

Bretton Parish Council
Minutes of the Meeting of the Parish Council (Min 16-08) held on
the 24th January 2017 at 7.30 p.m. at Unit 3, Pyramid Centre,
Bretton.

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

Others: B M Champness (Clerk), Katie Hall

Not Present: S Martin

Open Forum

Katie Hall who was a Theatre Producer is now working in conjunction with Battersea Arts Centre and Hull City of Culture. She was looking to run a show, for children aged 2-3 and was looking for a venue. Cllr Ellis had suggested the Pyramid Community Centre and she was pleased to say it was an ideal location. The show is Neverland by Tom Penn and is a magical show and each performance, ten adults and ten children will step into a tented den and discover a magical world to explore and play in, inspired by J.M.Barrie's Neverland in Peter Pan. This immersive show uses beautiful 360 video projections, original music and performance to tell the story of a child's imagination. Ms Hall had seen on our website we were already advertising the venue but tickets were not ready for sale. The reason why she wanted to talk to the Councillors was that when she had explained to people where the show was taking place they did not know where the Pyramid Centre was. This led her to see if, with the help of an artist, signs could be placed around the area for a few days advertising the show and directing people to the centre. As the signs would be artistic they would not be considered Fly Posting. She wanted to know if she had the Councillors support on this and if any help could be given to advertise the show it would be appreciated. It was suggested she approach Sainsbury's in Bretton to see if she could leave a pull up poster in the foyer for a week as this would be seen by many people. The Clerk was asked to see if he could arrange this. The general feeling of the Council was that they would support this event in any way they could.

The meeting was formally opened at 19.45

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

118.1 Apologies were received from D Defraime (ill health)

118.2 **Resolved:** that the apologies be accepted. The Clerk pointed out that Cllr Thompson had not attended or given her apologies for the last 5 meetings including this one. This meant that if she did not attend the February meeting she would be automatically excluded from being a Councillor. The Clerk wanted to know if it was felt a letter fore warning her of this should be sent now and it was agreed that this should be done.

119. 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

119.1 No one declared an interest on any matter on the Agenda.

120. Minutes of the Special Meeting of the Parish Council held on the 6th December 2016 (Min 16-07)

120.1 **Resolved:** That the minutes of the special meeting held on the 6th December 2016 be signed by the Chair as a correct record after Item 114.1 was amended to read the last sentence says "as this is more in keeping with the local area".

- 121. Matters to report from the meeting on the 22nd November 2016 (16-06) and Special Meeting on the 6th December 2016 (16-07) – restricted to items not listed elsewhere in the agenda**
- 121.1 There was nothing to report from either set of minutes.
- 122. Reports from Committees and Representatives.**
- 122.1 **To note Finance Minutes on the 3rd January 2017 (Fin 16-02) (This did not take place)**
- 122.2 **To note GP Committee minutes of the 9th January 2017 (GP 16-02) This did not take place_**
- 122.3 **To note the P&E Committee minutes of the 10th January 2017 (P&E 16-04)** Cllr Clements went through the draft minutes. The Clerk explained that he had sent an e-mail to all Councillors giving details of the amount of rubbish collected in South Bretton on the 21st January. It was felt that perhaps the reason why the amount collected was less than normal was because the advertisement for the collection was in the Gazette delivered in early December. With regard to the litter pick on the 22nd January Cllr Ellis attended but no one else did.
Cllr Gimblett said that she did not receive notice of the meeting and that is why she did not attend, The Clerk explained that an e-mail was sent to her but she said that she could not get e-mails on her telephone.
- 122.4 **To note the Festival Committee minutes of the 19th January 2017 (BCF 16-02)** Cllr Lee went through the draft minutes and there were no matters arising.
- 122.5 **To receive a written report from any Councillor who has attended a meeting on behalf of the Parish Council.** It was explained that Cllr Merrill had attended a CAP meeting and the Parish Liaison meeting. Whilst he did not have a report or notes he had given the clerk copies on the agenda and minutes of a previous meeting. If anyone wanted a copy they should ask the Clerk and he would make sure they received them. Cllr Lee asked if Cllr Merrill could notify the Parish Liaison meeting that we had speedwatch equipment which if any other Parish wanted to use then they could. Sadly whilst we had the equipment it was not being used.
- 122.6 **To receive a report from any Working Party.** There was nothing to report
- 123. To Co-opt a Councillor for South Bretton**
- 123.1 It was explained that there was one vacancy in North Bretton and 4 in South Bretton. A resident had applied to become a Councillor and submitted an application form but had telephoned the Clerk to say she could not attend but would be at the February meeting.
- 124. Clerk's Report and to note the present income and expenditure report**
- 124.1 The Clerk's report had been circulated in advance and there were no questions. The financial spreadsheet had also been circulated and there were no questions.
- 125. Report from North Bretton Councillors**

125.1 Cllr Ellis said that he wanted to give a brief report on matters raised in the Clerk's report. One matter was the installation of the electronic signs at bus stops. This had been undertaken in South Bretton and he was pushing for the work to be undertaken in North Bretton.

With regard to the report given by Cllr Merrill it appeared that on a number of the Scrutiny Committees they could have 3 non-City Councillors on the committee but they would not have voting rights.

Middleton School had written asking for help with the possible opening of a Families Centre. He was going to have a word with the other 2 Ward Councillors to see if they could offer any financial help.

Quite a number of people were coming to him with housing issues

The underpasses in Bretton were a mess and some needed to be re-painted. He understood that there was some money available which he would see if it was available for projects like this.

126. To consider whether or not we employ the two litter pickers after they complete the 14 week trial period and if so on what basis and salary

126.1 The Clerk explained that the 14 week period was coming to and on or about the 10th February. He had spoken to the 2 workers and they would be keen to carry on the work. They would prefer to continue with the same level of wages, hours and times. He had spoken to the Employment Advisor at Day Opportunities who said that they would continue to monitor them and offer support to them if and when needed. Some Councillors explained that they had come across the 2 men and were very impressed with their attitude and it was agreed that there was a noticeable difference along the spine path where they cleaned. It was explained that they do not just stick to the spine path but went into the estate and often across Bretton Way. Not only did they collect the litter they frequently reported fly tipping by taking photographs and sending them to the Clerk who in turn reported this to Jamie MacFarlane. **Resolved:** that when their present contract came to an end we would offer them a permanent contract whereby we paid them the same salary as we do now and working 16 hours a week 4 days a week.

127. Planning: to consider the following applications received:

127.1 At the time of sending out the agenda there were no plans to discuss, however the Clerk saw on the planning list there was an application **17/00084/HHFUL** – proposed new Velux roof lights and movement of external staircase to garage at 29 King Henry Chase, Bretton. **Resolved** that the Clerk try and get an extension of time to respond and that P&E deal with the application.

128. To receive an update on the Pyramid Community Centre.

128.1 It was explained that on the 23rd December the Tenancy at Will was signed by Cllr Lee and Richards at the Town Hall. On the same day the Notice to Quit was signed by the North Bretton community Association. This meant that with effect from 4th January 2017 we were the tenants of the Community Centre.

128.2 Since the 4th January there had been a number of bookings which were previously booked at the centre and there were also some new bookings but nothing on a permanent basis. Some of the hirers did not pay in advance but wanted to be invoiced at the end of each month. This meant that so far we had received £105 fees from bookings already paid for but at the end of the month this should have increased to about £600. The budget spreadsheet showed what money had been received and what had been spent. This did not really show a proper record of what we would receive and spend in a month but that would become clearer in time. The Clerk said that he still did not have details of the outgoings but all utility bills were now in the name of Bretton Parish Council.

128.3 The gas boiler had been serviced and it was being suggested that the ceiling in the boiler room needed repairing and the grill on the door needed to be replaced. The fire extinguishers had been serviced and 4 extinguishers needed replacing and one was required in the boiler room as there was not one there at present. Regarding PAT testing no details had been received but on checking the notices on some electrical appliances it seemed this was last undertaken in 2015. This would be reported to Peterborough City Council as they were responsible for this.

128.4 On the 16th January there was a meeting held with interested parties who might want to be on a committee to run the centre and to be formed as a charity. A shadow committee was formed with the Clerk being elected Chair, Cllr Rudd as Vice Chair, and Cllr Tilling as Treasurer and Cllr Lee as Secretary. The other people there were members of that committee which included Cllr Defraigne.

128.5 The Clerk explained that he wanted the Council to make a decision on a few matters which were:

1. Two families had asked for the hall to be rented to them for a party from 10 a.m to 12 midnight on two separate weekends. Alcohol would be drunk but not sold. With one group the Clerk had asked for £150 deposit which would be refunded in full if the place was left clean and tidy but money would be taken if it was left in a mess. The potential hirer said that he could not afford that sort of money and made his feelings known that we would not get any bookings if we continued to ask for that size of deposit. The other group was the same group that hired Unit 3 on New Year's Eve in 2014 and had left that hall in a disgraceful mess. No booking had been made but the Clerk needed to know if he could refuse both bookings as he did not want that responsibility. **Resolved** that we would refuse both bookings.
2. The other issue was the making of these run of the mill decisions. As the shadow committee was in place, could they be given the authority to make the day to day decisions rather than the Council having to be consulted? It was accepted that major decisions would still have to be made by Council. **Resolved** that the shadow committee be entrusted to make the day to day decisions such as those made in the paragraph above.

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

129.1 It was explained that this was on the agenda as it was hoped the decision on whether or not we were successful with our application was known. Unfortunately the decision was not known but it was hoped that this would be with us by the end of the week.

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

130.1 The Councillors were told that if they had an article for the next edition of the Gazette they should send it to the Clerk. The Winter edition was being printed and would be distributed by the end of this week.

Cllr Gimblett said that she did not receive the last copy of the Gazette and knew quite a few people that did not either. The Clerk explained that he thought the Gazette had been delivered to almost all the residents although the distributor did have difficulties in delivering it to people in a block of flats as he did not have means of gaining entry. The Clerk was asked what evidence he had that the Gazette was being delivered. He did not but said that he had to trust the man that he was doing the work and that deliveries were being made. It was suggested that perhaps a telephone to a random resident asking them if the Gazette had been delivered could be a solution. It was agreed that the Clerk would investigate and see what how he could ensure the Gazette was delivered.

131. To receive an update on the Celebrate Youth project

131.1 The Clerk explained that the first session took place on the 19th January when 20+ children attended and they all seemed to enjoy the event. The second session would be on the 26th January. A few more people had been in touch and wanted to attend. The sessions would go on for 15 weeks and end with a celebration day on Saturday 8th April. It would be a 2-4 hour event when families would be invited to attend and they were hoping to have a bouncy castle and other activities for people to enjoy. It was pointed out to them that perhaps Bretton Parish Council would like to do something and as a result the Clerk wanted to know if there was anything that we wanted to do on the day. It was agreed that consideration would be given to this.

132. To receive an update on other projects we are considering

132.1 The Clerk explained that he had kept this item on the agenda as he was hoping that there could be more news on other projects but had overlooked the next item. As a result there was nothing to report.

133. To consider a quote for outdoor gym equipment for South Bretton and if approved what the appropriate action needs to be taken.

133.1 The Clerk had circulated details from Jupiter Play of their proposals and the cost of two possible options. It was explained that we could pay for some of the equipment and get other funds from projects which had not been spent on or alternatively we could apply for a grant. The Clerk explained that he had made enquiries and it seemed Sport England could be the right funding source. **Resolved** that we apply now for a grant and for all of the costs if possible.

134. To discuss the sale of the Pyramid Shopping Centre and to decide if we need to take any action.

134.1 The Clerk explained that he had learnt purely by accident that the Pyramid Shopping Centre. He had seen someone taking photographs and wondered why. The photographer then called at the office and asked to see inside and explained that his company had been instructed by Peterborough City Council to sell the shopping centre by public auction on the 7th February. We had heard nothing officially from Peterborough City Council so an e-mail was sent to them asking why none of the tenants had been advised of this decision. No explanation had been given but a reply had been received that the right department had been notified and they would get back to us. That morning a letter dated 20th January had been received from Peterborough City Council simply advising that the centre was up for sale. The Clerk had obtained a glossy brochure from the company selling the centre and had taken a copy of the appropriate page and circulated it. This matter was on the agenda as the Clerk felt that it would not be right if we as a council had not considered this matter and decide on whether we wanted to purchase the centre or not. After discussing the matter it was **resolved** that we would not be interested in putting in a bid or purchasing the Centre.

135. To confirm Expenditure

[£8.21 – B M Champness (Postage £1.92, Coffee 5.00 and Sugar £1.29)]
[£23.96 – Hereward Stationers & printers (2 brooms and year planner)]
[£26.00 – Jason Merrill (expenses to meetings)]
[£1988.29 – B M Champness (salary) (December)]
[£80.00 – Zoe Champness (cleaning unite 2 & 3)]
[£1020.90 – Cambridgeshire County Council (pension contributions)]
[£49.95 – Bourne Computer Store – repair to desk top computer]]
[£12.00 – Jason Merrill (expenses to meeting)]
[£0.64 – B M Champness (postage)]
[£251.20 – P J Hammond (salary)]
[£351.60 – C Rowe (salary + tax rebate)]
[£117.91 – Anglian Water (water rates)]
[£10.00 – Catherine Lee (expenses to sign Tenancy at Will)]
£8.16 – B M Champness (cleaning items)]
[£2334.82 – HMRC (PAYE & NI)]
[£251.20- P J Hammond (salary)]
[£251.20 – C Rowe (salary)]
£10.00 – Jason Merrill (expenses to meeting)
£8.47 – B M Champness (cleaning items for Pyramid Centre)
£5.56 – B M Champness (cleaning items for office and Pyramid Centre)
£1988.29 – B M Champness (salary)
£1020.90 – Cambridgeshire County Council (pension contributions)
£190.00 – Zoe Champness (cleaning Units 2 & 3 and Pyramid community Centre)
£47.98 – Hereward Stationers & Printers Ltd (toilet roll and blocks for urinals)
[£251.20 – P J Hammond (salary)]
[£251.20 – C Rowe (Salary)]
[]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 Preferment Card – £9.95 x 2(Live Drive)
Payments made by Direct Debit : £228.88 – BES (electricity charges)
£28.80 – BT (mobile charges - December)
£28.80 – BT mobile charges (January)
£127.85 – BES (electricity charges)

135.1 Resolved: That the above payments be made after the Clerk after it was pointed out the correct payment to the Clerk for this month was £1989.49 not as shown above.

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

136.1 Cllr Liniovas said that he wanted to raise a few matters which he believed should be addressed and dealt with. They were:

1. There was a problem with parking in the area in which he lived. Some people did not have a parking space but still parked in spaces which were for others. There was a problem with trade vans being parked and this made the problem worse.
2. The other matter was rubbish and littering. Can we involve groups/youths in litter picking and to run a programme whereby they learnt that littering was not good and that they should care for their environment and Bretton in particular?
3. If we reported anything to PCC and we were given the excuse that there was no money to do what we were asking or that the response was a poor one then we should press the issue further to make sure they listened to our complaints and did something about it. We should make them accountable for their decisions.
4. Can we get litter pickers from the residents to volunteer their services? There was once Street leaders who organised this sort of thing so could consideration be given to starting this up again.

It was agreed that P&E would be entrusted to deal with all these matters at their next meeting.

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

137. The date of the next meeting – to be held on **Tuesday 28th February 2017** at 7.30 p.m. at Unit 3, Pyramid Shopping Centre, Bretton, Peterborough.

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