**Broughton Parish Council**

Minutes of the meeting of Broughton Parish Council held at Little Broughton Village Hall on Tuesday 23rd January 2018 at 14:00

**Present:** Mrs Joanne Sewell (Chair), Mrs Susan Hannah, Mr Steve Hannah, Mrs Alison Carruthers, Mr Richard Gildert, Becx Carter (Clerk), A/BC Cllr N Cockburn, A/BC Cllr J Farebrother, 7 members of the public.

**Apologies:**

Mrs Mary Bradley (Councillor), Mr Bill Smith (Councillor), Mr John Wilson (Councillor), Mr Maynall Weir (Councillor)

The Council was quorate with more than four councillors present.

**1/18 Apologies for absence**

Apologies were received and noted from the above

**2/18 Chairman’s Announcements**

Cllr J Sewell introduced herself as the Vice Chair of the Parish Council and confirmed that in Cllr M Bradleys absence that she would be chairing the meeting.

Cllr J Sewell noted the receipt of the CALC Training & Skills Brochure that has recently been circulated and requested that the item of Councillor training & In House Training be included on the February agenda for consideration.

**Action: Clerk to include this on the February 2018 Agenda.**

**3/18 Requests for dispensations and declarations of interest**

Cllr J Sewell noted that as an allotment holder she felt it would be more appropriate for the position of Chair to be handed over to Cllr Sue Hannah for the agenda items Public Participation & Allotments.

No other declarations of interest were noted.

**4/18 Minutes of the meeting held on the 28th November 2017**

All members of the council had received a copy of the minutes.

**Resolved** by all present that the minutes be signed as a true and accurate record by the Chair Joanne Sewell

**Action: Clerk to upload the minutes to the website.**

**5/18 Public Participation**

Prior to this agenda item commencing the position of Chair was handed over to Cllr Sue Hannah.

7 members of the public were present a number of questions were raised and responded to, a record of the queries raised is provided below:

Q: Are the Parish Council going to hold another vote regarding the future of the Allotments, the timescale under which the vote in 2017 was held was unreasonable. Many allotment holders were not around at the time, and further insufficient evidence was provided to tenants to enable them to take a decision) (With reference to the duties of a representative on a working party, or the role/set up of a management committee).

A: The simple answer at the moment is no there won’t be another vote at this stage. The dates and timescales given were to fit in with the timetable for the new tenancy agreement as laid out in the presentation of the 6th November 2017. If an allotment association were to be formed and approach the council then a decision will be taken in the future about the possibility of another vote.

Q: Circa 7 or 8 plots have been identified on the Nook site that if the new charges of 21p come in will terminate their agreements in October. This is likely to be replicated on Coldgill. What are councils plans to deal with this. Will the fees that are lost from possible returned plots become a burden on the remaining tenants?

A: The fees are not yet agreed, as per the presentation on the 6th November the formal decision on the fees will be take by the Council in the coming months following the results of the Ballot being known. Regarding tenancies being terminated and how these will be filled this is something that the Parish Council and Allotment Sub Committee will need to consider in the future.

Q: The meterage of a number of the plots are out? What is the Council going to do about this?

A: If allotment holders feel that the measurement of their site is incorrect then they should write to the Clerk with their individual meterage and then this will be considered by the allotment sub committee.

Q; Why are the costs/detail only now being considered by the Parish Council, surely these should have been considered before the vote took place? The lack of detail is why people didn’t respond.

A: The Council needed to change things relating to the allotments, and the needed to obtain some form of a steer from the tenants was required. Similar to the Brexit vote the detail was unknown but a steer/direction was required. There was no point in the Parish Council and the Allotment Tenants spending a lot of time and money to form an allotment management committee if the tenants didn’t want this (as has now been demonstrated by the vote).

Q: People didn’t vote with the full facts, as no duties had been laid out for the working party/or an structure/information on the Allotment Management Association.

A: The working party will look at the day to day management of the sites and deal with issues, decisions will then be ratified by the full council. It is hoped that the allotment sub committee will streamline the management of the sites, by preventing every decision having to be taken by the Parish Council which causes delays.

Q; The options put forward on the ballot were insufficiently informative and leading. The Presentation was biased and the facts included were wrong.

A: As per the above, the vote was an in principle vote. The information provided with the Ballot & at the Presentation on the 6th November was the most accurate information that the Council had based upon. The fine detail will now be worked out following the result of the Ballot

Q: If the proposed 21p sq meter cost increased to say 27p per sq meter this would be a significant material difference and another vote should be held.

A: The pricing structure is not yet set, the 21p per square meter was an initial estimate, detailed budgeting will now take place with a view to the new pricing structure being provided to all tenants as per the timescales laid out in November.

Q: Could any costs rises be incremental over 3/5 years?

A: Potentially yes, this would be a decision to be taken by the Parish Council once the final budget was set.

Q: What are the next steps?

A: As per the letter sent to all tenants the opportunity for people to apply to join the council and fill some of the co-option vacancies will be given at the January & February Parish Council meeting. At the February Parish Council meeting a date will be set in late Feb for the meeting of the new allotment sub committee (to allow any newly co-opted Parish Councillors to join the Sub Committee). Invoices will be issued in April for 6 months with a view to the new tenancy and invoicing date to commence from Oct 18. Further detail will be provided to tenants during the course of this period.

Cllr Sue Hannah noted that whilst some tenants may feel that the proposed changes are unfair, the way the allotments had been managed based upon the historical management procedures was not equitable, these changes will make the allotments more equitable for all.

The role of chair transferred back to Cllr J Sewell.

**6/18 Applications for co-option (4 vacancies)**

Mrs Jackie Hobden as an eligible person stood for Co-option. Mrs Hobden gave a brief speech to councillors present on why she wished to join the Council, with particular reference to providing a linkage between the Parish Council and the allotment tenants.

**Resolved** by all councillors present that Mrs Hobden be co-opted on to Broughton Parish Council.

Mrs Hobden completed her declaration of acceptance of office form which was witnessed by the Clerk.

**Action: Mrs Hobden to complete and return to the Clerk her declaration of pecuniary interest form.**

Ms Rosemary Pasmore as an eligible person stood for Co-option, Ms Pasmore confirmed that one of the key reasons she wished to join the Council was to improve communication linkages between the Parish Council and the allotments tenants.

**Resolved** by all councillors present that Ms Pasmore be co-opted on to Broughton Parish Council.

Ms Pasmore completed her declaration of office form which was witness by the Clerk.

**Action: Ms Pasmore to complete and return to the Clerk her declaration of pecuniary interest form.**

Mrs Hobden & Ms Pasmore joined the meeting as full councillors with voting rights effective immediately.

**7/18 Police report**

It was noted that the police are proposing new ways of interacting with Parish Councils by holding meetings every 10 weeks to which all Parish Councillors in a PCSO area would be invited to enable all a real time/live flow of information between Parish Councils & the Police. It was noted that the next meeting was on the 28th March 2018 at 19:30 in Cockermouth Police Station.

A/BC Cllr J Farebrother noted to the meeting that these meetings are an opportunity for Councillors to raise matters, so councillors should attend with a list of queries/concerns.

**8/18 Update on matters arising from previous meetings**

1. *Heritage Lottery Signposts Project*

Deferred until the February meeting when Cllr M Bradley is back from her leave.

**Action: Clerk to agenda for the February meeting.**

1. *Hearing Loop for the Village Hall*

Deferred until the February meeting when Cllr M Bradley is back from her leave.

**Action: Clerk to agenda for the February meeting.**

1. *Soddy Gap*

Cllr S Hannah updated the meeting that Mr M Wilson had contacted her to seek clarity on what the Parish Council were looking to achieve with their applications for registration of the PROW. Cllr Sue Hannah confirmed that the Parish Council were seeking to preserve the Public Right of Way access in perpetuity across this land regardless of the current or any future land owners, to allow members of the public the right to continue to walk on the routes.

**Action: Clerk to update councillors via email if any objections have been submitted following the closing date of the 26th January 2018.**

Cllr Hobden noted to the meeting that she had recently been on Soddy Gap and had chatted with two very helpful and friendly workers on the site, who confirmed that they were clearing some vegetation to allow for drainage ditches to be cleared to prevent further flooding.

1. *Graveyard Extension/Green Space*

The Clerk informed the meeting that the she was still working to achieve contact with someone at Persimmon regarding this matter.

**Action: Clerk to continue to pursue this matter.**

1. *Creation of a Youth Club*

Cllr Carruthers confirmed that she had received a positive response to a Facebook post regarding interested parties for the formation of a Youth Club within the Parish. It was felt that it would be important for young people to be involved in the formation/management of the group so they could take pride in it.

The Clerk confirmed that she had received a positive response from Cumbria Youth Alliance who would be willing to provide facilitation/guidance to an group of interested persons.

In addition the Clerk confirmed that that an independently set up group were more likely to be successful in achieving grant funding as local government authorities are often ineligible for many grant funds.

**Action: Clerk to put Cllr Carruthers in touch with Cath Clarke at CYA**

**Action: Cllr Carruthers to facilitate the organisation of a meeting of the interested volunteers and CYA to discuss the formation of a group/committee and the next steps.**

**Action: Clerk to ask the PCSO if a similar suggestion has been made to any other local areas, as Great & Little Broughton don’t want to be providing a youth club for all the surrounding local areas.**

1. *Graffiti in the Bus Shelter*

It was noted that graffiti had appeared within the Bus Shelter (Parish Council property).

**Resolved** by all present that the Clerk try and find someone who would be willing to clean/repaint the area in question for a maximum budget of £50.

**Action: Clerk to organise this.**

**9/18 Clerks Report**

**Resolved** by all present that the contents of the Clerks report circulated to all be noted as received.

1. *Church Meadows Crossing*

**Resolved** by all present that Broughton Parish Council are seriously disappointed with the response from Cumbria County Council that as there have been no Kill or Serious Injury (KSI) accidents on this crossing that no further action will be taken.

**Action: Clerk to ask Cllr J Wilson to encourage people to report to the police any accidents or near misses at this location to the Police so they are collated and on file as evidence.**

**Action: Clerk to speak to Ms Shankland (Head of Broughton School) to ask her to make parents aware of the need to report accidents/near misses.**

**Action: Clerk to raise the matter with the Police to ensure they are aware of the issue.**

**10/18 Play area**

1. *Fortnightly Inspections*

These are being undertaken by Cllr J Wilson and no issues have been identified over the last month.

**11/18 Reports from visiting Councillors**

*Allerdale Borough Council:*

A/BC Cllr J Farebrother informed the meeting that she has taken a role on the new Customer Access Policy Group at Allerdale Borough Council, and asked that all members provide feedback to her on how easy it is to contact ABC.

**Action: All to provide feedback positive/negative to A/BC Cllr J Farebrother.**

A/BC Cllr N Cockburn informed the meeting that the issue of the Fred Storey appeal regarding the Broughton Park development would be coming up again in the few months. (Appeal date scheduled for 22nd May for 4 days).

**Action: Clerk to agenda the matter for the February meeting.**

**Action: Clerk to confirm the system for notification of the appeal and registration of speakers.**

**12/18 Allotments**

The role of Chair was passed back to Cllr Sue Hannah for this agenda item.

1. *Update on the Allotment Ballot*

**Resolved** by all present that the results of the Allotment Ballot be noted as (amalgamated across the sites):

81 Ballot papers were sent

32 were returned

Of these:

16 were in favour of the sites remaining in council control

15 were in favour of Council Control with an allotment committee

1 was in favour of a self managed allotment group.

With regarding to water:

31 votes requested the water to remain on

1 voted to terminate the water.

1. *Consideration of request to split Plot A (Nook)*

**Resolved** that this be deferred to the first meeting of the Allotment Sub Committee

**Action: Clerk to communicate this deferral to the tenant and confirm a decision will be made in February.**

1. *Authorisation of budget for the problem with the Taps on the Nook Site*

Mr S Randles confirmed he would check the problem again and report back to the Clerk if the problem was on-going.

**Resolved** by all present that this matter be deferred until the Spring.

The Condition of Plot 7 at Nook was raised as a concern.

**13/18 Parish Maintenance & Highways Matters**

1. *Grass Cutting*

It was noted by the meeting that the Grass Cutting Tender for the Parish needs to be advertised in February. A copy of the previous tender had been circulated to all Councillors and some feedback had been received.

**Resolved** by all present that the cutting of the Public Rights of Way be removed from the tender as this is the responsibility of Cumbria County Council or the landowner.

**Resolved** by all present that the Clerk and Cllr J Sewell work on a finalised tender and associated maps for approval by the full Council at the February meeting.

**Action: Clerk and Cllr J Sewell to work on this matter.**

1. *Broughton Craggs Quarry*

It was noted that the fence around the top of the Quarry is no longer intact, and that the building has a hole in the roof. In addition there is a growing issue with flytipping at the bottom of Winder Lonnin area.

**Action: Clerk to make the County Council aware of this issue.**

1. *20mph Speed Limit*

The Clerk noted to the meeting that despite repeated chase ups no further information had been received regarding this.

**Action: Clerk to pass this to C/Cllr H Graham for assistance.**

**14/18 Correspondence received**

1. *Allerdale Local Plan*

**Resolved** by all present that the Council object to the inclusion of the site at Harris Brow due to the highways (access & egress, insufficient infrastructure capacity, and poor junctions) in addition there are concerns regarding the capacity of the sewage system.

**Resolved** by all present that the Council object to the inclusion of the Soddy Gap Lodge Site due to conditions about sewage capacity within the Parish.

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

**15/18 Planning Applications**

**Ref: HOU/2017/0261**

Location: Claryn Li, Little Broughton, Cockermouth

Proposal: Removal of existing garage and replacement with new garage

**Resolved** by all present that the Parish Council had no comments or objections relating to this application.

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

**Ref: HOU/2018/0001**

Location: Red House, 6 Main Street, Great Broughton

Proposal: Demolition of existing garage and replacement with new garage

**Resolved** by all present that the Parish Council have no comments or objections relating to this application.

**Action: Clerk to submit these comments**

**16/18 Planning Decisions**

**Resolved** by all present that the below decisions and submission for appeal be noted:

|  |  |  |  |
| --- | --- | --- | --- |
| Ref | Location | Proposal | Decision |
| HOU/2017/0241 | 22 Kirklea, Little Broughton | Erection of porch to front | Approved |

**17/18 Finances, Accounts & Governance**

1. Payment of Accounts

**Resolved** by all present that the below accounts be paid with cheques signed by Cllrs J Wilson & Cllr A Carruthers

|  |  |  |
| --- | --- | --- |
| From | Reason | Amount |
| HMRC | PAYE December | £77.60 |
| Becx Carter | Salary Dec (Via SO) | £310.06 |
| Becx Carter | Expenses | £130.73 |
| HMRC | PAYE Jan | £77.40 |
| Becx Carter | Salary Jan (Via SO) | £310.26 |
| John Wilson | Expenses | £139.00 |
| T B Stamper & Co | Footpath Rental | £240 |
|  |  |  |

**Action: Clerk to pay these accounts.**

1. Approval of Bank Reconciliation & Spend against Budget for Jan 2018

**Resolved** by all present that these be noted as a true & accurate record. This was signed as such by Cllr R Gildert

1. Draft Budget 18/19

**Resolved** by all present that the budget be set at Option 2 (10%) increase to take into account the increasing costs for Data Protection Controller.

**Action: Clerk to file the relevant forms.**

1. Request from the Church for funding towards car park resurfacing.

**Resolved** by all present that resurfacing of the car park would result in the loss of the hard games area which is referred to in the Council lease.

**Action: Clerk to contact the Church and ask for further detail on the exact area they are looking to resurface and a costs request supported by a quote.**

**Action: Clerk to agenda for the February meeting.**

1. Request for funding Cumbria Children’s Dyslexia Project.

**Resolved** by all present that the Clerk contact the school for their feedback on this request.

**Action: Clerk to agenda this for the February meeting.**

**18/18 Councillor Matters**

Clerk to contact ABC regarding the dead trees on Nook, and the replacements that temporarily appeared then disappeared.

**Action: Clerk to look into this matter.**

**19/18 Date & Time of Next meeting.**

**Resolved** by all present that the next meeting be held on Tuesday 20th February 2018

Meeting Closed 20:54

Signed……………………………………………. (Chair) Dated………………………………………………..