



# BRETTON PARISH COUNCIL

## Chairperson

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## **Agenda for Parish Council Meeting to be held on Tuesday 27<sup>th</sup> July 2021 starting at 19.30**

### **Please note that this will be held at the Pyramid Community Centre**

Public and Press are invited to attend, and request them to be seated by 19.25 to ensure a prompt start to the meeting

	<b>Open Forum</b>
<b>27</b>	<b>Apologies for absence, acceptance of Apologies &amp; noting of resignations received.</b>
<b>28</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>29</b>	<b>To Approve Minutes of the last meeting held on 22<sup>nd</sup> June 2021 (21-02)</b>
<b>30</b>	<b>Matters to report</b> – <i>restricted to items not listed elsewhere in the agenda</i>
<b>31</b>	<b>Reports from Committees and Representatives</b>
	<b>31.1</b> To note the Finance meeting on 6 <sup>th</sup> July 2021
	<b>31.2</b> To note the General-Purpose meeting on 12 <sup>th</sup> July 2021
	<b>31.3</b> To note the Planning and Environment meeting on 13 <sup>th</sup> July 2021
	<b>31.3</b> To note the Festival meeting on 14 <sup>th</sup> July 2021
	<b>31.4</b> To receive a report from any Working Party
<b>32</b>	<b>To receive written reports from City Councillors</b> – Discussion for questions only
<b>33</b>	<b>To receive written report from Scrutiny Meeting held on 5<sup>th</sup> July 2021</b>
<b>34</b>	<b>Bulky Waste evaluation of 17<sup>th</sup> July 2021 session</b>
<b>35</b>	<b>The Adoption of Unchanged Procedural Documents</b>
	<b>35.1</b> Finance
	<b>35.2</b> Planning & Environment (P&E)
	<b>35.3</b> General Purpose (GP)
<b>36</b>	<b>Distribution of CIL money</b>
<b>37</b>	<b>To discuss Christmas Decorations in Bretton</b>
<b>38</b>	<b>To discuss the Storage Room at Unit 3</b>
<b>39</b>	<b>Virtual Bretton Festival evaluation</b>
<b>40</b>	<b>Clerks Updates</b>

#### **41.1 To note current state of finances and agree the Bank Reconciliation To approve expenditure–**

##### **Category: Staffing Expenditure**

£5,448.22 salaries –June 2021 & July 2021-(monthly & fortnightly payments)

£1,160.30 Pensions Contributions - B&CE & LGPS -June 2021

£4,322.73 -PAYE NI for all staff from 6<sup>th</sup> April 2021 to 5<sup>th</sup> July 2021 (quarterly payment)

##### **Category: Services: Misc**

£8.00 – Amazon -pack of 8 air fresheners

£24.00 –Business Watch - monthly key holding services

£1,242.00 -Europress – printing for June's gazette

£363.78 – grant payment for PKAT

£606.38 -PCK marketing -distribution of the gazette

£29.95 -Amazon – safety shoes for Lengthsman

£8.69 -Amazon – computer keyboard

£32.18 -Amazon -suspension files with tabs

£100.00 -CAPALC -Chairmanship training -non-member fee

£298.00 -website uploading 25 agendas / news items etc /01/06/2021 to 05/07/2021.

Also, uploading 25 items and creating 11 new holding pages for the festival for 06/07/2021 to 20/07/2021-22.

##### **Category: Services: Rent /service charge /bulky waste**

£2,801.05 – Perlow Estates Limited – Unit 2&3 Parish Offices for 24/06/2021 to 28/09/2021- includes service charge of £426.05

£1,159.21 – bulky waste payment for June 2021

£1,636.80 -bulky waste payment for May 2021 -2 collections -8<sup>th</sup> & 22<sup>nd</sup> May

##### **Category: Services: Utilities**

94.71 -BES – Electricity -08/06/2021 to 08/07/2021

£90.24 – Wave -water bill for office -02/4/2021 to 01/07/2021

#### **41.2 Pyramid Community Centre**

##### **Category: Services: Misc**

£26.85 -Amazon -5 pack of safety wet signs

£40.88 -Amazon – cleaning materials

£3.99 -Amazon- door sign for kitchen

£5.39 -amazon -unauthorised sign for kitchen door

£24.00 – Business Watch - monthly key holding services

£40.00 -handyman services – 07/07/2021 -fixed inter connection door for unit 2&3. Put Sign on kitchen door & toilet holder in disabled toilet at community centre.

£27.98-Amazon - 2 toilet holder dispenser units

£6.96 – Pink stuff multipack cleaning materials

£21.00 -Amazon -pack of 5 abbey professional Kentucky mop head & handle

£17.99 -Amazon -pack of 2, 5 litre liquid soap refills bulk buy

£7.36 -Amazon -pack of 10 clear plastic badge holders – created badges for Lengthsman

##### **Category: Services: Utilities**

£118.42 – Haven Power -electricity -from 01/06/2021 to 30/06/2021

£51.50 -Wave – water bill for centre for 02/04/2021 to 01/07/2021

#### **41.3 Category: Services / Renewals and Subscriptions - Payments made by Direct Debit**

£138.89 - Conister Bank - Boiler Finance – June 2021

£31.63 - O2 - Clerks Mobile phone.

£626.80 -Avantigas -Gas estimated bill for May 2021. Bill has been reviewed and bill was £240.00, therefore, BPC is in credit by £385.82. Money has been transferred back to BPC

£120.60 -Avantigas -gas bill for June 2021

£552.88 -BT -phone & broadband – April to July 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

	<b>41.4 Payments made by Government Preferment Card – £58.56 -/ zoom monthly bill -£14.39 x2 =£28.78 / Microsoft subscription =£11.28 / key cutting £18.50= total £58.56</b>
<b>42</b>	<b>Correspondences</b>
	<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.
<b>43</b>	<b>The use of the Community Centre</b>
	<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.
<b>44</b>	Agenda Items for next Meeting – <i>Reminder – by law no decision can be made under this item only information exchanged.</i>
<b>45</b>	The date of the next meeting – to be held on <b>Tuesday 28 September 2021</b> at 7.30 p.m. Venue to be confirmed.