

Bretton Parish Council
Minutes of the Meeting of the Parish Council (Min 16-10) held on
the 28th March 2017 at 7.30 p.m. at Unit 3, Pyramid Centre, Bretton.

Present: Councillors: M Clements, A Ellis, D Defraime, M Gimblett (who arrived at 20.35), J Hayes, J Johnson, C Lee (presiding), J Merrill, A Richards, C Tilling and S Warren.

Others: B M Champness (Clerk), Peter Thompson (Deanery Residents Association) Stefan Gair (Resident)

Not Present:

Open Forum

Peter Thompson was in attendance to discuss the application for a grant from the Deanery Residents Association. The Association was set up 4 years ago and is fully constituted. The residents wanted to thank the Parish Council for their efforts in litter picking, the bulky waste collection and the Festival. The Association covered 75 houses, 200 residents and had two greens, a pond and a playground. They had funds of £500.00 which they were willing to use towards the purchase of a sit on mower. Unfortunately they did not have enough funds and were looking to Bretton Parish Council for a grant of £250.00. The need for the mower was because now that Peterborough City Council/Amey had reduced the number of times the grass was cut they would like to undertake this work themselves. The grant application which had been submitted had been circulated in advance. Mr Thompson said that he would be happy to answer any questions. A number of questions were asked and answered. The mower would be stored in someone's garage and they would be responsible for insuring it, maintaining it and for buying petrol to run the mower. Mr Thompson said that anyone would be welcome to attend their Annual Meeting and said that he and the committee would welcome Cllr Ellis if he were able to attend. The committee met 5 times a year.

The meeting was formally opened at 19.50

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

158.1 Apologies were received from A Liniovas (work) S Martin (ill health)

158.2 **Resolved:** that the apologies be accepted. City Councillor Ann Sylvester had sent her apologies

159. 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

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

160. Minutes of the Meeting of the Parish Council held on the 28th February 2017 (Min 16-09)

160.1 **Resolved:** That the minutes of the meeting held on the 28th February 2017 be signed by the Chair as a correct record.

161. Matters to report from the meeting on the 28th February 2017 (16-09) – restricted to items not listed elsewhere in the agenda

161.1 The Clerk was asked if he received a reply from Kathy Shaw of Better Bretton regarding the use of the small office. He said that an e-mail had been sent but he had not received a reply or an acknowledgement.

162. Reports from Committees and Representatives.

- 162.1 To note GP Committee minutes of the 13th March 2017 (GP 16-02)** Cllr Merrill went through the draft minutes. There were no questions.
- 162.1.1 To approve the recommendation for the date, place and speaker for the Annual Parish Meeting and the date of the Annual Meeting of the Parish Council. Resolved:** That the date be agreed for the 23rd May 2017 with the Annual Parish Meeting to take place at 7 p.m. and the Annual Meeting of the Parish Council to start at 8.30 p.m. The speaker would be the Chair of the Pyramid Community Centre Steering group as well as other members of that group.
- 162.1.2 To approve the recommendation of the diary of meetings for 2017/18.** The diary of meetings had been circulated but the amendments as suggested at GP had not been dealt with. This caused some concern as it was considered that we would or might need a P&E meeting in the months of August and December. Eventually it was agreed that if there was a need for either GP or P&E to go ahead then the date in the diary could be used as a date for either committee to meet.
- 162.1.3 To approve the recommendation that the Pyramid Steering Committee deal with the preparation of the Business Plan and that the final version is approved by Full Council.** The Clerk explained that he had put this on the GP agenda as he wanted to know if the Council were in agreement to the new committee being involved with the preparation of the Business Plan rather than the Councillors. GP considered that this was the correct procedure as the committee were dealing with the day to day decisions on running the Centre. **Resolved:** that the recommendation be approved.
- 162.2 To note the P&E Committee minutes of the 14th March 2017 (P&E 16-06)** Cllr Ellis went through the draft minutes. Cllr Merrill pointed out a spelling mistake on item 132.3 which would be corrected at the P&E meeting. He said that he understood Norse were now the contractors doing the work in place on Amey. He wondered if now was the time to invite someone from that company to come and address the Council on the work they hoped to do and to explain more about themselves and their services. It was agreed that this would be a good idea. Whilst on this matter the Clerk explained that he had received an invoice from Peterborough City Council for £1960.68 being the balancing service charge for period 01/04/16 -31/03/17. He was not sure why this had been sent for that period as the Shopping Centre had been sold and they were no longer responsible for maintaining the area. It was thought that although sold the new owner had not yet taken ownership and that was why we had been billed. The Clerk explained that this was the first time no breakdown had been provided as to how the figure was made up and he was asked to request a breakdown.
- Cllr Richards asked about the reports of fly tipping and where they had come from. It was explained that these were reported to the Clerk who reported them to Jamie MacFarlane. She said that there was a real problem in and around 120 Benland and wanted this to be reported as well.
- Cllr Hayes said that work had been carried out in the Watergall area and large machinery had been onto the grass and left the ground churned up It was explained that this had already been reported.
- It was also reported that light PCC38 by 98 Benland had been on permanently for some months now. The Clerk would report this.
- 162.3 To note the Festival Committee minutes of the 9th March 2017 (BCF 16-04)** Cllr Lee went through the draft minutes and another spelling mistake was pointed out which would be corrected.

162.4 To receive a report from the Pyramid Community Centre Committee. The Clerk explained that he had been unable to attend the last meeting of the Steering Group which had met on the 20th March. He understood Cllr Rudd had handled the meeting admirably. He said that since the last meeting he had banked £2150 and there were a number of invoices still outstanding and to be sent out. We had spent about £3400 so there would be a small shortfall which would have to be met by Bretton Parish Council. He was pleased to say that he had recently taken two long term bookings which between them should nett about £4000 per annum for us. Other bookings had been made and almost every other day enquiries were received and booking made. This was without marketing the centre and he accepted that before we could embark on that some work needed to be done to make the building more presentable. Cllr Clements asked if any one that booked paid the booking fees in advance. He was told that some paid a deposit one month before the event but no one paid a year in advance which would mean that income should remain consistent.

The steering group had considered whether to proceed now with setting up a new charity. The Clerk was able to report that he had asked Can Do Communities for a quote and they had sent one for £1750 which would include helping the old charity wind up their activities. It was thought this quote was rather expensive. It was reported that the Internal Auditor Godfrey Parkes could help but he could not do so until the end of May 2017. Cllr Merrill said that he had attended at CAP meeting and understood that PCVS could offer help with this sort of work The Clerk was asked to ascertain what their charges would be to help.

The three quotes for a Survey of the building had been received and the cheapest quote was the first we received and was with Guardian Surveyors LLP. They had been to the centre and stayed for over 4 hours but could not complete the work as the hall was being used. They were going to send a number of questions we needed to ask Peterborough City Council as they did not want to send out a report simply asking us to find out matters when hopefully they could be answered before the report was completed.

162.5 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

162.6 To receive a report from any Working Party. There was nothing to report except the working party were going to meet on the 4th April after P&E to go through the survey results.

163. To co-opt one Councillor for North Bretton and four Councillors for South Bretton.

163.1 One application had been received from a Stefan Gair of 59 Outfield. This had been circulated in advance. The Clerk asked him the 2 statutory questions which were answered and then Councillors asked him more questions which he was able to answer, He was asked to leave the room when the application was to be considered. He was then invited back and was advised he was being co-opted onto the Council. He was asked to sign the declaration of acceptance of office which he did and which was witnessed and signed by the Clerk. He was handed a copy of the Code of Conduct and a Register of Members' Interest. He was asked to complete the latter within his own time but to send it back to the Clerk. He was then invited to take his place in the Council.

164. Clerk's Report and to note the present income and expenditure report

164.1 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.

165. Report from Bretton Councillors

165.1 Cllr Ellis asked if any other City Councillor submitted a report and he was told they did not. He asked if we could get something from the two Councillors representing South Bretton to keep us updated with what was happening there.
He said that there had been discussions about the budget and may painful decisions had to be made.
He had been approached by residents regarding landscaping, fly tipping and other local issues. As he had mentioned earlier, Amey were no longer the Contractors
The reporting on the Members Allowances was misquoted.

166. Planning: to consider the following applications received:

166.1 There was none to discuss although 2 applications had been received since the agenda was posted. It was agreed that both could be dealt with by P&E and the 4th April.

167. To receive an update on the MUGA in North Bretton

167.1 Following on from the last meeting Gillian Beasley had been written to and her PA had written to say that she would get in touch with the Officers dealing with the case. Although the e-mail was not seen, one of the officers made contact asking why we had reported the matter. Since then things had been moving but there was still a problem. WREN had written asking why Planning Permission was being sought when the application said that this was not necessary They were told that we were advised that Planning Permission was not required but it now seems that if we do not own the land we would have to apply. WREN they expressed surprise at this as they has made Peterborough City Council the main applicant as it was being built on their land. As a rely the Clerk had gone back to Peterborough City Council saying that he assumed that as Peterborough City Council were having the MUGA built and they were the Applicant there would be no need for Planning Permission. They had not responded to that point as yet. Hopefully we could still work within the time frame but another confusing thing was that the Clerk had received an e-mail from the man who gave the quote saying he was going out to tender. This should not be necessary when WREN were happy with the quote and had not checked to see if we had gone out to tender or not.

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

168.1 An article regarding the 20 MPH zone was to be prepared. It was suggested that details of how to get to ferry meadows by bus from Bretton should be explained in an article. Likewise details of when and if the street lights would be fixed along Bretton Way. The closing date was the end of April of when articles were needed.

169. To discuss and decide what action we can take regarding anti-social behaviour (Cllr Liniovas)

169.1 In view of the fact that Cllr Liniovas was not present this matter would be discussed next month. If he was unable to attend the next meeting he should be asked to submit a report which could be discussed or if he did not the matter would be taken off the agenda.

170. To consider the request for a grant from the Deanery Residents Association

170.1 The grant application had been circulated in advance. The matters discussed in the open form were considered and further discussed. **Resolved:** that the request for a grant of £250 be made but if the Association folded then we would expect the mower to be sold and the money we gave paid back.

171. To confirm Expenditure

- [£251.20 – P J Hammond (salary)]
- £251.20 – C Rowe (salary)]
- £694.99 – Enterprise Managed Services Ltd (hire of waste freighter)
- [£1250.00 – ComEquip Ltd (two laptops for job club)]
- [£1.29 – B M Champness (tape)]
- £1800.00 – Peterborough City Council (rent for period 25/03/17-23/06/17)
- £187.88 – Peterborough City Council (insurance recharge for 01/04/16 – 31/03/17)
- [£251.20 – P J Hammond (salary)]
- [£313.40 – C Rowe (salary)]
- [£390.50 – PCK Marketing (distribute Gazette)
- [£646.80 – Europress Litho Printers Ltd (print Gazette & Artwork)]
- [£9.70 – B M Champness (set of new keys for Unit 3)]
- [£20.00- B M Champness (2 bungee ties for use by lengthsman)]
- [£30.00 – Mrs M L Walton (funeral wreath)]
- £115.20 – Richards Property Refurbishments Ltd (general repairs in office)
- £1988.29 – B M Champness (salary)
- £1020.90 – Cambridgeshire County Council (pension contributions)
- £257.50 – Zoe Champness (cleaning Units 2 & 3 and Pyramid Community Centre)
- £2336.46 – HMRC (PAYE & NI)
- £251.20 – P J Hammond (salary)
- £313.40 – C Rowe (salary)

Payments for Pyramid Community Centre

- [£414.30 – British Gas (gas bill for February)]
- £117.02 – EON (electricity bill for February)

[] 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)
£224.45 – BES (electricity charges)

171.1 Resolved: That the above payments be made although it was agreed that we should not pay the rent for the 1st Quarter as it was pointed out we had anew landlord and why was Peterborough City Council invoicing us. The Clerk also explained that he had received an invoice for work done for the 20 mph zone which came to £641.66. It was agreed that this should be paid

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

172.1 Cllr Gimblett said that she had heard that Cllr Simms had died and she did not know if anyone knew him.

172.2 Cllr Gimblett said that work had been done in Cleatham by one of the local Housing Associations but there was a pile of rubbish that had been fenced off but was growing daily by residents throwing in more rubbish. She was told that this had already been reported.

172.3 There being no further business the meeting was formally closed at 21.25

173. The date of the next meeting – to be held on **Tuesday 25th April 2017** at 7.30 p.m. at Unit 3, Pyramid Shopping Centre, Bretton, Peterborough.