Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in Christchurch, Great Broughton, on Tuesday 18th January 2022 at 19:00

**Present:** Mary Bradley (in the Chair), Adrian Davis-Johnston, Bill Smith, Steve Hannah, Sue Hannah, Claire Winter, Georgina Murray, Nicky Cockburn,

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

With 8 Councillors present the meeting was quorate.

Prior to the meeting commencing the Clerk informed all present that following the advertisement of the vacancy on Broughton Parish Council caused by the resignation of Ms J Sewell, Allerdale Borough Council as the electoral authority have received the relevant number of signatures required to call an election for the seat.

An election for this seat has therefore been scheduled for the 17th February 2022. Nomination papers for persons wishing to stand for this election need to be received by Allerdale Borough Council by 4pm on the 21st January 2022. Nomination papers may be obtained from the officers of the returning officer at Allerdale.

The Clerk confirmed that an indicative cost for this election has been received from Allerdale Borough Council and is likely to be in the region of £3000. The Clerk has therefore added this to the budget for approval later on in the agenda.

# 01/22 Apologies and reasons for absence

The Clerk confirmed to all present that Cllr P Gorrill has resigned with immediate effect from his role as a Broughton Parish Councillor.

**Action: Clerk to prepare the relevant notices and notify Allerdale Borough Council.**

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

**Action: Clerk to circulate guidance to all councillors on the need to notify reasons for apologies.**

**02/22 Requests for dispensations and declarations of interest**

None were received

# 03/22 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

**Resolved** by all present that item *09/2022 (ii)* be subject to the Public Bodies Admission to Meetings Act 1960 on the grounds of it being subject of a current legal action and therefore being confidential. All present agreed that this item to be considered at the end of the meeting once all press & public have been excluded.

**04/22 Minutes of the meetings held on the 30th November 2021**

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 30th November 2021 meeting be signed as a true and accurate record by the Chair.

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

**05/22 Election of Vice Chair- Broughton Parish Council**

The Clerk confirmed that following the resignation of Ms J Sewell a new vice chair is required for Broughton Parish Council.

**Resolved** by all present that Bill Smith be elected as Vice-Chair until May 2022

**Action: Clerk to update the website**

**06/22 Chairman’s Announcements**

Village History Project- Cllr M Bradley has been speaking with Nigel Catterson about this and he has arranged for Cllr M Bradley to be updated on Monday by the team that is working for the Derwent Forest Development Consortium to ensure complimentary activity.

Christmas Lights- It was noted how wonderful the village looked over Christmas with all the lights. Thanks were noted to Adrian for organising and facilitating this.

**07/22 Public Participation**

None

**08/22 Reports from visiting councillors & Police**

None

# 09/22 Clerks Report

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

#### Youth Provision in the Parish

Cllr C Winter has established who was running the Youth Café back in 2019. Cllr C Winter will make contact to establish how this was received, numbers who attended etc. It was recognised that if there is to be a Youth Club that it should be entirely separate to the Parish Council, this would be a significant amount of work.

**Action: Cllr C Winter to make contact with the previous organiser of the Youth Café to fact find how this was received etc.**

It was noted that the issues around anti-social behaviour seem to have decreased in recent years which is a positive.

#### Licensing Appeal against Allerdale Borough Council

Item moved to the end of the meeting and excluded from the minutes as per the resolution made at 03/2022 on the grounds of it being part of active preparation for a legal case.

**Resolved** by all present that the update provided by the Clerk was noted as received.

1. *Broughton Parish Council meeting venue going forward*

The Clerk informed all councillors that the Village Hall now has a regular booking on a Tuesday night so is unable to accommodate Parish Council meetings. The Village Hall have said they could do a regular booking on Thursday evenings. Alternatively, Christchurch is happy that we continue to utilise the Church.

The Clerk noted that she would find Thursday nights difficult for meetings.

**Resolved** by all present that the Council continue to meet on a Tuesday evening in Christchurch.

**Action: Clerk to make the relevant bookings and update the website.**

#### Local Government Re-organisation & Election Costs

Correspondence has been received from CALC updating councils on the progress of the Local Government Reorganisation. A crucial and very significant impact of this on Parish Councils is that the current Structural Change Order is proposing that the dates of town & parish council election arrangements will not change.

The result of this is that if (as Broughton Parish Council is) a council is due to hold its elections in May 2023 these will go ahead unchanged. The issue is that in May 2023 this will be the only election taking place that year. Which means that Parish Councils would need to cover the entire cost of the election in that year. This will need to be factored in to the 23/24 Parish Council budget.

The Clerk has requested indicative costs from ABC but these have not yet been received, but it is understood that this could run to 1000’s of pounds.

Following the May 2023 elections the next election will be 2027 when the new unitary authorities hold elections, and the aim is that all local council elections will aligned with the principle authorities moving forwards.

**Resolved** that this information be noted as received.

**Action: Clerk to keep councillors updated on this issue and to ensure that the full costs are factored in to the 2023/24 budget, which will mean a significant precept rise.**

# 10/22 Play-area

#### Play-area Safety Netting

Cllr Sue Hannah informed all present that her application to Cumbria Foundation for funding has been unsuccessful. Cllr Sue Hannah is now working on an application to WREN. Prior to an application being able to be submitted to WREN planning permission would need to be in place. Cllr Sue Hannah is working on this planning application at the moment.

**Resolved** by all present that Cllr Sue Hannah continue working on the planning application & WREN application to secure match funding for this project. Full approval was given for planning application costs to be funded by the Parish Councils.

**Action: Cllr Sue Hannah to continue working on this matter.**

# 11/22 Allotments

#### Allotments Working Group

It was noted that due to the ongoing time demands of the licensing appeal that this had not progressed this month, but that the Clerk & Cllr M Bradley, and Cllr A Davis Johnston & Cllr Bill Smith are going to agree a date for a meeting to be held early in February, along with the allotment holders who have expressed an interested in attending this meeting.

**Action: Clerk and Cllr M Bradley to continue preparing the agenda which will need to focus on the costs of plots.**

#### Water Leak on Coldgill Allotments

The Clerk informed all present that a specialist company who deal with the locating and identification of underground water leaks has attended the site with the United Utilities Officer who first identified the issue. And on turning the water back on no leak could be identified.

This has been checked by a second UU operative, and the same conclusion has been reached. Therefore, the possible options are a) that there was a water leak on a permanently connected hosepipe or similar on an allotment holders plot (that they have now repaired without ever referring to the Council), or that somewhere a plot holder had a water supply turned on and permanently running. Either way this appears to have stopped now which is a positive but may result in a large water bill when the bill for Qtr. ending December appears in March.

**Resolved** by all present that an article about water usage be including in the new Allotment Newsletter to try and encourage allotment holders not to have permanent water supplies connected to the standpipes (as this is in contravention of their tenancy agreement).

**Action: Clerk & Cllr Bradley to work together to prepare a Spring Allotment Newsletter.**

# 12/22 Parish Maintenance & Highways

#### Community Speedwatch

The Clerk confirmed that she had written about this in the Nov/December Broughton Newsletter and only 1 volunteer had come forward.

**Resolved** by all present that no further action be taken at this stage, but that a further article be included in the Spring/Summer Broughton Newsletter.

**Action: Clerk to action at the relevant time.**

#### Bus Shelter (Welfare Hall)

Following a number of discussions with the Parish Council insurers they have confirmed that it will be a like for like replacement for the bus shelter but Broughton Parish Council can choose to upgrade it and bear the extra cost if they wish. The settlement will be on a like for like basis. Further the insurers will endeavour to recover the outlay for the demolition of the old bus shelter as part of the claim.

We need to provide two estimates for replacement bus shelters. The Clerk sought Councillor input on the type/style of bus shelter she should be seeking quotes for.

**Resolved** by all present that a site meeting be held with a local bus shelter company to discuss options, prior to the Clerk to obtaining quotes.

**Action: Clerk to report the damaged bus stop to CCC**

**Action: Clerk to update the Insurance Company that quotes are being obtained but that this may take some time.**

**Action: Clerk to request the lines on the bus stop are refreshed along with the giveaway lines by Millennium Gardens.**

#### Grass Cutting 2022

The Clerk confirmed that for the Grass Cutting to commence as of the 1st April 2022 it would need to be advertised immediately following the February 2022 Broughton Parish Council meeting. Feedback was sought from councillors on if any alterations to the tender were required.

**Resolved** by all present that the Clerk circulate the current tender documents to all for feedback, with a view to advertising it in Feb.

**Action: Cllrs to feedback to the Clerk with any required alterations.**

**Action: Clerk to ensure the management of the stream in Coldgill is on the Grass Cutting List.**

#### Defib Signage

Cumbria County Council have confirmed that Defib Signs are not permitted on speed limit terminal signs, and that signs could be installed on existing posts e.g. Village name plate signs. CCC have provided the contact details for their sign manufacturer who might be able to produce the signs if required.

If the Parish Council wanted to site new posts we would need to speak to CCC for consent to ensure they comply with Highways rules & regulations.

**Resolved** by all present that Councillors to look for possible signage options and report to the Clerk

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

#### Horse & Rider Signage

The Clerk confirmed that the relevant locations for signage have been fed back to CCC.

#### Church Meadows

Cllr A Davis-Johnston noted that Persimmon and CCC are working on CCC adopting the highway through Church Meadows, and that at this point the current road markings and signage relating to speed limits and ‘slow children signage etc’ will be removed as they are non standard road signs.

**Action: Clerk to request that CCC install sleeping policemen or similar when the road is adopted to ensure the safety of Children.**

# 13/22 Correspondence

#### Queens Platinum Jubilee 2022

It was noted that there are national plans for a large party on the Sunday of the Jubilee weekend, but councillors were unsure if this was something that the Parish Council should lead on organising. It was noted the council would like to try and facilitate a Jubilee Committee to come up with some suggestions for a village event/s.

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

**Action: Cllr M Bradley to try and generate some local interest in the event.**

**14/22 Planning Applications.**

**Ref: FUL/2021/0070**

Location: Land at Derwent Forest, Broughton Moor, Great Broughton, Cockermouth

Proposal: Application for 71 Units- Amendments dated 22nd November 2021

Due to the size and complexity of this application the Clerk had sought confirmation from the Derwent Forest Development Corporation on what alterations have been made.

They have confirmed that the changes are:

-Connectivity/footpath routes through the site have been clarified

-Side windows have been deleted to avoid overlooking

-Minor changes to landscape layout

-20% affordable housing re-confirmed

-Site remediation phasing re-confirmed

-C2C cycleway route and land reservation re-confirmed

-Scope of education contributions confirmed via S.106. The proposed draft heads of terms now states:

£250,000 towards improving education facilities at Broughton Academy

Contribution towards transport measures to Netherhall Academy (figures to be calculated by CCC)

£6,688 towards set up and administration fee for the school transport provision.

**Resolved** by all present that being part of the Community Engagement Group appears to have been beneficial with some of the community suggestions being enshrined into the amendments, and the local community thank the developers for this. Broughton Parish Council would like it noted that they are putting significant trust in both the developer and Allerdale Borough Council as the planning authority to ensure that all of the above, and the Construction Management Plan is fully complied with.

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

For information the Clerk confirmed that no revised consultation has been received on the Visitor Centre application, this has been queried with Allerdale Borough Council, but no response has been received, but there have been a number of alterations to this including:

-Viewing Tower removed (following consultations with the nearest neighbours)

-Phasing- Clarity has been added so the first phase includes highway improvements and restoration of the gate house on Seaton Road.

-Phase II- Will be the development of Centre on the westerly end of the C2C

-Phase III- Will be a central hub focuses around the preservation of the laboratory area (which will include the memorial and interpretation facility with ancillary public facilities relating to the C2C.

Phase III is out with the current applications.

**Action: Clerk to chase up ABC with the progress of the application for the Visitor Centre.**

**Ref: FUL/2021/0293**

Location: Livery Opposite Glen Cottage, Little Broughton,

Proposal: A general purpose crop store

**Resolved** by all present that the council object to this proposal on the grounds that they feel that the structure is very large and over dominating given the close proximity to residential dwellings and is out of keeping with the local architectural vernacular.

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

# 15/22 Planning Decisions

The below decisions were noted as received.

|  |  |  |  |
| --- | --- | --- | --- |
| **Reference** | **Location** | **Proposal** | **Decision** |
| VAR/2021/0039 | Land at Former RNAD, Derwent Forest, | Variation of Condition 1 on Planning Application VAR/2021/0025 to amend the approved working hours on the site | Approved with conditions |

**16/22 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)-Jan | £536.25 |
| HMRC | PAYE-Jan | £141.20 |
| Becx Carter | Salary (Via SO)-Dec | £536.25 |
| HMRC | PAYE-Dec | £141.20 |
| NEST | Pension (Via DD) | £49.40 |
| Becx Carter | Expenses | £324.43 |
| Peter Hodgson | Bus Shelter Demolition | £720 |
| Malcolm Grout | Chainsaw Chain for removal of Storm Damaged Tree | £21.90 |
| T B Stamper & son | Foot path rental | £240.00 |
| Becx Carter | Ponderosa Hours (evidence bundle) | £785.40 |
| Mary Bradley | Expenses | £25.50 |

**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.

### Consideration of Draft Budget 22/23

The clerk had circulated a copy of this draft budget to all councillors, the only alteration since the November 2021 meeting has been:

-The inclusion of accounts approved at the Nov 21 meeting in the ‘spend to date figure’

-The inclusion of £4000 of election costs as these are likely to be invoiced for after the year end.

The clerk confirmed that due to the potential of there being significant election costs incurred as a result of the recently called election that either Option 2 or 3 be considered. Sadly due to the band D figures having not been received from Allerdale Borough Council the Clerk can’t confirm the implications of either rise on the average Band D property. There is no scope for deferring the decision on the budget any further.

Councillors considered if there was any other alternative to this budget and resolved that there was no other alternatives, and the additional electoral costs that have to be factored in require the significant precept rise.

Cllr M Bradley proposed an increase in the precept of 20% to £30,930.31, as part of a total Council Budget of £40,517.

Cllr N Cockburn seconded this

**Resolved** by all present that a precept demand of £30,930.31 be set for Broughton Parish Council for 22/23.

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

### Broughton Red Rose Request for Funding

The Clerk confirmed that a request for £200 of funding has been received from Broughton Red Rose, towards new training equipment to allow for the youth team to continue training now the adult team has disbanded (a lot of the equipment is too large for the youth team).

**Resolved** by all present that a donation of £200 be made to Broughton Red Rose.

**Action: Clerk to pay this donation**

**17/22 Councillor Matters**

**Action: Clerk to agenda Heartstart training or similar for the Feb 22 meeting, to support people’s confidence in using the defibs if required.**

**18/22 Date & Time of Next meeting.**

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

15th February 2022

15th March 2022

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.

**Action: Clerk to book the Church and update the website.**

Meeting closed 20:36

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