**Broughton Parish Council**

Minutes of the meeting of Broughton Parish Council held at Little Broughton Village Hall on Tuesday 16th October 2018 at 19:00

**Present:** Mrs Mary Bradley (Chair), Mrs Alison Carruthers, Mr Richard Gildert, Mrs Jackie Hodben, Mrs Claire Winter, Mrs Sue Hannah, Mr Steve Hannah, Mr John Wilson, Mr Carl Jackson, Miss Becx Carter (Clerk)

**Apologies:** Mr Bill Smith, Mrs Joanne Sewell, A/BC Cllr J Farebrother, A/BC Cllr N Cockburn.

**188/18 Apologies for absence**

Apologies were received and noted from the above.

**189/18 Chairman’s Announcements**

Cllr M Bradley noted that over the past month she had been working on amongst other matters further works relating to the Allotments, and Derwent Forest.

Cllr M Bradley noted local concern regarding the proposed allocation of Rose Farm as housing in the proposed Local Plan Part 2, in particular with relation to the printed notes which relate to the demolishment of the existing buildings on the site. The original farm steading is a structure of historic value and would be a significant loss to the area if it were to be demolished.

**Action: Clerk to establish if the building is a registered listed building.**

Soddy Gap proposal for Holiday Caravans/Chalets has been noted locally, and confirmation has now been received that the Parish Council is not being consulted on these proposals at this stage as this is only a Screening Application to identify if an Environmental Impact Assessment is required. The Parish Council (and local residents) will be consulted if/when a full planning application is submitted. Cllr M Bradley noted that there is local concern regarding if these proposals are for a holiday park, or for a large site for second home owners, and regarding the traffic impacts on the pre-existing infrastructure.

**190/18 Requests for dispensations and declarations of interest**

None

**192/18 Minutes of the meeting held on the 18th September 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.

It was noted that Mr Simon Sharp of Allerdale had received a copy of these minutes and confirmed them as factually correct.

**193/18 Police Matters**

**Resolved** by all present that the Police Report be noted as received along with the 1 incident listed within it.

**194/18 Public Participation**

None present

Cllr M Bradley noted to the meeting that a dialogue is still being held with the Church regarding the area outside of the Church Gates. There appears to be an ongoing misunderstanding relating to this area. The area that the Parish Council lease from Allerdale Borough Council does not include the Welfare Field Track (which the Parish Council had resurfaced recently) nor the area at the end of the Track between the Church & the Children’s hard play-area.

The Parish Council made a resolution relating to this matter at the August meeting confirming that the Parish Council have no objection to the Church resurfacing this area at their own liability. There is a small area that could be considered to be under lease to the Parish Council (the area between the alphabet snake and the line that continues from the edge of Welfare Field Track which is the edge of the Parish Council lease).

Cllr M Bradley agreed to compose a letter in Plain English to be checked by the clerk for legal compliance to be sent to the Church laying out the Parish Councils position.

**Action: Cllr M Bradley to compose this letter.**

**Action: Clerk to check and send the letter.**

It was noted that if the Church requested (in writing) that the Parish Council consider funding directly with the contractor the area between the Alphabet Snake and the edge of the Parish Council lease area then this could be added as an agenda item for a future meeting.

The Clerk confirmed that if this approach were to be made the Parish Council would need to pay the contractor direct as a Parish Council can’t legally provide donations to Church’s other than for the purposes of Graveyard/Churchyard maintenance.

**Action: Clerk to agenda this for a future meeting if a written approach is received from the Church supported by a detailed quote showing the breakdown between the Parish Council leased area and the remained of the land.**

**195/18 Applications for co-option**

None

**196/18 Update on matters arising from previous meetings**

1. Youth Shelter/Outdoor Recreation Project

Cllr C Winter noted to the meeting that following receipt of a copy of the map of Welfare Field a revised approach would be made to the Home Group to lease the area of land adjacent to Welfare Field. If this approach is unsuccessful there is a possibility that the Youth Shelter could be sited behind the goal posts. This possible location could have benefits as it would back on to an old industrial use garage which would provide an additional barrier between the shelter & the residential properties.

It was noted that once further detail is in place regarding the site/style/size of the Youth Shelter & Outdoor Gym a full public consultation would need to be held with local residents. Cllr C Winter confirmed that many of the companies who supply youth shelter also offer support with the consultation process.

Cllr C Winter is continuing to work on getting quotations for the various options, these would be required if a grant application were to be made. Additionally, ABC would need to be contacted to check on the planning status relating to such a project.

**Action: Cllr C Winter to continue working on this project and update at a future meeting.**

**Action: Clerk to agenda the matter for the November 2018.**

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 Nov 2018 agenda.**

**Action: Clerk to pursue the next steps regarding the Persimmon land following a response from ABC confirming they wouldn’t be averse to the land being used for community purposes.**

**197/18 Clerks Report**

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

**198/18 Play-area**

1. Monthly Report from Cllr J Wilson

Cllr J Wilson confirmed that his most recent inspections have been positive with the repairs undertaken by Playdale being done to a very high standard.

The double gates are now padlocked but require some holes drilling into the concrete below the gates to enable the down bolts to be able to lock into them.

**Action: Clerk to speak to Nellie regarding these works.**

**199/18 Reports from Visiting Councillors**

*Cumbria County Councillor H Graham*

Not present

*Allerdale Borough Council -Cllr Nicky Cockburn*

Not present

**200/18 Reports on other meetings attended**

None

**201/18 Allotments**

1. *Appeals against New Tenancy & Fees*

The Clerk updated the meeting that all new tenancy agreements had been distributed at the end of August 2018.

* Out of 86 tenancy agreements sent out 55 have been returned completed and paid for.
* 9 Tenants are in dialogue with the Clerk regarding either missing payments/or signed tenancy agreements.
* 17 tenancies are outstanding with no contact having been made with the Council
* 2 tenancies are the subject of an appeal
* 4 plots are vacant

The Clerk noted that of the above, a significant number of repeat tenancies have had to be issued along with letters to chase up either missing payments/or signed tenancy agreements. This has taken significant Clerk time which has an associated cost.

**Resolved** by all present that the tenants have had 4 full weeks to pay the new fees 1st Sept-1st Oct 2018 and a further grace period of 2 weeks during the Clerks recent bereavement absence, those tenants who have not paid/signed their agreements should now be issued with a final demand letter requesting payment & signature within 4 weeks.

**Action: Clerk to draft a letter for sign off by Cllr M Bradley prior to issuing.**

1. *Allotment Task & Finish Group*

A meeting has been called for the 6th November 2018 to consider revised terms of reference for this group going forward. This Terms of Reference will be agenda’d for full Parish Council approval at the November 2018 meeting.

**Action: Clerk to agenda this for the November 2018 meeting.**

1. *Additional Wall Works*

Cllr M Bradley informed the meeting that in compliance with Standing Orders Financial limits these works had been authorised by the Chair & the Clerk. The total amount approved was £1000 for the additional wall removal (to the end of the old Plot 2 boundary) and the construction of a retaining wall and finishing where necessary.

**Resolved** that the approval of an additional £1000 for these works be noted and confirmed.

It was noted by councillors present that appropriate finishing/coping needs to be undertaken on this wall to prevent water lying on the surface of the new wall causing possible further damage.

Additionally, a quote needs to be obtained from Mr Nelson for the installation of pig netting to the new fencing to keep stock in (and dogs out).

**Action: Clerk to obtain this additional quote & agenda for approval at the November 2018 meeting.**

It has been observed that much of the rubble generated by the removal of the wall had been reused elsewhere on the sites for improvement projects (e.g. the turning area).

**202/18 Parish Maintenance & Highways Matters**

1. *Fingerpost works*

Cllr Steve Hannah noted that these works have now commenced, the fingerpost at the bottom of Harris Brow has now been completed. Two others will be done. The one at the bottom of Craggs Road will not be done due to its poor condition and inaccessibility (subsumed within the hedge).

1. *Highways Maintenance*
2. Road Sweeping- The Parish Roads need to be swept following the recent leaf falls which are blocking drains and making road surfaces dangerous.

**Action: Clerk to request road sweeping throughout the Parish.**

1. A66 Roundabout- It was noted that no update had been received on this matter recently, in particular in light of recent proposed developments within the Parish and in the wider environs which are and will put addition pressure on this junction.

 **Action: Clerk to speak to the relevant parties and request an update on this matter.**

1. Condition of Craggs Road- It was noted that this road is in increasingly poor condition particularly as it is persistently used as a diversion route for the regular A66 junction closures as a result of the dangerous nature of the A66 junction.

**203/18 Correspondence received**

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

1. Derwent Forest/Mr Catterson

Following on from the September 2018 meeting the Clerk informed those present that two communications have been received regarding this site.

Firstly, Mr Catterson has offered to come and present to Broughton Parish Council regarding the proposals/plans for the site.

Secondly Mr Sharp from ABC has confirmed that there is no ABC managed group relating to this site/project at this stage by that he was considering setting up a working group of the surrounding Parishes to keep everyone informed of the progress relating to this site (and others if applicable).

**Resolved** by all present that instead of Broughton Parish Council organising a meeting of local Parishes that Mr S Sharp be encouraged to organise this meeting as a matter of urgency and that Mr Catterson be invited to attend the first meeting to present to all affected Parish Councils and District Councillors.

**Action: Clerk to convey the above decision to Mr Sharp and ask for such a meeting to be called as soon as possible.**

It was noted that if as a result of the discussions at the above meeting it is felt that a Neighbourhood Plan would be beneficial for Broughton Parish Council then this matter could be placed on the agenda for a future meeting.

**204/18 Planning Applications & Consultations**

**Ref:** 2/2018/0397

Location: Land adjacent to Rigg Top, Coldgill Avenue, Great Broughton

Proposal: Erection of detached dwelling with detached glass house

It was noted that concerns had been received in writing from two local residents relating this application.

**Resolved** by all present that Broughton Parish Council strongly object to this application on the following grounds:

* That the junction from the property curtilage on to the public highway is on to a blind bend on a narrow and well trafficked local amenity road
* That Coldgill Avenue road is a very busy local amenity road with added pressures from the one-way system between Coldgill Bungalows joining in very close proximity to this proposed dwelling, further this single-track road is used for heavy agricultural traffic for local farms, and for the local sewage works. Finally, this road has additional pressures from traffic and parking associated with Allotment Holder usage & Scout Parents on regular occasions during the week. Any additional traffic on this road is considered by the Parish Council to be a safety hazard for other road users but more crucially for pedestrians where there is no pedestrian infrastructure.
* The only junction between the proposed site and the main road is that between West End and Moor Road, which is a narrow pinch point junction and any additional traffic on this route would be again deemed by the Parish Council to be a danger to highways and pedestrian users. The Parish Council note with significant disappointment once again the standardised Cumbria County Council Highways Response to this application which appears to take no account of the local conditions or usage of this road. The Parish Council feel that the Highways Department should be asked to install Traffic Data Counters on this road prior to any further opinions being provided relating to applications in this vicinity.
* This site is outside of the proposed Settlement limit for the Village of Great Broughton as per the proposed Local Plan Part 2 Consultation.
* This site is a green field site, and any development on the aforementioned site would result in the destruction of a green field agricultural site. There are other significant brownfield sites within the Parish, green field sites should not be destroyed when other options are available.
* The proposed development will have a negative visual impact on the wider public amenity from sites across the valley from the site, and from the nearby rights of way and public seat adjacent to the top of the Coldgill Allotments.
* The Coldgill Bungalows (opposite the site) are of significant historic and architectural value within the Parish and this development will have a negative visual and overshadowing impact on them.
* The proposed development is over dominating on the site and in the local area, and the elevation should be no higher than Rigg Top to prevent such over domination.

Further to the above objection points, the Parish Council would seek reassurance that if the application were to be approved that PRIOR to any development commencing an appropriate construction traffic plan be put in place to prevent any damage to the private land (grass verges) on the other side of the road to the dwelling. Also, a condition should be placed on the development that prior to it commencing a tarmacked surfaced pedestrian pavement should be installed for pedestrian safety.

Finally, the Parish Council noted once again that there is significant local mistrust of the Allerdale Borough Council Planning System regarding how other applications in the immediate proximity to this one has been handled, resulting in a breakdown of local community cohesion in this area.

**Action: Clerk to submit the above comments to Allerdale Borough Council.**

It was noted by Councillors that ABC appear to have changed the naming conventions on planning applications to include three letter prefixes with no explanation as to what these mean or the impact they have on when/if Parish Councils are Consulted.

**Action: Clerk to request an explanation of this for distribution to all Councillors.**

*Allerdale Local Plan Part 2 Consultation*

Parish Councillors present noted that it was unclear exactly was being consulted upon at this stage. It is not clear what ‘in compliance with legal requirements and test of soundness’ means even when considered with guidance. Additionally, the size and scale of the documents involved make it challenging for Parish Councils to scrutinise them.

The Parish Council **resolved** to make a number of comments relating to the final draft as circulated in terms of SA24:

* Rose Farm is a large-scale business within the Parish and within farming in the local area and the loss of this site would have a significantly detrimental impact on it.
* The original farmstead buildings are of historic importance locally
* The allocation of this site for housing doesn’t appear to have taken into account the impact on the villages within Broughton Parish in terms of traffic movement and additional pressure on local infrastructure.
* The junction from the proposed site is a dangerous junction which has seen at least one fatality in the last 15 years.
* The majority of the allocated site is greenfield and not infill
* Any development on this site would increase the pressure on the existing road network which is already in the opinion of the Parish Council overstretched in particular Harris Brow and the Broughton High Bridge junction with the A66.
* The allocation of this site for potential housing is ill thought out in terms of village infrastructure e.g. Highways, Pedestrian infrastructure & pavements, school provision, street lighting.
* The allocated area appears to straddle the road meaning that residents of any housing built on the site would need to cross a main and busy road (with no street lighting or pavement) to access the village amenities/school etc.

In terms of wider comments on the soundness of the plan Broughton Parish Council feel the document is based upon an unproven need for additional local housing, in particular linked to the Moorside development which is at the moment not proceeding due to no developer being in place. No consideration appears to have been given to the vacant housing stock that would be generated as a result of development as per the proposed plan.

A cohesive and holistic approach needs to be undertaken to housing developments already approved and then land allocations going forward within the Parish rather than a piecemeal approach which is what appears to be being taken at the moment.

It was further noted that there are Supplementary Planning Documents that suggest that there is sufficient play-area provision within the local parish, but no information has been given on how this decision was made etc.

**204/18 Planning Decisions**

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| HOU/2018/0166 | 37 South Terrace, Great Broughton | New roof & alterations to existing sun lounge | Approved with Conditions.  |

**205/18 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 Oct | £137.40 |
| Becx Carter | Salary (Via SO) | £550.08 |
| Becx Carter | Expenses | £174.83 |
| Earl Haig Poppy Fund | Remembrance Wreath | £25 |

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

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

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

1. Request for a Grant towards the cost of a Defibrillator

The Clerk informed the meeting that an email had been received from A/BC Cllr N Cockburn asking that the Parish Council consider if they would be minded to give a donation towards the cost of installation of an additional Defibrillator within the Parish.

**Resolved** that this would be something that the Parish Council may consider in the future if further details were provided on the location proposed for the additional unit and the potential grant request.

**Action: Clerk to convey this decision to A/BC Cllr N Cockburn.**

**206/18 Councillor Matters**

None raised

**207/18 Date & Time of Next meeting.**

Tuesday 12th November 2018 19:00 Little Broughton Village Hall

Meeting Closed 20:30

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