Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in Christchurch, Great Broughton, on Tuesday 15th March 2022 at 19:00

**Present:** Mary Bradley (in the Chair), Bill Smith, Steve Hannah, Sue Hannah, Nicky Cockburn, Georgina Murray, Claire Winter, Russ Cockburn, Neil Rumbold

**Attendance:** Becx Carter (Clerk),

**Apologies:**  C/C Cllr J Lister

**Absent:** Adrian Davis Johnston

With 9 Councillors present the meeting was quorate.

Prior to the meeting commencing the Clerk informed all present that following the relaxation of the Covid 19 rules on a National Basis the wearing of masks and compliance with the Risk Assessment is now voluntary. If restrictions were to chance in the future the Risk Assessment would be updated and re-adopted.

**Action: Clerk to update the website.**

# 36/22 Welcome of new councillors & signing of Declaration of Acceptance of Office

Mr Neil Rumbold & Mr Russ Cockburn completed their Declaration of Acceptance of Office forms to become Parish Councillors, these were witnessed by the Clerk & Responsible Financial Officer (Becx Carter).

**Action: Clerk to update the website with the appointment of Mr Rumbold & Mr Cockburn**

**Action: Clerk to file the DPI forms for Mr Rumbold & Mr Cockburn**

# 37/22 Apologies and reasons for absence

**Resolved** by all present that it be noted that Cllr Adrian Davis Johnston be recorded as absent with no reasons provided for the absence.

**38/22 Requests for dispensations and declarations of interest**

It was noted that planning application FUL/2022/0031 is a Parish Council application and as such all declared an interest in this.

# 39/22 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

None

**40/22 Minutes of the meetings held on the 15th February 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 15th February 2022 meeting be signed as a true and accurate record by the Chair.

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

**41/22 Chairman’s Announcements**

Cllr M Bradley provided an update on meetings she has attended:

*Great Broughton Legion*

It was noted that correspondence had been received from a member of the public regarding the Great Broughton British Legion, which is currently being converted into residential use, raising a query regarding the past history of the building and linked actions if any revenue as a result of the sale of the Great Broughton British Legion was due to Broughton Parish Council.

Previously it was resolved that this wasn’t a Parish Council matter as this related to the previous Council administration (prior to this current council being formed). Historically the land that the British Legion stands on was gifted to the village (but not specifically the Parish Council). The building when it was sold recently was the property of the British Legion, and it has been legally sold via auction. Despite investigation it has not been possible to establish a paper trail between this building and the Parish Council.

**Resolved** by all present that without additional documentation to support any further investigation that no further action can be taken.

**Action: Clerk to convey this decision to the member of the public who raised the question.**

*New Councillor Inductions* – Cllr M Bradley held a new councillor induction with Cllr Cockburn & Cllr Rumbold.

**42/22 Public Participation**

None

**43/22 Reports from visiting councillors & Police**

Allerdale Borough Councillor Cllr N Cockburn:-

*Planning Application Ref FUL/2021/0070 for 71 Houses* on Derwent Forest was rejected today by the ABC DCC due to non-compliance with Policy S18 (Derwent Forest Plan) with concerns about piecemeal development and S22 (transport), regarding access issues.

*Joint Committee for the Shadow Authority-* A/BC Cllr N Cockburn has been elected to the Joint Committee for the Shadow Authority.

**Action: Clerk to share the link to the CALC Briefing regarding LGR that was held on the 15th March 2022 with all councillors.**

# 44/22 Clerks Report

The Clerk Report had been circulated to all prior to the meeting. The receipt of this report was noted by all.

**Resolved** by all present that the ongoing items on the bottom of the Clerk’s report be removed for future reports.

**Action: Clerk to action this for the April 2022**

#### Youth Provision in the Parish

**Resolved** by all present to defer this until the April 2022 meeting.

**Action: Clerk to agenda this for the April 2022 meeting.**

# 45/22 Play-area

#### Play-area Safety Netting

The planning application has been submitted for the safety fencing.

A funding bid for the remaining £5000 has been submitted to the NDA.

Thanks were noted to Cllr Sue Hannah for all her work on this.

#### Subsistence on Welfare Field

A member of the public raised concern about some apparent subsidence on Welfare Field. Initially concerns were raised about if this could have been the re-emergence of old underground mine/quarrying workings. Clarity has now been received that it is not linked to mining.

It is likely that this is linked to old field drains. ABC Environmental Health are due to inspect this and then next steps will need to be considered. Warning notices have been erected to discourage members of the public from accessing the area.

Further decisions maybe needed once the ABC Environmental Health inspection has been completed.

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

# 46/22 Allotments

#### Allotments Working Group

Cllr M Bradley informed all present that a successful meeting of the Allotment Working Group took place and that the next meeting is scheduled for late April 2022. The allotments are nearly at financial breakeven which is massive progress since 2017/18.

There was a discussion at the Allotment Working Group about including vermin control again as part of the Allotment Rental fees due to the size/volume of the vermin. The Clerk is obtaining quotes for this prior to the next Allotment Working Group meeting. A paper on actions will be bought to the Parish Council for consideration after the April 2022 Allotment Working Group meeting.

**Action: Clerk to take the above forward.**

Cllr M Bradley suggested the installation of sign written maps on the noticeboards on the Allotment Plots which would cost £300 in total. This would be instead of the previously agreed numbering of the allotments, and would make it easier to identify plots in the event of emergencies. It was noted that before the signs could be made the allotment maps would need to be redone.

**Action: Clerk to consider how to redo the mapping before sign written boards are produced.**

# 47/22 Parish Maintenance & Highways

#### Bus Shelter (Welfare Hall)

Agreement has been reached with the bus company that was involved in the incident where the bus shelter was demolished that they would pay 50% of the costs of replacing the shelter as in their opinion it had been previously damaged.

Due to the time critical nature of this decision, councillor approval was given for the expenditure of the matching 50% via email.

**Resolved** by all present that the decision to spend up to £2500 plus VAT be ratified by all present.

Cllr M Bradley confirmed that the bus shelter is now on order and should be installed in the coming weeks.

**Action: Clerk to process this order when it is received.**

#### Grass Cutting 2022

The Clerk confirmed that only one tender response had been received. This quotation was for £1960 for the works. With any extra work charged at £20 per hour.

**Resolved** by all present that the Grass Cutting Tender 2022 be awarded to Jackson Hetherington.

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

#### Church Meadows, Measures to slow traffic

The Clerk confirmed that following the January 2022 meeting Cumbria County Council have confirmed that they are working with Persimmon to adopt the highway in Church Meadows. CCC have confirmed they have no intention of removing any sign relating to pedestrian safety, however the triangle road markings are not standard issues and these will be removed as part of the works.

Councillors present noted on going concern about the safety of the road at Church Meadows, in particular regarding children accessing/egressing school. The approach to the school is partly blind, and to the north the cars cut the corners.

**Resolved** by all present that the Clerk contact CCC to ask that as part of the road adoption and regularisation process if they are doing any surfacing works if consideration could be given to the installation of sleeping policemen/road cushions or raised pavements to physically slow traffic down.

**Action: Clerk to submit this request to CCC Highways with reference to the comments made by the Parish Council in response to the planning application for the extension of Church Meadows.**

#### Tree Survey-Edge of Coldgill Allotments

Cllr M Bradley informed all present that there a number of large trees that form part of the Allotment Boundary of Coldgill Allotments that look like they may be less than healthy. The maintenance of the boundary of the allotment sites are the responsibility of the Parish Council (tenants are responsible for the internal plot boundaries).

**Resolved** by all present that the Clerk organise a tree survey of the trees on the boundary of the Coldgill Allotment, those that are between the Allotments & Penny Bridge Lane. A budget of up to £600 was delegated to the Clerk to organise these works.

**Action: Clerk to organise a survey of these trees, and request that as part of the survey a quotation be prepared for any identified required works.**

It was noted that there is a dangerous tree overhanging major electric supply that could cause damage.

**Action: Cllr Steve Hannah to provide a location for this tree and Clerk to report this to ENW as a high risk of network failure if the tree were to fall.**

#### Adult Gym Equipment Application

A briefing document relating to this agenda item had been circulated to all councillors in advance of the meeting.

Cllr Adrian Davis-Johnston has identified a source of funding that could provide up to £5,000 towards a possible project cost of £10,320 to install six pieces of adult/Key Stage 3+ play equipment on Welfare Field.

Concern was noted about the exact location where this gym could be sited as the area between the houses and on which the post box is sited, it is not leased or owned by the Parish Council. It may belong to Home Housing but following past discussions the transference of this land was not possible.

Other locations around the site are very wet, unless the benches were removed, and the equipment was placed adjacent to the play area. This area would need to be measured to see if the 6 pieces of kit would fit on this area. If so the line of the stop the ball netting could be adjusted to protect these pieces of equipment.

Additional expenditure maybe required for:

-Drainage

-Surfacing etc

To ensure it is fit for purpose and is user friendly for all seasons.

**Action: Cllr Sue Hannah to speak to GDF to see if she could retract her bid and expand it to include additional infrastructure (enabling works for drainage & surfacing).**

Under Part 12, Subsection A of the Town & Country Planning (General Permitted Development) (England) Order 2015 (as amended), Cllr Adrian Davis Johnston understands that planning is not required.

**Resolved** by all present that a capital budget of £5,320 be allocated from the capital reserves as match funding for this project.

**Resolved** by all present that Cllr Sue Hannah be delegated authority to submit an expanded application GDF to include this

**Resolved** by all present that delegated authority be approved to Cllr Adrian Davis Johnston to submit a funding application for a grant of £5,000 towards this project.

**Resolved** by all present that the Clerk confirm to Adrian that written confirmation needs to be received that Planning Consent is not required and that landlord consent is in place.

**Action: Clerk to convey this to Adrian**

**Resolved** that a working group be formed to focus on the Welfare Field to include:

-Sue Hannah

-Adrian Davis Johnston

-Clare Winter

-Georgina Murray

**Action: Clerk to obtain an insurance quotation for the addition of this equipment to the Parish Council insurance policy.**

# 48/22 Correspondence

#### Queens Platinum Jubilee 2022

Correspondence has been received from a member of the public requesting funding support for a small Jubilee Gathering for part of Kirklea Cul-de-sac.

**Resolved** by all present that sadly the Parish Council can’t legally provide funding to a non-constituted body. Cllr M Bradley has signed posted them to other funding opportunities.

**Action: Clerk to convey this decision to the member of the public who raised the query.**

#### Personal Training on Welfare Field

Lakeland Mountain Guides have contacted Broughton Parish Council to seek consent to re-commence the personal training/circuit sessions on Welfare Field from the 1st April 2022.

**Resolved** by all present that consent be granted for this.

**Action: Clerk to convey this decision to Lakeland Mountain Guides.**

**49/22 Planning Applications.**

**Ref: HOU/2022/0029**

Location: Little Moore, Moor Road, Great Broughton

Proposal: New Single Storey Rear Extension

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

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

**Ref: FUL/2022/0031**

Location: Welfare Field, Ghyll Bank, Little Broughton

Proposal: 30m long \* 4.5m high fencing along the line of the existing fencing for the children’s playarea.

It was noted that Broughton Parish Council are the applicant for this Planning Application and therefore there is a conflict of interest.

**Resolved** by all present that the Parish Council submit an email confirming the conflict of interest, and reiterating that the purposes of this application is to install a ‘stop the ball’ net to protect users of the Playarea being hit by stray balls from the Football Pitch.

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

# 50/22 Planning Decisions

The below decisions were noted as received.

None at the time of the meeting.

**51/22 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)-March | £536.25 |
| HMRC | PAYE-March | £217.20 |
| NEST | Pension (Via DD) | £63.60 |
| Becx Carter | Balancing payment for Salary rise | £137.98 |
| Derwent Owners Association | Annual Subscription | £50 |
| National Allotments Society | Annual Subscription | £66.00 |
| LocaliQ | Advertising of Grass Cutting Tender | £293.88 |
| Becx Carter | Expenses | £183.41 |

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

### Approval of Bank Reconciliation and Spend Against Budget Report

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

### Clerks Salary

**Resolved** by all present that the Nationally Agreed Payrise for the Clerk (£11.53 to £11.73 per hour) be adopted with immediate effect, with a balancing payment being made backdating this to the 1st April 2021 (in line with government guidance).

**Action: Clerk to update the figures with Cumbria Payroll Service**

**52/22 Councillor Matters**

**Action: Clerk to agenda seats & signs for the April 22 meeting.**

**53/22 Date & Time of Next meeting.**

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

19th April 2022

17th May 2022

21st June 2022

19th July 2022

20th September 2022

18th October 2022

15th November 2022

17th January 2023

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

Meeting closed 20.15

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