

Brampton and Oxnead Parish Council

Minutes of the meeting held in the Village Hall, The Street, Brampton
on Wednesday December 14th 2011 at 7.30pm

Present

Councillors: Stuart Wilson (Chairman), Fiona Scott, Margaret Whiley and William Youngs

Also in attendance:

District Councillor Barbara Rix and Ros Calvert, Clerk to the Council

2011/78 Apologies

Were received and accepted from Councillors Jonathan Spinks and William Spinks. Apologies were also received from County Councillor David Harrison

2011/79 Declarations of Interest

There were none

2011/80 Minutes of the meeting held on 21st September 2001 were agreed as correct and signed by the chairman

2011/81 Matters Arising from the Minutes

- Litter Pick – The Clerk would seek confirmation of the date of the litter pick from Cllr Little and arrange for the equipment to be delivered as advised.
- Restorative Justice – Cllr Wilson had attended a very informative and interesting course on restorative justice although he was pleased to report that it did not have a lot of bearing on the Council.

2011/82 Appointments to Village Hall Management Committee

The Council had been asked to appoint a trustee to Brampton Village Hall Management Committee for its next Annual General Meeting. It was noted that the person appointed would not represent the Parish Council.

IT WAS AGREED to appoint Mark Little to subject to his approval.

2011/83 Public Participation

IT WAS AGREED to adjourn the meeting to take comments from members of the public and members with a prejudicial interest in agenda items.

There were no comments

2011/84 Reports

District Councillor B Rix reported on meetings she had attended recently in her role as District Councillor and explained the restructuring that had recently taken place. She talked about budgetary considerations and the impact on tourism which is to be safeguarded as an important income stream for the area. She also spoke about the digester plant to be built in Scottow which should have little impact on the surrounding area.

She answered questions on the northern distributor route which would link Postwick to Norwich Airport. It was understood that government funding had recently been allocated to this project.

PCSO 8281 L Munro-Oakley, Aylsham Safer Neighbourhood Team, sent her

apologies should she was not able to attend, she also sent a crime report which had been circulated it showed that there had been no recently reported crime in Brampton.

2011/85 Financial and operational Risk assessments

IT WAS AGREED to adopt the risk assessments as attached to these minutes

2011/86 Freedom of Information Publication Scheme

IT WAS AGREED to adopt the FOI Publication Scheme as attached to these minutes and to publish them on the website

2011/87 Planning

It was suggested that the publication "How to respond to Planning Applications" should be circulated by email to all councillors and be published on the website.

Planning Inspectorate

1. Brampton Modification Order 2010 – it was noted that none of the objections/representations received to the Inspector's proposed modifications made with regard to this order raised relevant issues and the Inspector would proceed to write his decision during the week commencing 2 January 2012.
2. Land at Railway Pightle, Marsham Road, Brampton. The Planning Inspectorate had accepted the appeal and decided to determine the matter on the basis of the written procedure. The District Council's reasons for refusal would be available for inspection from 14 December and the decision when made would be published on the planning portal website.

2011/88 Village Hall Working Group

Cllr Youngs and Scott presented the Working Group report as attached to these minutes.

The Council approved the draft consultation document and it WAS AGREED that Cllr Scott would finalise the covering letter, circulate it to all councillors by email and subject to their being no queries the Clerk and District Councillor Rix, both having no personal or prejudicial interest in the outcome, would prepare them for distribution by January 4th 2012, to all electors of the parish by councillor volunteers. The completed forms would be returned to the Village Hall or by post to the Clerk.

Cllr Youngs confirmed that there would be no cost to the Council for the preparation of the original feasibility study. The Council expressed its gratitude to Cllr Youngs.

2011/89 Highway Matters

Pot holes - It was reported that a deep pothole was developing near the Marsham Road junction with The Street.

Flood Road - Work on the flood at the Mill Road, Marsham Road and Aylsham Road crossroads had been approved and drainage work would start on 12 March 2012 when Mill Road and Marsham roads would be closed.

2011/90 Community Field

IT WAS AGREED to purchase a recycled plastic bench for £300 plus installation costs as appropriate subject to budget considerations for 2012-13. This would be reviewed at the next meeting.

2011/91 Bure Valley Railway Footpath

IT WAS AGREED that the Clerk and Cllr Little should represent the Council at a site meeting to be arranged with Broadland District Council Conservation Officers.

2011/92 Telephone Box

IT WAS AGREED to adopt the BT Telephone Box as per BT Option 1. The Council would have the option at a later date to take over the power supply. BT would replace all 12 panes of glass when they remove the payphone equipment following receipt of the signed adoption contract. The Clerk was instructed to complete and sign contract.

2011/93 Correspondence

A list of the correspondence received had been circulated and was updated at the meeting; all items were available from the Clerk. A list is attached to the signed copy of these minutes.

1. Councillor Training - IT WAS AGREED to support Cllr Scott in attending a Parish Councillor training course.
2. NCC Public Rights of Way (PROW). The council had received an invitation to express an interest in partnership working on PROW with the County Council. IT WAS AGREED to decline the invitation as PROW is a statutory responsibility of the County Council and resolved to check that the County Council adequately maintains the PROW.
3. Queen's Diamond Jubilee A request for financial support for a beacon for the Jubilee in 2012 was agreed in principle though it was understood that it would not be costly. It would be considered at the next meeting as necessary
4. All other correspondence was noted

2011/94 Finance

1. External Auditor's Report 2011-12 – no matters giving cause for concern had come to the auditor's attention. The Council was advised to undertake a risk assessment which should consider both financial and operational risks to be reviewed on an annual basis.
2. Payments - IT WAS AGREED to pay the following invoices:
Mazars LLP (audit 2010-11) - £60
Norse Eastern Ltd – (grounds maintenance) - £67.10
R Calvert (expenses & travel) - £37.78
Personnel Payments - £683.27
3. Bank Reconciliation as at 14 December and the bank statement were approved and signed. There was a balance of £2,213.57 in the accounts.
4. Budget and Precept 2012-13
The draft budget for 2012-13 was received. It was noted that there was a shortfall in income due to the withdrawal by Broadland District Council of the delegated functions agreements (£764 was received for 2011-12). Reserves had been depleted over recent years on expenditure on the maintenance of the Village Hall and the precept had not been increased in line with inflation. Members accepted with great reluctance the need to increase the precept. IT WAS AGREED to levy a precept of £3,000 for 2012-13

2011/95 Matters for the Next meeting

The next meeting was scheduled for 21 March 2012

Correspondence from the Aylsham Navigation Trust and the meeting dates for 2012 would be considered

2011/96 Closure of the Meeting

There being no further business the chairman closed the meeting at 9.10pm

Approved

Date