Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in a virtual meeting room via GoTo Meetings on Tuesday 20th October 2020 at 19:00

**Present:** Mary Bradley (in the Chair), Joanne Sewell, Paddy Gorrill, Sue Hannah & Steve Hannah, Bill Smith, Adrian Davis Johnston, Claire Winter

**Attendance:** Becx Carter (Clerk), Cumbria County Cllr J Lister, A/BC Cllr N Cockburn

**Apologies:** A/BC Cllr J Farebrother,

With 8 Councillors present the meeting was quorate to continue.

# 90/2020 Apologies for absence

None

# 91/2020 Requests for dispensations and declarations of interest

None

# 92/2020 Minutes of the meeting held on the 15th September 2020

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 Mary Bradley

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

# 93/2020 Chairman’s Announcements

## Resignation of Cllr A Carruthers

The Clerk notified all present that Cllr A Carruthers had tendered her resignation from the Parish Council with immediate effect due to family commitments.

**Resolved** by all present that Cllr A Carruthers resignation be accepted. All present noted that Mrs A Carruthers would be hugely missed from the Parish Council, and that the Parish Council recorded their sincere and deep thanks to Mrs Carruthers for all her work and dedication during her many years on the Parish Council.

**Action: Clerk to send a formal letter of thanks to Mrs A Carruthers.**

**Action: Clerk to process all relevant paperwork**

# 94/2020 Public Participation

None

# 95/2020 Reports from visiting councillors & police

## Allerdale Borough Council- Nicky Cockburn

*Licensing Application-Ponderosa/Broughton Lodge*. This has proved a little challenging due to tensions between people who have submitted comments on this application and the applicant. The application is for circa 14 hour per day licence, 7 days a week, 365 days a week for music, events & alcohol.

The Clerk confirmed that a response has been submitted from Broughton Parish Council covering several issues that had been raised by Councillors via email due to the tight timescale for submission of a response.

Additionally the Clerk confirmed that she has raised a query regarding the access & parking and the implications it may have on the Bridleway with the Rights of Way Authority. The Rights of Way Authority have confirmed driving can take place down a Bridleway with landowner consent but can’t park on a Bridleway legally.

**Resolved** by all present that Broughton Parish Council were concerned about how licensing applications are advertised and consulted upon as it is not clear how transparent this process is.

*Soddy Gap- Community Asset Renewal*

**Resolved** by all present that A/BC Cllr N Cockburn complete the form for renewal of registration and agree this with the Clerk prior to submitting it.

**Action: Clerk and A/BC Cllr N Cockburn to work on this.**

## Cumbria County Council – Jim Lister

The Clerk confirmed that following the September 2020 meeting of Broughton PC she had once again contacted Cumbria County Council Leadership Support Officer regarding the lack of engagement of Cumbria County Councillor H Graham with Broughton Parish Council, in particular with regard to the Highways & Traffic concerns. As a result of this communication C/Cllr Jim Lister has offered to attend the Broughton Parish Council meeting to listen to Parish Councillor & resident concerns. The Clerk also confirmed that Cllr J Airey the Conservative Group Leader is also making efforts to resolve the issue of Hugo Graham’s non-engagement with the Parish Council.

Concerns were raised with C/Cllr J Lister regarding the traffic flow/volume/speed through the Parish (which was exacerbated during the road works in the Summer of 2020) but this remains an issue regardless of if other local roads are closed.

Additionally, Broughton Parish Council remain concerned regarding large development applications coming forward for the Derwent Forest/Broughton Arms Dump site and that the traffic/highways/pedestrian infrastructure issues need to be reflected in the CCC Highways comments on any planning applications. The Parish Council following presentations by CCC officers in previous years are aware that CCC Highways comments generally follow the ‘national guidance’ and as such almost no Cumbrian developments would ever get to the thresholds of increased traffic volume to trigger the national thresholds, but Broughton Parish Council would like to encourage/work with the CCC Highways Team to ensure that any response to any future large scale planning applications reflects local issue and isn’t just a formulaic corporate response.

Cllr J Lister informed those present that he has personal history with the villages of Great & Little Broughton and appreciates the significant increase in traffic that has occurred as the villages have expanded. Fundamentally the responsibility for development rests with Allerdale Borough Council as the planning authority and the way the rules are laid out at the moment in terms of planning appear to be in favour of the developer rather than the local residents.

A/BC Cllr N Cockburn confirmed that the ABC Development Panel have to take on board what the Highways say and they very rarely object to anything which is linked to the issues being raised here. When the CCC Highways team do respond their responses are not consistent. An example was offered of a CCC Highways objection to one house on Harris Brow which they objected to as was on a substandard junction, but when Storey’s wanted to develop behind Broughton Park using the same junction but CCC Highways made no objection. There is no serious understanding from CCC Highways about the traffic difficulties within the Parish.

There are very serious local concerns about the potential impacts of the future developments on Derwent Forest Site, Soddy Gap, Malcolm Wilsons developments on the existing highways infrastructure. Broughton Parish Council want to have a meaningful conversation with Highways about all of these issues. But also, wider consideration needs to be given to the wider infrastructure in the area when CCC Highways make comments on applications, not just the very tiny details e.g. visibility splays etc, and what the cumulative impacts are of the various developments.

**Action: C/Cllr J Lister agreed to make representation on behalf of Broughton Parish Council on these issues.**

**Resolved** by all present that Cumbria County Councillor Jim Lister be thanked for taking the time to attend the meeting whilst the issues relating to the Cumbria County Councillor H Graham are resolved.

Cllr B Smith raised a query regarding the 7.5 tonne limit that is on Broughton High Bridge and queried if this limit could be included in any Highways Conditions on developments to prevent them sending vehicles across the weight limit restricted bridge. Cllr A Davis-Johnston confirmed that the 7.5 tonne TRO covers a wider area other than Great & Little Broughton so couldn’t specifically be applied to developments within the Parish, it is not specifically linked to the Broughton High Bridge.

*Unitary Authority Status*

C/Cllr J Lister noted briefly that this is back on the table again, but there are still discussions ongoing about the exact areas and this may prove challenging to find a common agreement.

ABC Cllr N Cockburn and CCC Cllr J Lister left the meeting.

# 96/2020 Update on ongoing matters

## Neighbourhood Planning

No update has been received from Allerdale Borough Council on the receipt of the Master Plan for the Derwent Forest Development. Adrian confirmed that under the ABC local plan the Master Plan would need to go before the Development Control Committee (ABC) so would be in the public domain.

**Action: Clerk to chase up this issue with ABC.**

## Youth Shelter/Outdoor Recreation Project

**Resolved** by all present that this be deferred until the Covid 19 restrictions have significantly relaxed as encouraging gatherings is not encouraged at the moment.

It was noted that there had been an incident within the Parish involving young individuals that had been reported to the Police.

# 97/2020 Clerks Report

The Clerks Report had been circulated to all prior to the meeting this was noted as received.

1. Christmas Tree

**Resolved** by all present that Cllr Sue & Steve Hannah procure a Christmas Tree for a maximum budget of £150 to be installed ready for the 22nd November 2020 ‘virtual switch on’ this will be compliant with the current Covid 19 restrictions.

**Action: Cllr Sue Hannah & Cllr Steve Hannah to organise this and pass the invoice to the Clerk for payment.**

# 98/2020 Play-area

It was noted that the repairs to the Wobbly Wooden Bridge, the Servicing of the Gates and the greasing of the large swing have now been completed.

It was noted that the safety surface under the cradle swing has started to come away and needs to be repaired.

**Action: Cllr C Winter to provide a photograph of the damage to the Clerk to obtain a quote for repairs**

## Park Fencing

The Clerk confirmed that she had raised an enquiry with ABC Planning department regarding the need for Planning for a ‘stop the football net’ but no response had yet been received.

A request for an initial quotation had been made to two companies who install permanent ‘football stop net’ style fencing. The quotation has been based on 6m High, 40m long football stop net, an initial quotation received was £11,946 from the first company, and £9,295 plus VAT from the second company.

**Resolved** by all present that Cllr Sue Hannah undertake some research on possible grants.

**Action: Clerk to forward the quotes to Cllr Sue Hannah who will have a look at possible funding.**

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

Cllr B Smith enquired as to if the goals posts could be moved when there are no matches on. It was felt that this wouldn’t stop children playing football on the playing field.

## Play-area Signage & Additional Bin

The Clerk noted to all present that the most recent independent inspection of the Playarea had noted that the signage on the gates was outdated. The Clerk requested a budget of £400 to procure appropriate signage for the pedestrian gates.

**Resolved** by all present that the Clerk be authorised to spend up to £400 on signage for the Playarea in compliance with current legislation.

**Action: Clerk to proceed with the ordering of this signage.**

Concern had recently been raised regarding the overflowing bin at the Play-area, Tivoli Services who are the contractors for Allerdale Borough Council have confirmed they would be willing to empty a second bin for no extra charge if the Parish Council provided the additional bin. A quote has been received for two options.

**Resolved** by all present that Cllr C Winter have a look at the site and identify if a new bin is required or if seagull flaps are needed.

**Action: Cllr C Winter to report back to the Clerk.**

## Request from Local Parent for Upgraded Playarea

An email has been received by Broughton Parish Council asking for the Parish Council to consider an upgrade to the Play-area as it is now quite tired. The parishioner raised concern that it hasn’t been upgraded in many years and needs to be upgraded to make it appealing to children.

The Clerk confirmed that the Parish Council had most recently undertaken a significant investment supported by grant funding on the Play-Area in 2010.

**Resolved** by all present that the Parishoner be thanked for her comments and ask if she wants to be involved in trying to fundraise for a refurbishment.

**Action: Clerk to convey this decision to the parishioner who had raised the query.**

# 99/2020 Allotments

## Allotment Holder Complaint

The Clerk had circulated an email to all councillors regarding a phone call she had received from an Allotment Holder regarding their outstanding invoice and late payment fee for their plot. The tone of the phone call had been angry, and the allotment holder had used verbally abusive language and the allotment holder had ultimately terminated the call. The Clerk had requested that for the protection of all parties that a complaint be put in writing.

A formal complaint has been received from a family member of the allotment holder accompanied by a cheque for the Allotment Fee minus the late payment fee. Stating that they were unwilling to pay the late payment fee as they had not received the first invoice.

The Clerk confirmed that all invoices had been issued on the 28th August 2020 and that invoices are deemed to be issued at the point at which they are posted, and the other 100 plus invoices had been received with no issues.

**Resolved** by all present that a formal recorded delivery letter be sent from the Parish Council to the tenant confirming that the £20 late payment fee would be due as others serviced with a late payment notice had paid including the late payment notice. Payment to be due within 30days of the date of the letter being issued by the Parish Council, and that a further letter be sent regarding the inappropriate language and confirming that this would not be accepted and would result in the tenancy agreement being terminated.

The Clerk confirmed that other tenants who had not paid their invoices by the 30th September 2020 had been issued with a default notice and other tenants had paid the late payment fee.

**Action: Cllr M Bradley to draft and send this letter on behalf of the Parish Council**

## Authorisation of budget for Clearance of Plot 32 Nook

**Resolved** that this matter be deferred until the November 2020 meeting.

**Action: Clerk to agenda this for the November 2020 meeting.**

# 100/2020 Parish Maintenance & Highways

## Main Street Bus Shelter Survey

A copy of the Surveyors report had been circulated to all councillors with the meeting papers. The conclusion of the survey is that the shelter is at the end of its life expectancy. Considering the outcome of the survey the surveyors recommend that the bus shelter is replaced in the near future as the cost to carry out the necessary remedial actions will be probably the same if not more than total replacement.

It was noted that the removal of the bus shelter may cause problems in terms of the retaining wall at the rear of it. It may-be more prudent to have a reinforced wall installed at the rear of the existing structure and remove the roof.

**Resolved** by all that Cllr Steve Hannah speak to a local contractor to discuss the requirements.

**Action: Cllr Steve Hannah to take this forward**

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

## Footway Lighting

The Clerk updated Parish Councilors that prior to the decision taken by the Parish Council at their Sept 2020 meeting that the matter requires no further discussion as Allerdale Borough Council are withdrawing the request for Parish Councils to consider taking financial responsibility for the electrical costs of footway lighting. This is due to a number of factors:

* The current ABC Executive have a different view from the previous Executive who made the original decision
* The Covid 19 pandemic has severely delayed the timescales we were hoping to work to and site surveys and site meetings with the Parishes were unable to take place
* With the real prospect of Local Government re-organization in the next couple of years, ABC think it would be prudent to wait until the outcome of any new re-organization was known, particularly as all lights may come under one new authority.

**Resolved** by all present that this update from Allerdale Borough Council be noted as received and no further action be taken at this stage.

## Replacement of Welfare Field Noticeboard

Cllr B Smith confirmed he had reviewed the condition of the noticeboard and that the two back panels need to be replaced but once this is done the noticeboard should last another few years.

**Resolved** by all present that the Clerk seek consent from the Allerdale Borough Council to remove the sign for inspection of the noticeboard.

**Action: Clerk to proceed with this and then ask Adrian to put a notice on Great & Little Broughton Crack about a Joiner for repair.**

## Proposed Diversion of Public Right of Way

A consultation is currently open regarding the diversion of the Penny Bridge Public Right of Way on a permanent basis to avoid passing through the private gated driveway and curtilage of two properties and will be diverted to a more direct barrier free route alongside the River Derwent through a river-side meadow. The applicant landowner will reposition an adjacent fence to create a gap of 1.1. meter clear width and will remove a remnant wall to create a level firm surface.

**Resolved** by the majority present that the Parish Council object on principle and further that the proposed diversion is on to a piece of riverbank that is eroding and there is a serious risk that the Path may disappear in future flood events. Further it would reduce the accessibility of the Village Green (as the proposed diversion is not accessible) and could leave the Village Green inaccessible after future weather events.

1. The Path will be substantially less convenient to the public as it is narrower on a steep/eroding river bank and this has been less convenient during the current emergency covid diversion.
2. Yes- The new proposed path is rougher underfoot and would require greater care and attention and is less accessible
3. Yes, it is having a detrimental impact to the enjoyment of the village green in terms of accessibility and impacts in future weather impacts
4. Yes- The area of land on to which the proposed diversion would place the footpath is already eroding and increasing the traffic over this land might increase the damage and rate of erosion.

Additionally, the current right of way is currently obstructed by growth around the existing gate so is impacting on the enjoyment of the public right of way and the village green.

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

# 101/2020 Correspondence for discussion

None

# 102/2020 Planning Applications & Consultations

**Ref: VAR/2020/0020**

Location: Plot 20, Derwent Forest, Great Broughton

Proposal: Variation to approved application 2/2017/0219 to amend the house design for Plot 20

**Resolved** by all present that the Parish Council have no comments or objections as long as the proposed design adheres to the design code.

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

**Ref: ADD/2020/0001**

Location: M Sport, Dovenby Hall Estate, Dovenby, Cockermouth

Proposal: The M Sport Evaluation Centre Noise Management Plan Issue 3b

**Resolved** by all present that the applicant should abide by or better the conditions relating to noise approved on the original planning application

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

# 1032020 Planning Decisions

None

# 104/2020 Finance & Accounts

## 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 October (Via SO) | £536.25 |
| HMRC | PAYE October | £141.00 |
| Jackson Hetherington | Grass Cutting Sept 2020 & Extra works to Plot 1 | £308.57 |
| PKF Littlejohn LLP | Audit Fees | £240 |
| Becx Carter | Expenses | £28.72 |
| Thomas Short | Bus Shelter Survey | £360 |

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

## Approval of monthly bank reconciliation & spend against budget report

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

## Great North Air Ambulance Request for Grant

**Resolved** by all present that a S.137 donation of £100 be made to this organisation in recognition of its valuable work across the county

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

## Notification of Conclusion of Audit

The Clerk informed those present that the external audit for Broughton Parish Council Y/E 31st March 2020 had been received back as an unqualified audit.

**Resolved** by all present that this be noted as received and thanks be noted to the Clerk for her hard work in achieving a clear audit.

# 105/2020 Councillor Matters

None

# 106/2020 Date & Time of Next meeting.

**Resolved** by all present that the next meeting date be set as 24th November 2020 at 19:00 in a Virtual Meeting Room.

It was noted that there is a requirement to be able to offer a blended meeting functionality until May 2021, where people can dial in as well as attend in person. As none of the venues that Broughton Parish Council meet in are digitally enabled it is likely that the virtual meetings will continue for the foreseeable future.

Meeting closed 20:55

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