

Brampton and Oxnead Parish Council

Minutes of the Parish Council Annual General Meeting held in the Village Hall, The Street,
Brampton
On Wednesday 8th May 2019 at 7.30 pm

Present

Councillors:

Mark Little (ML) (Chairman), Jon Sawyer-Stone (JSS) (Vice Chairman), Maggie Whiley (MW),
Trevor Whiteman (TW),

Also in attendance:

Maggie Claridge Clerk to the Council,

2019/01 Election of Chairman- Cllr Mark Little was elected Chairman 2019-20, proposed by Cllr Trevor Whiteman and seconded by Cllr Jon Sawyer-Stone.

2019/02 Apologies - Apologies were received and accepted from District Councillor Karen Lawrence. There are 3 vacancies on the Parish Council for Councillors and these will be advertised on the noticeboards and in The Round

2019/03 Election of Vice Chairman- Cllr Jon Sawyer-Stone was elected as Vice Chairman. Proposed by Cllr Whiley and seconded by Cllr Little. J S-S said there is a need to update the mailing list as there are several issues that he would like to keep residents informed about. It was agreed that the Clerk is to send J S-S the wording in accordance with GDPR.

2019/04 Declarations of Interest –There were no declarations of interest

2019/05 Minutes - Minutes of the meeting held on 13th March 2019 were circulated, agreed and signed by the Chairman as a true record

2019/06 Matters Arising from the Minutes – J S-S informed Council that Ben Rayner, Highway Engineer has agreed to put up 'Passing Places' signs in the new lay-bys at no extra cost to Council.

2019/07 Reports- County Cllr David Harrison and our new District Cllr Karen Lawrence were not present. Cllr Lawrence had sent her apologies as she is away on holiday. PC Pete McGee had also sent his apologies and a brief Police report by e mail to the Clerk stating that there are several organised gangs operating in our area. They are committing theft from motor vehicles, breaking into commercial properties and stealing tools predominantly. They are also attacking rural communities by stealing quad bikes, ATV's, UTV's, sat nav's from tractors, leaf blowers, chain saws and other similar tools. He asked that people check their security to ensure they are happy with what is in place.

Cllr Sawyer-Stone gave us his Police report update telling us there was theft and attempted theft of agricultural vehicles at Oxnead Hall, plus a trailer theft from Mill Farm. Cllr S-S gave us a sheet comparing crimes in Brampton & Oxnead with those in Buxton and Aylsham. He said he would be happy to inform elderly residents of the villages how to keep safe when on-

line, giving re-assurance where needed. Crime numbers get recorded centrally and affect insurance ratings. He informed us that we are still one of the lowest rated areas in the country.

2019/08 Public Participation-there were no members of the public

2019/09 Planning – there were no new planning applications for consideration. The Clerk had received an Application for alterations to steps and other minor changes at Oxnead Hall but there were no objections and this had been dealt with by e mail.

The Chairman proposed that the Parish Council should look again into the idea of preparing a Neighbourhood Plan and **it was agreed** that the Clerk should make contact with BDC for advice. With the increased workload of getting the accounts ready for auditing the Clerk was unable to make contact before. The Chairman is aware that it is a big undertaking but at some stage the village will need a new Village Hall as the present one is in serious need of renovation, and having a Neighbourhood Plan could be a way towards engaging with the parishioners, organising opinions and getting the ball rolling.

2019/10 Finance-

- 1) The Clerk read out her Report (attached) outlining all issues raised in the internal auditor's report. **It was agreed** that the Clerk could attend further Clerks training in order to keep up to date with latest procedures etc. The Clerk is to inform Council of training costs and include it in the Budget. **It was agreed** that the Clerk is to contact NALC regarding the cost to host the Parish website only.
- 2) **It was agreed** to approve the accounts and the reserves were noted.
- 3) **It was agreed** to approve the internal auditor's report which all Cllrs had received
- 4) The Certificate of Exemption for 2018-19 was signed and completed.
- 5) **It was agreed** to approve the Annual Governance Statement 2018-19
- 6) **It was agreed** to approve the Accounting Statements 2018-19
- 7) Sections 1 & 2 of the Annual return for 2018-19 were completed and signed
- 8) The Bank Reconciliation was approved and receipts were noted

It was agreed to approve the following payments:

£418.56 to M Claridge
£40.00 to R Calvert
£218.00 to Came & Company
£63.00 to SLCC
£40.04 to NPTS
£127.30 to NALC

2019/11 UPDATE OF PARISH COUNCIL DOCUMENTS- this item has been referred to the next meeting in July 2019

2019/12 Correspondence- the Clerk read out a message from the Streetscene Inspector's informing the Parish of their impending visit to Brampton in June. Information of all work required is to be sent to Aylsham Highways depot.

2019/13 Highways and Footpaths-

Speed Restriction through Brampton: J S-S and the Clerk had met Ben Rayner Highway Engineer and discussed the process needed in order to apply for a speed restriction. He informed us that the process costs around £6,000 and **it was agreed** that the Clerk should make contact with David Harrison to ask if we can have a share of his Councillors fund to help

pay for this. Hevingham have gone through the process and paid for their own survey and assessment. J S-S said we need to know if we still have to pay the money even if we are unsuccessful in getting the speed restriction. The County would only reduce the speed limit if there was a high percentage of drivers found to be speeding through the village. With all the cars parked outside 'The Old Inn' cars are slowing down naturally to get past them, so together with the SLOW signs which are to be painted on the road at the junction of Marsham rd with The Street, it is possible that a natural slowing down of vehicles may occur.

2019/14 Projects:

Kiosk: Cllr Sawyer-Stone informed Council the kiosk now has a working light inside again, providing a nostalgic and welcoming glow to the centre of the village. The BHF have agreed that the Parish Council can have a defib for £600, but another £600 is needed for the box to put it in. The fund at present has £240 but another £1100 needs to be raised for the project. Cllr S-S has applied to Tesco 'Bags for Life' fund scheme as the minimum amount available is £1000, but was informed that there is a 6 month wait to hear if the scheme has been accepted. Cllr S-S has paint and brushes ready to give the kiosk a further coat of paint and might have a bookcase available for use inside it for a book exchange.

Cllr S-S asked if Council would consider funding the payment of the de-fib up-front but **it was agreed** that he would produce a flyer to send round to all residents to obtain pledges of money for the de-fib.

Bus Shelter: Following the recent cold wet spell, the Chairman suggested that the renovations of the Bus Shelter are deferred again until we have drier weather.

Village Hall: Council heard that the cost for white upvc windows for the ladies toilet and front door would cost £4,727.39

A quote of £400 had been received for repairs to the floorboards in the Village Hall but the Chairman said he is looking into alternative methods of patching them up to save money.

2019/15 Late Correspondence-there was none

2019/16 Closure of Meeting and refer as appropriate to next meeting

There being no further business the Chairman closed the meeting at 8.59pm. The next meeting will be held on July 17th at 7.30pm.

Approved

Date