

Bretton Parish Council
Minutes of the Meeting of the Parish Council (Min19-02) held on
the 25th June 2019 at 7.30 p.m. at the Unit 3, Pyramid Shopping
Centre, Bretton

Present:

Councillors: C Burbage, A Ellis, A Gasparutti, J Hayes, C Lee, (presiding), J Merrill, M A Stanton, R Strangward, and S Warren

Others: B M Champness (Clerk) P Gatward (resident) T Reason (resident) C Fenner and A Fenner (for possible co-option)

Not Present: M Horrell

	Open Forum
	Although there were members of the public no one wished to address the Council. The meeting was formally opened at 19.30
25.	Apologies for absence, acceptance of Apologies & noting of resignations received.
25.1	Apologies were received from K Riddler (meeting) J Johnson (personal) J Riddler (meeting) J Bhatti (work) W Dry (personal) S Martin(health) L Aldridge (personal)
25.2	Resolved: Apologies be accepted except for K Riddler and J Riddler.
26.	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
26.1	Cllr Warren declared an interest in Item 36 as he is a Trustee for Families First. He also declared an interest in Item 37 as he was assisting the Scout group in his capacity as a City Councillor.
27.	Minutes of the Annual meeting held on the 14th May 2019 (19-01)
9.1	Resolved: That the minutes of the Annual meeting held on the 14 th May 2019 be signed by the Chair as a correct record after Item 17.2 was corrected to show that Cllr Burbidge was working on a problem of drug use not dog theft.
28.	Matters to report from those minutes – <i>restricted to items not listed elsewhere in the agenda</i>
28.1	The Clerk reported that he had now heard from WREN and it was not good news as the request for a grant was refused. This was because we had not supplied up to date information on consulting with local residents. The Clerk explained that he had been working closely with Paul Robertson of Peterborough City Council to put together a response to show why we were seeking funding and why it was considered to be a necessity to have a MUGA. WREN did not accept the explanation and said that any third-party funding would be returned. It was thought we should write to Mrs Beasley to explain what had happened to see if there was still funding from PCC available.
29.	Reports from Committees and Representatives.

29.1	To note the Finance Committee meeting held on the 4th June 2019 (Fin19.01) Cllr Lee went through the draft minutes. The Clerk explained that the boiler had now been installed but there was a slight problem which was going to be resolved. The Clerk was asked if we had the diary system in place and it was explained that we had, and the Assistant Clerk was spending time in transferring data across so we can evaluate the system.
29.2	To note the GP Committee meeting held on the 10th June 2019 (GP19-01) Cllr Burbidge went through the draft minutes. It was agreed that GP would now look at the Gazette and to see if it was possible to improve both the presentation and content. The Clerk explained that he would be sending out material he had received from CAPALC about how correspondence should be dealt with by Councillors.
29.2.1	To consider and approve the recommendation that all Councillors supply a photograph of themselves with a short biography for insertion on the website. Following discussion, it was resolved that this was approved.
29.3	To note the P&E Committee meeting held on the 11th June 2019 (P&E19-01) Cllr Ellis went through the draft minutes. He explained that he was in the process of drafting the letter to residents about car parking. He also explained how the streets were picked and what streets would be looked at in the first year. Cllr Gasparutti asked a question about HMOs and it was accepted that multiple occupancy houses did present parking problems. Cllr Ellis was able to confirm that there was a joint approach by both Labour and Conservative City Councillors for Bretton to work together to see if anything could be done to help resolve this problem.
29.3.1	For all Councillors to consider if they would like to be part of the Vision for Bretton Working Party. It was explained that we had progressed the survey in the early days but it was felt that this should now be opened to all Councillors and not just those on the P&E committee. The following Cllrs agreed to be involved: Cllrs Hayes, Lee, Ellis, Burbage and Stanton.
29.4	To note the Festival Committee meeting on the 12th June 2019 (BFC 18-05) Cllr Stanton went through the draft minutes. The only question was how one could enter the Bretton Bake Off. This had to be done by telling the Clerk, who would add your name to the list of entrants
29.4.1	For Councillors to put their names forward to help on the 6th July and during what part of the day they are available. Craig Rudd would be present the whole day, Cllrs Dry, Ellis and Stanton would be there for most of the day, Cllrs Burbage, Hayes, Strangward and Warren would be there from 11 a.m onwards. Cllr Lee would be there all day as would various members of her family. The Clerk pointed out that the Assistant Clerk and her family would also be present all day.
29.5	To receive a written report from any Councillor who has attended a meeting on behalf of the Parish Council. There was nothing to report
29.6	To receive a report from any Working Party. There was no report to give.
30.	To Co-opt three Councillors for South Bretton.

	<p>30.1 Three people had put their names forward as possible candidates for co-option: Paul Gatward, Charles Fenner and Angela Fenner. All three had completed application forms which had been circulated. They were asked to introduce themselves to the Council and they were asked questions which they answered. They confirmed that they were not undischarged bankrupts and did not have a criminal record. They were asked to leave the room, which they did with the Clerk. In their absence they were all co-opted onto the Council. They were invited to take their place in the Council, and they signed a Declaration of Acceptance of Office, witnessed by the Clerk. They were also asked to complete a Declaration of Members Interest form and to get this back to the Clerk as soon as possible. Finally, they were given a Councillor Pack to read.</p>
	<p>31. To receive a report from City Councillors on matters that relate to Bretton.</p>
	<p>31.1 Cllr Ellis reported the following:</p> <ul style="list-style-type: none"> • The three City Councillors on the Parish Council would be meeting once a month to discuss matters relating to Bretton and Cllr Lee was invited to join them. In recent discussions they had mentions HSO, fly tipping as well as street lighting, car parking in Middleton and many other issues • He was holding surgeries in Bretton and the City Councillors had agreed to make sure these surgeries did not clash
	<p>31.2 Cllr Burbage reported the following:</p> <ul style="list-style-type: none"> • He had been working on the problem of fly tipping and has started map hot spots which would help show Peterborough City Council where the main problems were. He had spoken to Peterborough City Council and he was hopeful that he would have CCTV put up in certain areas. • He had dealt with a lorry that was parking in Watergall • He had visited Iqra Academy which was very enlightening. • He had started a campaign to collect crisp packets for re-cycling. • Bretton Park had been picked to be included in a production.

31.3	<p>Cllr Warren was able to report the following:</p> <p>North Bretton Parties in the park Parties are happening in the park and leave a lot of mess so discussing with the council about how to license these parties, so the park is for everybody to enjoy and have fun.</p> <p>Molins Field With the recent visit to Iqra Academy I got to understand just how good this school is doing especially with the sports activities and putting in for a community inclusion sports facility. Unfortunately, the old Molins field is under negotiation but if it does fall through I will Support the Iqra Academy bid for the field.</p> <p>Abandoned houses There was a house fire in Langley that we are working with the owner to put back on to the market and there is a house in Watergall that has been empty for nearly two years that I am looking at putting back on the market.</p> <p>Drugs I have been made aware that people are using and possibly dealing drugs in the woods behind the Crematorium and am liaising with the police about this matter</p> <p>Heltwate School Still chasing the information on how the negotiations are going between the council and Westfield Group to buy the Silver Jubilee to extend the school. Cllr Angus Ellis and I have a meeting on 28/6 about the extension of the school.</p> <p>Rugby club The Rugby club has had the stand approved through the planning committee and should be converting the burnt out garage into a tea room as soon as legal have produced the documents.</p> <p>Benland and Bretton Centre Had a walkabout with a resident about the state Benland that raised around 30 issues around Benland and the centre including the state of the raised beds in front of Lloyds, the subways and the state of Bretton Health Centre.</p> <p>South Bretton Cllr Chris Burbage and I are starting to work with scouts to look at supporting the scouts club as their committee has only two members.</p> <p>Hudd Meadows Had a resident point out that the Hudd Meadows sign has been put into the wrong place and has had assurance that sign will change.</p>
32.	Clerks Report and to note the present income and expenditure report
32.1	The Clerks report was circulated in advance and there were no questions asked. The Clerk explained that he had not completed a financial statement but one would be ready next month.
33.	Planning applications: 19/00771/FUL – erection of a single storey substation for HV supply at Lloyds TSB Computer Centre, Stirling Way.
33.1	The above plan was circulated for all Councillors to consider. Resolved: that we have no comments
34.	To consider proposals for new parking restrictions in Benland, Watergall, Wulfric Square, Oldbrook, Eggar Way, Stumpacre, Barnstock, Drayton and Manton. Responses by 4th July 2019.
34.1	The various proposals were considered, and it was Resolved that we have no comments or objections to any of the proposals.
35.	To receive an update on the Pyramid Community Centre and to decide if we can agree to allow the St John Ambulance to place a sign on the building.

35.1	<p>The Clerk was able to give a quick update as follows:</p> <ul style="list-style-type: none"> • The fence had been installed but they just needed to tidy up. • Before the fence was completed someone had managed to get into the grounds and get onto the roof. In doing so they broke 8 tiles which had to be repaired as rain water was leaking into the main hall. • Over the last 2 days the new boiler was being installed and the work should be completed by Wednesday. • We were now very busy with bookings and from September we were having to let people hire the meeting room in Unit 2 and also hiring Unit 3.
35.2	<p>With regard to the sign that the St John Ambulance wanted to put up details were submitted and considered. Resolved: that we would refuse this request as the hall was only used by them one evening a week and other users who used the hall for longer periods would want to put up similar signs, This we did not want to happen as it was a community centre.</p>
<p>36. To consider a request for a grant from Families First Peterborough CIC for £4000 to install a nest swing with safety surface matting in the grounds of Crofts Corner.</p>	
36.1	<p>Details of the application as well as copies of the accounts and quotations for a nest swing were circulated to those present. Resolved: that we would give a grant towards the purchase of a nest swing of £1000.00</p>
<p>37. To consider a request for a grant from Bretton Scouts for new low power LED lighting for the Scout hut, along with repairs to the entrance porch, new kitchen cupboard doors and new firefighting equipment</p>	
20.1	<p>The application which was received earlier that evening had been copied and circulated. Resolved: that we award a grant of £799.20</p>
<p>38. To consider whether or not the Assistant Clerk should take CiLCA and for the Parish Council to pay the cost.</p>	
38.1	<p>The Clerk explained that we would be discussing staffing issues at the Finance meeting and we could defer this matter until after that meeting. This was agreed.</p>
<p>39. To discuss if any Councillor wishes to present the Good Citizens Award at the Primary Schools in Bretton.</p>	
39.1	<p>The Clerk explained that he had now collected all the shields from the schools in Bretton as well as the names of the recipients, apart from Heltwate School. He did not have the dates when the presentations would take place but when he did, he would send that information out. Councillors would then let him know if they could attend and if so, he could notify the school.</p>
<p>40. To agree the venue and dates for Councillor training</p>	
40.1	<p>The Clerk explained that training could be given at these offices either over three sessions in three evenings or in one session on a Saturday. The majority said that they would prefer a Saturday. It was explained that if they could not attend the training then they would have to travel to where training was being undertaken but travelling expenses would be reimbursed. The Clerk was asked to see if he could book a Saturday and ask CAPALC if they would advertise the training session to all other parish councils to see if they had any councillors that would like to attend.</p>
<p>41. To confirm expenditure</p>	

41.1	To note current state of finances – this would be provided next month
41.2	<p>To approve expenditure [£192.77 – Cartridge Save (toner for printer)] £81.54 – Fire Safety Express (service of fire extinguishers) £1104.00 – Europress Litho Printers Ltd (print gazette and Annual report with artwork) £585.75 – PCK Marketing (distribute Gazette and Annual report) £35.00 – Aster Locks (fix cylinder of front door)] £1386.00 – G S Parkes (Internal Audit fee) £9.00 – Z Champness (mileage) £4.38 – Mrs D Holmes (cleaning materials) £216.00 – Ian Bratley (fee for uploading documents and support) £139.20 – BusinessWatch Guarding Services Ltd (fit police approved key safe) £4.98 – B M Champness (cleaning materials) £100 – B M Champness (float for festival)</p>
41.3	<p>Payments for Pyramid Community Centre [£107.99 – Direct365 (waste collection charges)] £107.99 – Direct365 (waste collection charges) £40.00 – C S Harris (cutting grass at Centre) £154.40 – Hereward Stationers & Printers Ltd (Loo rolls and Blue paper) [£6182.080 – Camdon Ltd (deposit for new gas boiler)] [£2989.00.00 Peterborough City Council (Rates for the remainder of the year)] £144.00 – Richards Property Refurbishments Ltd (fix and repair leak in roof) £371.04 – Richards Property Refurbishments Ltd (replace boiler in kitchen) £36.00 – BusinessWatch Guarding Services Ltd (site lock up fee) <i>[] 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</i></p> <p>41.4 Payments made by Government Preferment Card – £11.28 – Microsoft (One Drive)</p> <p>41.5 Payments made by Direct Debit – £66.60 – BT (telephone charges) £20.40 – BT (mobile charges) £149.94 – BES (electricity charges)</p>
41.6	Resolved: That the above payments be made.
42.	Any Other Business – Reminder by Law – information exchange only no decisions can be made
42.1	Cllr Gatward said that he had been approached about users at the Community Centre driving their cars on the footpath to park in front of the building. He had taken this matter up with someone at Peterborough City Council who said that they would not put up a bollard, but it was the Clerk's responsibility if someone got hurt /hit by a car. Cllr Gatward said that he would like the Council to consider if we could afford to install a bollard. This matter would be referred to Finance to consider.
42.2	It was to be recorded that Cllr Gatward would be on the Finance Committee and Cllr C Fenner would be on the P&E Committee
42.3	There being no further business the meeting was formally closed at 21.32
43.	The date of the next meeting – to be held on Tuesday 23rd July 2019 at 7.30 p.m. at Unit 3, Pyramid Shopping Centre, Bretton, Peterborough