**Broughton Parish Council**

Minutes of the meeting of Broughton Parish Council held at Little Broughton Village Hall on Tuesday 17th July 2018 at 19:00

**Present:** Mrs Mary Bradley (Chair), Mrs Sue Hannah, Mr John Wilson, Mrs Joanne Sewell, Mrs Alison Carruthers, Mr Bill Smith, Mr Richard Gildert, A/BC Cllr N Cockburn, Mr C Jackson, Mr A Nelson (member of the public)

**Apologies:** Mrs Claire Winter, Mrs Jackie Hodben, Mr Steve Hannah, Mr Richard Gildert, Mr Maynall Weir, A/BC J Farebrother

**130/18 Apologies for absence**

Apologies were received and noted from the above.

**131/18 Chairman’s Announcements**

The Chair thanked Cllr Sue Hannah, A/BC N Cockburn, and all members of the public who were involved in the public response to the Broughton Park/Storey Homes planning appeal which was successfully won in May (Appeal Reference APP/G0908/W/17/3183948).

It was noted that clarity needs to be sought on if the site is still included in the preferred options for the area. The Parish Council and other members of the community are concerned that the Derwent Forest (future) housing development is included in the housing numbers for Broughton Moor Parish despite the future homes more clearly aligning with the facilities of Great & Little Broughton due to their geographical location.

**Resolved** by all that the Clerk research & pursue this and move towards a meeting taking place between Cllr Sue Hannah & 1 other Councillor with ABC to discuss the preferred options/site allocations and the next steps with Public Consultation regarding these sites.

**Action: Clerk to source the relevant documents and circulate to all along with a meeting date for a meeting with the relevant Allerdale officer/officers.**

**132/18 Requests for dispensations and declarations of interest**

None

Following his co-option Mr Carl Jackson declared an interest in the Allotments as plot tenant. Mr Carl Jackson also confirmed his request for a dispensation to enable him to continue to take part in Parish Council discussions relating to the allotments for the purposes of remaining quorate.

**Action: Clerk to consider and process the dispensation request.**

**133/18 Minutes of the meeting held on the 26th June 2018**

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 Mary Bradley

**134/18 Police Matters**

**Resolved** by all present that the Police Report be noted as received along with the incidents listed within it.

*Notification that the Police are closing the Church Meadows Crossing Log*

Following concern raised by the Parish Council in February/March time the police agreed to open an incident log for accidents/near misses on the Church Meadows crossing. Confirmation has been received from the Police that no accidents or near misses have been reported in 4 months and the log has now been closed.

**Resolved** by all present that this information be noted as received. The Parish Council are disappointed that despite all the publicity regarding this matter (inclusion in the Newsletter, Social Media & via letter drop to local households) and the ongoing discussion about such incidents on Social media that no reports have been made.

**135/18 Public Participation**

**Resolved** by all present that the Chair’s discretion be used to defer this item until the Allotment section to allow Mr Nelson to speak to that agenda item.

**136/18 Applications for co-option**

Mr Carl Jackson confirmed to all present that he would like to stand for one of the co-option vacancies.

The Clerk confirmed that Mr C Jackson is eligible and compliant to be a Parish Councillor.

**Resolved** by all present that Mr C Jackson be co-opted on to the Parish Council with immediate effect.

Mr C Jackson completed his declaration of his office form and this was witnessed by the Clerk.

**Action: Mr C Jackson to complete his declaration of Pecuniary Interest form.**

**Action: Clerk to update the website with Mr C Jacksons co-option and to submit the relevant forms to Allerdale Borough Council**

**137/18 Update on matters arising from previous meetings**

1. Youth Shelter/Outdoor Recreation Project

**Resolved** by all present that this matter be deferred until the September agenda due to Cllr C Winter not being able to be present at the meeting.

Cllr Sue Hannah confirmed that she had done some funding research and WREN are unable to offer any funding as they no longer manage the Distington site. An approach has been made to CWMET to see if this would be within their area/remit. In addition there is a new lottery window opening that might be viable.

In addition Cllr Sue Hannah confirmed that she is still trying to locate the historic documents relating to the Home Group land.

1. Bus Shelters

**Resolved** by all present that consideration of how to proceed with the Main Street shelter be deferred until the result of discussions with Persimmon regarding the Church Meadows land is known as these structures could potentially be included in a wider heritage/village history trail.

**Action: Clerk to defer this matter to the Sept 2018 agenda.**

**Action: Clerk to pursue the next steps regarding the Persimmon land & possible consent for a use other than cemetery extension.**

**138/18 Clerks Report**

**Resolved** by all present that the Clerks report and its contents be noted as received.

Cllr J Sewell raised concern that the registration of the Pinfolds with the Land Registry hasn’t proceeded in sometime.

**Action: Clerk to pursue this matter over the summer if time allows.**

**139/18 Play-area**

1. Damage to double gates

It was noted that the double gates that are used for the ABC grass cutting contractors to access the site are damaged and no longer stay shut resulting in dogs being able to access the site/children no longer being contained in a secure area. Mr A Nelson agreed he would have a look at the gates and establish if he would be able to execute a repair that would enable the gates to be closed and locked.

**Action: Clerk to contact ABC & contractors to establish why the gates are no longer locked.**

**Action: Clerk to contact Mr Nelson for a quote.**

1. 2018 Inspection

The clerk informed the meeting that Playdale would be attending site in the coming 10days to undertake the necessary repairs/replacements following the 2018 inspection.

**140/18 Reports from Visiting Councillors**

*Cumbria County Councillor H Graham*

Not present

*Allerdale Borough Council -Cllr Nicky Cockburn*

An update was provided on a number of items:

* Broughton & Brigham First Responders- Are winding up. The funding that the group currently hold will be utilised for the installation of Publicly Accessible Defibrillators around the Parishes. It is likely that there will be on at the Broughton Village Hall, another in Great Broughton & one in Brigham. It was noted that one of the defib units was being funded as a donation from a local family.
* Community Governance Review- The consultation is now open and questionnaires are available for completion.

**Action: All to circulate the information regarding the Community Governance Review as widely as possible including on Great & Little Broughton Crack on Facebook.**

**141/18 Reports on other meetings attended**

None

**142/18 Allotments**

*Resolutions as per circulated paper*

Deferred no paper had been circulated due to an Allotment Working Group Meeting not having been held. This matter will be deferred to the August 2018 meeting.

*Nomination of additional Councillor to sit on the Allotment Working Group*

It was noted that following Ms Rosemary Pasmore’s resignation a seat on the Allotment Working Group is vacant.

Cllr C Jackson confirmed that he would like to remain as an Allotment Tenant representative on this group.

No councillor present stood for this position

**Action: Clerk to contact all councillors not present to see if any Councillor would be willing to sit on the Allotment Working Group.**

*Approval of £120 quote for strimming works at the Coldgill Site*

**Resolved** by all present that the quote of £120 to strim the areas on Coldgill be authorised.

**Action: Clerk to speak to Mr Jackson to authorise the works to commence.**

*Allotment Wall*

Cllr M Bradley updated Councillors present that since the June meeting when two quotes were before the Council from Mr Nelson & Mr Anderson, Mr Nelson had been asked as per resolution to produce a formal quote supported by adequate insurance & a risk assessment. A partial new quote from Mr Nelson (linked with a third party) had been received for £6000 but was not supported by adequate insurance & risk assessment.

The Clerk informed the meeting that the formal Bridleway Closure was in place to prevent members of the public accessing the site.

Cllr M Bradley summarised the options:

1. Proceed with Mr R Anderson’s quote as a complete quote supported by appropriate documentation
2. Approve a budget and allow Mr Nelson 1 week to produce a final and complete quote prior to a decision being made. It is likely that the costs would be between £6,000-£11,000.

**Resolved** by all present that Mr Nelson be given a week to produce a final and complete quote. Delegated authority will be granted to the Chair & Clerk to then review the quotes and proceed with the best value for money quote that is legally and technically compliant.

**Action: Clerk & the Chair to pursue this matter**

**Resolved** by all present that approval of a budget up to £11,000 be approved from the Capital Reserve fund for these works.

**Action: Clerk & the Chair to pursue this matter.**

*Allotment measuring*

Cllr C Jackson confirmed that he and Mr Nelson have 95% completed the allotment measuring works and will have a report to present to the Allotment Working Group meeting on Monday 23rd July 2018. A paper of the Allotment Working Group recommendations will be distributed prior to the August 2018 meeting.

**Action: Clerk and Chair to work on the preparation and distribution of this paper following the Allotment Working Group meeting on Monday 23rd July 2018.**

**143/18 Parish Maintenance & Highways Matters**

1. *Parish Grass Cutting*

Cllr J Sewell has met with the grass cutting contractor and has shown him all the areas that should be included in the contract. He will be working his way through the areas over the next couple of weeks.

In addition he has just painted the seat at the bottom of Ghyll Bank and will do the Moor Road one.

As the grass is not growing due to the current weather conditions he will be using his time to under take other works e.g. the removal of the Alder & Sycamore at the Junction of Craggs Road.

Mr Jackson will contact Cllr J Sewell if he has any further queries on location of areas to be cut.

1. *Traffic/Parking on Ghyll Bank*

**Resolved** by all present that this issue remains an ongoing one with vehicles parking inappropriately resulting in difficulties with access & egress. Local residents would like to see a one way system considered.

The Clerk reminded all present that this issue was going to be reviewed by the CCC as part of a Traffic Regulation Order Review.

**Action: Clerk to contact CCC and ask if as part of the TRO they could discuss with Home Housing the removal/tarmacking of the green areas to increase the parking provision in the area.**

**144/18 Correspondence received**

**Resolved** by all present that all correspondence listed in the Clerks Report be noted as received.

1. Letter regarding Speeding in the Village

**Resolved** by all that this be noted as received and be passed to Cumbria County Council & the Police for information. In addition the parishioner to be asked to report these incidents to the Police.

**Action: Clerk to action this resolution.**

**145/18 Planning Applications**

None

**146/18 Planning Decisions**

**Resolved** by all present that the below decision be noted as received:

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| 2/2018/0116 | Land adjacent Derwent View, Coldgill Avenue | Outline application for the erection of a single storey dwelling including access & layout | Outline Approved |
| 2/2018/0093 | Little Moor, Moor Road, Great Broughton | Extension to existing farm implement store | Approved |

**147/18 Finances, Accounts & Governance**

1. Payment of Accounts

**Resolved** by all present that the below accounts be paid with cheques signed by 2 authorised signatories

|  |  |  |
| --- | --- | --- |
| **From** | **Reason** | **Amount** |
| HMRC | PAYE July | £137.60 |
| Becx Carter (Via SO) | Salary | £549.88 |
| Becx Carter | Expenses | £102.75 |
| Jackson Hetherington | Grass Cutting July | £246.12 |
| Broughton Primary School | Donation to War Memorial Plaque | £100 |
| Cumbria Pest Services | Contract Fees Coldgill | £120 |
| Tyson Pressure Washing | Cleaning of bus shelter fees | £40 |

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

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

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

**148/18 Staffing**

**Resolved** by all that this matter be deferred to a future meeting.

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

**149/18 Councillor Matters**

None raised

**150/18 Date & Time of Next meeting.**

**Resolved** by all present that the next meeting be held on MONDAY 20th August 2018 at 19:00 in Christ Church.

Meeting Closed 21:16

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