

Bretton Parish Council
Minutes of the Meeting of the Parish Council (Min 17-03) held on
the 25th July 2017 at 7.30 p.m. at the Pyramid Community Centre,
Bretton.

Present:

Councillors: A Chanter- Allen, J Hayes, S Gair, M Gimblett, J Johnson, C Lee, (presiding), A Richards, C Skidmore and S Warren

Others: B M Champness (Clerk) Lisa Aldridge (resident) Junaid Bhatti (resident) and Caroline Rowan (Peterborough City Council)

Not Present: S Martin.

Open Forum

Caroline Rowan explained that she was attending the meeting tonight as she understood there was going to be a discussion about the Pyramid Centre Business Plan and taking the Asset Transfer forward. If she could help she would and could offer advice as well. She explained that she had heard from our Solicitors today and she had forwarded that on to their Legal Department and she had sent a copy to the Clerk. She had seen the amended plan and felt that it was perhaps a little long but was in essence a good document. When asked why we needed to lodge a Business Plan when the building was not going out to tender, she explained that Peterborough City Council had to be transparent on all matters and wanted to ensure that the centre was retained as a Community centre and wanted to ensure that our plans provided that. She also explained that she could say that the work in relation to the asbestos was going to be done as was the Fire Extinguishers, the leak in the store cupboard and replacing three of the doors at the side of the building. It was confirmed that even if the transfer took place and this work had not been done it would still be done and included in any agreement. Caroline could not give a timeline for the Transfer to be completed as it depended on how long the Solicitors took to agree the heads of terms. The Clerk pointed out that he had received a telephone call this week from Amey asking if the lights outside the Centre had been repaired and he said that they had not although someone called out in January to have a look at the problem. Caroline said that she would include this in work to be done.

Junaid Bhatti said that whilst he had come as an observer he would like to make one or two comments. He felt that Peterborough City Council had improved the way that they dealt with social media to get their message across and he was very impressed with the Bretton Community Facebook page. This was his business and took an interest in the way that social media and digital technology worked. He understood there was going to be an arts project in areas which did not have access to the arts and he wondered if the Parish Council might be interested.

The meeting was formally opened at 19.50

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

43. 43.1 Apologies were received from Cllr Liniovas (work) Cllr C Rudd (work) Cllr Clements (personal) Cllr Defraime (personal) Cllr Ellis (health)
- 43.2 **Resolved:** Apologies as listed above were accepted
44. **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

- 44.1 Cllrs Lee, Merrill and Warren declared an interest on items 52 & 53 relating to the Pyramid Community Centre as they were on the Steering Group. The Clerk also declared an Interest in the same items as he was Chair of the Steering Group although he did not have to declare an interest and would not take part in the discussion or voting process.
45. **Minutes of the Meeting of the Parish Council held on the 27th June 2017 (17-02)**
- 45.1 **Resolved:** That the minutes of the Meeting of the Parish Council held on the 27th June 2017 be signed by the Chair as a correct record after the date of the meeting was changed from the 26th to the 27th June.
46. **Matters to report from those minutes– *restricted to items not listed elsewhere in the agenda***
- 46.1 Cllr Hayes said that whilst this might not be the place to mention this matter but he wanted to say that there was a problem with shopping trolleys left around the estate. He had been in touch with Sainsbury's, Iceland and Aldi. He wanted to know what their policy was about collecting the discarded trolleys as only Sainsbury's seemed interested in being pro-active. He thought the Clerk was going to follow this up. The Clerk said that he had not but would try to ascertain this information
- 46.2 The up to date position regarding the outdoor Gym equipment in South Bretton was that the grant had been refused but the Clerk was looking at other funding streams to see if we could still pursue this matter.
47. **Reports from Committees and Representatives.**
- 47.1 **To note the Finance Committee meeting on the 5th July 2017 (Fin 17-01)** Cllr Hayes went through the draft minutes. There were no matters to report or note.
- 47.2 **The GP Meeting to be held on the 10th July 2017 did not take place as there was insufficient business to transact.**
- 47.3 **To note the P&E Committee meeting minutes held on the 11th July 2017 (P&E 17-02)**
Cllr Merrill went through the draft minutes. The Clerk was asked if he had received a reply from Dial A Ride. He said that he had and they did not run a service from Bretton but there was another scheme in operation for residents. This matter would be looked into in more detail.
With regard to the rough sleepers at Bretton Centre Cllr Ellis was working with the people from the appropriate department at Peterborough City Council. It was reported that there were now 3 people who slept in doorways at the Centre.
Regarding Item 27.1 the grass had now been cut which was good news.
- 47.4 **To note the Festival Committee meeting minutes held on the 18th July 2017 (BCF16-09)**
Cllr Lee went through the draft minutes. It was felt that the dog show should be moved further away from the Soundstage/arena as the noise disturbed the dogs.
- 47.5 **To receive a written report from any Councillor who has attended a meeting on behalf of the Parish Council.** There was nothing to report
- 47.6 **To receive a report from any Working Party.** There was no report to give.
48. **To Co-opt a Councillor for North and South Bretton**

48.1 We had received two applications but only one applicant was in attendance, Lisa Aldridge. The other applicant could not be considered as she was not present. The Clerk pointed out that all the positions for Councillors in North Bretton had been taken so if anyone was to be co-opted it was as a South Bretton Councillor. The applications had been circulated in advance.

The Clerk asked Lisa the two legal questions regarding being an undischarged bankrupt and having a criminal record both of which she answered that she was not and have a criminal record. Others asked her questions and she was asked to leave the room with the Clerk whilst her application was considered. Resolved: that Lisa Aldridge be co-opted onto the Council. She was welcomed back into the room and was asked to take her seat at the table. The Clerk asked her to complete and sign a Notice of Acceptance of Office which she did and her signature was witnessed by the Clerk. She was also handed the Code of Conduct and a Members Interest Form which she was asked to complete within a week or two and then to return it to the Clerk.

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

49.1 A report had been circulated to all Councillors. The Clerk explained that he had not completed the financial spreadsheet so he was unable to give Councillors a copy.

50. Planning: to consider the following applications received:

50.1 There were no plans to consider.

51. To receive an update on the grant application for a MUGA and to decide what action we need to take if necessary.

51.1 The Clerk explained that after he wrote to WREN he received a telephone call from James Collingridge to say that Peterborough City Council could pay £27,000.00 to cover the shortfall but he would not be able to get this money until after April 2108 He was asked to contact WREN to see if they could delay their decision and if possible to leave the matter in abeyance until April 2018. WREN was not happy to do that and suggested we formally withdraw the request for a grant. Caroline Rowan said that she was aware of a similar problem in Peterborough and money was made available straight away and she was under the impression this would happen here. She would make enquiries and would also speak direct with James & WREN It was hoped that the situation could be rectified and that we get the MUGA that we had hoped for.

52. To consider the business plan for the Pyramid Community Centre.

52.1 A draft of the Business Plan that Norman Powell at Can Do Communities had prepared had been circulated in advance for all Councillors to read and consider. It was intended to prepare a shortened version for the residents and CIO which would be easier to read and understand but the present draft was aimed at both Peterborough City Council and Bretton Parish Council.

- Many questions were asked one of which was what would happen if Peterborough City Council did not agree to proceed. Caroline Rowan said that this was going to happen as Peterborough City Council had agreed to the Asset Transfer and the only thing stopping the transfer going ahead would be if Bretton Parish Council decided not to proceed.
- The Business Plan took us 2021 which was a very long period and consideration should be given to a three-year plan. It was explained that we took the Plan to 2021 as this was a five-year plan and this was expected by Peterborough City Council. We also wanted to show how the income would be generated during that time.
- There was concern about the expectation that Grants could or would be available when it was becoming more and more difficult to get funding for certain projects. It was accepted that this was correct but it was hoped that some of the user groups could apply for small grants to do specific jobs in the centre such as improvement in the kitchen or some of the smaller rooms.
- Another concern was the upkeep of the building and did we know what needed to be done and where the finance was coming from to do that work. It was explained that we were aware of what work needed to be done as we have had the premises surveyed and a very detailed report. It was hoped that work could be done with the aid of grants as mentioned above and from income we hoped to generate over the next 3-5 years.
- There was concern that many of the residents might not be aware of the existence of the Community Centre

After the questions were answered and help was given by Caroline Rowan it was **resolved** that the draft Business Plan in its present form be accepted. Cllr Hayes abstained.

53. To consider and approve the request from the Pyramid Steering group that we proceed with the present group being formed into a CIO (charitable incorporated organisation)

53.1 It was explained that now the Business Plan had been approved the Pyramid Steering Group needed to know if they could go ahead and instruct a Consultant to help them with completing appropriate forms and applying to the Charity commission to become a CIO. It was resolved that the steering group could proceed. Cllr Hayes abstained.

54. To consider a request from C Rowe (lengthsman) for a waterproof coat

54.1 This matter was on the agenda as a request had been made for various items of clothing to be purchased such as a pair of jeans, a waterproof jacket and some shirts. The Clerk felt that he did not have authority to proceed with the purchase. **Resolved** that this item be purchased.

55. To confirm Expenditure

[] 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

£68.00 – Chromasport School & Teamwear Ltd (Shields & engraving for Good Citizens Awards)

[£4.91 – B M Champness (Aldi) (cleaning materials)]

[£1.60 – B M Champness (Premier Late Shop) (cleaning materials)]

[£100.00 – B M Champness (Timpson) (4 sets of keys for office and Centre)]

£694.99 – Enterprise Managed Services Ltd (hire of freighter for bulky waste collection)

[£14.01 – B M Champness (BP) diesel for hire van for festival)]

[£1350.00 – Bourne Fun (hire of rides for festival)]

[£100.00 – Hereward Falconry UK Ltd (display of birds of prey at festival)]

[£165.00 – Sandra Stout (First Aid cover at festival)]

[£45.00 – C Lee (Sainsbury's) (sandwiches and snacks for festival)]

[£7.00 – C Lee (Aldi) (water for festival)]

[£25.00 C Lee (Waitrose) (Gift for Compere)]

[£62.18 – C Lee (Office Outlet) (printing and boards for festival)]

[£882.00 – Bates Environmental Ltd (hire of more loos and balance for festival)]

[£465.00 – Europress Litho Printers Ltd (printing for festival)]

[£1074.00- Europress Litho Printers Ltd (print Gazette & Annual report)]

[£695.75 – PCK Marketing (deliver Gazette and Annual report)]

£14.85 – B M Champness (mileage in July)

[£251.20 - P Hammond (salary)]

[£360.89 – C Rowe Salary)]

[£3.00 – The Peoples Pension (pension contributions C Rowe)]

£195.00 – Zoe Champness (cleaning office & Pyramid)

£2050.40 – B M Champness (salary)

£1020.59 – Cambridgeshire County Council (pension contributions)

£251.20 - P Hammond (salary)

£360.89 – C Rowe Salary)

£3.00 – The Peoples Pension (pension contributions C Rowe

£65.06- BT (telephone charges)

Expenditure for Pyramid Community Centre

£405.00 – Peterborough City Council (rates)

[£96.56 – Direct365(Waste collection and Feminine Hygiene disposal)]

[£1.50 – B M Champness (Premier) (cleaning materials)]

[£48.22 – Hereward Stationers & printers Ltd (soap & loo rolls)

[£21.26 – B M Champness (Aspli Safety Ltd) (marker paint for festival field)]

[£203.12 – SSE (gas for Qtr.)]

£317.32 – SSE (electricity for Qtr)]

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

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

- £124.38 – BES (electricity charges)

- £164.44 – BT (Telephone charges)

55.1 Resolved: That the above payments be approved and made.

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

56.1 Cllr Richards reported a problem of fly tipping and although she had reported it the rubbish was still there. There was a similar problem along Bretton Way.

56.2 It was reported that there was a problem along the footpath at the back of The Cresset. There were bins in Cleatham which were full and needed emptying. Also by the bus stop near Cleatham the bushes were so low it was difficult not to get by without being hit by branches.

56.3 There being no further business the meeting was formally closed at 21.01

57. The date of the next meeting – to be held on **Tuesday 26th September 2017** at 7.30 p.m. at Unit 3, Pyramid Shopping Centre, Bretton, Peterborough.

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