**Broughton Parish Council:**

**Clerk’s Report to the meeting held on Tuesday 18th September 2018**

**Correspondence received since last meeting for information.**

1. Notification of CALC Three Tier Meeting 20th September 2018
2. Cumbria Constabulary Joint Annual Public Consultation Survey
3. Nominations for CALC Executive
4. Notification of Ellenvale Service 68-Minor alterations
5. Clerks & Councils Direct
6. Allotment & Leisure Gardner Issue 3 2018
7. CALC notification of Subscriptions Review for 2018

**Clerk’s actions from previous meeting:**

131/18 Obtain latest local plan and update on its current stage from ABC and ask for a meeting with relevant officers to discuss Broughton allocations etc -*Simon Sharpe ABC attending Sept 18 meeting*

133/18 Upload minutes to website & circulate*-Done*

136/18 Update website with Carl Jackson appt & add to distribution lists-*Done*

136/18 File Carl Jackson DPI Form -*Done*

137/18 Defer bus shelters to Sept-*Done*

137/18 Pursue S.106 variance on Persimmon site with ABC-*Ongoing, initial confirmation from ABC is that the change of use from agricultural land to cemetery extension has now lapsed as the approval was granted more than 5 years ago. However ABC have noted that if the land were to be transferred to the Parish Council for a community green space ABC would be most likely to look favourably on this.*

138/18 Register Little Broughton Pin Fold-*Ongoing*

139/18 Contact ABC re gates at Welfare field and why no longer locked/closed-*Ongoing- Neither Tivoli (ABC contractor) Nor ABC have any idea where/why the padlocks have been removed.*

139/18 Contact Alan Nelson for a quote from the gates-*Alan Nelson has confirmed that no works are required it is just an issue of the missing padlock*

139/18 Circulate information on Community Governance review to all councillors for wider distribution-*Done*

142/18 Contact all councillors to see if anyone can attend Allotments-*Done*

142/18 Speak to Mr Jackson re strimming-*Done*

142/18 Speak to Nellie re quote and insurance for allotments-*Done works underway and revised quote required for the additional works identified now that the project has commenced*

142/18 Work with Mary re allotment contract- *Done*

142/18 Keep CCC posted on Wall works-*Ongoing*

142/18 Prepare & distribute allotment paper after Monday 23rd Meeting- *Done*

143/18 Contact CCC and ask if removal of Home Group Grass can be included in TRO considerations- *Done*

144/18 Forward letter re speeding concerns to CCC & Police & ask individual in question to report near misses to the police-*Done*

147/18 Pay accounts-*Done*

148/18 Agenda Staffing for August meeting-*Done*

Allotments Prepare minutes from Task & Finish Group 23rd July 18- *Done*

Allotments Agenda Pest Control Contract decision to PC Meeting August- *Done*

Allotments Prepare budget figures for Allotments including and excluding pest control against measurements- *Done*

Allotments Send confirmation of tenancy termination (recorded) to Emir- *Done*

Allotments Prepare new tenancy agreement for Anita and send it to her after above-*Done*

Allotments Prepare allotment allocation policy for approval by the Allotment Task & Finish Group- *Done*

Allotments Agenda Allotment Allocation Policy for approval by Task & Finish- *Done*

Allotments Agenda Allotment allocation policy for approval by PC on 20th August 2018- *Done*

Allotments Re-print tenancy agreement for Sarah-*Done*

Allotments Chase up unsigned tenancy agreements- *Done*

Allotments Add additional clause to tenancy agreement re ownership of IBC tanks & remaining on plots- *Done*

Allotments Agenda additional water supply to Nook site for future meeting-*Ongoing*

Allotments Write up measuring policy for approval to ensure all future measuring is undertaking following the same protocol- *Done*

Allotments Collate measuring data against uni data -*Done*

Allotments Prepare price per sq m figure & implications on plots (colour code for price increases)- *Done*

154/18 Upload & circulate minutes- *Done*

156/18 Convey decision to Rev Butland re parking area- *Done*

159/18 Look into issue of padlock on Welfare Field-*Ongoing- as above*

161/18 Publish Allotment Measuring Policy on website-*Done*

161/18 Prepare and send letter thanking Newcastle Uni Students for their work- *Done*

161/18 Give notice on Pest Control Contract-*Done*

161/18 Publish Allotment Allocation Policy on website-*Done*

161/18 Prepare an issue all tenancy agreements -*Done*

163/18 Submit comments on HOU/2018/0166-*Done*

163/18 Submit comments on 2/2018/0346-*Done*

164/18 Pay Accounts-*Done*

164/18 Publish Annual Return completion notice-*Done*

**On-going Matters- *Matters which the Council & Clerk is continuing to work on but which have no updates so don’t require formal agenda space***

1. Walls & the lack of protection for them under Planning law -*Awaiting an update from A/BC Cllr N Cockburn. Matter to be agenda’d in future when decision are required*
2. Cemetery/Green Space Church Meadows- *On-going*
3. Bulling Meadow Registration of Fishing Rights- *Awaiting confirmation from the Councils solicitor on how to proceed with a profit a prednre registration.*

Becx Carter

Clerk to Broughton Parish Council

broughtonparishclerk@hotmail.com