

**Bretton Parish Council**  
**Minutes of the Meeting of the Parish Council (Min 21-09) held on**  
**the 22<sup>nd</sup> March 2022 at 7.30 pm at Parish Offices Pyramid**  
**Shopping Centre.**

**Present:**

**Councillors:** A Gasparutti, J Merrill (presiding), M A Stanton, P Gatward, A Ellis, L Aldridge, R wood, M Horrell, M Thomas,

**Others:** Sylvia Radouani (Clerk),

**Members of the public:** E McGuigan, K Lynch, C Njue

**Not Present:**

	<p><b>Open Forum:</b></p> <p><b>K Lynch</b> -raised all the implications of the Parish Council website, advising that it was not meeting Regulatory Standards and needed to be updated. Also, the Accessibility of the various areas of the website. – she also mentioned the SSL certification, using WordPress platform, etc.</p> <p>She stressed the importance of getting the website sorted and raised that you could take advantage of students studying Web Design at local Colleges, as they may be able to assist with the creation of a new website. Also, potentially keeping it inhouse which will probably cut down on delays on uploading items onto the website.</p> <p>The Clerk advised that quotes have been obtained and are in hand and will be discussed in General Purpose meetings.</p> <p><b>E McGuigan</b>- raised concerns about the basketball court and asked when it would be available to the youths. As we are coming up to summertime, it would be good if they could use it. The Cllrs advised that no decision has been made on the actual relocation of the basketball court and shelter. However, the Clerk is continuously chasing updates.</p> <p>The Clerk advised that regarding the relocation of the youth shelter, Peterborough City Council previously reported that it could potentially be relocated to where the old paddling pool was. Also, updates will be provided to all as soon as they receive them from Peterborough City Council. However, she will send a chaser email.</p> <p><b>To resolve:</b> The Clerk will email Peterborough City Council for an update on the basketball court and youth shelter.</p>
	Meeting was formally opened at 7.45pm

<b>139</b>	<b>Apologies for absence, acceptance of Apologies &amp; noting of resignations received.</b>	
	<b>139.1</b>	Apologies were received from <ul style="list-style-type: none"> <li>• R Strangward -sick – <b>accepted</b></li> <li>• C Lee -Holiday -<b>accepted</b></li> <li>• C Francis -personal - <b>accepted</b></li> </ul> <b>Resolved: All apologies were accepted.</b>
<b>140</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>140.1</b>	There was nothing to declare
<b>141</b>	<b>To approve Minutes of the meeting held on the 22 February 2022 (21-08)</b>	
	<b>141.1</b>	There were no amendments. Minutes were recorded as accurate.
<b>142</b>	<b>Matters to report from those minutes</b> – <i>restricted to items not listed elsewhere in the agenda.</i> -	
	<b>142.1</b>	<b>No matters to report</b>
<b>143</b>	<b>To Co-Opt Councillor for Bretton North or South</b>	
	<b>143.1</b>	<b>Declaration of Acceptance of Office of Parish Councillor</b>
	<b>143 .2</b>	<b>Declaration of Members Interest</b>
	Mr C Njue was Co-opted to the Parish Council	
<b>144</b>	<b>Reports from Committees and Representatives</b>	
	<b>144.1</b>	P&E meeting held on 8 <sup>th</sup> March 2022
	<b>144.2</b>	Bretton Community Festival meeting held on 9 <sup>th</sup> March 2022
	<b>144.3</b>	General Purpose (GP) meeting scheduled for 14 <sup>th</sup> March 2022 was cancelled.
	<b>144.4</b>	Finance meeting scheduled for 1 <sup>st</sup> March 2022 was cancelled.
	<b>144.1</b> -The Vice Chair of the P&E committee provided an overview of the meeting notes. The committee. Full details of the meeting can be found on the <a href="http://www.brettoncouncil.org.uk">www.brettoncouncil.org.uk</a>	
	<b>144.2</b> - The Clerk provided an overview of the festival meeting notes. The committee. Full details of the meeting can be found on the <a href="http://www.brettoncouncil.org.uk">www.brettoncouncil.org.uk</a>	
<b>145</b>	<b>To receive written reports from City Councillors</b> – Discussion for questions only	
	<b>145.1</b>	No City Councillors reports received

<b>146</b>	<b>Bulky Waste Evaluation of 19<sup>TH</sup> March 2022 session</b>	
	<b>146.1</b>	<p>The Cllrs advised that over 13 tons of rubbish were collected. Apparently, at Ellindon, rubbish had been left before the refuse truck arrived.</p> <p>The Cllrs pointed out that residents are still asking for assistance to collect their bulky waste from their homes. It is impossible, as the service is not intended for house collections. Therefore, everyone must take their rubbish to the allocated sites and stay with it until the lorry /van comes, and assistance will be provided at each location.</p> <p>There was also a discussion about the need to advertise the bulky waste service in various languages so that we can cater to all residents in Bretton. This is already in hand. Also, different hot spots around Bretton could potentially be identified.</p> <p>Fly-tipping can be reported using the Fix My Street application.</p>
<b>147</b>	<b>"Meet your Parish Councillors"-Update and way forward</b>	
	<b>147.1</b>	<p>The Cllrs discussed the overview of the meeting and agreed that only 4 Parish Councillors will attend: Cllrs Stanton, J Merrill, and R Wood. Cllr P Gatward will be back up if any of the other Cllrs are unavailable. The timings are from 11 am to 1 pm.</p> <p>Cllr Aldridge advised that she couldn't make it, so Cllr Gatward would take her place.</p>
<b>148</b>	<b>To discuss Christmas Decorations in Bretton – <i>Standing agenda items</i></b>	
	<b>148.1</b>	<p>Ongoing as Cllr Aldridge is still collating information/prices on other materials. There was a discussion on the tree's location on the roundabout, and it was advised that Cllr Aldridge speaks to Peterborough City Council about the logistics.</p> <p>Cllr Merrill suggested that he would check what the name of the company who he knows that does Christmas tree, with the potential of needing one around 20 foot.</p>
<b>149</b>	<b>To discuss and Approve Regulatory Documentation</b>	
	<b>149.1</b>	<p><b>Code of Conduct for Bretton Parish Council Employees</b></p> <p>The Clerk discussed various elements of the document and advised the Parish Council that another section needed to be added. The document would then be added to the General-Purpose agenda for discussion and review on 11th April 2022. Then a proposal will be submitted to Full Council on 26th April 2022 for approval.</p>

<b>150</b>	<b>To discuss and approve minor work in Pyramid Community Centre</b>	
	<b>150.1</b>	<p>The Clerk provided quotations documentation for the Cllrs to review and outlined the proposed nature of the works.</p> <p>The Cllrs discussed and reviewed the diagram and documentation provided and discussed various aspects of each quotation and requested a sample of the material /unit to be used for one.</p> <p><b>To resolve:</b> The Clerk will obtain the samples of the material to be used and submit to the Cllrs for evaluation and approval.</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.	
<b>151</b>	<b>To discuss Various Staff Matters</b>	
	<b>151.1</b>	<p>The Clerk advised the Parish Council of the change in various staffing pay grades outlined by the Government to be implemented on 1st April 2022. Of which the Parish Councillors agreed.</p> <p>There was another staffing matter to discuss which will be moved to the next General-Purpose (GP) Committee meeting.</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.	
<b>152</b>	<b>To note current state of finances and agree the Bank Reconciliation</b>	
	<b>152.1</b>	<p><b>152.1 To note current state of finances and agree the Bank Reconciliation</b>  <b>To approve expenditure–</b>  <b>Category: Staffing Expenditure</b>  <i>£5,827.48 salaries -February 2022&amp; March 2022 fortnightly / monthly which represents payment for the Clerk, caretaker, cleaner, and two lengthsman.</i>  <i>£1,224.97 Pensions Contributions - B&amp;CE &amp; LGPS.</i>  <b>Category: Services: Misc</b>  £24.00 –Business Watch - monthly key holding services  £1,447.10 business rates  £1,159.20 -bulky waste for 22<sup>nd</sup> January 2022  £1,159.21 -bulky waste for 19<sup>th</sup> February 2022  £561.60 -Scribe annual fee for finance system  £23.76 -stationary  <b>152.2 Pyramid Community Centre</b>  <b>Category: Services: Misc</b>  £24.00 –Business Watch - monthly key holding services  £1,954.41 Business rates  £152.34 -Handy Man -to supply and fit 3 locks  £28.99 -pack of 5 floor scrubbing pads  £19.95 -pack 12 blue rolls embossed paper hand towel tissue</p>

	<p>£7.59 -cleaning material -extendable feather duster  £3.95-Hi Vis -Yellow warning paint  £46.55 -refuse bags for lengthsman  <b>Category: Services: Utilities</b>  £153.44 -Haven Power / Drax - electricity -from 01/2/2022 to 28/02/2022  £265.16 -Avantigas -from 1/02/2022 to 28/02/2022  <b>152.3 Category: Services / Renewals and Subscriptions - Payments made by Direct Debit</b>  £138.89 - Conister Bank - Boiler Finance – 31<sup>st</sup> January 2022  £42.68 -Clerks Mobile phone -February 2022  [ ]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>152.4 Payments made by Government Preferment Card</b> – Microsoft =£11.28 x2 =£22.56 / Zoom = £14.39 x2=£28.78 / Asda cleaning material =£15.00, / Lidl cleaning material =£12.49. The total amount payable =<b>£78.83</b></p>
	Cllrs agreed and approved all expenditure listed in point 152.1
<b>153</b>	<b>Correspondences</b>
	<b>153.1</b>   There were no correspondences
<b>154</b>	Agenda Items for next Meeting – <i>Reminder – by law no decision can be made under this item only information exchanged.</i>
	<b>154.1</b>   Meeting finished at 21.20
<b>155</b>	The date of the next meeting – to be held on <b>Tuesday 26<sup>th</sup> April 2022, 7.30pm at Unit 3 Pyramid Shopping Centre.</b>