Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in Christchurch, Great Broughton, on Tuesday 18th April 2023 at 19:00

**Present:** Mary Bradley (in the Chair), Steve Hannah, Sue Hannah, Bill Smith, Russ Cockburn, Steve Hannah, Becx Carter, Cumberland Councillor Martin Harris

**Apologies:**  Cllr G Murray (family commitments), Cllr N Cockburn (medical reasons) Cllr Adrian Davis Johnston (no reason for absence received)

With 6 Councillors present the meeting was quorate.

**Action: Chair to organise an appropriate thank you gift and card for outgoing councillor Georgina Murray.**

# 39/23 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.

It was noted that Cllr Adrian Davis Johnston was absent from the meeting but had not sent reasons for his absence.

**40/23 Requests for dispensations and declarations of interest**

None

# 41/23 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

None

**42/23 Minutes of the meetings held on the 7th February 2023**

It was noted that the March 2023 meeting was not quorate and as such there were no minutes.

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 7th February 2023 meeting be signed as a true and accurate record by the Chair.

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

**43/23 Applications for co-option**

None received

**44/23 Chairman’s Announcements**

* Derwent Forest- Cllr M Bradley updated all present that she understands that the legal challenge to the lease on this site has continued across vesting day and into the new Cumberland Authority. Cllr M Bradley understands that there are now two interested parties moving forward on Derwent Forest, the existing developer (Derwent Forest Development Consortium) and a new developer. Both parties are keen to have community involvement in their plans, it is anticipated that a new planning consultation will be coming forward imminently. It may be timely for the community group to now be reformed/refreshed, including surrounding Parish Councils and the appropriate Cumberland Councillor.

**Action: Clerk & Chair to work to organise a meeting date for this to take place and invite all relevant parties.**

* Concerns were raised about the overhanging trees that are preventing people walking along the grass verge outside the houses above The Hollies in Little Broughton

**Action: Cllr M Bradley to report this on HIMS.**

* Cllr M Bradley thanked all councillors for re-standing and it was noted that once the relevant legal periods have elapsed Broughton Parish Council will look to co-opt individuals to fill these vacancies. These co-option vacancies will be advertised locally via the website, social media, the newsletter etc.

**Action: Clerk to agenda Co-option vacancies and advertising for the June 2023 meeting.**

**45/23 Public Participation**

None

**46/23 Reports from visiting councillors & Police**

# Cumberland Councillor Martin Harris had provided a written report via email this was noted as received by all present.

# Cumberland Councillor Martin Harris confirmed that National Highways on a value for money assessment (and safety case) have decided that the roundabout at the Brigham/Broughton junction will not be going ahead. Martin confirmed that he, and his colleagues are lobbying strongly to have this decision overturned.

# Action: Clerk to seek confirmation from National Highways on this decision.

# Martin Harris confirmed that Broughton Parish Council will fall within the Lakes to the Sea Community Panel area. Cllr M Bradley noted that there are three spare seats on the Community Panel, and it is hoped that one of these seats will be for a representative of the town and parish councils in the area, however this has not been confirmed.

# 47/23 Clerks report

#### Parish Plan & Questionnaire

Cllr Adrian Davis Johnston had circulated a summary of the results to all councillors via email this was acknowledged as received, there were some items that were of particular significance (litter/dog fouling/presentation of the village).

Thanks were noted by all to Adrian for all his work on the collation of the Parish Questionnaire results.

**Action: Clerk to agenda this for the next meeting once Cllr Adrian Davis Johnston has completed the analysis on the free text responses.**

# 48/23 Play-area

# Cllr Sue Hannah attended a publicity event and was presented with two certificates to acknowledge receipt of the grants received, these certificates are not waterproof but the funders will be providing weather proof plaques in due course.

#### Play-area refurbishment update

Cllr Sue Hannah confirmed that she is working on plans for new playground equipment and associated funding applications, this will include a significant financial sum for drainage of the playarea.

#### Key stage 3 Plus equipment project update

An installation date has been scheduled for W/c 27th March 2023.

The Clerk confirmed that an updated grant agreement has been received from Allerdale Borough Council to contribute toward these works, this is on the agenda for signing below.

Cllr Sue Hannah confirmed that as part of the initial site inspections ready for the installation that drainage issues had been identified, to rectify these issues a further budget of £2437.53 is required. It was noted that this is not funded through fundraising undertaken.

**Resolved** by all present that this be approved to allow the project to proceed.

**Action: Clerk to take this forward.**

Thanks were noted by all to Sue for all her work on this project.

# 49/23 Allotments

No specific issues were raised.

Cllr Steve Hannah confirmed that the tree works alongside Nook Allotments are proceeding well.

# 50/23 Parish Maintenance & Highways

#### Defibrillator Signage

It was noted that these have now been installed. Thanks were noted to Cumbria County Council/Cumberland Council for installing these signs.

# 51/23 Correspondence

#### Post Office Queries

Correspondence has been received from the Post Office regarding the condition of the phone box at the front of the Post office, but also the condition of the area of ground in front of the site.

The Clerk has already confirmed that the Phone Box is adopted by the Community Heart Beat Trust and the correspondee has contacted them regarding the condition of this phone box. No further action is required relating to the phone box by the Parish Council.

Regarding the area of land in front of the post box and the condition of it this is a matter that has been discussed historically by the Parish Council and the Clerk has confirmed to the Post Office that the outcome of these discussions and legal investigations is that the land in question is not owned by the Parish Council and that the Parish Council had no legal basis on which to claim ownership.

**Resolved** by all present that councillors acknowledge that the area of land is in a poor state of repair but as it is not Parish Council land there is nothing further the Parish Council can do to resolve this matter.

#### Damage to grassed area on ‘The Green’

A local resident has raised concerned about people starting to park on the green area at Pump Square and causing damage to the grass and transporting mud on to the nearby roads. The resident is requesting support/guidance from the Parish Council on the protection of this area e.g. wooden bollards or the siting of large stones around the edges to prevent people parking on it.

Cllr M Bradley circulated a photo of the area taken on the day of the meeting showing that the damage has now disappeared and the area is once again green with grass.

**Resolved** that no further action is required at this stage.

#### Request for a railing on the steps down the side of Broughton Bridge on to the fields

A request has been received for a handrail down the outside of the steep stone steps that go down from Broughton High Bridge on to the fields on the grounds of public safety.

The Clerk confirmed that this is a public right of way and as such Cumberland Authority is the responsible authority for safety.

**Resolved** by all present that the person making the request would have to put it into the Cumberland Authority who are the responsible body for footpaths & highways.

**52/23 Planning Applications**

**Reference: FUL/2023/0075**

Location: Land at Pear Tree Gardens, Little Broughton

Proposal: Proposed 4 house development

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

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

# 53/23 Planning Decisions

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| Hou/2022/0223 | Ristna, Little Broughton | Demolish detached garage and form detached carport & office | Approved with conditions |
| FUL/2022/0256 | Soddy Gap Lodge, Moor Road, Great Broughton | Change of use to holiday let whilst retaining residential use of the property | Approved with conditions |
| HOU/2023/0019 | Pine Tree Cottage, Little Broughton | Replace existing roof structure to create first floor accommodation | Approved with conditions |
| LBC/2023/0004 | 17 West End, Great Broughton | Listed building consent to replace 6 rotten windows and 1 rotten stable type door | Approved with conditions |

**54/23 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** |
| Julian Grave (Tree Surgeon) | Nook boundary tree coppicing (Part invoice) | £2820- Ratify |
| Becx Carter | Salary | £628.15 |
| HMRC | PAYE | £174.64 |
| NEST | Pension | £57.85 |
| Cumbria Payroll Services | Payroll Fees 23-24 | £244.80 |
| Becx Carter | Expenses | £68.24 |
| CALC | Subscription | £347.38 |
| Water Plus | Nook Allotments- Via DD | £108.02 |

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

#### To note the conclusion of the Clerks appraisal process.

Cllr M Bradley confirmed that she and the Clerk had met and that this process was now completed. It was noted that the Clerks hours are going to be annualised going forward to work through the peaks and troughs of workload across the year.

#### To authorise the Clerk to sign the ABC grant agreement for funding towards the Key Stage 3 equipment.

**Resolved** by all present that the Clerk be authorised to sign this agreement on behalf of Broughton Parish Council to draw down the £4300 of funding from Allerdale Borough Council towards the key stage 3 equipment (this has been varied from originally being for the purposes of an adult gym).

**Action: Clerk to sign and submit this agreement to ABC and organise the draw down of funds.**

#### To appoint Ms R Kelly as Internal Auditor

**Resolved** by all present that Ms R Kelly be appointed as internal auditor for Broughton Parish Council for the current year.

**Action: Clerk to take this forward.**

#### To ratify formally the appointment of Mr Jackson Hetherington for the Parish Council Grass Cutting Contract and Derwent Charcoal for the tree works at the Nook Site.

**Resolved** by all present that the decision to appoint Mr Jackson Hetherington as the Grass Cutting Contractor for the forthcoming season be ratified.

**Resolved** by all present that the decision to appoint Derwent Charcoal to undertake the works on the trees adjacent to the Nook Site be ratified.

**55/23 Councillor Matters**

* Cllr N Cockburn raised concerns about the sewage outlets into the River Derwent from the Broughton Parish Sewage plant (over 2000 hours per annum).

**Action: Clerk to add this to the agenda for the May 2023 meeting.**

**56/23 Date & Time of Next meeting.**

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

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 20:15

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