant that Peterborough City Council needed to publicise their intention to 'dispose of the asset' through freehold sale or assignment of a qualifying lease (25 years) as soon as possible, and if no potential bidders come forward within a 6 week period then they are free to sell. It would seem that to ensure we were not overlooked we would have to register an interest and this would then trigger the 6 month moratorium. Cllr Lee said that perhaps this was not a bad thing as if the AGM was called and a new committee formed attempts could be made to advertise the use of the premises in that time and at the end Bretton Parish Council would have a much clearer picture on whether the centre was or could be a viable proposition. Another meeting had been arranged with the above mentioned group and this would take place on the 14th November at the Parish office at 7 p.m.
- 85.2** It was **resolved** that the Finance Committee be entrusted with the day to day decisions needed whilst negotiations took place but coming back to Full council once a major decision was needed to conclude the matter one way or the other.

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

86.1 The Clerk explained that both he and Cllr lee had completed the WREN grant application form and submitted on the last day before the deadline. However the only document needed was confirmation from Peterborough City Council that we could use the land and that they would be responsible for maintaining and insuring the MUGA once completed. Once the grant application form was completed and submitted Peterborough City Council were advised they had seven days to send that information on. An e-mail was then received from WREN saying they needed the information from Peterborough City Council by the 7th October and that e-mail was sent on to Peterborough City Council. No acknowledgement was ever received and we had no idea if Peterborough were going to deal with this despite the promise to do so before hand. An e-mail was sent on Saturday 8th October asking if they had complied with the request with a reply being sent back that the person dealing with the matter was on holiday from the 6th to the 11th October. As a result an e-mail was sent to Jane McDaid , as suggested by the reply from Peterborough City Council, and she came back saying that this was likely to be the first thing to do on her return on the Tuesday. The Clerk responded by saying that this would be too late and he would be very disappointed for the application to be rejected simply because Peterborough City Council had not dealt with the matter promptly. It then transpired that on her return from holiday they had been in touch with WREN and it was agreed that the application would have to be amended to show that Peterborough City Council were the main applicant with Bretton Parish Council being the other interested party to contact if any information was required. We now had to wait until January 2017 before WREN made a final decision.

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

87.1 If anyone had anything they wanted in the Gazette they should let the Clerk know. Cllr Gimblett asked if the Local darts team could advertise the club as well as a local running club in the Gazette. She said that they could and was told to contact the clerk with the advert/article before the 4th November. Cllr Clements would also find out the dates and times for church services over the festive period. Cllr Gimblett said that she would also find out information of any events to be held over the festive period at the Fayre Spot public house.

88. For any Councillor to suggest what matters could be included within the budget for the Precept for 2017/18

88.1 If any Councillor had any suggestions on what or any projects we could spend money on they should let the Clerk know.

89. To confirm Expenditure

- [£5.85 – B M Champness (cleaning materials)]
- [£63.00 – Jason Merrill (expenses to meetings)]
- £13.50 – Castor Parish Council (training sessions for Councillors)
- £238.80 – Europress Litho Printers Ltd (print Gazette)
- £205.50 – P C K Marketing (Distribute bulky waste flyer)
- £19.80 – APS (payroll services)
- £1988.49 – B M Champness (salary)
- £1020.90 – Cambridgeshire County Council (pension contributions)
- £80.00 – Zoe Champness (cleaning Units 2 & 3)
- £53.10 – B M Champness (mileage for October)

[] 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)
 £106.07 – BES (electricity charges)
 £97.92 – BT (telephone charges)

89.1 Resolved: That the above payments be made after the Clerk explained that the correct figure to be paid to him was £5.83 not £5.85. Likewise the correct figure to pay Europress was £178.80. The reason for the difference being that they had not sent an invoice by the time that the agenda went out and the Clerk assumed it would be the same price as the last flyer printed. The Clerk also pointed out there was another payment which was not on the agenda which was for £131.16 to BES for waste collection charges.

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

90.1 Cllr Merrill said that he had received an e-mail from PC Andy Tomer saying that he was retiring from the force on the 4th November. Cllr Merrill was asked to send onto to him the best wishes from the Parish Council

90.2 Cllr Tilling said that he had met with a lady who had been litter picking in the woods and who did this on a regular basis. He felt that perhaps there should be a mention of her in the Gazette although he did not know her name. There was also a local gentleman who had been clearing encroaching plants on the Spine footpath, but he probably did not want his name published in the Gazette. The issue of disposing of filled litter bags was raised and will be passed to P&E to discuss if drop-off points could be arranged.

21.30 There being no further business the meeting was formally closed at 21.30

91. The date of the next meeting – to be held on **Tuesday 22nd November 2016** at 7.30 p.m. at Unit 3, Pyramid Shopping Centre, Bretton, Peterborough.