

BRAMPTON PARISH COUNCIL

MINUTES of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 17th DECEMBER, 2024** at **7.30 p.m.**

PRESENT

Councillor J. Errington (Chairman, in the chair)
Councillor R. Grebby
Councillor R. Peart
Councillor J. Spears

Councillor S. Bown
Councillor J. J. Harding
Councillor T. Robinson

IN ATTENDANCE – Clerk

ALSO ATTENDING – Cumberland Councillor M. Mitchelson
1 member of the public

223/24 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from Councillor Logie.

224/24 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

225/24 DECLARATIONS OF INTEREST

RESOLVED to note there were no declarations of interest made.

226/24 MINUTES

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 26th November 2024, confirmed as a true and accurate record.

ACTION: JE

227/24 PUBLIC PARTICIPATION SESSION

The member of the public in attendance confirmed they had no matters to raise.

Cumberland Councillor Mitchelson reported on the following points:-

- Proposed one-way system delayed due to signage issues (Market Place)
- Grant applications via the local community panel need to be submitted by 12th February 2025.

RESOLVED to note the report from Cumberland Councillor Mitchelson.

228/24 REPRESENTATIVES' REPORTS

RESOLVED to note there were no reports.

229/24 WORKING GROUP REPORTS

RESOLVED to note there were no reports.

(Signed) Chair.....
Date

230/24 TOWN AND COUNTRY PLANNING APPLICATIONS

Applications for planning consent were considered.

RESOLVED to advise Cumberland Council of the Council's comments as follows:-

230/24.1 GRANARY HOUSE, PARK BARNS, BRAMPTON (24/0664) – Erection of sunroom.

No observations.

230/24.2 LAND OPPOSITE BECKSIDE COTTAGE, TARN ROAD, BRAMPTON (24/0241) – Extension to existing agricultural storage building.

No observations

230/24.3 CHURCH OF ST. MARTIN, FRONT STREET, BRAMPTON (24/0707) – Alterations to existing entrance steps and external plinth areas; installation of external platform lift together with resurfacing of car park.

No observations.

230/24.4 33 GREENCROFT, BRAMPTON (24/0710) – Erection of single storey rear extension to provide additional family accommodation.

No observations.

ACTION: Clerk

231/24 NOTIFICATION OF DECISIONS

RESOLVED to note the following decisions from Cumberland Council on applications the parish council had already made comment on:-

- **24/0483 – 5 LORNE TERRACE, FRONT STREET, BRAMPTON** – Installation of handrails to existing steps to front elevation of house and in the garden to the south; re-roofing works; conservation/restoration works including provision of vestibule in entrance hallway; en-suite facilities to 1 bedroom; introduction of thermal insulation and fire protection to upgrade ground floor and roof structures; replacement of existing dining room fireplace; alterations to windows (LBC)
Permission granted
- **23/0674 – 47 FRONT STREET, BRAMPTON** – Refurbishment and reorganisation of usage of existing rooms of existing upper floor flat; continued connection of new branch drainage pipework to existing soil vent pipes on rear elevation (LBC)
Permission granted

232/24 FINANCIAL MATTERS –**232/24.1 BANK RECONCILIATION TO 30TH NOVEMBER 2024**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank and Building Society accounts statements.

RESOLVED to receive and note the bank reconciliation and balances to 30th November 2024 of £356,345.20. Checked by Councillor Robinson.

(Signed) Chair.....
Date

232/24.2 FINANCIAL TRANSACTIONS

There was submitted a report by the Clerk detailing the expenditure incurred and the income received from 1st to 30th November 2024.

231/24.2.1 RESOLVED to note the expenditure of £19,460.53 detailed in the Appendix hereto.

231/24.2.2 RESOLVED to note the income of £3,627.67 detailed in the Appendix hereto.

232/24.3 EXPENDITURE TO APPROVE

There was submitted a report by the Clerk detailing expenditure to approve.

RESOLVED to authorise payment of the accounts listed in the Appendix hereto amounting to £13,015.61. Invoices checked by Councillors Errington and Harding.

ACTION: Clerk

232/24.4 BUDGET 2024/25

Members gave consideration to any additions/amendments to the 2025/26 budget.

RESOLVED to include the following, subject to final agreement of draft budget at January's meeting:-

- £5,500.00 for improvements to town entrances
- £2,000.00 for drainage survey of King George V field
- Additional £2,000.00 for Christmas lights event for security
- Additional £1,000.00 for Elf Trail
- £3,000.00 for VE Day 80

233/24 CLAIMED PUBLIC FOOTPATH AT QUARRYBECK

Members considered whether to make any comments on the application made to Cumberland Council for an Order to modify the Definitive Map and Statement of public rights of way by adding a public footpath at Quarrybeck in the parish of Brampton.

RESOLVED to make no comments.

ACTION: Clerk

234/24 CLERK'S REPORT

RESOLVED to note the Clerk reported on the following:-

- Offer of a new defibrillator for a donation to North West Ambulance
- External audit 2024/25 timeline received from Moore UK
- Cumberland Council budget consultation open to 6th January 2025
- Highways issue – EI/220263 – trees overhanging property at Showfield – response received from Highways that they don't have a timescale for when the work will be carried out

235/24 CALC

RESOLVED to note that all CALC emails had been circulated to members and none required a formal decision.

(Signed) Chair.....
Date

236/24 CORRESPONDENCE RECEIVED BY THE CLERK

RESOLVED to note that all correspondence received had been circulated to members and the following required a formal decision:-

236/24.1 CONTRIBUTION TO COST OF TREE REMOVAL

Members considered correspondence from Showfield Resident's Association requesting a financial contribution to the removal of a tree within the boundary line of Showfield/Showfield car park and the quote of £500 for the work.

RESOLVED to contribute 50% of the cost; that the Clerk obtains at least one more quote for the work and then agree who carries out the work.

ACTION: Clerk

237/24 AGENDA ITEMS FOR NEXT MEETING

RESOLVED to note that any items for the next agenda should be submitted to the Clerk on or before 21st January 2025.

238/24 DATES OF NEXT MEETINGS

Tuesday 14th January 2025, 7.30pm, Moot Hall – Full Council – Budget/Precept/Contract meeting
 Tuesday 28th January 2025, 7.30pm, Moot Hall – Full council
 No separate committee meetings in January

239/24 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, (staffing matters) it was advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

240/24 STAFFING MATTERS

Members considered the information received on the Local Government Pension Scheme (LGPS), including the employers contribution, opt in form and suggested start date.

RESOLVED that in order to comply with contract conditions, the Clerk should complete the opt in form and move from NEST to LGPS as soon as possible.

Meeting closed 7.55pm.

(Signed) Chair.....
 Date

FINANCIAL TRANSACTIONS**Expenditure**

Description	Supplier	Net	VAT	Total
Wages/Pension etc	Staff x 3	4,660.20	0.00	4,660.20
Goods for Elf Trail	Home Bargains	40.09	1.48	41.57
Entertainment	Jordyn Louise Dance	100.00	0.00	100.00
Sleigh hire	Rotary Club of Brampton and Longtown	150.00	0.00	150.00
Refreshments - xmas lights	Spar	41.36	0.00	41.36
Batteries	Spar	19.13	3.79	22.92
Electrical work - Moot Hall	PMB Electrical Services	580.00	0.00	580.00
Entertainment - xmas lights	Steven McKnight	300.00	0.00	300.00
Copier monthly service charge	Sensible Choice	15.00	3.00	18.00
First aid cover	Steve Wilson (First Aid Associates)	250.00	0.00	250.00
Entertainment - xmas lights	B Brown (Aura Body Art)	240.00	0.00	240.00
Entertainment - xmas lights	Mike Charlton - cheeky charlie	200.00	0.00	200.00
Entertainment - xmas lights	Nicole Mayson	150.00	0.00	150.00
Subscription	SLCC	420.00	0.00	420.00
Goods for Elf Trail	Sarah Nicholson	73.00	0.00	73.00
Plants - flowerbeds	Deathridges tree & Garden Services	258.50	0.00	258.50
Discover Brampton website	James Crick (Double Crick)	600.00	0.00	600.00
hi viz vests	Amazon EU	14.16	2.83	16.99
Costumes - xmas lights	Amazon EU	60.46	9.83	70.29
decorative lights	Amazon EU	31.13	6.23	37.36
paper cups & sleeves	Coffee 1652/Amazon	131.67	26.35	158.02
Metal arch - xmas lights	Amazon EU	11.66	2.33	13.99
tinsel - xmas lights	Amazon EU	59.92	12.00	71.92
Goods for Elf Trail	Tadbeer Ltd	7.78	1.66	9.44
table covers	RGS Khals Co Lts/Amazon EU	30.44	6.33	36.77
icicle lights - Moot Hall	Festive Lights	94.97	19.00	113.97
Goods for Elf Trail	Temptation Gifts	60.96	0.00	60.96
Goods for Elf Trail	Nancy & Betty Studios Ltd	15.71	3.14	18.85
Goods for Elf Trail	Munchkin Mail	15.85	0.00	15.85
Goods for Elf Trail	Helen Buchan	44.28	0.00	44.28
Xmas lights refreshments	Costco	108.16	21.63	129.79
Various for xmas lights	Amazon EU	31.90	3.87	35.77
Technical support	Pear Technology	275.00	55.00	330.00
Traffic cones	Street Solutions UK	188.89	37.78	226.67
Grant	Brampton & Beyond Community Trust	500.00	0.00	500.00
Monthly bill - gas	Scottish Power	95.24	4.76	100.00
Monthly bill - electric	Scottish Power	70.58	3.53	74.11
Monthly bill - phone	Daisy Communications	81.32	16.26	97.58
Moot Hall - Window cleaning	Enterprize Windows	40.00	0.00	40.00
Moot Hall - cleaning materials	ABW	12.82	2.56	15.38
S137 - wreaths	Royal British Legion Industries	23.00	0.00	23.00
barrier hire	Border Group	105.00	21.00	126.00

(Signed) Chair.....
Date

Main grass contract	Stephen Hillary (Cut n' Edge)	1,080.00	0.00	1,080.00
Burial fees	Stephen Hillary (Cut n' Edge)	1,290.00	0.00	1,290.00
Grounds maintenance	Stephen Hillary (Cut n' Edge)	2,842.50	0.00	2,842.50
Cemetery - temporary gate	Andrew Bain (Bain Groundworks)	800.00	0.00	800.00
Microsoft 365	Microsoft	66.66	13.33	79.99
Camel hire	Joseph's Amazing Camels	2,156.25	431.25	2,587.50
Garage rent	Melanie Slater	50.00	0.00	50.00
Garage rent	GA Estates	55.00	0.00	55.00
Rates	Cumberland Council	203.00	0.00	203.00
		18,751.59	708.94	19,460.53

Income

Description	Customer	Net	VAT	Total
Interest Received	Redwood Bank	316.91	0.00	316.91
Market Rent	Various	365.00	0.00	365.00
VC sales	Grebby	3.50	0.00	3.50
Burial plot fee	Riddick-Renwick	350.00	0.00	350.00
Donations - Xmas lights	Stall holders/raffle/refreshments	692.26	0.00	692.26
Burial right fee	Ian Blair	700.00	0.00	700.00
Interment Fee	Ian Blair	600.00	0.00	600.00
Interment Fee	Ian Blair	600.00	0.00	600.00
		3,627.67	0.00	3,627.67

(Signed) Chair.....
Date

Expenditure To Approve

DETAIL	SUPPLIER	NET	VAT	TOTAL
Business rates	Cumberland Council	149.00	0.00	149.00
Water rates	Market place	106.39	0.00	106.39
Garage rent	M Slater	50.00	0.00	50.00
Garage rent	GA Estates	55.00	0.00	55.00
Goods for elf trail	Sam Hindmoor graphics	621.00	0.00	621.00
Postage	Post office (clerk reimburse)	20.40	0.00	20.40
Grounds mnce	Cut n Edge	2415.00	0.00	2415.00
Burial charges	Cut n Edge	960.00	0.00	960.00
Ribbon & tape	Card factory/PO (clerk reimburse)	14.38	2.88	17.26
Goods for elf trail	PrintPoint	130.00	26.00	156.00
Flowerbeds	Deathridge Garden Services	165.00	0.00	165.00
Xmas lights	ABW	56.05	11.23	67.28
Xmas lights	Spar (Clerk reimburse)	20.34	2.07	22.41
Newsletter	BIG Mag	400.00	0.00	400.00
MH cleaner	H Graham	638.00	0.00	638.00
Goods for elf trail	Baker Ross	179.16	35.84	215.00
Goods for elf trail	Cutprice Wholesaler	224.64	44.93	269.57
Goods for elf trail	Cutprice Wholesaler	244.68	37.06	281.74
Goods for elf trail	Amazon	62.93	0.00	62.93
Goods for elf trail	Amazon	6.04	1.21	7.25
Stage hire	Audio Visual Impact	950.00	0.00	950.00
Solar trees	G Burley & sons	245.00	49.00	294.00
Copier protection	Grenke Leasing	89.00	0.00	89.00
Quarterly copier fee	Grenk leasing	66.66	13.33	79.99
Discover Brampton	Double Crick	600.00	0.00	600.00
Phone bill	Daisy Communications	81.32	16.26	97.58
Copier costs	Sensible Choice	25.54	5.10	30.64
MH - electric	Scottish Power	70.58	3.53	74.11
MH - gas	Scottish Power	95.24	4.76	100.00
Wages/pension etc	Staff x 3	3708.18	0.00	3708.18
Goods for elf trail	Amazon	111.52	22.44	133.96
Goods for elf trail	Struts	43.31	8.65	51.96
Goods for Elf Trail	Smyths	100.00	0.00	100.00
Goods for Elf Trail	Home Bargains	25.30	1.66	26.96
		£12,729.66	£285.95	£13,015.61

(Signed) Chair.....
Date