Brampton Ash Parish Council
Minutes of the Annual Parish Council Meeting
Wednesday 25 May 2016, 7.30pm, At St Mary’s Church, Brampton Ash

Present (Parish Councillors)
Cllr Cllr Cllr Cllr
Steve Power (Chair) Nick Bevan Terry Hilliard Wendy Brooks (arrived 7.55pm)

In Attendance: Liz Evans (Clerk)

1. Apologies for Absence
Apologies for absence were received and accepted from:
B Cllr David Howes, due to a clash with a Kettering Borough Council Meeting
Cllr Heather Shuttleworth, due to ill-health

2. Election of Chair of the Parish Council & Declaration of Acceptance of Office
Cllr Power was the only nominee. He was proposed by Cllr Bevan, seconded by Cllr Hilliard and duly appointed. Cllr Power signed the Declaration of Acceptance of Office which was witnessed and signed by the clerk.

3. Election of Deputy Chair of the Parish Council & Declaration of Acceptance of Office
Cllr Bevan was the only nominee. He was proposed by Cllr Hilliard, seconded by Cllr Power and duly appointed. Cllr Bevan signed the Declaration of Acceptance of Office which was witnessed and signed by the clerk.

4. Chair’s Announcements
There were no announcements.

5. Declarations of Interest: To Receive Disclosures of Personal and Prejudicial Interests from Councillors On Matters to Be Considered at the Meeting
There were no declarations of interest to record.

6. Annual Governance Review: the following documents are due for review and they can be found on the parish council’s website http://www.parish-council.com/bramptonash
   1. Financial Regulations
      The Financial Regulations were reviewed and approved without amendment.
   2. Internal Control Procedures
      The Internal Control Procedures were reviewed and approved without amendment.
   3. Financial Risk Assessment
      The Financial Risk Assessment was reviewed and approved without amendment.
   4. Asset Register
      The Asset Register was reviewed and approved without amendment.

7. Minutes of the Meeting Held 27 April 2016
   To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur.
   The minutes of the meeting held 27 April 2016 were approved as a correct record and

Signed...........................................................................................................................................(Chair)...........4 October 2016
8. Matters Arising From the Above (except where they are agenda items for this meeting)

8.1 Item 5.1: Traffic Calming Equipment
An update on this item is awaited from C Cllr Matthews. This will be an agenda item for the next meeting.

8.2 Item 5.2 Map of Brampton Ash Parish Boundaries
The clerk has the matter in hand.

8.3 Item 5.3 Grit Bin Installation
Cllrs Bevan and Power have the matter in hand for completion by the end of October 2016.

9. Financial Matters
1. Current financial position
The clerk issued a financial statement showing a bank balance of £1,630.04 and a credit balance of £103.26 on the pre-paid credit card, making a total of £1,733.30. This was approved by parish councillors and signed by two members of the parish council, as required by the Financial Regulations, page 4, item 2.2. A copy is attached.

2. Annual audit: update
The clerk reported that the documentation had now been signed off by the internal auditor and submitted to the external auditor (BDO Limited).

3. Banking facilities
The clerk reported that Unity Bank proposed to introduce charges of £6 per calendar month, effective from 4 June 2016, whereas the account had previously been free to run. Councillors agreed that she should seek an appropriate alternative bank which would provide free banking facilities. The clerk will seek a new bank account and report back to councillors.

10. Planning Matters:
To Consider Matters Relating to Planning Applications in and Adjacent to the Parish
There were no planning matters to consider.

11. Highway Matters
1. Traffic Calming Measures
An update on this item is awaited from C Cllr Matthews, following on from his scheduled meeting with S Barber, Northants County Council (NCC), as minuted 27 April 2016, item 8.1. This will be an agenda item at the next meeting.

2. Road Safety A427: Update
See item 11.1, above. Cllr Brooks will consider also seeking the support of local MP, Philip Hollobone, at a future stage, if it is appropriate to do so.

3. Pond Inspection, Hermitage Road A6 end
Cllrs Power and Bevan will arrange a visit to the pond to ascertain whether any maintenance by NCC is needed.
**12 Any Other Business**

The Chair reported that a local resident had contacted him to suggest that the village telephone box could be used as a book exchange and he requested that this be raised at the parish council meeting. Councillors discussed the idea: they acknowledged that initial set-up need not be necessarily be very costly but they also noted several reasons why this may not be a viable use of the phone box for the following reasons:

1. There could be an issue of public liability. It was acknowledged that a disclaimer notice could be partially effective but the parish council could not absolve itself from its responsibilities under Health & Safety legislation and Child Protection/Safeguarding legislation (for example, there was concern that a minor could access inappropriate material)
2. As well as monitoring the content of the donated literature, the phone box would also require regular cleaning and maintenance on a voluntary basis
3. The somewhat isolated location of the phone box may discourage villagers from using it
4. Without regular use and monitoring the phone box is likely to become unkempt and this, in turn, could attract others to use it as a dumping ground

Parish councillors agreed that they were happy to support any appropriate initiative to provide a community service. They thanked the resident concerned for putting forward his idea and suggested that he might like to gauge local support for it and report his findings back to the parish council for consideration. This will be an agenda item for the next meeting, when councillors will also consider other ideas for community use of the telephone box.

**13 Date and Venue of Next Meeting:** Wednesday 28 September 2016, 7.30pm at the parish church.

Meeting closed at: 8.30pm

Signed: Liz Evans, Clerk to Brampton Ash Parish Council
tel: 01536 771470
e-mail: bramptonashparishcouncil@outlook.com
web: www.parish-council.com/bramptonash
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Signed: Member of the Parish Council
Date: 25 May 2016

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