Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in Christchurch, Great Broughton, on Tuesday 17th January 2023 at 19:00

**Present:** Mary Bradley (in the Chair), Steve Hannah, Adrian Davis Johnston, Nicky Cockburn, Bill Smith, Russ Cockburn, Georgina Murray, Martin Harris (Unitary Authority Councillor), 1 member of the public.

**Apologies:**  Sue Hannah (travel commitments), ABC Cllr J Farebrother

With 7 Councillors present the meeting was quorate.

# 01/23 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.

**02/23 Requests for dispensations and declarations of interest**

Cllr M Bradley noted that she has been elected as Chair of CALC until the CALC CIO application is completed. All present congratulated Cllr M Bradley on her appointment.

# 03/23 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

None

**04/23 Minutes of the meetings held on the 6th December 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 6th December 2022 meeting be signed as a true and accurate record by the Chair.

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

**05/23 Applications for co-option**

None received

**06/23 Chairman’s Announcements**

Cllr M Bradley decorated a Christmas Trees on behalf of Broughton Parish Council which was well received.

The Clerk had previously circulated information to all councillors on the refinement of the GDF search area.

**07/23 Public Participation**

The member of the public noted that the Cumberland Budget Consultation appeared to be penalising ABC area because of how the sums work.

**08/23 Reports from visiting councillors & Police**

#### Allerdale Borough Council- Cllr N Cockburn

Regarding the Derwent Forest Development an appeal has been submitted regarding the decision to refuse the 71 houses.

The lease dispute between the consortium and the Allerdale Borough Council and Cumbria County Councils (landlords) are ongoing. The solicitors for both sides are now in formal correspondence. The Councils’ legal advisers have indicated an intention to commence possession proceedings to recover the land and have invited the lawyers for Derwent Forest Development Consortium to engage on a number of points prior to starting any formal litigation.

There have also been proposals regarding the potential for ‘without prejudice’ discussions to resolve the dispute without the need to resort to litigation but the parties have not yet made arrangements for those negotiations to happen. It is hoped further progress will be made in January.

Cllr M Bradley has had discussions with the current tenant who is hopeful they can try and find a compromise to allow them to continue but this is all still pending.

It has been confirmed to Cllr M Bradley that the work that has recently taken place on site was to make wind damage to the buildings safe, of the iron works that were removed the key bits are in storage and the rest were sold as scrap for to pay for the work undertaken. At the moment no activity should be taking place on the site whilst the legal proceedings are being undertaken.

It was recognised that there is an ongoing need and desire for the community to have a say on what happens on the site.

#### Cumberland Shadow Authority- Mr M Harris

The Clerk had circulated the written report from Mr M Harris to all councillors this was noted as received.

Mr M Harris provided a verbal update to the meeting as well:

* The process of disaggregating the current councils is ongoing, but there are concerns about if everything will be ready in time.
* The TUPE process for transferring staff out of the existing sovereign authorities into the new authorities is now progressing and the majority of staff have now been informed of their allocation. Interviews are currently taking place for the director of adult and children’s social services for which Mr M Harris is the portfolio holder for.
* Harmonisation of Council Tax is being discussed, with the aim being that everyone will pay the same contribution to the unitary authority across the area (Cumberland). This may well lead to an increase in council tax for the Allerdale Area as the council tax for Allerdale is lower than that for Copeland & Carlisle.
* Cumberland Authority Budget Consultation is currently open with a closing deadline of 31st January 2023.
* It was noted that in the May 2023 elections there will be a legal requirement to show photo ID before being able to vote. If you don’t have an appropriate form of ID then voter ID card will be required that will be issued by Cumberland, but the details of how this will be administered and funded have yet to be determined.

Cllr A Davis Johnston & Cllr R Cockburn noted that 6.99% is not a ‘small rise’ in a cost-of-living crisis and there is no evidence of the reduction in staff numbers which was sold as the cost benefit of LGR. It was also noted that there is not equitability between Cumberland and Westmorland and Furness in terms of Council Tax rises.

Mr M Harris noted that one of the biggest areas of spending is Adult Social care who are struggling to retain and recruit staff, and the knock-on impacts of not being able to do this will have a negative impact on the NHS. Mr M Harris also noted that the outgoing sovereign councils have not left the unitary authorities with balance sheets in a strong position.

# 09/23 Clerks report

#### Derwent Forest History Project

Covered as part of the report from ABC Cllr N Cockburn. Cllr M Bradley has reiterated to the consortium that the Parish Council are keen to take this forward in the furture.

#### Parish Plan & Questionnaire

Cllr A Davis-Johnston brought copies of the questionnaire to the meeting and shared it with all councillors.

**Action: Cllr A Davis Johnston to share it with the Clerk via email once it has been completed.**

**Resolved** by present that the Questionnaire be distributed to all households in the village without envelopes.

**Resolved** by all present that the questionnaires be returned to collection boxes at key locations round the village (Church, School, Village Hall, the Shop, the Punch Bowl etc).

**Action: The below individuals to speak to locations about hosting a ‘return box’ for the Questionnaire:**

**Cllr B Smith (Village Shop)**

**Cllr M Bradley (Sundial & Village hall)**

**Cllr R Cockburn (Punch bowl)**

**Cllr A Davis Johnston (School & Brewery house)**

**Clerk (Christchurch)**

**All to confirm via email to Cllr A Davis Johnston the outcome of these enquiries so he can update the questionnaire**

**Action: Cllr Adrian Davis Johnston to update the questionnaire with the drop of locations and the Clerks contact details.**

**Action: Clerk to organise the printing of 800 of the questionnaires to be delivered to Cllr M Bradley who will distribute them to councillors for delivery.**

**Resolved** by all present that the Parish Councillors distribute these on foot with Mr M Grout offering to distribute to the Nook Area.

**Action: Cllr M Bradley to prepare a list of streets and allocate them to councillors**

#### Local Government Reorganisation Preparation

Nothing further to be noted.

# 10/23 Play-area

#### Stop the Ball Netting

These works have now been completed. It is acknowledged that due to the ground conditions the works have generated a significant volume of mud. Maryport Ground works will be returning to re-seed the grass as required.

**Resolved** by all present that the final invoice be paid.

Formal thanks were noted to Cllr Sue Hannah for all her work on this project.

**Action: Clerk to organise the payment of this invoice**

#### Playarea refurbishment update

Cllr G Murray confirmed that a meeting is happening with Kompan in on the 26th January 2023 at 13:00. At this meeting Kompan will lay out their proposals for the refurbishment of the site, then funding will need to be sought for these works. All councillors are welcome to attend this meeting.

**Action: Clerk to agenda this for the next meeting.**

#### Key stage 3 Plus equipment project update

The Clerk confirmed that the order for this equipment has been placed and a 50% deposit on the equipment has been paid, (50% remainder for the equipment due 30 days before installation), the price for the installation is due within 30days of the work being completed.

It was noted that the funds are in place for the Stop the Ball Netting & the Key Stage 3 Plus equipment in the main, with the Parish Council cash flowing the VAT position.

**Action: Clerk to update the ABC grant schedule.**

# 11/23 Allotments

#### Removal of trees adjacent to Nook Site

Cllr Steve Hannah is continuing to work on this and has spoken to the new landowners and they are happy that the trees are felled/pollarded subject to some caveats that have been discussed in site meetings.

Initial quotes are £3000 to fell the trees (not removed them), it would be easier to fell them into the field but this would involve the removal of the fence and then reinstatement of the fence, costs on this are unknown at the moment.

It was noted that to do this as a project ‘internally’ would be complex and impractical would require appropriate insurance etc.

**Action: Clerk to speak to an alternative contractor to get a quote to remove pollard the trees to a reasonable/manageable height.**

**Action: Cllr B Smith to speak to a local contractor to see if he would be interested in producing a quote as well.**

It was noted that if the trees were felled to the ground this would have a negative impact on the plots that were in that part of the allotment, so it may be better to pollard them to a reasonable height.

It was noted that there is a need to progress on this project ASAP before the bird nesting season starts.

**Action: Clerk to agenda this for the Feb 23 meeting.**

# 14/23 Parish Maintenance & Highways

# Action: Clerk to request a grit bin for Church Meadows.

# 15/23 Correspondence

None

**16/23 Planning Applications**

**Reference: FUL/2022/0256**

Location: Soddy Gap Lodge,Moor Road, Great Broughton

Proposal: Change of use to holiday let whilst retaining residential use of the property

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

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

**Reference: HOU/2022/0223**

Location: Ristna, Little Broughton from Ghyllbank, Little Broughton

Proposal: Demolish detached garage and form detached carport and office

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

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

**Reference: HOU/2022/0215**

Location: Ennerdale View, Little Broughton, Cockermouth

Proposal: Demolish detached garage and form attached garage and internal alterations

It was noted that this application has already been determined.

# 17/23 Planning Decisions

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| HOU/2022/0193 | Casamon 53A Church Meadows, Great Broughton | Raise roof of existing detached garage to form additional bedroom with first floor link to dwelling | Approved with conditions |
| FUL/2022/0263 | Sun Dawn, Little Broughton | Change of use of garage to beauty room | Approved with conditions |

**18/23 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) | £605.80 |
| HMRC | PAYE | £159.60 |
| NEST | Pension | £55.81 |
| Becx Carter | Expenses | £72.00 |
| Maryport Ground Works | Stop the Ball Net final payment | £6972.00 |
| Mary Bradley | Chairs Expenses | £50.00 |

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

**Action: Clerk to add stop the ball net to the insurance policy**

### 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 consider the draft budget for 23/24

The Clerk had circulated this prior the meeting a draft budget. It was noted that Cumberland Council have offered some ‘90k support’ for contested elections in Parish Council areas within Cumberland. CALC are going to be managing this and a process will be laid out on how to do this once it is clear how many of the elections are contested.

Prior to the budget being agreed upon Councillors discussed the allotment budget for 23/24 as distributed by the Clerk & Chair prior to the meeting.

Cllr Adrian Davis Johnston & Cllr G Murray declared an interest in discussions relating to the allotment finances.

**Resolved** by all present that the price per sq M for allotments for the 23/24 allotment year be set at 21p per square meter. This is reflected of the ongoing price increases, the re-introduction of pest control contracts on both sites, and the reduction in the Clerks Hours spent on allotment matters.

**Action: Clerk to work with the Cllr M Bradley on a letter to be sent to all allotment (via email where email addresses are held) regarding the price increase, and to also reflect two minor alterations to the allotment contract (to make it mandatory to have water harvesting on each plot, and to require email addresses to be provided)**

**Resolved** by all present (Cllr M Bradley proposed this, Cllr B Smith seconded the proposal) that following a robust discussion that the precept for 23/24 be set at £37,116.37 a 20% increase. This reflects the approved allotment budget and takes into account the potential costs of an election if one were to be contested in May 2023. MB proposed, BS second all present in favour of budget & clerk Salary.

**Action: Clerk to file the precept demand with ABC**

### To consider the outcome of the Clerk’s Appraisal

Prior to the meeting Cllr M Bradley (Chair of Broughton Parish Council) had circulated a paper to all councillors

The Clerk left the meeting whilst councillors discussed these proposals.

**Resolved** by all present that the Clerks Salary be increased to SCP 14 for 14 hours per week, based upon the 2022/23 NALC Salary Scales with associated on costs (PAYE/NI/Pension).

**Action: Clerk to update Cumbria Payroll Services with the above decision, and to update the standing order to reflect this.**

**Resolved** by all present that authority be devolved to the Chair of the Parish Council Cllr M Bradley to meet with the Clerk to discuss other administrative matters that were raised during the discussion relating to the Clerks Salary.

**Action: Clerk to revise the budget hearings on the budget as per discussions with Cllr M Bradley**

**Action: Clerk to organise to meet with Cllr M Bradley to discuss these issues prior to the Feb 23 meeting.**

**19/23 Councillor Matters**

None raised

**20/23 Date & Time of Next meeting.**

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

7th February 2023 19:00 Christchurch

14th March 2023 19:00 Christchurch

18th April 2023 19:00 Christchurch

23rd May 2023 19:00 Christchurch

20th June 2023 19:00 Christchurch

18th July 2023 19:00 Christchurch

19th September 2023 19:00 Christchurch

17th October 2023 19:00 Christchurch

28th November 2023 19:00 Christchurch

23rd January 2024 19:00 Christchurch

Meeting closed 20:51

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