

BROMPTON-ON-SWALE PARISH COUNCIL

Clerk: Shireen M Rudge, 58 Brompton Park, Brompton on Swale, Richmond DL10 7JP
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Minutes of the Parish Council Meeting Thursday 3 September 2020

Present: Cllrs D Sharp, A Guest, B Woodley
District Cllrs Ian Threlfall and Leslie Rowe
County Cllr Carl Les
The Clerk

1. **Apologies for absence:** None Recorded
The Chairman noted the resignation of Cllr Birch and Cllr Frankland.

2. **Open Forum**
No members of the public were present

3. **Minutes of the Last Meeting**
The minutes of the meeting held on 16 July were approved.

Proposed: Cllr Guest Seconded: Cllr Woodley

4. **Matters Arising**

- 4.1 **Red Telephone Kiosk/British Cycling Bid (Minutes 16 July, Item 4.1).** Telephone kiosk is now in the ownership of the Parish Council. The Planning application has been submitted to RDC for consultation. Quotes are being obtained for the installation of the Cycle Hub.

4.2 **Basketball Hoop, Augustus Gardens (Minutes 16 July, item 4.2)**

- 4.3 **Augustus Gardens transfer plan (minutes 16 July, item 4.3).** An email received from Persimmon was discussed. This included completion of remaining works, additional works as requested and the proposed transfer sum. Further information required from Persimmon.

Councillors agreed a working group to include a resident to discuss and make minor decisions would be helpful.

It was agreed land would not be adopted by Parish Council until all work on land was of acceptable standard. A timescale and schedule of works will be requested from Persimmon. RDC will be contacted to discuss the proposed transfer sum.

Action – The Clerk

- 4.4 **Cemetery Gates – (Minutes 16 July, item 4.5).** No further progress at this time.

- 4.5 **Redmond Review/Financial Regulations (Minutes 16 July, item 4.6).** Cllr Woodley has completed the initial work. Further work/investigation is still required. Cllr Woodley will seek advice from YLCA. Redmond review was due to report in April 2020 – no update has been received.

- 4.6 **Contract of Employment, Job Description – Clerk and RFO (Minutes 16 July, item 4.7).** The contract and job description are in the process of being finalised. Cllrs have been invited to send comments to the Chairman to allow approval of the documentation at the next meeting.

Action – The Chairman & Councillors

- 4.7 **Village Society – Boundary Fencing and Soft Landscaping (Minutes 16 July, Item 4.8).** No Further progress at this time.

Action – The Clerk

- 4.8 **Parish Resilience Plan (Minutes 16 June, item 4.10).** No further progress. The Clerk asked that this item be removed from the agenda at this time. Councillors agreed it will be followed up at a later date.

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- 6.3 **To note and accept the General Privacy Notice and Privacy Notice for Staff, Councillors and Role Holders** – Notices accepted by all Councillors
Proposed: Cllr Woodley Seconded: Cllr Guest
- 6.4 **To adopt the Records Management Policy** – Councillors adopted the policy.
Proposed: Cllr Guest Seconded: Cllr Woodley
- 6.5 **To discuss/agree a proposal of Wildflower Meadows at Augustus Gardens** – Cllr Woodley said when the Parish Council adopted the land at Augustus Gardens, they would be responsible for a large amount of grassland which would need regular cutting. He proposed turning some areas into wildflower meadow to reduce the cutting costs.
Cllr Woodley will investigate. Residents will be consulted prior to any decision.
- 6.6 **To discuss/agree resident assistance during proposed Augustus Gardens adoption** – Discussed and agreed in item 4.3.
- 6.7 **To discuss/agree NJC new pay scales for 20/21** – Councillors agreed with new pay scales
Proposed: Cllr Woodley Seconded: Cllr Guest
- 6.8 **To discuss/agree on direction of Devolution** – Discussed under item 5.2
7. **Parish Finances**
- 7.1 **To receive and note the payments previously authorised and receipts (circulated prior to the meeting).**
The final payment for the new website has been made and a standing order has been set up for website support and maintenance. The planning application fee for the cycle hub (previously approved) has been paid.
Proposed: Cllr Guest Seconded: Cllr Woodley
- 7.2 **To receive a Bank Reconciliation and Budget Comparison for the year to date (circulated prior to the meeting).**
No questions were raised.
Proposed: Cllr Guest Seconded: Cllr Woodley
- 7.3 **The following payments were approved.**
The Chairman had approved Risk Assessment Training with BHIB for the Clerk. The cost was £5.00.
Proposed: Cllr Guest Seconded: Cllr Woodley
8. **Correspondence**
None received
- 9 **To consider and decide upon the following Planning Applications**
None received
10. **To receive the following Planning Decision/Information**
- 10.1 **20/00425/FULL** – 26 Honey Pot Road – FPP for Conversion of Detached Garage into Summer House –
No comments or objections
- 10.2 **20/00484/FULL** – Lakeside Cottage, Parkgate Lane – PFF For Retention of Static Caravan to be used as
Temporary Ancillary Domestic Accommodation - **No comments or objection**
- 10.3 **19/00556/FULL** – The White House, Brompton-on-Swale – FPP for Construction of One Four Bed and
Two Three Bed Dwellings - **GRANTED**
- 10.4 **20/00073/FULL** – Amended Proposal 30 Honey Pot Road – **No comments or objections**
11. **Minor matters**

DK

- 11.1** Cllr Guest had been approached by residents regarding the number of cars parked in River Lane/St Pauls Close who are having difficulty with vehicle access to their property. There are a number of vehicles parked on both the footpath and the road.
Access and egress at Bridge Road/Curteis Drive still remains an issue for residents.
- 11.2** The boot sale in Parkgate Lane was mentioned. Cllr Threlfall said Richmond Town Council hold the rights for markets (Market Charter). Any market, boot sale or such would need to apply to the Town Council for a licence.
- 12.** Date of next meeting, Thursday 16 October at 7.00pm via Zoom platform

Signed: 

Date: *15th Oct 2020.*