

Bretton Parish Council
Minutes of the Meeting of the Parish Council (Min 20-09) held on
the 26th January 2021 at 7.30 pm on a virtual platform.

Present:

Councillors: C Burbage, A Ellis, A Gasparutti, C Lee (presiding), M A Stanton, J Hayes, R Strangward, Jason Merrill, M Horrell (late) and J Bhatti

Others: Sylvia Radouani (Clerk)

Not Present: Jo Johnson, A Fenner, C Fenner, P Gatward.

	Open Forum
	The meeting was formally opened at 19.33
115.	Apologies for absence, acceptance of Apologies & noting of resignations received.
	100.1 Apologies were received from Jason Merrill (sick) A Fenner, C Fenner (personal). Jo Johnson (technical), P Gatward (sick). L Aldridge (funeral)
116.	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.
	116.1 There was nothing to declare
117.	Minutes of the meeting held on the 24th November 2020.
	117.1 There were no amendments - minutes were agreed as accurate.
118.	Matters to report from those minutes– <i>restricted to items not listed elsewhere in the agenda.</i>
119.	Reports from Committees and Representatives.
	119.1 To note Planning and Environment meeting on 12th January 20
	<p>Planning applications – Cllrs provided an update on the recent planning applications they had reviewed at the last P&E meeting.</p> <p>Resident Parking Issues: The Clerk advised the Cllrs that she has not been able to locate the surveys but will have a through check of the office.</p> <p>Heltwate expansion application – This would be discussed later, as it is an item on the agenda.</p>

119.2	To note Bretton Community Festival meeting on 13th January 2021
	<p>Chair provided an overview of the Bretton Community Festival (BFC) minutes of the last meeting.</p> <ul style="list-style-type: none"> • The Chair explained the order of the festival committee. Craig Rudd was appointed onto the committee and elected Chair. Cllr Lee was elected Vice Chair. Jo Lee and Matt Lee was also appointed onto the committee. • The Cllrs were advised, due to the current situation with the COVID 19 pandemic, the festival committee are looking into the feasibility of staging a virtual festival instead of a live one. • Plans are being drawn up. • The chair advised that the Clerk has set up a messenger chat on Facebook for the festival, so that the group can exchange ideas. – anyone can join. • Cllr Burbage asked to join the chat group. The Clerk will add him
120.	To receive written reports from City Councillors – Discussion for questions only

120.1

Cllr Ellis read out his report

Towns Fund:

I have been continuing to work with Cllr Burbage, Cllr Warren and Parish Council Chair Catherine Lee on attempting to get additional facilities/items from the Towns Fund for Bretton Park in addition to the playground equipment and other stuff ordered by the Towns Fund Board.

We did a site survey to identify benches, bins and dog bins and where additional of these would be needed. In addition to requesting these we have requested a marked out running track and cycle racks.

On 20th January we received a positive response about cycle racks from Separate Active Travel funding, whilst supportive of the running track they are checking the maintenance cost first and they are checking what budget is available for bins and benches.

The Playground equipment and installation costs across all parks in Peterborough in the Towns Fund are currently being reviewed against the forecast.

There should be a monthly update, but we received nothing at end of December.

See Below the email for easy reference but have been copying the Parish Council clerk also.

Cllr Ellis received an update on the project from Helena Hansen-Fure

Subject: Re: Bretton Park Towns Fund Additional Requests

Cllr Angus,

Please accept my apologies for the delay in responding.

We received this week the costs for all equipment and installation (across all parks), which we currently are reviewing against the forecast.

Lewis has the funding for the cycle racks for both the requested locations.

We are supportive of the running track idea, we are currently checking the maintenance cost of the track before we can go ahead with it.

Beginning of next week, I can confirm if the budget allows for the additional bins and benches requested across the park.

You can expect a full response beginning of next week.

Cllr Angus Ellis contacted Helena Hansen-Fure again on 09th January 2021, asking for an update

Subject: Fw: Bretton Park Towns Fund Additional Requests

Helena,

Happy New Year.

What update is there about the Towns Fund for Bretton Park?

As City Councillors for Bretton Ward as previously indicated to you, we would like to put forward some additional improvements to what is already planned. Please see at the bottom of this email. We realise that there is a possibility that not all of them will be able to be funded by the Towns Fund, but any costings you can give us for items not able to be covered would be most helpful as we will probably look to source additional funding from elsewhere.

The Two Big Priority Additional Items are the Running Track that Cllr Burbage is keen to get and the cycle racks that Cllr Ellis is keen to get, Lewis Banks has been copied in as Active Travel funding may be available for that?

If you need any more information, please do not hesitate to contact us via this email address.

Many Thanks

Cllr Angus Ellis on behalf and together with Cllrs Chris Burbage and Scott Warren

- Some Cycle Racks by benches near water park to encourage cycling to the water park
- Some Cycle Racks by the Playground
- Bench to replace missing one to face towards water park
- Re-position some to face towards water park so parents can sit and keep eye on kids
- Bin by bench on way to Ravensthorpe underpass
- Dog bin near Pyhill Bin
- Bin by benches near Crofts Corner
- Bin by Blossom Court.
- What is a Tulip Bin?
- Bin back of Heltwate school
- Dog Bins back of Barnstock & Benland
- Benches and Bins along path rear of Kirkmeadow to Pyhill & Langley
- Bench and Bins rear of Norburn

Could we have dual bins like in town (as long as they have clear separate compartments), Recycling and General Litter

Running Track Painted marked out running track in field near outdoor gym and Table Tennis and Cricket pitch

Street Visits:

Due to Lockdown 2, Tier 4 and now national lockdown I have not been able to do street visits like I did before November. But I have been checking on areas during my exercise periods. And also, when contacted by residents about issues.

Burst Water Main on Boxing Day:

I was made aware that most of Bretton excluding where I live was without water on Boxing Day Night from about 8-9pm, this was due to a burst water main at Upton. I posted updates to Bretton Community Facebook group and was prepared to walk round some bottles of water (I had been drinking so could not drive) to anyone who was very vulnerable and in urgent need. Whilst other parts of Peterborough were flooded with Water, we were without but luckily it got fixed during the night.

After that, just under 2 weeks after, we had a blocked drain gushing out water flooding by the Shop at Pyramid Centre which I also reported, and Parish Clerk Sylvia was also very on the case with this and it got fixed the next morning 8th January.

Meetings at the City Council

I have had many of these lately on Zoom and Microsoft Teams including Growth and Adults and Community Scrutiny meetings, Climate Change Working Group and Cycling and walking working group and Council Meeting tomorrow.

At Adults & Community Scrutiny Meeting an update was given about the selected licensing scheme which oversees private renting landlords and how they run their property, we have lots of these in Bretton and many houses of multiple occupation, the scheme is being reviewed in October with a potential to extend the coverage. At the meeting I asked if areas like Bretton ward could be included in the new scheme. Also, I asked for an update on Article 4 which was a motion I successfully put to Council in July 2019, which if implemented would oversee applications to convert dwellings to HMO and so would decide on suitability more than can be done at the moment.

Cllr Burbage read out his report

Neighbourhood watch:

I have now received the signs and fixings, along with a further 1000 leaflets. Targeted drops will commence in streets with no existing watches, starting with Sprignall and Muskham, where I have had some interest for a scheme to be set up. This will be done as soon as Covid restrictions allow.

RedPoll Place leak:

It was brought to my attention by a resident that there was a very severe leak in his flat in Red Poll Place and was getting very little support from Cross Keys Homes to fix the issue. With support from Cllr Fenner, I made contact with the relevant cabinet member to swiftly get Cross Keys to inspect the property the same day. Repairs were made within 48hrs. Also Identified was a problem on the roof of Red Poll Place with drainage, and repairs to stop this happening again were made.

Brown Bin Collection:

During December, Aragon Services arranged a collection day of all unwanted Brown Bins, for use elsewhere with Peterborough residents taking up the service. In the evening of the collection day, it was soon realised that many bins were uncollected. I was able to that evening compile a list of over 40 Bretton residents, who had not had the bins collected as expected, and liaising with Aragon, these were then collected the following day.

Streetlights in Stumpacre and Kirkmeadow:

I was made aware of streetlights not working in Stumpacre, and along with Cllr Fenner, who had similar reports in Kirkmeadow, we were able to contact the street lighting team at PCC, and the lights were repaired within a couple days. The problem was with underground power supplies and required light excavation to remedy the issue.

Planning committee:

I successfully advised and represented a resident in Outfield, who was looking to extend his boundary fence to provide space for his Elderly mother and child with sensory needs. The planning application had been in process for nearly two years! I asked for the case to be brought before the planning committee and was happy to see the unanimous agreement between councillors to support the application.

HMO in Essendyke:

I have been liaising with the residents in Essendyke regarding the proposed HMO planning application at 133 Essendyke. I have made several representations on their behalf to the officer in charge of the application. Although we do not yet know the outcome, I will be more than willing to continue the fight to prevent this application being granted.

I have also been carrying out the usual, flytips, street reports, etc, etc.

121. Festival Proposal

121.1 Please see update in section 119.2

122.	Helwate Expansion - update																						
	122.1	No further updates. However, the Cllrs asked that it is kept as a rolling agenda item.																					
123.	Speed watch – Update on Potential Funding To Replace Equipment																						
	123.1	<p>Speed watch camera – The Clerk advised the Cllrs that there was no further update on this agenda item, as still looking into the actions raised.</p> <p>Cllr Burbage informed the Clerk to contact Cllr Hogg as he was involved in setting up the system.</p> <p>As a cause of action, it was agreed that the Clerk would investigate:</p> <ol style="list-style-type: none"> 1. how much a new speed watch equipment would cost 2. Cost of servicing the existing speed camera. 																					
124.	Towns Fund Update																						
	124.1	<p>The Cllrs discussed the following points.</p> <ul style="list-style-type: none"> • More waste and dog bins needed. • Benches to replace the existing one. • The Cllrs were advised that there is a budget entry for bins / benches. • Potentially looking at other parks in the area. This item should be added to the P&E agenda. • Installation and maintenance of the benches. Who will do this? • Take stock in April / May • Keep the item on the agenda. <p>Cllr Hayes thanked Cllr Ellis and Cllr Burbage for working together on this project.</p>																					
125.	To confirm Expenditure																						
	125.1	<p style="text-align: center;"><u>Unit 2 and 3</u></p> <p>Category: Services/Renewals and Subscriptions</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Amount</th> <th style="text-align: center;">Provider</th> <th style="text-align: center;">Comments</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">£131.16</td> <td style="text-align: center;">Direct 365</td> <td style="text-align: center;">Trade waste</td> </tr> <tr> <td style="text-align: center;">£24.00</td> <td style="text-align: center;">Business Watch Guarding</td> <td style="text-align: center;">Office keyholder fees</td> </tr> </tbody> </table> <p>Category: Rent</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Amount</th> <th style="text-align: center;">Provider</th> <th style="text-align: center;">Comments</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">£3,134.63</td> <td style="text-align: center;">Perlow Estates</td> <td style="text-align: center;">£2,375.00 -Rent from 24th December to 24th March 2021. Insurance (£577.24) Service Charge (£182.39)</td> </tr> </tbody> </table> <p>Category: External Auditors</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Amount</th> <th style="text-align: center;">Provider</th> <th style="text-align: center;">Comments</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">£720.00</td> <td style="text-align: center;">PKF</td> <td style="text-align: center;">External Auditors (invoice dated 29th November 2020)</td> </tr> </tbody> </table>	Amount	Provider	Comments	£131.16	Direct 365	Trade waste	£24.00	Business Watch Guarding	Office keyholder fees	Amount	Provider	Comments	£3,134.63	Perlow Estates	£2,375.00 -Rent from 24 th December to 24 th March 2021. Insurance (£577.24) Service Charge (£182.39)	Amount	Provider	Comments	£720.00	PKF	External Auditors (invoice dated 29 th November 2020)
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Category: Staffing Expenditure

Amount	Provider	Comments
£8,149.55	Salaries	20 th November -18 th December 2020 (both monthly and fortnightly)
£3,015.82	Pensions Contributions	For B&CE & LGPS (October /November & December
£31.90	Amazon	Trousers for Charlie
£3,844.16	PAYE / NI	PAYE NI contributions – quarterly amount payable to HMRC

Category: Services: Property refurbishment

Amount	Provider	Comments
£6,433.80 – including VAT	Richards Property Refurbishments limited	Refurbishment for unit 3 (5,361.50 net) – Invoice issued on 16 th December 2020
£330.00 – including VAT	Richards Property Refurbishments limited	Engineers replaced 20 slate roof tiles and clean out valley and running gully. (£275.00 net). Invoice issued on 12 th January 2020.
£439.20 – including VAT	Richards Property Refurbishments limited	Repair leak to sink (£45.00). Repair lock and ease door (£64.20) Supply and install a steel 8ft round line post positioned just off the roundabout at South Bretton Station as instructed (256.80)

Category: Services / Utilities

Amount	Provider	Comments
£84.89	Wave	Water charges from 02 October 2020 - 01 January 2021

125.3 Payments for Pyramid Community Centre**Community Centre****Category: Services/Renewals and Subscriptions**

Amount	Provider	Comments
£24.00	BusinessWatch Guarding	Keyholder fees
Total amount £277.78 (£138.89 x2)	Conister Bank	Boiler finance – 30 th November & 31 December 2020

Category: Services: Utilities

Amount	Provider	Comments
£93.35	Wave	Water charges from 02 October 2020 -01 January 2021

[]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

125.4 Payments made by Government Preferment Card:

Credit Card Payments

Category: Services/Renewals and Subscriptions

Amount	Provider	Comments
£11.28	Microsoft	Office package
£14.39	Zoom	Online meeting software

125.5 Payments made by Direct Debit:

Direct Debits

Category: Services/Renewals and Subscriptions

Amount	Provider	Comments
£391.40	BT	Office and Community Centre - Quarterly bundle package
£32.40	BT	Office mobile for 17 th December 2020. Also, amendment to figure documented on full council expenditure on 24/11/2020 - £6.00. (with effect from 19 th February 2021 contract has been cancelled)
£45.23	O2	Mobile phone - £5.20- amount adjusted from figure documented on full council expenditure on 24/11/2020. £40.03 -10 th December 2020
£476.40	BT	Broadband for the office – payments have already been taken quarterly but not been recorded. The payments are for February, May, August, and November 2020)
£156.00	Direct 365 Online BER511	Annual feminine Hygiene collection payment
£200.45	BES – Electricity	Electricity for Unit 2 & 3 for the period 8 th November -8 th December 2020 -£110.08 and 8 th December -8 th January 2021- £90.37

125.6 All expenditure was approved

126.	Any other business
126.1	<p>Cllr Ellis raised the planning application for the post garage conversion and provided an overview of the planning application. Cllr Burbage advised the other Cllrs that there should not be a problem. Overall, no objections were made.</p> <p>Cllr Ellis explained that the Selective licencing team are looking into Housing of Multiple Occupancy (HMO)'s in Bretton and has asked for an update on Selective licencing. The Cllrs discussed the planning application in Essydenke and advised that there is so many in Bretton which contributes to the parking / congestion issues in the area. If approved, the Cllrs will contest it. Both ward Cllrs to update the other Cllrs.</p> <p>The Cllrs wished Cllr Gatward a speedy recovery.</p> <p>Cllr Gasparutti raised the issue with parking especially coming into Muskham in Bretton. Residents are parking awkwardly which is causing problems. This is to be investigated.</p> <p>Cllr discussed the issue with the recycle / food waste bins not being emptied and advised that Aragon are working to get the issue resolved.</p> <p>The meeting closed at 20.20.</p>
127	The date of the next meeting – This will be held on Tuesday 23rd February 2021