Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in Christchurch, Great Broughton, on Tuesday 11th October 2022 at 19:00

**Present:** Mary Bradley (in the Chair), Steve Hannah, Sue Hannah, Bill Smith, Russ Cockburn, Nicky Cockburn,

**Apologies:**  Georgina Murray (Illness)

**Not present:** Adrian Davis Johnston

With 6 Councillors present the meeting was quorate.

# 123/22 Apologies and reasons for absence

# *Apologies:*

**Resolved** by all present that the apologies and reason for absence for the above listed councillors be accepted and approved.

It was noted that Cllr Adrian Davis Johnston had not attended the meeting but no reason for absence had been provided

*Resignation of Mrs C Winter*

**Resolved** by all present that the resignation of Mrs C Winter be noted as received. All present thanked Claire for all her time and dedication during her time as a Parish Councillor.

**Action: Cllr B Smith to organise a small thank you gift and card for Mrs C Winter as a gesture of thanks from the Parish Council.**

*Resignation of Mr N Rumbold*

**Resolved** by all present that the resignation of Mr N Rumbold be noted as received.

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

**124/22 Requests for dispensations and declarations of interest**

None

# 125/22 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

None

**126/22 Minutes of the meetings held on the 19th July 2022**

All members of the council had received a copy of the minutes in advance of the meeting.

**Resolved** by all present that the minutes of the 19th July 2022 meeting be signed as a true and accurate record by the Chair.

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

**127/22 Chairman’s Announcements**

Allotments- Cllr M Bradley has spent a significant amount of time on Allotments since the last meeting, including a large number of changes of plot tenancies.

**128/22 Public Participation**

None

**129/22 Geological Disposal Facility Presentation**

Cllr M Bradley gave this presentation in her role as Chair of the Allerdale GDF Community Partnership a summary of the points made during the presentation are given below:

* This is a partnership of 10 people (there are currently 2 vacancies, looking for individuals with ecological experience and someone with media experience to fill the remaining vacancies)
* The concept is that we have a problem in the UK with high level radioactive waste, low level radioactive waste is dealt with at Drigg. The high level radioactive waste is an issue, the majority of is it in buildings (Sellafield and other sites). Currently it is all bought to Sellafield (75% of the England & Wales waste is already at Sellafield).
* Significant research has taken place globally on how to deal with the waste. The most recognised safe method of storage is to vitrify it (into containers) and bury between 250m-1000m below ground in the appropriate geology.
* Finding the appropriate geology is currently ongoing via predominantly desk research. They currently don’t know how good the geology is just offshore from St Bees-Millom, so they have recently undertaken seismic testing. The results from this will be analysed in about 18months.
* Once the results from this surveying is known then further seismic testing will take place in the Solway (Cumbrian areas).
* Cumbria has not accepted a GDF at this stage, there is acknowledgement that there is significant waste at Sellafield, but at this stage Cumbria has NOT accepted a GDF. There are a number of partnerships set up across Cumbria.
* For a GDF to progress there has to be a willing host council, currently ABC are allowing this to be explored as a possibility as the ABC area will be affected whatever (as if moved away from Sellafield will have to cross the ABC area).
* The concept of involvement with a search for a GDF is awaiting the consideration from the new Cumberland Authority once it is vested.
* If a host council is found, it still needs to have an appropriate geological site, and then the third part is that there has to be a willing community.
* To assess the community ‘acceptance’ there will be some form of a referendum. How exactly this would happen and what the definition of a community is, is still being worked upon.
* The timescale is about 10 years until drilling is commenced, and boreholes will only be drilled on two sites, and the project is keen to ensure that there is a willing community before the boreholes are drilled.
* The Allerdale GDF Community Partnership are working to engage the community with the process. There is a mail drop coming round to all households in the coming days, inviting the community to a series of exhibitions that will be held in January 2023.
* There is a significant amount of international engagement about this, as it is recognised globally how important the community is to this process.
* If all the communities say no? Mary confirmed that the current policy backed by an Act of Parliament states that there must be a willing Community. So, if no community want to host it the only way it could be forced on a Community would be with an alteration to the Act of Parliament.
* The LDNPA is excluded because when the process started the Govt asked people to come forward with expressions of interest and no-one came forward with an Expression of Interest for the LDNPA area.
* It was confirmed that the funding has mainly been allocated now, and a further million becomes available after the 17th January 2023.

**130/22 Reports from visiting councillors & Police**

*Allerdale Borough Council*- Cllr N Cockburn confirmed that she has submitted an objection as ward councillor on the revised Ponderosa Licensing application, due to the number of wildlife species identified on or adjacent to the site. This objection has been rejected by licensing due to it not covering one of the 4 licensing objectives.

# 131/22 Clerks report

#### Derwent Forest History Project

No further progress has been made at this juncture. Cllr M Bradley has chased this a number of times, but no update has been received,

**Action: Clerk to agenda this for the Nov 22 meeting.**

#### Parish Plan & Questionnaire

It was noted that the Questionnaire has not yet been circulated by Cllr Adrian Davis Johnston to all councillors.

**Action: Clerk to speak to Cllr Adrian Davis Johnston about the progress on this matter and agenda for a future meeting.**

#### Community Corps

This was an action that came out of the Parish Council future planning meeting that it would be beneficial to have a local Community Corps of volunteers who might be able to take on small projects that are of benefit to the Parish.

**Resolved** that no further action be taken on this item until the outcome of the Parish Questionnaire is known.

#### Local Government Reorganisation Preparation

The Clerk confirmed that she has received a response from Allerdale Borough Council regarding the works/actions they undertake in the Parish at Welfare Field. The below is an excerpt from their email, which is caveated with the statement that the ‘grounds maintenance and street cleansing contract is not set up in a way that enables cost information to be extracted with 100% accuracy on an area by area basis’.

2022/23- Grounds Maintenance (including grass cutting, litter picking, hedge maintenance)- £3,927.50

2021/22-Grounds Maintenance (including grass cutting, litter picking, hedge maintenance)- £3,784.18

2020/21-Grounds Maintenance (including grass cutting, litter picking, hedge maintenance)-£3,772.05

The above information as noted as received.

# 132/22 Play-area

#### Stop the Ball Netting

The Clerk confirmed that Maryport Groundworks (the contractor who was awarded the contract) has placed the order for the fencing with the fencing supplier. As at the 3rd October 2022 they confirmed that the order was in progress but that there is a national shortage of certain materials which is delaying the completion of the project.

**Action: Clerk to continue to liaise with Maryport Groundworks on this to ensure the project moves forward as fast as possible.**

**Action: Cllr S Hannah to prepare a drainage map for Cllr B Smith to liaise with a local contractor about the installation of additional drainage in the area.**

#### Playarea refurbishment update

Cllr G Murray confirmed that she has met with Playdale who have provided a proposed design and quotation for the works, this has been circulated to all councillors via email in advance.

#### Adult Gym Update

The Clerk confirmed that Allerdale Borough Council have offered £4300 funding towards this project.

**Resolved** by all present that the grant funding agreement be signed on behalf of the Parish Council by Cllr M Bradley.

It was noted that Adult Gym equipment is not significantly used and is being removed across the county and that consideration should be given to if adult gym equipment is appropriate, or if the funds would be better spent on play equipment for teenage children.

**Action: Clerk to speak to ABC about if a virement of the funds is possible into expansion of play-area for Key Stage 3+, as opposed to an adult gym equipment which is fast loosing popularity in the county, and will fit in with the redesign of the playarea.**

Funding has also been granted to the value of £11,250 from the Allerdale GDF Community Partnership, towards installation of Adult Gym equipment to welfare field with associated ground works.

#### To receive the Playarea Annual Inspection

The Clerk confirmed that the Annual Playarea Inspection has now been received which confirms that overall the site has been classed as Low Risk, however it does identify that a number of the pieces of equipment are getting older and have associated ‘wear and tear’

**Action: Clerk to check on a quote for the replacement of the main support beam on one of the swings.**

#### Consider solutions to the growing Litter issue in the Playarea

The Clerk noted that the volunteer who undertakes the regular playarea inspections has noted a growing issue with litter in the children’s play-area, despite the fact that there is a bin in the location that is emptied regularly.

**Action: Councillors to continue to monitor this when passing.**

It was noted that Cllr M Bradley has not managed to clean the graffiti off the play equipment due to not receiving information about where to purchase the solution from.

**Action: Clerk to email Cllr A Davis Johnston to ask him where to purchase the relevant solution from.**

# 133/22 Allotments

#### Repairs to Allotment Access Route Nook Plots 17-19

It was noted that the wooden bridge/boardwalk that provides access to these plots across the very wet ground has become damaged and requires repair.

**Action: Cllr M Bradley to continue to work on obtaining a quote for repairs to this route.**

**Action: Clerk to email all the Nook Plot holders to ask if anyone has any suggestions for contractors that maybe able to do this work.**

#### Scout Field on Coldgill Site

It was noted that the Scout Group maybe in the process of closing down and that future discussions maybe required relating to the future of this plot of land, it is currently ‘with the Scout Association’ for further consideration.

The plot of land is owned by the Scouts but has a covenant on it that states ‘that it shall be used for no purpose other than the erection of a scout hut or for scout related activities’, and it is understood that there is a clause on it that suggests that it be offered back to the Parish Council before any other disposal method is considered.

**Action: Clerk to contact the Scout Association & Cumbria County Council to be involved in these discussions.**

#### Budget for removal of trees adjacent to Nook Site

An issue was identified at the Allotment Working Group meeting regarding the trees that border the Nook Allotment Site in particular the ash trees that appear to be suffering symptoms of ash die back.

The boundary between the Allotments & the adjacent field is not 100% clear on the Land Registry documentation. Cllr Steve Hannah has met on a number of occasions with the current owners of the field, who confirmed that they are in the process of transferring the land to the new buyers. The current owners appear to be keen to help resolve the issue prior to the sale going through.

**Action: Cllr S Hannah to continue to meet/liaise with the new field owners to discuss the removal of these trees.**

**Resolved** that a budget of £1000 be devolved to Cllr S Hannah to allow these works to take place if the current owner wants to resolve this issue prior to the field being transferred to the new owners.

**Action: Clerk to notify allotment holders if a date for these works is agreed.**

#### To approve the resolutions from the Allotment Holders meeting held 10th August 2022

Cllr M Bradley confirmed that a positive meeting of the Allotment Holders had taken place on the 10th August 2022, which was attended by 18 Allotment holders.

The main point of discussion was with relation to the price per sq m for the allotments, which is currently at 17p per square meter, but with costs rising in particular the water costs this is likely to need to rise in the future. Invoices for the financial year 22/23 have been issued including notice that the cost per Sq M is likely to rise in October 2023. The confirmed new price per Sq M will be confirmed to all plot holders in Spring 2023 (prob between 21-25p per Sq M).

Additionally, all plot holders have been asked as part of the 22/23 Invoice Process to actively consent to receiving invoices via email to reduce the postage costs associated with the allotments.

There were two items that required formal council approval:

**Resolved** by all present that the Tenancy Agreement template be altered to reflect that it is a mandatory requirement for all plots to have obvious adequate water harvesting visible on each plot.

The Clerk confirmed that at the turn of the month only 3 allotment holders (covering 4 plots) had not paid their invoices, a debtors notice including the additional £20 late payment fee has been issued to these plot holders.

# 134/22 Parish Maintenance & Highways

# None raised with the Clerk in advance.

# 135/22 Correspondence

1. *Resignation of Cumbria County Councillor H Graham-* The Clerk confirmed to all present that Cllr H Graham resigned as Cumbria County Councillor at the beginning of May. This was only shared with the Council after the Clerk once again raised concerns about the lack of CCC presence at meetings. The responsibility for advising people of his resignation rested with Mr H Graham.

CCC have confirmed that there are no plans for an election to be called to fill his vacancy.

**Resolved** that the above information be noted.

**Action: Clerk to check that the CALC AGM Papers have been circulated to all councillors.**

**136/22 Planning Applications.**

**Reference: HOU/2022/0158**

Location: 31 Ghyll Bank, Little Broughton

Proposal: Demolition of existing lean-to structure and erection of a single storey extension

**Resolved** by all present that Broughton Parish Council have no comments or objections to this proposal.

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

**Ref: N/A**

Location: New field, Soddy Gap

Proposal: Ponderosa Wedding License Application

The Clerk confirmed that she had received a letter of representation from the applicant this was read out to all present at the meeting. The email confirmed that they have altered the location of the field because of the strength of feeling raised by the Parish Council against their initial proposed field. The applicant confirmed the revised field is further away from the Bridleway which was one of the main concerns of the Parish Council.

The applicant has confirmed that permission is in place from the landowner to drive down the less heavily used footpath to access the site.

The revised proposed site is also further away from the settlement of Little Broughton.

The applicant confirmed that they are thinking of using a form of ‘rubber matting’ that will support vehicles parking on the field to prevent damage to the field surface.

**Resolved** by all present that Broughton Parish Council noted that the access route to the site is a public footpath and that the public safety of this needs to be considered, and we would like to seek confirmation from ABC that CCC Highways have been consulted on this licensing application as they are the responsible body for Public Rights of Way.

The Clerk confirmed that the Parish Council couldn’t give an indication of how they may respond to any future planning application as this would be pre-determination.

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

# 137/22 Planning Decisions

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| VAR/2022/0012 | Plot 23, Land at Former RNAD | Variation of condition 1 on planning approval 2/2017/0219 | Approved with conditions |
| FUL/2021/0255 | Plot 2 Moor Road, Great Broughton | Proposed semi-detached dormer bungalows | Approved with conditions |
| HOU/2022/0138 | The Poplars, Craggs Road | Two storey side extension to provide additional living space | Approved with conditions |
| FUL/2022/0142 | The Beauty Room, 19 Main Street | Change of use from hairdressers to studio flat for holiday use | Approved with conditions |
| VAR/2022/0017 | Plot 19 Land at Former RNAD | Variation to approved application 2/2017/0129 to amend housing type on Plot 19 | Approved with conditions |
| VAR/2022/0020 | Plot 3, Land at former RNAD Site | Variation to approved application 2/2017/0219 to amend house type on plot 3 | Approved with conditions |
| VAR/2022/0019 | Plot 22, Land at former RNAD Site | Variation on approved house type on planning approval 2/2017/0219 for plot 22 | Approved with conditions |

**138/22 Finance & Accounts**

### Payment of Accounts

**Resolved** by all present that the below accounts be paid via BACS authorised by 2 authorised signatories:

|  |  |  |
| --- | --- | --- |
| **From** | **Reason** | **Amount** |
| Becx Carter | Salary (Via SO)-August | £559.96 |
| HMRC | PAYE--August | £147.20 |
| NEST | Pension (Via DD) | £51.56 |
| Becx Carter | Salary (Via SO)-Sept | £559.96 |
| HMRC | PAYE-Sept | £147.40 |
| NEST | Pension (Via DD) | £51.56 |
| Becx Carter | Salary (Via SO)-October | £559.76 |
| HMRC | PAYE-Oct | £147.20 |
| Nest | Pension (Via DD) | £51.56 |
| Cumbria Pest Services | Nook Allotments Pest Control (Sept-Nov 22) | £216 |
| Cumbria Pest Services | Coldgill Allotments Pest Control (Sept-Nov 22) | £216 |
| Becx Carter | Contribution toward CILCA Training | £150 |
| Becx Carter | Expenses | £188.63 |
| Jackson Hetherington | October Grass Cutting | £280.00 |
| Water Plus | Nook (July-1st Oct) | £232.12 |
| Water Plus | Coldgill (24th July-1st Oct) | £112.01 |
| Alan Nelson | Allotment Expenses | £6.24 |
| Claire Winter | Thank you expenses | £20.98 |

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

**Action: Clerk to check with Jackson about why certain areas have not been cut. (M Bradley to confirm which areas haven’t been done).**

### Bank Reconciliation and spend against budget reports

**Resolved** by all present that bank reconciliation be received as a true and accurate record and signed by the chair.

### To receive notice of conclusion of Audit Financial Year End 31st March 2022

The Clerk informed those present that the external audit for Broughton Parish Council YE 31st March 2022 has been received back as an un-qualified audit.

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

### To consider a contribution of £150 towards the Clerk completing the CILCA qualification

**Resolved** by all present that a contribution of £150 be made towards the Clerk undertaking the CiLCA training course which will be of benefit to Broughton Parish Council once completed.

The Clerk noted that she had paid for the training course and resources up front so the contribution would be payable directly to her for reimbursement of some of the costs.

**Action: Clerk to organise this payment.**

### To consider and adopt the Civility & Respect Pledge

A number of organisations that represent Parish Councils on a National Level (National Association of Local Councils, and Society of Local Council Clerks) for England, have been working together to try and address the growing concerns about the impact bullying, harassment and intimidation has on local councils, councillors, clerks & council staff and therefore the effectiveness of local councils.

The project has now produced as Civility & Respect Pledge that Local Councils can sign up to that confirms that Broughton Parish Council would treat councillors, clerks, employees, members of the public & representatives of partner organisations with civility & respect in their roles and that it:

* Has put in place a training programme for councillors & staff
* Has signed up to the Code of Conduct for councillors
* Has good governance arrangements in place including staff contracts & dignity at work policy
* Will seek professional help at the early stages should civility & respect issues arise
* Will commit to calling out bullying & harassment if and when it happens
* Will continue to learn from best practices in the sector and aspire to be a role model/champion council
* Supports the continued lobbying for change in legislation to support the Civility & Respect Pledge including sanctions for elected members where appropriate.

**Resolved** by all present that Broughton Parish Council formally commit to all aspects of this pledge with immediate effect.

**Action: Clerk to file this pledge with NALC & to update the Parish Council website.**

### To authorise the closure of the Cumberland Building Society Savings Account & the opening of a Unity Trust Savings Account

**Resolved** by all present that the Cumberland Building Society Account be closed and that a Savings Account be opened with Unity Trust to enable all council funds to be accessed in real time and via internet banking.

**Action: Clerk to organise this paperwork.**

### To consider a S.137 Donation to the Great North Air Ambulance

**Resolved** by all present that a donation of £100 be made to the Great North Air Ambulance in recognition of the valuable service that this charitable organisation provides.

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

**139/22 Councillor Matters**

Items for the next meeting:

-Signage in the village (road signage)

-Christmas Tree- **Resolved** that Cllr’s Hannah order the Christmas Tree for the village.

-Noticeboard

**140/22 Date & Time of Next meeting.**

**Resolved** by all that the next meeting dates for Broughton Parish Council for 2022 be set as:

15th November 2022

17th January 2023

The meeting venue was agreed by all as Christchurch, all meetings to commence at 19:00.

Meeting closed 20:44

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