

Bretton Parish Council
Minutes of the Meeting of the Parish Council (Min 17-04) held on
the 26th September 2017 at 7.30 p.m. at the Pyramid Community
Centre, Bretton.

Present:

Councillors: L Aldridge, A Chanter- Allen, M Clements, J Hayes, S Gair, C Lee, (presiding),
A Richards, C Rudd, C Skidmore and S Warren

Others: B M Champness (Clerk)

Not Present: M Gimblett and S Martin

Open Forum

There were no residents present and the meeting was formally opened at 19.30

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

58. 58.1 Apologies were received from A Ellis (personal) J Merrill (personal) D Defraigne(personal),
J Johnson (health)

58.2 Resolved: Apologies as listed above were accepted

58.3 It was reported that Andrius Liniovas had resigned from the Council. The Clerk had notified Peterborough City Council of this and they had send out the notices to put in the noticeboards and on our website.

59. 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

59.1 Cllrs Lee, Rudd and Warren declared an Interest in Item 67 as all were members of the Steering Group of the Pyramid Community Centre. The Clerk also declared an Interest as he too was on the committee.

60. Minutes of the Meeting of the Parish Council held on the 25th July 2017 (17-03)

60.1 Resolved: That the minutes of the Meeting of the Parish Council held on the 25th July 2017 be signed by the Chair as a correct record

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

61.1 There were no matters to report.

62. Reports from Committees and Representatives.

62.1 To note the Finance Committee meeting on the 5th September 2017 (Fin 17-02) Cllr Clements went through the draft minutes. The Clerk explained that we now had purchased Office 365 which enabled us to have the up to date Office Suite and all work was being saved automatically both on the hard drive and on One Drive. He knew it was working as he worked on these minutes before the meeting on the desktop and was now able to use that same saved document on the laptop. We had other programmes we could use such as Drop Box but he was still getting to know how to use these.

The Clerk asked if Cllr Clements had made any further progress on completing the application form to have a lump sum deposited with CCLA. He said that he had downloaded the page and had completed his part as he could not complete that on line. He would send the information to the Clerk who could complete the form on line.

The Clerk was asked if he had done anything about replacing the office chair. He said that he had not as he had not found the time to visit shops to try the chairs out.

62.2 The GP Meeting to be held on the 11th September 2017 did not take place as there was insufficient business to transact.

62.3 To note the P&E Committee meeting minutes held on the 12th September 2017 (P&E 17-03) Cllr Clements went through the draft minutes. There was nothing to report but the Clerk advised that since the meeting he had noticed that Bounce had put up a huge banner advertising having a party there. He had written to Peterborough City Council asking if Planning Permission should have been obtained. They replied to say they were investigating the issue but in the meantime the Clerk spoke to Cllr Clements and it was suggested we write again and refer to the correspondence in August 2016 regarding the erection of the large wooden structure. This was done and Peterborough City Council amalgamated both complaints and wrote another letter saying they had asked Bounce to remove the banner and the wooden frame. It was possible they would now apply for retrospective planning permission. Cllr Rudd said that he had made enquiries about the small signs on the side of houses and it seemed that as what we wanted to do was permitted development, no planning permission was required. We would need the consent of the house owner but we could then write to Peterborough City Council and simply advise them that we intended to carry out the work. This was the same advice regarding crossings so we could paint symbols on the road advising drivers of the crossing.

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

62.5 To receive a report from any Working Party. There was no report to give

63. To Co-opt a Councillor for South Bretton

63.1 Although this was on the agenda we had no candidates to consider.

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

64.1 A report had been circulated to all Councillors. The Clerk circulated the financial spreadsheet showing what income we had received and money spent up to 31st August 2017.

65. Planning: to consider the following applications received:

65.1 17/01783/TRE – T5 Oak Tree TPO 06_2006 – fell due to subsidence at 9 Tarrington. Response by 2nd October 2017. Resolved that we write back and say we cannot make a decision as the information filed with the application was not very helpful. There was no arboriculture report and there was nothing to say that the tree in question was the tree causing the subsidence. We also objected to the suggestion that if the tree was felled it would be replaced by a Sycamore. If it was going to be replaced we wanted an oak tree. Cllr Rudd would get help with formulating a reply to Peterborough City Council

66. To receive an update on the grant application for a MUGA

66.1 Following on from the last meeting there were a number of e-mails sent to Caroline Rowan to see whether she had managed to find funding so that the project could continue. Unfortunately, we never received a reply and it transpired from James Collingridge who had been trying to contact Caroline that she was on annual leave. An e-mail was then received from WREN saying that they would have to formally close the application by Friday 22nd September. An e-mail was sent to Mrs Beasley and Adrian Chapman asking for immediate help if the project was to be kept alive. Mrs Beasley was away and the Clerk was informed that Adrian Chapman had been asked to look into the matter. A message was then received from Caroline apologising but saying that she had instructions to contact WREN and to try and persuade them to keep the grant open. She needed a little more information. Once given that she would speak to WREN. Later she telephoned back saying that there was some good and some bad news. The bad news was that the matter had to come to an end now and it would be better if we formally withdrew the application rather than WREN formally withdrawing the offer of a grant. It transpired that Planning Permission was required and as that could take months they were not prepared to wait that long. What was suggested was that we get three things in place: an agreed tender, planning permission and funding then we could re-apply for a grant and this would be looked on favourably. If they withdrew the offer then this could have an impact on any new application that was submitted. Caroline asked if the Clerk could send that e-mail off which he agreed to do. She also said that if we did not manage to get the grant there was a good chance of Peterborough City Council paying for the entire project.

67. To receive an update on Pyramid Community Centre and to confirm whether or not the Steering Group can order 6 new strip lights for the small function room at a cost of £498.00 (3 lights not working and bulbs obsolete)

67.1 The Clerk said that he would deal with the second point first, He had circulated a report showing the money we had received from hiring out the Community Centre and how much we had spent. It showed we had a surplus of just over £800 but that included the payment for the rates in October and all payments on the agenda. What it did not show was that invoices had not yet been sent out to the regular users for hiring the centre during September. There were some outstanding payments from August as well. Although there was a steady source of income received, permission was still required from Bretton Parish Council on whether we could spend money on this type of work. It was explained that the lights and fittings were now obsolete and three were not working. The Clerk also said that another electrician was coming out later this week to give a quote. Resolved that the work is carried out depending on the best value quote.

67.2 The Clerk gave an update on how matters were progressing with the Pyramid Community Centre. He had received a copy of a quote from Amey for work within the Centre which related to the asbestos work at a cost of £5700.00 Amey asked if we had asked for this quote and they were told it was Caroline Rowan and suggested they forward the quote to her. He then spoke to Caroline who said that the work had been authorised. Apart from that there were still several jobs that needed to be done and which the Clerk had sent repeated reminders. The works related to:

1. Repairing the flooding in the store cupboard happening every time it rained.
2. Replacing 3 or 4 fire extinguishers which had come to the end of their life.
3. Repairing the ceiling in the boiler room.
4. Checking the damp spot in the ceiling in the disabled toilet.
5. Replacing the three outside doors.
6. Getting work done in relation to the water supply which failed when recently tested.
7. Replacing the three emergency lights which failed during the recent test.
8. Fitting emergency lights outside the three fire exit doors.

There was no news on the legal front from Peterborough City Council and our Solicitors were chasing them.

68. To appoint members for the Bretton Community Festival Committee (8 Members)

68.1 The following Councillors were appointed to the Festival Committee. Cllrs Lee, Aldridge, Gair, Warren and Rudd. It was agreed that the meetings be changed from the third Thursday to the third Wednesday. The meetings will start at 5.30 p.m.

69. To discuss the possibility of having lighting installed on the footpath from Watergall to the Ice Rink (Cllr Gair)

69.1 Cllr Gair explained that there was a problem with street lighting on the footpath between The Oxcart Public House and Bretton Way opposite the Ice Rink. The worst part was this end of the footpath as although there was a streetlight it was covered by bushes and might not even be working. The path was very narrow and there was an added problem of vegetation growing across the path which made it very difficult to walk along at night in the dark. The Clerk was asked to investigate this and see if anything could be done.

70. To discuss the problem of over grown footpaths and how they can be cut back and the work done on a regular basis. (Cllr Aldridge)

70.1 Cllr Aldridge asked for this item to be placed on the agenda as a number of residents had been placing posts on Bretton Community Facebook page about overgrown bushes and shrubs. She had been out to take photographs of the complaint, as a private individual not as a Parish Councillor, and reported the complaint to Fix my Street. She had received what she considered to be a rather rude reply but it appeared that trees in the city were on a three-year cycle of work and this is what was said:

Amey are under instruction to inspect Peterborough City Council trees in order to meet the City Council's legal duty of care.

As such, any and only works to meet this duty of care will be carried out.

The trees in the city are on 3-year cyclical inspection regime and the tree in question was surveyed in July of this year with the only works identified as being the removal of ivy.

Unfortunately, there is no legal right to light and pruning trees to reduce leaf fall and detritus has been tested in the courts. It is deemed to be part and parcel of living with trees and it is considered to be disproportionate to prune for those reasons.

The City Council will not therefore usually undertake works for any other reason.

70.2 Cllr Chanter-Allen said that when she lived in Yaxley there was a similar problem and she kept a database of complaints which she was able to show to the Council just what they were not doing. She wondered if this was something we should be doing. It was agreed that this matter be put to P&E to deal with Cllr Chanter-Allen was voted onto the P&E Committee.

71. To consider the present Grant Application Form and whether it is fit for purpose.

71.1 This was put onto the agenda as it had been discussed at Finance and Cllr Hayes had written explaining how difficult it was for some groups to complete the form relating to their income and accounts. Cllr Clements asked if it was urgent as it had been discussed and wondered why it had come to full council The Clerk explained that it was not urgent but felt that Full Council should discuss it. It was agreed that the matter go back to Finance to deal with. The Clerk explained that a grant application had been received too late and wanted to know if this should be dealt with at the Special Finance meeting on the 3rd October. Unless it was urgent it should be dealt with by Full Council in October.

72. To receive an update regarding Litter Pickers.

72.1 It was explained that one of the litter pickers had left our employment but we were taking on a new member of staff as a volunteer for a week and if this proved successful he would be signed up to another contract, with the Shaw Trust paying his wages for a four-month period. The other member of staff, Charlie Rowe, had been nominated to receive a certificate at the Celebration of Learning event on the 19th October at Peterborough Cathedral. This was something we as a Council should be very proud of. Cllr Hayes said that he would arrange for the Clerk to receive an invitation.

73. To confirm Expenditure

[£416.49 (-Litter Picker 04/08/17)]
[£219.80 - Litter Picker – (04/08/17)]
[£4.48 - The People's pension (Pension contributions)]
[£131.16 – Direct 365(Waste collection charges)]
[£93.64 – Anglian Water (water rates)]
£57.67 – BT (telephone charges)]
[£900.00 – Can Do Communities (delivery of Job Club)]
£1800.00 – Perlow estates Ltd (Rent 2nd Qtr)
£12.36 – B M Champness Cleaning material and fly spray)
£276.00 – Airway Air Conditioning Ltd (Annual maintenance contract)
[£172.70 – (Litter Picker 15/09/20)]
[£428.09 (litter Picker 15/09/20)]
£4.80 – People's Pension) (Pension contributions)
£2.00 – B M Champness (2 hand wash)
£2050.40 – B M Champness (salary)
£1020.59 – Cambridgeshire County Council (pension contributions)
£6.75 – B M Champness (travel expenses)
[] 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*

Expenditure for Pyramid Community Centre

£405.00 – Peterborough City Council (rates for October)
[£59.96 – Hereward Stationers & Printers Ltd (bleach and loo rolls)]
[£96.56 – Direct365(Waste collection and Feminine Hygiene disposal)]
£268.89 - SSE Electricity (Electricity charges)
£86.58 – SSE Gas (gas charges)
£2.58 – B M Champness (2 fluorescent starters)
£54.00 – Old Court Electrical (disconnect & remove damaged wall light fitting and install conduit box)

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

Payments made by Direct Debit	-	£24.00	-	BT	(mobile charges)
	-	£105.36	-	BES	(electricity charges)
	-	£108.00	-	BT	(Broadband charges)

73.1 Resolved: That the above payments be approved and made after the Clerk clarified a few of the payments, which were: Salary £2050.04, pension payments £1074.19, cleaning materials £11.36 and the payment to Can Do Communities was for 3 weeks whereas they only did 2 weeks so we are 1 week in credit with them.

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

74.1 A number of requests were made for items to appear on next month's agenda which were:

1. Can we have more dog waste bins in the park
2. Can we obtain a schedule of when the bins are emptied as this seems sporadic?
3. To discuss the problem of commercial vehicles parking at night in car parking bays
4. Is it possible for us as a Council to meet on a social basis either before or after meetings and show a united front to the community?
5. Building works near Benland and the cranes crossing the footpath.

74.2 There being no further business the meeting was formally closed at 21.21

75. The date of the next meeting – to be held on **Tuesday 24th October 2017** at 7.30 p.m. at Unit 3, Pyramid Shopping Centre, Bretton, Peterborough.

DRAFT