

BRAFIELD ON THE GREEN PARISH COUNCIL

Mrs V. Hartley, Clerk to the Council, Tel: [01604 858360]

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Gerald Couldrake, Chair to the Council

Minutes of the Parish Council Meeting Sargeant Memorial Hall 19th July 2023 at 7:30pm

Present: Mr G Couldrake Chairman
Mrs D Allingham
Mrs S Dorey
Mr M Andrews

Mr A Grant WNC Cllr

1. **Apologies for Absence and Quorum** – Cllr Morgan, Cllr Copsey, Cllr Nelson
2. **Review of and Approval and signature of previous meeting's minutes** (17.5.23). – Minutes agreed and signed by the Chairman.
3. **Members Declarations of Interest on any Agenda items - none**
4. **Questions from Parishioners in attendance (note 3 minutes per parishioner) -None**
5. **West Northamptonshire Council Report from Cllr Grant**
 - **Re-introduction of Service 41, encourage use to maintain.**
 - **Road Repairs started on A428 at Yardley Hastings. May carry out some white lining in the county.**
6. **Planning Applications for comment - none**
7. **Estate Matters:**
 - Footpaths – any issues for report – Cllr Andrews who has taken on the role of Tree and Footpath Warden reported that he has walked many of the paths and is still to have a handover from the previous Warden. **Clerk** to find out who Arboricultural Officer is at WNC and send details to Cllr Andrews.
 - Street lighting – no issues
 - Council to consider request for seat on Green – Cllr Allingham suggested replacing one of the seats in churchyard as those on the Green are not in need of replacement. Cllr Allingham will ask Church Warden.
8. **Play Area** – update - Any health and safety concerns. Cllr Allingham to contact James O'dell for installation of bins and play equipment (Noughts and Crosses piece).
9. **Highways**
 - Updates on Fix my Street reports – No cycling sign reported again. Chairman will check and take photo and send to Clerk for report to Fix my Street.

Signed-----

Date-----

- Billing Road – traffic calming – Update from Cllr Allingham – application for grant has been submitted to Police, Crime and Fire Commissioners. Hopefully response through by next meeting. If grant is awarded, application for license needs to go in and then order for VAS device will be made.
- Bin Stickers – Cllr Allingham will source from another supplier.

10. Finance

- Payments approved and Bank Reconciliation (see annexed list) –

Bank Reconciliation

- Balance current A/C at 11.7.23 - £11421.48
- Balance at 19.7.23 Less today's payments of £8125.98
- Balance on Deposit Account at 11.7.23 - £ 10,083.73
- VAT claim to HMRC for year end 31.3.23 of £1974.26 has been made
- SNAST have waived annual subscription of £25 for this year
- External Audit - NH0028: Receipt of documents – notification of exempt status, 2023.
- Internal Audit – Cllr Allingham is working on Asset Register as advised by NCALC Internal Audit.

11. Website Enhancement – Council still to review

12. Items for Village Newsletter – in respect to merging with the Lt Houghton and Brafield Parish Magazine – it was agreed that this should be pursued.

13. Any other items for future meetings

14. Summary of Action points for each councillor.

Cllr Andrews - Path Warden – liaison with previous warden and Clerk to obtain name of Tree Officer at WNS

Cllr Allingham - Play Area items, Bench, Assets Register

Cllr Couldrake – No Cycles sign in Bridle Path

Cllr Dorey – Street light reports

15. Date and time of next meeting – 20th September 2023, 7.30 pm

Payments agreed at meeting on 19th July 2023

Signed-----

Date-----

Payee	Detail	Total	Net	Vat	Ref
V Hartley	Salary Apr - Jun	991.32			8
R Aldridge	Salary Apr - Jun	278.81			9
S Gautrey	Salary Apr - Jun	139.50			10
B Osborne	Payroll services	69.00	-	-	11
NetWise UK	Hosting, support and Maintenance of website	396.00	330.00	66.00	12
Green Leaf Gardening Services	Invs 2047 & 2079 – play area grass & hedge of play area	320.00	320.00	-	13
Brown and Barden	Invs 5273 & 5238 Green maintenance May and June	432.00	369.00	72.00	14
N Power	Supplies Apr – Jun	662.07	630.54	31.53	15
HMRC	Tax Apr - Jun	6.80			Chq 203

Total £3295.50

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Planning Applications since 11.7.23 - none

Signed-----

Date-----