**Broughton Parish Council**

Minutes of the meeting of Broughton Parish Council held in Christ Church Great Broughton on Tuesday 18th June 2019 at 19:00.

**Present:** Mrs Mary Bradley (Chair), Mrs Joanne Sewell, Mrs Jackie Hobden, Mr Steve Hannah, Mrs Sue Hannah, Mrs Claire Winter, Mr Carl Jackson, A/BC Cllr J Farebrother, Miss Becx Carter (Clerk)

**Apologies:** Mr B Smith, Mrs A Carruthers, A/BC Cllr N Cockburn

With 7 Councillors present the meeting was quorate to continue.

**103/19 Apologies for absence**

Apologies were received and noted from the above.

**104/19 Chairman’s Announcements**

All matters that the Chair wished to raise were covered elsewhere on the agenda.

**105/19 Requests for dispensations and declarations of interest**

Cllr J Sewell declared an interest in planning application reference HOU/2019/0116 and left the room during all discussions relating to this matter.

Cllr J Hobden declared that she was involved with the Community Flower Festival that was seeking a grant under agenda item 119/19iv. As this was a none pecuniary interest Cllr J Hobden remained present during discussions.

**106/19 Minutes of the meeting held on the 21st May 2019**

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 of the meeting by the Chair Cllr M Bradley.

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

**107/19 Police Matters**

**Resolved** by all present that the Police Report be noted as received along with the 3 incidents noted within it (1 suspicious individual, 1 damage to vehicle, 1 nuisance report)

*Anti-Social Behaviour-* The Clerk informed all present that a response had been received from PCSO C Parker to the confirms raised at the May 2019 meeting. Confirming that she does undertake regular patrols in the area including in the evenings. The Police advice remains that if gatherings of young people are observed causing nuisance or damage it should be reported via either 101 or 101emails@cumbria.police.uk.

**108/19 Public Participation**

None

The Clerk noted verbally that concern had been raised from a local resident regarding the closure of the Great Broughton Post Office which was noted in the particulars for sale of the site recently advertised for auction.

**Resolved** by all present that the loss of the Post Office would be a sad event for the Parish and a significant loss for the community.

**Action: Cllr M Bradley to speak with the Post Office to identify what services have been most utilised at the post office recently to identify any service replacements that may be needed after the Great Broughton Post Office closes.**

**109/19 Applications for Co-option**

None received

**Action: Clerk to prepare co-option posters for inclusion on the noticeboard within the Parish**

**110/19 Update on matters arising from previous meetings**

1. Youth Shelter/Outdoor Recreation Project

Cllr C Winter confirmed that she had once again spoken with Home Housing and they have confirmed that the transference of the area of land adjacent to the Welfare Field was not viable due to a moratorium on the conveyance or transference of such parcels of land.

Consideration needs to be given to other possible sites which could be consulted on for the siting of a Youth Shelter & Outdoor Gym with local residents:

* + - 1. The area to the rear of the Goal Posts adjacent to the Children’s hardstanding area (which has a large non windowed garage wall and trees to the rear) subject to it being far enough away from the Goal Lines for safety, and drainage concerns being addressed.
			2. The Persimmon Green Space- The Clerk noted that the Planning Conditions imposed by Allerdale Borough Council would preclude this
			3. Rugby/Cricket Pitch- Concerns were noted about any possible land areas outside of the residential village as the aspect of supervision/observation would be lost potentially leading to other issues

**Action: Cllr Sue Hannah to check Football Association Regulations about the distance’s structures need to be from Football Pitches.**

Cllr C Winter informed councillors that companies who provide outdoor shelters/gyms are willing to attend sites and provide opinions on the viability and design mock ups but a list of sites would need to be determined before this could be taken forward.

Concern was noted regarding the amount of usage that an outdoor gym may or may not receive. Councillors noted that personal observations were that Outdoor Gym equipment all in one place don’t tend to get much use but those on a ‘circuit’ seem to receive more usage.

Further suggestions were received from Councillors regarding the fact that consideration should be given to a Multi-Use Games Area for year-round sports activity.

**Resolved** by all present that more detailed proposal be prepared for consideration by Broughton Parish Council at its September meeting.

**Action: Clerk to agenda this matter for the September 2019 meeting.**

1. Bus Shelters/Persimmon Land Church Meadows

The Clerk informed those present that Broughton Parish Councils planning application for the Persimmmon Site has been formally approved with 5 conditions attached to it. The Clerk notified all present of the Conditions attached to the Planning Application.

**Resolved** by all present that the conditions be noted as being very restrictive for any development of the site.

**Action: Clerk to agenda the matter for the July 2019 meeting for the Parish Council to make a resolution on if they wish to pursue this site or if the conditions are too restrictive.**

**111/19 Clerks Report**

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

1. *Phone Box at the Post Office*

The Clerk noted that BT state the Phone Box belongs to the Community Heart Beat Trust and the Community Heart Beat Trust state it reverted back to BT.

Further it was noted that correspondence had been received from a parishioner resident within the area seeking confirmation from the Parish Council that there would be no objections from the local community if the box was removed.

The Parish Council noted that whilst some residents were seeking the removal of the box, other residents felt that the box should be retained for the purposes of shelter in the proximity of the bus stop.

The conflicting opinions on the future of the Phone Box outside Great Broughton Post Office were noted, and no further actions were approved at this stage. The matter to be agenda’d again for a future meeting.

**Action: Clerk to agenda this matter for a future meeting for an update on the position of the various interested parties.**

**Action: Clerk to respond to the correspondence received from the parishioner regarding the removal of this unit.**

**112/19 Play-area**

The Clerk confirmed a recent site inspection report had been received from Mr J Wilson, the only item noted (lack of a padlock once again on the double gates) has been rectified.

**Action: Clerk to put actions relating to the Independent Play area Inspection on the July Agenda for consideration.**

*Fence to protect the Play-Area*

It was noted there have been a number of incidents of near misses when balls kicked from within the Welfare Field have entered the Play area (through no fault of either party) missing younger playing children.

**Action: Clerk to speak with Playdale about guidance/recommendation for the required safety fencing.**

**Action: Clerk to speak with Allerdale Borough Council regarding the planning requirements for such a fence**

**Action: Clerk to contact the Football Association for guidance relating to safety/and minimum heights/distances.**

**113/19 Reports from Visiting Councillors & on other meetings attended**

A/BC Cllr J Farebrother noted concerns of Councillors present relating to the recent change in waste & recycling collection services since the 1st April. Including lack of collections, missed collections, staff observed taking breaks, spillages not being cleared etc.

**Resolved** by all present that as well as A/BC Cllr Farebrother raising this concern via her communication routes that the Clerk also write to the Portfolio holder (Mr C Holmes) to raise Council concerns.

**Action: Clerk to write to Mr C Holmes raising concerns about the change in contract and the associated issues and seek some clarity on when the contractual teething troubles are going to be resolved.**

**114/19 Allotments**

1. *Allotment Working Group Meeting*

Confirmed that the date for this meeting has been set as the 1st July 2019 at 19:00 at Cllr M Bradley’s.

**Action: Clerk to send out an email to all members of the Allotment Working Group asking for Agenda items.**

1. *Nook Plot 1*

Following on from the May 2019 meeting Cllr M Bradley had met with Cllr C Jackson to discuss the works required to clear Nook Plot 1. The resolutions made at the May meeting included a budget (£500) for the ploughing/rotavating of the site, and £528 for the fencing of the site.

On consideration at a Site meeting it was identified that ploughing would not be an appropriate solution for this site and that manual works were required to remove the old rubble etc prior to fencing.

Cllr M Bradley sought consent from the meeting (supported by Cllr C Jackson) to reallocate the £500 ploughing budget to materials and labour to bring water to Plot 1 with the works being carried out by a team of volunteers.

**Resolved** by all present that £500 be reallocated from ploughing to clearance and water supplies installation costs. (With the connection to the Water Supply to be undertaken by a WRAS compliant plumber).

**Action: Cllr C Jackson to lead/organise these works and once completed the fencing to be installed.**

1. *Plot 19 Nook*

**Resolved** by all present that a condition warning notice be sent to this tenant due to the condition of the plot

**Action: Clerk to prepare and issue the condition warning notice.**

1. *Dog Fouling*

It was noted once again that dog fouling is an issue on both the Allotment Sites despite the best efforts of the Council to deter this activity with signage etc. It was noted that is also a wider issue across the parish.

No further action identified that could be taken to mitigate/resolve the issue. It relies on the behaviour and social conscious of the dog owners.

**115/19 Parish Maintenance & Highways Matters**

A number of issues were reported during the meeting by Parish Councillors relating to Highways condition matters or Public Right of Way issues.

The Clerk confirmed that all matters relating to Highways/Rights of Way/Pavements/Street Lighting etc should be reported via the CCC Highways Information Management System:

<https://www.cumbria.gov.uk/roads-transport/highways-pavements/reporting-problem-on-highway/WDM/default.asp>

**Action: Cllrs to share the HIMS link to local contacts/Great & Little Broughton Crack Facebook page for other parishioners to report issues.**

**116/19 Correspondence**

None

**117/19 Planning Applications & Consultations**

**Ref: HOU/2019/0116**

Location: 6 Camerton Road, Great Broughton, Cockermouth

Proposal: Proposed extension & alterations

Cllr J Sewell left the room for the duration of the discussions relating to this agenda item.

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

**Action: Clerk to submit these comments**

Cllr J Sewell returned to the room.

**Ref: FUL/2019/0141**

Location: Plot 3 & 4 Moor Road, Great Broughton, Cockermouth

Proposal: Erection of 2 No Dwellings

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

**Action: Clerk to submit these comments**

**Ref: FUL/2019/0142**

Location: Plot 2 Moor Road, Great Broughton, Cockermouth

Proposal: Erection of detached dwelling as approved on outline application 2/2018/0346

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

**Action: Clerk to submit these comments**

**Ref: HOU/2019/0127**

Location: 9 Ghyll Bank, Little Broughton, Cockermouth

Proposal: Two Storey Side Extension & porch to front

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

**Action: Clerk to submit these comments**

**118/19 Planning Decisions**

None

**120/19 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** |
| Becx Carter | Salary (Via SO) | £564.68 |
| HMRC | PAYE | £141.20 |
| Becx Carter | Expenses | £54.38 |
| Jackson Hetherington | Grass Cutting | £453.43 |
| Christchurch  | Room Hire | £14 |
| Allerdale Borough Council | Play area inspection | £67.20 |

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

1. *Approval of monthly bank reconciliation & spend against budget report*

**Resolved** by all present that these be signed as a true & accurate.

1. *Consideration of Donation to Christ Church for Graveyard Maintenance*

**Resolved** by all present that a donation of £189.68 be made to Christchurch for the purposes of graveyard maintenance (evidence has been provided to show the costs have already been expended on Graveyard Maintenance)

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

1. *Request for Donation to Christchurch Community Flower Festival*

**Resolved** by all present that as a donation can’t be made to this event due to the legalities relating to making donations to a Church (other than for Graveyard Maintenance).

**Action: Clerk to convey this decision to the applicant.**

1. *Request for Donation to Citizens Advice*

**Resolved** by all present that no donation be made to this organisation in line with previous years decisions that as the Citizens Advice don’t hold any sessions within the Parish area.

1. *Alterations to the Bank Mandate*

**Resolved** by all present (proposed by Cllr J Sewell, seconded by Cllr C Jackson, all present in favour) that Cllrs Sue Hannah & Cllr Bill Smith be added as Signatories to the Broughton Parish Council Bank Account.

**Resolved** by all present that an application be submitted to HSBC to request ‘view only’ internet banking access to enable more timely preparation of financial documentation for the Parish Council.

**Action: Clerk to process these mandate requests.**

**121/19 Councillor Matters**

None

**122/19 Date & Time of Next meeting.**

**Resolved** by all present that the date of the next meeting be confirmed as the 16th July 2019 at 19:00 Broughton Village Hall

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