

BROUGHTON PARISH COUNCIL

A meeting of Broughton Parish Council was held at Little Broughton Village Hall on Tuesday 15th April 2014.

Present: J Wilson (Chairman), Mrs S Hannah (Vice Chairman), S Hannah, M Richardson, V Sherwood, M Bradley

Attendance: B Carter (Clerk), T North (A/BC), A Clark, (C/Cllr), Karl Melville (Area Highways & Transport Manager (West) CCC), Kevin Cosgrove (Traffic Management Team Leader West- CCC), PSCO Sarah Brown, PSCO Adele Lyall , Mr John McGibbon, Ms J Hobden, 3 members of the public.

The meeting commenced at 7.03pm

52/14 Apologies

Apologies were received from C Jefferson, A Carruthers, S Carter, M Weir, N Cockburn (A/BC), M Grout (Allotment holder)

53/14 Minutes of the Last Meeting

Cllr Richardson requested a correction that the work done on the access track and been done by other allotment holders, Cllr Richardson hadn't been involved.

It was proposed that subject to the above amendment the minutes of the meeting held on the 18th March be adopted as a true and accurate record. Proposed: C/lr Sue Hannah, Seconded: C/lr M Bradley. All present were in favour.

The chairman signed the minutes accordingly.

Resolved

54/14 Chairman's Announcements

Cllr Wilson informed the meeting that following on from discussions last year a quote had been received for the creation of the blue plaque regarding Percy Kelly for the post office. The Post Office have kindly offered to fit the plaque free of charge- The quote for the plaque was £58.63.

Resolved that the plaque be procured.

Action: Clerk to organise for this, and to liaise with the post office regarding fitting.

Cllr Wilson informed the council that he had been approached by a number of parishioners regarding a suspected breach of planning conditions at the Bungalows that are being built on Coldgill Avenue. A response has been received from ABC Planning Authority stating a site visit had occurred and that the height of the ridge line is different to the plans, but so is the floor level so the overall height difference shouldn't be as large as expected. ABC have advised the owner that a revised planning application will need to be considered which will be considered on its own merits, and until this is submitted and dealt with any further works are undertaken at the owners risk.

55/14 Requests for Dispensations/declarations of Interest

None received

56/14 Highways- Karl Melville & Kevin Cosgrove

Mr K Melville (Area Highways & Transport Manager West) & Mr K Cosgrove (Traffic Management Team Leader- West) introduced themselves to the meeting.

Mr Cosgrove informed the meeting that he and Mr Melville were in attendance to update the parish council on matters discussed at the meeting that was held at Lillyhall on the 7th March, which encompassed some road safety issues, and some maintenance issues.

Bollards @ Church Meadows- Mr Cosgrove informed the parish council that with regard to this matter he would welcome a site meeting with some members of the parish council to further discuss this problem.

There is limited space for any pedestrian control measures at this site due to regulations on space between such measures and kerbs/edges of pathways etc, this lack of space also meant that gates/hooped barriers can't be installed, which is why the council installed the concrete bollards that are currently in place.

Q: Could the road not be made single track at this point, allowing more space for more appropriate measures to be installed? A: This should have been something that was considered at the planning stage, and retrospectively cost implications would need to be considered.

Q: In future if/when a developer applies for further planning permission to extend this estate can CCC confirm they would insist that appropriate pedestrian safety measures are installed at this location prior to any works commencing (Raised footpath, traffic calming, relevant barriers). A: CCC can't provide this assurance as any planning application would have to be looked at based on its facts.

C/Cllr Clark confirmed that it would be impossible for CCC officers to make this guarantee as it could be seen as pre-determinism about a planning application. C/Cllr Clark stated as an elected member of the council he would strongly object to any further development using the same access point.

Mr Cosgrove confirmed the procedure with regard to CCC and planning applications. When a developer applies for outline planning permission various different traffic surveys have to be carried out to support the planning application. CCC are a consultee and they get to comment on any proposals, and will come up with a list of conditions (including S.106 agreements) that they would like to be included. These are then sent to ABC, it is up to ABC as planners if they choose to include any of the conditions or not. CCC can't force them to include anything.

Mr Melville requested that the Parish Council continue to email/write to him with evidence regarding the problems at Church Meadows as this helps him build a body of evidence to use to support any future decision making.

Cllr Sue Hannah & Cllr Wilson stated that significant volumes of information had already been sent through to CCC Highways over the past few years regarding this problem, starting with the Parish Council's objection to the development on highways issues (which CCC subsequently stated they felt there was no highways issues.) This body of information included more than 100 letters/ emails and petitions. The Parish Council requested that it be noted that they would like Mr Melville to confirm that processes & procedures will be put in place to ensure that any collected bodies of information and evidence are collated and stored for any future personnel that is working in Highways, to prevent the situation occurring that is currently in place that Mr Cosgrove & Mr Melville are relatively new to the dept and are unclear on what has gone before.

Action: Mr Melville & Mr Cosgrove to check their files to establish how much evidence they already have on files.

Action: Cllr Wilson/Clerk to send through all evidence/correspondence regarding this problem to Mr Melville & Mr Cosgrove for their files.

Action: Clerk to continue to report & send through any evidence going forward to support this matter.

Mr Melville confirmed on any future development the matter of planning gain would be considered- Planning gain is when a developer (of any size) applies for permission the relevant authorities look at what could be gained out of this application e.g. traffic calming measures, footpaths to join developments to a community, transport solutions where a development is remote, schools, health provisions etc as it is the current policy that items such as this should be built at a cost to the developer not the public purse.

Resolved: That Cllr Wilson meet with Mr Cosgrove & the school to discuss other options for the bollards at this location.

Action: Mr Cosgrove to liaise with relevant parties including Cllr Wilson to organise this meeting.

Signage @ Church Meadows- Mr Cosgrove had brought with him some proposed designs for some additional signage to be installed. He confirmed that due to legislation ‘children’ crossing wasn’t an option for the wording, it would need to be ‘pedestrian crossing’.

Mr Cosgrove also confirmed that to further look into this issue he had arranged for further traffic counts to be undertaken at four locations (including this point of concern). This data would then be compared with the data from the March 13 count, to establish the volume of traffic, type of traffic, speed of traffic. This would provide further evidence for additional measures if required.

Action: Mr Cosgrove agreed to send the results of these traffic data counts to be forwarded on to PSCO Sarah Brown who will look at the results from a police & speed enforcement point of view.

Resolved: that Mr Cosgrove would organise for one set of signs (as per the example shown to the meeting) to be installed on the entrance & exit to Church Meadows.

20MPH Zone/Limit on Main Street:

Mr Cosgrove confirmed that for a 20MPH Limit need regular repeaters. For a 20MPH Zone need a traffic calming features every 100yrs (e.g. sharp bend, road narrowing). It is felt that most vehicles don’t exceed 20MPH so pursuing one of these options may not be viable. Mr Cosgrove confirmed that he would be willing to request another set of traffic count data on Main Street to help inform this decision.

Action: Mr Cosgrove to organise this traffic data count on Main Street

PSCO Sarah Brown requested that the Highways team check to ensure that all relevant speed signs are in place, and clear of vegetation to ensure that they are legally enforceable.

Action: PSCO Brown to CC’ the clerk in on any requests to Highways re replacement/movement of speed signs.

Action: Mr Cosgrove to speak with his team and request that all speed signs are checked to ensure they are in place, facing the correct direction etc.

PCSO Sarah Brown confirmed that if all the relevant signs are in place she would be happy to be attend with and do some speeding checks/enforcements.

Broughton Parish Council thanked Mr Melville & Mr Cosgrove for their attendance.

57/14 Co-Option of a New Councillor

Cllr Wilson informed the meeting that following due procedure ABC have confirmed that no election is required to fill this vacancy, as such the council can move to co-option. The process for co-option is that when

someone applies to fill a vacancy a proposer & seconder (from current councillors) are required, followed by a majority vote of all present.

An email of application has been received from Mr J McGibben- The Clerk read Mr McGibben's email of application to the meeting.

Cllr Wilson also informed the meeting that an email had been received from 7 members of the public notifying the parish council that they would not be in favour of Mr McGibben's application as he is currently in contravention of a planning decision.

Mr McGibben confirmed that it was his property on Coldgill Avenue, and that a retrospective planning application had been submitted for the 70mm difference in the property height. He also confirmed that he had submitted his application for co-option prior to ABC making him aware of the planning breach.

Resolved: That Mr McGibben's application be deferred until the retrospective application has been dealt with. This was proposed by Cllr Steve Hannah, and Seconded by Cllr Sue Hannah.

Action: Clerk to re-agenda Mr McGibben's application for a future meeting once the retrospective planning application has been considered.

58/14 Police Report

PSCO Sarah Brown & PSCO Adele Lyall were in attendance and provided the following report.

There have been seven incidents in total since the last Broughton Parish Council Meeting, of which PCSO Brown drew two to the attention of the council:

- 1) Between 26th March & 31st March a number of scaffolding poles were stolen from Church Meadows
- 2) 1st April (daytime) a vehicle on Ghyll Bank had its window smashed.

No anti-social behaviour reports have been received.

PSCO Brown requested that anyone with any information on the above issues contact 101.

PSCO Brown also informed the parish council about then new Community Speed Watch scheme that Cumbria Police will be approaching parishes about in the coming weeks. This enables members of the community to be trained in using laser speed guns, and the data from these is used to send warning notices to drivers. If anyone is interest in being part of a Community Speedwatch group they should get in touch with PCSO Brown.

Action: Anyone with an interest in being part of Community Speed Watch group contact PCSO Brown.

Cllr Bradley drew an incident to PCSO Browns' attention. Regarding an accident that had happened in the vicinity of the Hollies on the road towards Maryport about 8 nights ago, which resulted in the black and white marker poles being knocked down. These need to be replaced as the lack of them is allowing drivers to drive on the verge etc.

Action: PCSO Brown confirmed that she would look into this matter and if she requires any further information she will contact the clerk.

59/14 Adjournment of the meeting for public participation.

Ms J Hobden raised a number of issues:

Bus Station Near the School- This is missing two pairs of glass/Perspex and has been missing them for a while.

Resolved: That the council authorise Cllr Wilson to spend up to £200 getting this fixed.

Action: Cllr Wilson to organise this repair.

Stile into Stampers Field- The Stile in to Stampers Field (the Stile nearest the sewage farm) is missing one leg from one of the steps which is a health and safety hazard.

Resolved: That Cllr Wilson contact Mr Ian Winter and ask that this issue be fixed. Ms Hobden confirmed that she would be willing to show Mr Winter the location of the damage.

Action: Cllr Wilson to organise this repair.

*Sewers-*Ms Hobden informed the council for clarity that the sewers do not run through Nook Allotments, they run along the lonin, they do however go across Coldgill Allotments.

60/14 Matters Arising from the 18th March Meeting.

None were raised.

61/14 Clerks Matters.

Cllr S Anderson- The clerk informed the meeting that a written resignation from Cllr S Anderson had been received. The clerk informed the council that notice of this vacancy has been displayed in the noticeboards from today (15/4/2014)

Action: Clerk to notify ABC of the vacancy.

Nook Allotments Update- The clerk confirmed to the meeting that responses had now been received from all parties that were contacted regarding the drainage issues at Nook Allotments:

- Mr J Dobie- Who installed the new water pipes on Nook Allotments has confirmed that he didn't come across any land drains when he was installing these, and in his opinion the problem is due to the prolonged period of wet weather that we had in Autumn/Winter 2013.
- United Utilities- Confirmed the localities of some of their sewers, and confirmed there is a watercourse that discharges next to number 5 West End but this is not owned by UU. Stated that they do not believe their sewers are causing any of the flooding we refer to. Provided information on how to get copies of UU maps.
- Allerdale Borough Council- Have provided confirmation that Building Control have inspected the drainage as it was installed at the development in question and it was all in accordance with approved details.
- Cumbria County Council- Confirmed that the drains around the Nook in Broughton were cleaned & jetted in early March (three were blocked, two were cleared, and one has been flagged for excavation & repair).

The council noted the above information and suggested that a drain be installed running down the access track and out of the allotments.

Resolved: The council authorised the Clerk to make expenditure up to the value of £150 to organise the installation of such a drain. If the cost runs to more than this it will be re-agenda'd for a future council meeting.

Action: Clerk to organise the installation of a new drain at Nook Allotments

Home Group- Confirmation has been received from Home Group that all cabins would be removed by Thursday 17th April, and that Cumbria Highways are to resurface the road leading to the Church once the cabins are removed.

Action: Clerk to monitor this situation and if necessary chase up the resurfacing of the road.

Signage @ Church Meadows- Covered above.

Response from Highways following meeting @ Lillyhall- Covered above

Meeting re on-going bus service provision- The clerk has spoken with Cheryl Cowperthwaite at CCC who has confirmed that there is no 'Transition fund' for bidding into for bus services. This fund was to continue funding the current bus services during consultation. Sally Scales is now working on consultation events with affected communities.

Litter/Dog Fouling Bins- Following a meeting between Cllr Carruthers and ABC the spare two bins from Main Street have been moved and re-sited at more appropriate locations. (Seating area at entrance to Derwent Park, and Soddy Gap Entrance)

62/14 Reports from Visiting Councillors

A/BC North- Had no matters to raise

C/Cllr Clark- Added further information regarding the removal of subsidised bus services, he confirmed that services have been categorised into 1/2/3. Broughton is currently a category 2 (not financially sustainable). Cllr Clark confirmed that CCC are looking to organise meetings consulting with relevant communities.

Action: Clerk to circulate details of bus usage figures to all councillors

A suggestion was made by Cllr Sherwood that all concessionary passengers pay a nominal fee to help support bus services.

Cllr Clark & the Clerk confirmed that this was a decision that needs to be made at national level, it can't take place at regional level.

63/14 Allotments

Bollards @ the Nook- Following the last meeting Mr M Grout passed a copy of each of the plans to all residents @ the Nook. The only comment received by the clerk was from Ms J Hobden who said that in the past large stones had been removed by Allerdale Borough Council.

Resolved: That subject to Allerdale Borough Council confirming there is no issue with the installation of bollards then the installation go ahead as per Mr M Grout's plan & quote.

Action: Clerk to contact ABC regarding this matter

Action: Once ABC have responded Clerk to liaise with Mr M Grout .

Drainage works on the path accessing some allotments @ the Nook- Mr & Mrs Hutchin had contacted the council regarding this matter at the March meeting. It was agreed at this point that a decision be made once responses had been received to item 61/14.

Resolved: That the works to the path are authorised to commence up to a total value of £234

Action: Clerk to organise this/liaise with Mr & Mrs Hutchin.

Responses to Allotments letters-The Clerk confirmed that all allotment invoices have been sent out. Allotments have been graded green, amber, red (amber have received letters raising concerns about the condition of the allotment and have been given 30 days to improve, red have received letters stating that the council is not proposing to renew their tenancy, and offering the opportunity to write to the council appealing this decision).

Resolved: That Cllr Richardson & the Clerk to consider these letters of appeal and if satisfied to offer a one year tenancy agreement on the condition that things improve. Any tenants that don't appeal/or may not be offered a new tenancy to be tabled before the May council meeting.

Action: Clerk & Cllr Richardson to work on this.

Action: Clerk to go back to the holder of Allotment A and query his intention and remind him that dogs are not allowed to be kept on the allotments.

64/14 Fishing Licence Costs

Cllr Richardson proposed that residents, concessionary, and junior prices remain the same, and licences for those outside of the parish be raised by £10. In addition to this Cllr Richardson proposed that the bag limit be changed to 5 Salmon per season, 1 Per day in line with the Derwent Owners Association.

Resolved: That this be proposal be accepted and actioned.

In addition to the above Cllr Richardson informed the council that he would like to work with Great Broughton Post Office to keep a record of licences sold from the start of the 2015 season.

Action: Clerk to re-draft fishing licence with revised costs.

Action: Clerk to send these to Great Broughton Post Office

Action: Cllr Richardson to liaise with Great Broughton Post Office regarding the recording of information etc.

65/14 Correspondence

The council has received the following correspondence all of which were noted:

- 1) AON – Offering Insurance Services
- 2) Derwent Owners Association- AGM- Monday 14th April- 7:30pm
- 3) Clerks & Councils Direct- March 2014
- 4) Solway Firth Partnership- Invasive Non Native Species in the Solway- ID Guide
- 5) ABC Closure Order for Broughton Children's Carnival- 19/07/2014
- 6) CALC Circular- April 2014
- 7) Speed Indicating Devices- Does the PC own one?
- 8) BBC One- Volunteers wanted for a home swap programme
- 9) Reducing Poverty Officer- Request to speak with the council

It was agreed that Ms Rollo be invited to speak to Broughton Parish Council at the June Meeting.

Action: Clerk to organise this.

- 10) Keep West Cumbria Flowing- Consultation
- 11) Consultation on draft transparency code for parish councils with a turnover not exceeding £25,000
- 12) CALC Guidance on reporting on CTRS Grant
- 13) ABC's response to CALCS queries re the reduction in CTRS
- 14) Annual Survey of Hours & Earnings

It was agreed that the clerk complete this survey

Action: Clerk to complete this and return it

- 15) Free Cavity Wall & Loft Insulation for homes

66/14 Payment of accounts & financial statements

Financial Statement.

Bank Statements

Current Account - Statement (17/03/2014)	7,178.09
Money Manager Account (31/03/2014)	89.50
Cumberland Building Society Account (30/09/2013)	84,545.76
	Total £91,813.35

Invoices 15th April 2014

From	Reason	Amount
Cumbria Payroll Services	PAYE Costs	£12.00
HMRC	PAYE for Clerk	£75.20
B Carter	Clerks Salary	£301.13
B Carter	Expenses	£196.44
Cumbria Pest Services	Rodent Control 12	£192.00
CALC	14/15 Subscription	£273.00
Derwent Owners Assoc	2014 Subscription	£40.00

Receipts 15th April 2014

ABC	Precept Part 1 14/15	£6,250.01
Elec Northwest	Wayleave	£5.08
Allotments	Rent 14/15	£504.00

The Council **approved** payments of the invoices listed above, and they were signed by two signatories.

Playdale Quote- A quote has been received for the completion of the recommended actions as per the playground survey. This quote totals £1239.54 (£515 labour costs)

C/Cllr Clark confirmed that Brigham Parish Council had recently received a similar quote and negotiated the labour costs and they were significantly reduced.

Resolved: That the clerk is authorised to spend up to £1250 as a maximum including an additional cradle seat

Action: Clerk to negotiate on the above, and include reference to Brigham Parish Council discount

BDO Annual Audit Papers & Dates- Clerk to work on this & action it.

Cheque Payments/New Financial Regulations- New legislation has now been passed allowing parish councils to do away with the need for two signatures on all cheques as long as relevant financial regulations are put in place.

Resolved: That Broughton PC would like to continue the status quo with all cheques being signed by two signatories at Parish Council Meetings.

67/14 Planning Applications

Reference No: 2/2014/0178
Applicant: Mr Kevin William Holiday
Proposal: Erection of 1m high wall with railings above
Location: 10 Ghyll Bank, Little Broughton, Cockermouth

Resolved: The council had no objection or comment to make on this application

Reference No: 8/2014/0221
Applicant: Mr Patrick Laidler
Proposal: Erection of a detached garage incorporating PV Panel array
Location: Grange Lodge, Harris Brow, Great Broughton, Cockermouth

Resolved: The council had no objection or comment to make on this application

The following item had been received after circulation of the agenda, but the consultation window would have shut if it was left until the May meeting. The council therefore resolved to consider it at this meeting.

Reference No: 2/2014/0255
Applicant: Mr Edmund Jackson
Proposal: Gravel Horse Training area within a field paddock with a wooden fence or pig netting around the perimeter
Location: The Stables, Little Broughton, Cockermouth

Resolved: The council had no objection or comment to make on this application

68/14 Planning Decisions

No decisions were received.

69/14 Members Queries

Filing Cabinet- Cllr Sue Hannah has now procured two keys for her filing cabinet, which she has offered to the parish council for storage of parish council documents.

Resolved: That Cllr Sue Hanah be reimbursed for the cost of the two keys at the May Meeting
Action: Cllr Sue Hannah to bring the filing cabinet to the next meeting.
Action: Clerk to add the invoice cost to the May agenda.

70/14 Date of Next Meeting

MONDAY 19th May @ 7pm at Little Broughton Village Hall- This is the AGM& Annual Meeting.

Resolved: To cancel the 23rd December meeting, if any urgent business arises then a special meeting will be organised

The meeting closed at 8:58pm

SignedChairman