

**Bretton Parish Council**  
**Minutes of the Meeting of the Parish Council (Min 17-10) held on the 24<sup>th</sup> April 2018 at 7.30 p.m. at Unit 3 Pyramid Shopping Centre, Bretton.**

**Present:**

**Councillors:** L Aldridge, J Bhatti, M Clements, P Gatward, J Hayes, J Johnson, C Lee(presiding), J Merrill, and S Warren

**Others:** B M Champness (Clerk)

**Residents:**

**Not Present:** M Gimblett.

	<b>Open Forum</b>
	A member of the public was present and wanted to address the meeting. The meeting was formally opened at 19.46
<b>150.</b>	<b>Apologies for absence, acceptance of Apologies &amp; noting of resignations received.</b>
<b>150.1</b>	Apologies were received from C Rudd (work) A Ellis (health) S Martin (health) D Defraigne (personal)
<b>150.2</b>	<b>Resolved:</b> Apologies as listed above were accepted
<b>150.3</b>	Stefan Gair and Chris Skidmore have resigned from the Council and notices had been placed in the noticeboards and on the website advertising the vacancy
<b>151.</b>	<b>Declaration of Interest</b> – 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
<b>151.1</b>	Cllrs Lee, Merrill, and Warren declared an interest in Items 154 and 159 as they were members of the Pyramid Steering Group. Although it was not necessary the Clerk also declared an Interest as he was Chair of the Steering Group
<b>152.</b>	<b>Minutes of the Meeting of the Parish Council held on the 27<sup>th</sup> March 2018 (17-09)</b>
<b>152.1</b>	<b>Resolved:</b> That the minutes of the Meeting of the Parish Council held on the 27 <sup>th</sup> March 2018 be signed by the Chair as a correct record.
<b>153.</b>	<b>Matters to report from those minutes–</b> <i>restricted to items not listed elsewhere in the agenda</i>
<b>153.1</b>	There were no matters to report.
<b>154.</b>	<b>Reports from Committees and Representatives.</b>
<b>154.1</b>	<b>To note the GP Committee meeting on the 16<sup>th</sup> April 2018 (GP17-03)</b> Cllr Merrill went through the draft minutes. There were no matters arising from those minutes.
<b>154.1.1</b>	<b>To accept the recommendation that the Parish Council are responsible for approving payments and expenditure for the Pyramid Community Centre. It was resolved that the recommendation be accepted.</b>

154.2	<b>To note the P&amp;E Committee meeting minutes held on the 17<sup>th</sup> April 2018 (P&amp;E 17-09).</b> Cllr Clements went through the draft minutes. There were no matters arising from this minutes
154.2.1	<b>To approve the recommendation that we purchase Christmas Lights for Bretton Centre to decorate three trees at a cost of £5265.00 to include installation.</b> It was <b>resolved</b> that the recommendation be accepted. Cllrs Bhatti, Hayes and Johnson wanted it recorded that they voted against the resolution.
154.3	<b>To note the Festival Committee meeting minutes held on the 19<sup>th</sup> April 20-18 (BCF 17-04).</b> Cllr Scott went through the draft minutes and there were no matters arising. Cllr Aldridge said that on the day of the meeting she was at college but would attend when not in college.
154.4	<b>To receive a written report from any Councillor who has attended a meeting on behalf of the Parish Council.</b> There were no reports
154.5	<b>To receive a report from any Working Party.</b> There was no report.
155.	<b>To receive a report from the City Councillors</b>
155.1	No report was given due to the proximity of the election next month.
156.	<b>To Co-opt a Councillor for North and South Bretton</b>
156.1	No one had applied to be co-opted onto the Council, so the matter was adjourned until the next month
157.	<b>Clerk's Report and to note the present income and expenditure report</b>
157.1	The Clerk's report had been circulated and mention was made of the e-mails/letter from the Governors at Heltwate School. It seemed that they were not impressed with what was happening with their school and what they were led to believe what was going to happen. It was agreed that there was little that we could do but if they needed our support if we could give it we would. Cllr Merrill asked if he could be sent a copy Daily Living with Aids event. The Clerk would send that on
167.2	In addition to the correspondence on the report the Clerk explained that he had received an e-mail from Global Verification who were holding seminars about GDPR in various locations at a cost of £85 plus VAT. The next and nearest one was on the 8 <sup>th</sup> May at Milton Keynes. He felt that he might benefit from attending as there was always the possibility of us being checked and then being fined for not being compliant. Cllr Bhatti felt that the Clerk should attend, and he thought the fee reasonable. The Clerk was asked who Global Verification were and if they were a reputable firm. He had no idea but would check with the SLCC who they were or if they could recommend another company. It was agreed that the Clerk would liaise with Thurlby Parish Council to see if a member could be the Data Protection Officer for us and we would have someone from Bretton Parish Council who would be their Officer.
167.3	A copy of the bank reconciliation prepared by Godfrey Parkes was circulated. The Clerk explained that we had a reasonable amount to carry forward and he was asked how that compared to what we had calculated when we set the Precept for this financial year. He did not have that information to hand.
158.	<b>Planning: to consider the following applications received:</b>

	<b>158.1</b>	After the Agenda was posted notice was received of a planning application. This bore the reference <b>18/00491/R3FUL</b> and was for the conversion of upper floors to 43 residential flats and construction of additional floorspace to upper storey. Alterations to existing elevations through insertion/amendment of windows and cladding at Bretton Court, Rightwell East. We have until the 10 <sup>th</sup> May to respond. The next P&E Meeting would be on the 8 <sup>th</sup> May. We could leave this for the committee to deal with or we could consider the plan now and give the Clerk delegated authority to reply. It was <b>resolved</b> that a special meeting would be called on the day of the next P&E meeting on the 8 <sup>th</sup> May, starting at 19.30. The P&E meeting would then take place at 20.00.
<b>159. To receive an update on the progress of the Asset Transfer of the Pyramid Community Centre</b>		
	<b>159.1</b>	The Clerk had prepared a report dealing with the present position of the Transfer of the Community Centre and that report was circulated to those present. A copy of the report is attached. After considering the report it was <b>resolved</b> that the transfer could be completed on 25 <sup>th</sup> April, that we insure the building and that we instruct BCH to carry out a valuation for rebuild costs at a fee of £500 plus VAT.
	<b>159.2</b>	The Clerk explained that on Saturday 21 <sup>st</sup> April he received a telephone call from Debbie Holmes to say that there had been a large leak of water in the community centre. The water was coming from the boiler in the cleaning cupboard. All items were removed from the cupboard, the boiler was isolated, and the leak stemmed. It became apparent that the people present could not remove the water from the centre and Anthony Jarvis was called. He arrived with a water hoover and removed the remaining water. All bookings for that weekend were cancelled due to there being no running water and toilet facilities. Peterborough City Council were contacted, they attended on Monday afternoon and discovered that the boiler had split. This has left the centre with no hot water in the ladies toilets. As this leak occurred when the property was still owned by Peterborough City Council they were responsible for carrying out the repairs and paying for them.
<b>160. To consider any information to place in the next edition of the Gazette.</b>		
	<b>160.1</b>	. It was explained that the next edition of the Gazette would be printed and distributed in late May/early June with the priority of advertising the festival. If anyone had an article they would like to be added to the Gazette they should send it to the Clerk. It was suggested that we also advertise that we have six vacancies on the Parish Council. This was agreed. The chair said that she would like a flyer being sent out to all residents to advertise the public meeting on the 15 <sup>th</sup> May.
<b>161. To consider the timetable for the Audit of the accounts for 2017/18</b>		
	<b>160.1</b>	The Clerk explained that Godfrey Parkes, the internal auditor, had been in the office for two days last week and had carried out an audit of the accounts. He specifically asked not to have the audit on the agenda as he did not think that this would be completed in time. However, the audit was completed in time and he has sent the paperwork back. Cllr Clements felt that the finance committee could not deal with the audit other than making recommendations. It was agreed that this would be left to full council to deal with on 22 <sup>nd</sup> May. The notices would have to be displayed from the 4 <sup>th</sup> June until 13 <sup>th</sup> July 2018.

162.	<p><b>To confirm Expenditure</b>          [£35.00 – C Lee (wreath for J Defraime)]          [£633.60 – Europress Litho Printers Ltd (print and artwork of Gazette)]          [£390.50 – PCK Marketing (Distribute Gazette)]          [£126.00 – Enviro Loo (deposit for hire of porta loos for festival)]          [£881.52 – Enterprise Managed Services Ltd (hire of community freighter)]          [£251.20 – Litter Picker (salary)]          [£279.38 – Litter Picker (salary)]          £2.14 – Peoples Pension (pension contributions)]          £0.79 B M Champness {A4 envelope)          £2.11 – Debbie Holmes (Special delivery of letter)          £3.79- B M Champness (padlock and blueTac)          £1.70 – B M Champness (2 stamps and envelope)          £66.89 – Hereward Printers &amp; Stationers Ltd (6 litter pickers)          £2201.63 - B M Champness (salary)          £1157.33 – Cambridgeshire County Council (pension contributions)  <b>Expenditure for Pyramid Community Centre</b>          [£120.36 – Direct65—365 (Trade waste and Feminine Hygiene)]          [£60.00 – Zoe Champness (cleaning centre)]          £96.57 – Wave (Water Rates for Centre)          £33.57 – Hereward printers&amp; Stationers Ltd (Bleach and refuse sacks)          £102.36 – Direct365 (Trade waste &amp; Feminine Hygiene)          £215.70 – BT (Telephone charges)          £418.00 – Peterborough City Council Rates for May)  <b>Payments made by Government Preferment Card</b> -£11.28 – Microsoft Office (Office 365)  <b>Payments made by Direct Debit</b> –          £28.80 – BT (mobile charges)          £176.16 – Direct365 (Trade waste collection)          £260.44 – BES (electricity charges)          [£112.00 – BT (telephone charges)]          [£113.76 – BT (Broadband charges)]          [] denotes <i>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</i></p>
162.1	<b>Resolved:</b> That the above payments be approved
	<p><b>PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC:</b> in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting</p>
163.	<b>To discuss matters relating to Units 2 and 3 Pyramid Shopping Centre.</b>
163.1	In accordance with Public Bodies (Admission to Meetings) Act 1960 Section 1(3) the discussion that took place was confidential in nature and as such will not be represented in the minutes.
	<p><b>PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC:</b> in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential business being concluded, the Press and the Public be invited to return to the Meeting</p>
164.	<b>Any Other Business</b> – <u>Reminder by Law</u> – information exchange only no decisions can be made

	<p><b>164.1</b> Cllr Aldridge said that she had received numerous complaints about the recent photographs on the Bretton Parish Council Facebook page. They did not represent the membership of the Council and was too party politically motivated. It was explained that the press officer would be appointed at the Annual Meeting of the Parish Council</p>
	<p><b>148.2</b> There being no further business the meeting was formally closed at 21:33</p>
<p><b>165.</b></p>	<p>The date of the next meeting – to be held on <b>Tuesday 22<sup>nd</sup> May 2018</b> at 7.30 p.m. which would be the Annual Meeting of the Parish Council at Unit 3, Pyramid Shopping Centre, Bretton, Peterborough.</p>

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