

## Bretton Parish Council

### Minutes of the General Purposes Meeting held on the 16<sup>th</sup> April 2018 (GP17-03) at 7.30 p.m. at Unit 2, Pyramid Centre Shopping, Bretton.

**Present: Councillors: J Bhatti, J Hayes, and J Merrill**

**Others: Bernard Champness – Clerk**

**Not Present:**

#### Open Forum

There was no open forum and the meeting was formally opened at 19.30.

#### **25 Apologies for absence, acceptance of Apologies**

**25.1** Apologies were received from C Lee (personal) C Rudd (personal) L Aldridge (health)  
J Johnson (health)

**25.1.1 Resolved:** That the apologies be accepted.

#### **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** No one declared an interest in any item on the agenda.

#### **27 To approve minutes of the meeting held on Monday 12<sup>th</sup> March 2018 (GP17-02)**

**27.1 Resolved:** that the minutes of the 12<sup>th</sup> March 2018 be agreed as a true record and duly signed by the Chair.

#### **28 Matters to Report** (restricted to those items not listed on the agenda)

**28.1** There were no matters to report from the minutes

#### **29 Item deferred from Full Council –**

**29.1 Consider updating the website** – the Clerk reminded the members that this matter had been mentioned by Cllr Ellis in Any Other Business at Full Council last month. It seemed that there was some discussion on Facebook about information being out of date on the website. The Clerk explained that the task of keeping the website was not the responsibility of Ian Bratley who administered the website as he would not know what should be added or removed. This likewise would apply to Councillors, so the task should be down to the Clerk. It was appreciated this added more work for him, but this could be made easier if Councillors kept an eye on the website and to let the Clerk know if anything needed to be changed and updated. He accepted there was nothing worse than looking at a website with information being out of date. A discussion took place as to what could be added to the web site and it was agreed the following should be:

1. A diary of the bulky waste collection dates for the year
2. Giving notice of the Annual Meeting on the 15<sup>th</sup> May
3. An archive of Bretton Gazettes
4. An article about Bretton and its boundaries with a map showing people who we as a council serve.

It was suggested that there should be a link from the website to our Twitter and Facebook account.

Cllr Bhatti suggested that we might look into Hootsuite which would enable entries to be posted in advance and the programme would then ensure that the article was placed on the day required.

Cllr Bhatti said that he thought the Cambridgeshire County Council website was a very good example of how a website should be. It was not colourful but was easy to read and accessible. People needed to be able to navigate around a website and we should also consider having a responsive website which could be viewed on a smart phone, tablet or computer.

It was agreed that when the Clerk wrote to Ian Bratley he would copy in Cllr Bhatti, so he could start some dialogue with him

**29.2 Decision to be made on who approves payments for the community centre.** The Clerk explained that in his opinion the answer was quite straight forward. He had spoken to Godfrey Parkes the Internal Auditor about this who shared his views. The Parish Council were soon to become the owners of the Community Centre and thus the landlords. Now a steering group were responsible for the day to day running of the centre, but they were an unincorporated group and had no legal standing and did not have their own bank account. This meant that all payments made, and income received was money that went through the bank accounts of Bretton Parish Council. As it was their money all financial dealings had to go through the Parish Council. The Auditor could not treat the income and outgoings as a separate account but had to treat this as money received and spent by Bretton Parish Council. As a result, the approval for payments had to be made by Bretton Parish Council. It was **resolved** that a recommendation be made to Full Council that Bretton Parish Council should approve expenditure for the Pyramid Community Centre.

There was a further discussion about why the Steering Group could not be given authority to spend up to a certain amount of say, £100 which would free up the time of the Council in approving payments and would give the Group the right to deal with expenditure straight away rather than waiting for a month before the Council could formally approve the payment or expenditure. The Clerk explained that his advice was that we could not give that authority as this was Parish Council money and we had a duty to be transparent when dealing with money. Although there were Parish Councillors on the Steering Group they were not there as a Parish Councillor they were as a resident/volunteer and as such could not approve payment or a purchase on behalf of the Parish Council.

### **30 Discuss suggestions put forward from resident regarding the Parish Council and the gazette**

**30.1** A resident had written to the Clerk about what he had seen on Social media about what responsibilities the Parish Council had and what responsibilities the City Council had. He had researched the position and was aware that the City Council would like to delegate services to groups such as a Parish Council. He felt this was a good opportunity for the council to be more visible in its presence in the community and suggested that an article was put in the next Gazette explaining the role of the Parish Council. The Clerk explained that he had spent the last 5-6 years talking to Peterborough City Council about taking on some of the services in line with the Localism Act. Sadly, he had not got anywhere but he had taken advice. It seemed that where services could be delegated to say the Parish Council it had to be a service that was still be run by the City Council. As it was many of the services were now outsourced it was not practicable for this to happen. An example of this was the litter picking. This was now being undertaken by Amey. They had a contract to deal with this matter throughout Peterborough and they would have no idea what money they received for providing this service in Bretton. It would also mean that Amey and Peterborough City Council would have to renegotiate the contract to remove Bretton and this was unlikely to happen. It was agreed that the Clerk would draft a letter in reply and send it to the committee members and to the SLCC to make sure the facts are correct. It was thought that once we had confirmation that the facts were correct we could perhaps put the information into the Gazette

### **31 Correspondence**

**32.1** There was no correspondence that was received other than what had been discussed at this meeting.

### **32 Any other business- *Reminder by Law – information exchange only no decisions can be made***

**33.1** There being no other business the meeting was closed at 21.12

### **33 Date of Next Meeting**

**13.1** The date of the next meeting – to be held **on Monday 14<sup>th</sup> May 2018 at 19.30 p.m.** at Unit 2 Pyramid Shopping Centre, Bretton.