



BRETTON PARISH COUNCIL

Chairperson
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Clerk to the Council
Sylvia Radouani
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Agenda for Parish Council Meeting to be held on Tuesday 28th February 2023 starting at 19.30 Please note that this will be held at Unit 3 Pyramid Shopping Centre

Public and Press are invited to attend and request them to be seated by 19.25 to ensure a prompt start to the meeting.

	Open Forum
99	Apologies for absence, acceptance of Apologies & noting of resignations received.
100	Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item
101	To Approve Minutes of the last meeting held on 24th January 2023 (22-06)
102	Matters to report – <i>restricted to items not listed elsewhere in the agenda</i>
103	To co-opt a two Councillor for North & South Bretton
104	Reports from Committees and Representatives
	104.1 Bretton Community Festival (BCF) Meeting held on 8 th February 2023
	104.2 General Purpose Meeting due to be held on 13 th February 2023 was cancelled. Committee not quorate
	104.3 Planning & Environmental Meeting held on 14 th February 2023
105	To Receive Written Reports from City Councillors – Discussion for questions only
106	To discuss Bulky Waste of 18th February 2023.
	106.1 Evaluation of the session
	106.2 Councillor's Procedures and Conduct at Bulky Waste Sessions
	106.3 To discuss / approve expenditure for additional vehicle for collection of POP's items for 2023/2024
107	To discuss drafting a Bretton Parish Council Environmental Policy
108	To review and approve March 2023 edition of Bretton Gazette
109	To discuss /appoint new Bretton Gazette distributors
110	To discuss the arrangements for King Charles III Coronation in May 2023
111	Parish Clerks' monthly updates
	111.1 Bulky waste notifications
	111.2 Emails
	111.3 Committee meetings
	111.4 General housekeeping
	111.5 Festival
	111.6 Cleaning update
	PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC: in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting
112	To discuss Staff Matters
	112.1 Core working hours

	112.2 Payroll administration
	PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC: in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential business being concluded, the Press and the Public be invited to return to the Meeting.
113	To note current state of finances and agree the Bank Reconciliation /approve expenditure– 113.1 Category: Staffing Expenditure: (£5,174.64 salaries –January 2013 & February 2023 fortnightly / monthly which represents payment for the Clerk, caretaker, and two lengthsman) (£1,306.47 Pensions Contributions - B&CE & LGPS -January & February 2023 (£1,585.09- PAYE Month 9 contributions) (£1,690.61 -PAYE Month 10 contributions) £169.50 -payroll -January 2023 Category: Services: Misc (£1,695.06 -bulky waste service for 21st January 2023) ("1,695.06 -bulky waste service for 18th February 2023) (32.29-bank charges for 31 December 2022 to 3 February 2023) (£898.56 -Easy Clean for January 2023) (St John Ambulance invoice -£201.60 -festival 2022) (ICO -DATA annual Renewal - £35.00) (£264.00 -deposit payment for 8 porta loos for Bretton Community festival 2023) £625.39 -annual building insurance for unit 2/3 -1st Jan 2023 to 31 December 2023 £673.92 – Annual payment for Scribe -1/5/2023 to 30/4/2024 £85.76 -tonner /paper -Peterborough Office Supplies £18.40-Stationary Category: Services: Utilities (£138.92 -Drax electricity -0/1/2023 to 31/1/2023) (DD) (Initial – Personal hygiene -£10.87 for 8/2/2023 -07/03/2023) 113.2 Community Centre Category: Services: Misc £14.84 -pack of 3 GTSE Hazard Tape Black & Yellow, 50mm (2") x33mm Strong Adhesive (£18.00 2x100 Litres landscape bark) (£95.00-A M Plumbing & Heating to fix heating fault at centre in December 2022) Category: Services: Utilities (£161.66 -Drax electricity -01/1/2023 to 31/1/2023) (DD) 113.3 Category: Services / Renewals and Subscriptions - Payments made by Direct Debit (£34.09 -Clerks Mobile phone -January 2023) []denotes those payments paid between meetings, which have been approved by the Chairperson and Vice Chairperson of the Parish Council or at a previous meeting but not listed 113.4 Payments made by Government Preferment Card (£10.99-Canva payment, £14.39 -£27.85 -Cleaning materials. Total amount payable is £38.84 January 2023)
114	Correspondences
115	Agenda Items for next Meeting – Reminder – by law no decision can be made under this item only information exchanged.

116	The date of the next meeting – to be held on Tuesday 28th March 2023 at 7.30pm. Unit 3 Pyramid Shopping Centre.
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