**Broughton Parish Council**

A meeting of Broughton Parish Council was held at Little Broughton Village Hall on Tuesday 26th January 2016 at 19:00.

Present: Cllr Sue Hannah(In the Chair), Cllr Steve Hannah, Cllr John Wilson, Cllr B Smith, Cllr R Gildert, Cllr R Mawdsley, Cllr S Anderson, Cllr M Bradley, Cllr A Carruthers

Attendance: B Carter (Clerk), Mr Ray Dobie (Broughton Cricket Club), 4 other members of the public, A/BC Cllr N Cockburn, A/BC Cllr J Farebrother

Apologies: PCSO Sarah Brown

**01/16 Apologies for absence**

Received and noted from the above named persons

**02/16 Minutes of the last meeting (24th November 2015)**

All councillors present were in favour of the minutes of the meeting of the 24th November 2015 being accepted as a true and accurate record subject to a spelling correction. **Resolved** by all present that the minutes be approved. The chair signed the minutes accordingly.

**03/16 Chairman’s announcements**

Cllr Sue Hannah made a number of announcements:

-Broughton High Bridge- This has now re-opened. **Resolved** that it be noted that Broughton Parish Council thank the Highways Team for their speed and efficiency with re-opening the bridge & subsequently gritting the area very swiftly after its re-opening.

- Cricket Club- Cllr Sue Hannah provided a background to an issue that had arisen over the festive season with regard to a condition being cleared by Allerdale Borough Council approving the installation of an all weather strip at Broughton Cricket Club in compliance with a condition on the M-Sport Planning Application. Cllr J Wilson had given Broughton Parish Council consent to this development but the information had been embargoed. Hence the confusion suffered by Cllr Sue Hannah & the Clerk.

**Resolved** that Broughton Parish Council as the landowners are fully in support of the proposed installation of an all weather strip at Broughton Cricket Club by Northern Developments.

**Action: Clerk to write to Broughton Cricket Club confirming landowners approval, and requesting confirmation in writing that any on-going maintenance requirements will be undertaken by Broughton Cricket Club.**

-Photocopier- Cllr Sue Hannah informed the meeting that communications had recently been received from Canon regarding a series of unpaid invoices for the Broughton Parish Council photocopier. Following some investigations it appears the unpaid invoices date back to 2008/9, and the unit in question has not been in the possession of Broughton Parish Council since prior to all council property being transferred to Mr P Wilson. Canon have stated that they don’t have a contract as it was a rolling contract without any documentation. Canon have gone away to check their records to attempt to locate a contract. The Bills have been passed upon Canon ‘estimations’ regarding the possible usage of the machine in the absence of any detailed figures of usage having been provided. Canon have further stated that the contact ended in February 2015 (though no documentation was provided to support this, the contract apparently ‘lapsed’).

**Resolved** that the Clerk & Cllr Sue Hannah continue working on this matter to obtain further information etc, the matter should then be broughton back to the February meeting for further council decisions.

**Action: Clerk to continue working on this matter, and agenda’ for the February 2016 meeting.**

**04/16 Requests for dispensations and declarations of interest.**

1. *Request for Dispensation & Declarations of interest*

None received

**05/16 Public Participation**

Mr R Dobie attended to provide further information to the Council regarding the Cricket Club Improvements by Northern Developments. Mr R Dobie confirmed that once the works were undertaken it would enable matches to be played when grass was unsuitable due to grass conditions. The pitch will be used by three local clubs (Broughton, Dovenby & Tallentire). The only maintenance involved will be a once yearly ‘rolling’. This project involves only the installation of an all weather strip, it doesn’t include any drainage works etc.

**Resolved** Broughton Parish Council thanked Mr R Dobie & Malcolm for attending and providing further back ground on this matter to the council.

A resident attended the meeting to hand over a letter from his father regarding his concerns over the visual state of the Coldgill Allotments as viewed from the residential properties above the site.

**Resolved** that the Cllr Sue Hannah and the Clerk will work on looking into this matter and provide a formal response to the resident in due course.

**Action: Clerk & Cllr Sue Hannah to work on this matter.**

**06/16 Applications for co-option (2 vacancies)**

No applications for co-option had been received.

**07/16 Police Report**

The clerk read out a report provided by PCSO Sarah Brown, which detailed 4 incidents in the public interest since the last meeting (this report was produced prior to the 20th January).

The Clerk also read out a formal email from Sgt G Atkinson requesting that anyone with any information regarding the attempted abduction of a 9 year old girl from Main Street Great Broughton, on 20th January 2016 between 16:45-17:00. Anyone with any information should contact 101 or 999 (if it is an emergency). Quoting Crime Ref No WA1605558, the officer in the case is DC 1663 Robinson.

**Resolved** that the Police Report be noted as received.

**Action: Clerk to circulate the email from Sgt G Atkinson to all councillors for further distribution**

**Action: Clerk to share this information on Facebook to encourage anyone with any information to come forward.**

**08/16 Update on matters arising from the minutes of the meeting 24th November 2015**

1. **Broughton Lodge/Soddy Gap**.

**Resolved** that it be noted that as of Mid December this area has been successfully registered as a Community Right to Bid.

Cllr Sue Hannah handed over circa 50 forms completed by local people to support the registration of the footpaths on Soddy Gap to the Clerk.

**Action: ALL to send any remaining completed forms to the Clerk by Close of Play on Friday 29th January 2016**

**Action: Clerk to prepare these forms for submission to CCC along with complying with the requirement to give notice to the currently Land Owners (Believed to be the Coal Board).**

1. **Graffiti on the Play area**

This matter is on-going

**Action: Cllr S Anderson & Cllr J Wilson to continue to pursue this**

**Iii) Pinfolds**

The Clerk informed the meeting that she was still working on this issue, it appears that one of the issues maybe that the land isn’t formally registered with the Land Registry as belonging to the Council. **Resolved** Clerk to continue researching this issue and agenda the item for the February meeting for the council to make a resolution regarding next steps.

**Action: Clerk to prepare a paper on this pinfold and the next steps for the February meeting.**

1. **Response from CCC to Change of Speed Limit Consultation Comments**

The Clerk read out a response from CCC to Broughton Parish Councils comments:

*“Unfortunately the proposals cannot be extended during the advertisement stage, but can be made less onerous. The Parish Councils comments will be taken forward and reviewed when budgets allow. Should the current proposal be implemented, the changes to traffic behaviour in the village will be monitored to determine the impact of a reduction in speed reduction. The proposal and comments/objections received during the advertisement period will be presented to the Allerdale Local Area Committee at their next meeting, and a decision will be made as to whether to implement the 20mph proposal”.*

**Resolved** that the council noted this response be received, and further note concern as to if this response suggests that the extension of the 20mph to include the top of Camerton Road & down to Coldgill which was agreed at the site meeting has not been included.

**Action: Clerk to contact ABC to ask for a copy of the decision regarding this 20mph speed limit consultation and its limits.**

**09/16 Clerks Matters**

A Clerks report had been received by all councillors in advance of the meeting.

*192.10 Access at corner entrance to Welfare Field Play Area- Standard of work*

This matter is on-going, Corfield haven’t yet undertaken the additional agreed work due to weather conditions

**Action: Clerk to work with Corfields to organise a date for this additional work**

*09.16.3 Tarmacing Quotes*

The Clerk informed the meeting that Mr Tolson had marked out the area included in his quote which included the entirety of the track but exclcued the majority of the parking area. As it was his opinion that the area in the worst condition was the track itself and this was the area that he had quoted for.

The Clerk circulated photos of the area in question.

**Resolved** by all present that Tolsons should be asked to proceed as per their quote for the area marked out with white markings.

**Action: Clerk to authorise Tolsons to proceed with these works**

**Action: Clerk to liaise with the Church to ensure the works are scheduled for a time that won’t conflict with any church events**

**Action: Clerk to report to the relevant authorities the apparently abandoned blue van that is parked on this area (which shouldn’t be).**

*09.16.1- Bench at Bulling Meadow*

The Clerk following the last meeting contacted Mr & Mrs Whild who had sited the bench which it transpires is on Mr Telfords Land. They have agreed to move the bench, but a cost will be incurred in this process £120. Mr Telford has requested that the bench be moved by the end of February 2016.

**Resolved** that Broughton Parish Council agree to re-imburse Mr & Mrs Whild for any costs incurred in moving the bench.

**Action: Clerk to undertake any necessary Land Registry checks to ensure that the proposed location for the re-siting of the bench is definitively council land.**

**Action: Clerk to liaise with the persons who sited the bench for the movement of the structure.**

**Action: Clerk to agenda an expenses claim for the reimbursement of costs for a future appropriate meeting.**

*09.16.2- Update from ABC on cemetery extension at Christchurch*

The Clerk informed the meeting that a formal response had not yet been received from Allerdale Borough Council who were waiting to give a ‘corporate response’. However following a verbal conversation with Jeff Eaton of ABC they are waiting to undertake a site visit to determine if the land is of ‘value to the council’. They would then engage with Persimmon Homes to discuss if/how the land would be transferred. Jeff mentioned that the land could be listed as a ‘protected parcel’ of land as part of the Land Allocations Proces.

**Resolved** that the Clerk continue to pursue this with Allerdale Borough Council and if and when appropriate invite Allerdale Borough Council to an appropriate Council meeting to lay out their findings.

**Action: A/BC Cllr N Cockburn to raise this matter with Mr Kevin Kerrigan of ABC**

**Action: Clerk to continue pursuing Mr K Kerrigan on behalf of the council**

**Action: Clerk to forward details of the information sent to ABC and Mr K Kerrigan.**

**10/16 Play-area**

**Resolved** that the Play area Costs paper be noted as received.

Cllr S Anderson raised concern that some of the on-going maintenance could be due to the fact that the area on-which the play area is sited is often wet during the winter due to lack of drainage. Cllr R Mawdsley suggested that in future appropriate timber should be used which withstands water better than other timbers (E.g. Elm, Oak, Larch).

**Resolved** that when the Soddy Gap Rights of Way application is submitted the Clerk look into funding for possible drainage installation on the site.

**Action: Clerk to pursue this at the appropriate time.**

**11/16 Reports from visiting councillors**

A/BC Cllr N Cockburn once again raised the issue of the fact that Soddy Gap has now been registered as a Community Right to Bid.

**Resolved** that the Rights of Way application be submitted, once this is underway the matter will be re-agenda’d to allow the council to consider what ‘next steps’ should be taken with regard to this area of land.

**Action: Clerk to agenda this for a future meeting.**

A/BC Cllr J Farebrother informed the meeting that Cockermouth Civic Society are starting a project for ‘local listing’ of important structures/buildings of local importance. This wouldn’t give any formal protection to the structure but maybe helpful when making a case to a higher authority if it became necessary.

Cllr B Smith suggested that the Broughton Leats be protected.

**Resolved** that all present think of any structure/building that should be suggested for this Local Listing scheme.

**Action: All to consider this and make a list.**

**Action: Clerk to pursue an application for the works to refurbish the fingerposts ASAP.**

**12/16 Allotments**

1. Noticeboards

The Clerk informed the council that no quotes had yet been received

**Action: Clerk to agenda this matter for the Feburary Meeting**

1. Repairs to the Allotment Wall

The Clerk informed the meeting that a section of the boundary wall on Coldgill Allotments has collapsed, causing damage to an allotment holders greenhouse. The Clerk had obtained two quotes for the work which were shared with the council at the meeting.The Council raised concern that the entire stretch of wall needs to be considered as a whole, rather than patch repairing a structure that ultimately is likely to need to be replaced. Though this replacement may need to be in an other material other than dry-stone walling.

**Resolved** that the Council feel that this matter should be pursued as an insurance claim.

**Action: Clerk to submit an insurance claim for the damage to this wall & for the replacement to the green house**

**Action: Clerk to request quotations from the two contractors who provided the quotes and any others (including the probation service) for the replacement of the entire wall (options to be offered in the quotation for alternative materials e.g. farmers friends)**

**Action: Clerk to communicate with the allotment holder**

iii) Request from Mr M Armitage

The Clerk tabled a letter from Mr M Armitage asking that he be allowed to take over part of the allotment neighbouring his (apparently the tenant will be terminating his tenancy this year).

**Resolved** that if Mr Armitage wants a second allotment he needs to follow the waiting list protocol as with everyone else. He could submit an application for the waiting list specifying that he wants that allotment particularly.

**Action: Clerk to communicate this decision to Mr M Armitage**

**Action: Clerk to write to the tenant in question to ask if they are planning on terminating their tenancy.**

**13/16 Parish Plan**

No further developments had taken place on this issue.

**14/16 Parish Maintenance**

*Millennium Garden-*

The works on this area are underway. It was noted by a number of councillors that the new design looks very smart. **Resolved** that it be noted by the meeting that an email had been received from Ms Harkness noting her disappointment with the proposed design, in particular the lack of colour.

**15/16 Correspondence**

Unless otherwise noted below the council **resolved** that no response was necessary.

1. *Email from Mr Bonner re Road Safety*

**Resolved** that the Mr Bonner’s letter regarding road safety on Harris Brow be noted.

**Action: Clerk to respond to the applicant thanking him for his letter, and passing the issues on to CCC, requesting that some form of pedestrian designated area be created if possible.**

1. *Buckingham Palace Garden Party Nominations*

**Resolved** that Cllr J Wilson complete the nomination form for the local couple he suggested at the meeting.

**Action: Cllr J Wilson to complete and submit this form.**

1. *Letter from Mr Telford*

The Clerk informed the meeting that a letter had been received from Mr Telford, re-affirming his believe that his fishing rights start in the ‘pink’ area labelled 5 on the fishing licence map. Mr Telford had included an excerpt from a set of deeds describing his fishing rights.

**Resolved** that Broughton Parish Council still believe that their map is correct.

**Action: Cllr J Wilson o speak with the previous owners of Pennybridge**

**Action: Clerk to do Land Registry searches to establish deed if there are any other ‘deeds’ covering fishing in the relevant area.**

**Action: Clerk to speak with Jack Abernathy to ask him for contact details for the Water Bailiffs to ask for a written statement from them regarding the fishing areas at Great Broughton.**

1. *Consultation on charging for flood defence consents alterations*

**Resolved** that Broughton Parish Council fully support the positions laid out by Jack Abernathy of the Derwent Owners Association. That the proposals are discriminatory and disadvantage smaller angling clubs and riparian owners with a flat fee being charged regardless of the size of the organisations.

**Action: Clerk to submit this response to the Environment Agency on behalf of Broughton Parish Council**

1. *Gravel Clearance on land near Penny Bridge*

The Clerk informed the meeting that she had received correspondence from M J Hind regarding gravel clearance on the land near the river in Great Broughton. Mr J Hind confirmed that he had access agreed over Mr Stampers Land currently.

**Resolved** that the Council had not yet considered this issue and that it will need to be looked into. The council noted that as landowners they may have a duty to remove the gravel on their land.

**Action: Clerk to look into responsibilities for gravel clearance/footpath clearance/damage surveying**

**Action: Clerk to look into ownership of the land near the river**

**16/16 Finance**

1. *Financial Statement for January*

**Resolved** by all present that the circulated financial statement for January and the bank statement be signed as a true and accurate record by Cllr Sue Hannah

1. *Draft Budget for 16/17 for consideration*

This had been received by all councillors, and no comments or alterations were required. **Proposed** by Cllr Mary Bradley that the precept be raised by 5%, this was seconded by Cllr Richard Gildert **Resolved** by all present that a 5% precept rise be approved.

**Action: Clerk to submit the precept request form to ABC.**

1. *Payments of accounts*

|  |  |  |
| --- | --- | --- |
| **From** | **Reason** | **Amount** |
| Becx Carter | Expenses | £121.65 |
| Becx Carter | Salary (Via SO) –Jan | £307.28 |
| Cumbria Payroll Services | PAYE Services- Jan | £12.00 |
| HMRC | PAYE- Jan | £76.80 |
| T.B Stamper & Sons | Footpath Rental | £240.00 |
| Playdale Playgrounds | Final Repairs following 2015 inspection | £627.14 |
| Cumbria Pest Services | Qtrly Pest Removal | £120 |

**Resolved** by all present that the above accounts be paid, they were signed by two signatories (Cllr J Wilson & Cllr A Carruthers).

**Action: Clerk to process the above payments.**

1. *Funding request from 1st Great Broughton Scouts*

**Resolved** by all present that a donation of £200 be given to the 1st Great Broughton Scouts for a contribution towards the delivery of the village newsletter (Proposed by Cllr J Wilson, seconded by Bill Smith, all in favour).

**Action: Clerk to process this donation.**

1. *Signing of Direct Debit form for UU*

The Clerk informed the council that UU had requested another Direct Debit form be completed for the one of the allotment accounts.

**Resolved** by all present that this Direct Debit form be completed (signed by Cllr J Wilson & Cllr A Carruthers)

**Action: Clerk to process this Direct Debit form.**

1. *Mandate Change for Cumberland Building Society Savings Account*

The Clerk informed the meeting that at some point there would be a need to transfer funds from the Savings Account to the current account. This requires 90 days’ notice with a letter signed by two signatories. Unfortunately there is only 1 current councillor on the mandate (Cllr J Wilson).

**Resolved: Cllr M Bradley proposed that Cllr A Carruthers & Cllr B Smith be added to the Cumberland Building Society Savings Account as signatories, Cllr J Wilson seconded this. All present were in favour.**

**Action: Clerk to process the completed form and prepare a letter requesting a transfer of funds at an appropriate time.**

**17/16 Planning Applications for Consideration**

**Ref:** 2/2016/0008

Proposal: Conversion of bakery back into two terrace dwellings

Location: 42 Main Street, Great Broughton, Cockermouth

**Resolved** that the council fully support this application as it is the creation of two smaller sized units for starter families/downsizing. The Council noted that parking would need to be considered carefully. The Council would request that a condition be included on any grant of planning permission stating that construction deliveries/traffic should be scheduled to avoid school ingress/egress times

**Action: Clerk to submit these comments.**

**18/16 Planning Decisions**

The following decision was noted:

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Proposal** | **Location** | **Decision** |
| 2/2015/0635 | Change of use of chapel to form new dwelling including new vehicular access | Methodist Church, Moor Road, Great Broughton, Cockermouth | Approved |

**19/16 Consultations for Consideration & response**

None

**20/16 Councilor Matters**

Cllr M Bradley raised concerns regarding the change (increase) in traffic flow on the A66 since the alterations in the Sellafield locations. This is only likely to be further increased with the Moorside development.

**Action: Cllr M Bradley to email A/BC Cllr N Cockburn with her concerns. A/BC Cllr Cockburn will forward these concerns to her contacts at the Highways Agency.**

**Action: Clerk to add this matter to the agenda for the February meeting**

**21/16 Date of next meeting**

Tuesday 23rd February 2016 at 19:00

**Signed ………………………………………………………………………………………………..Chairman**