**Broughton Parish Council**

A meeting of Broughton Parish Council was held at Little Broughton Village Hall on Tuesday 23rd January 2016 at 19:00.

Present: Cllr Sue Hannah(In the Chair), Cllr Steve Hannah, Cllr John Wilson, Cllr R Gildert, Cllr S Anderson, Cllr M Bradley, Cllr A Carruthers, Cllr M Richardson

Attendance: B Carter (Clerk), A/BC Cllr N Cockburn

Apologies: PCSO Sarah Brown, Cllr B Smith, Cllr R Mawdsley, A/BC Cllr J Farebrother

**22/16 Apologies for absence**

Received and noted from the above named persons

**23/16 Minutes of the last meeting (26th January 2016)**

All councillors present were in favour of the minutes of the meeting of the 26th January 2016 being accepted as a true and accurate record. **Resolved** by all present that the minutes be approved. The chair signed the minutes accordingly.

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

**24/16 Chairman’s announcements**

Cllr Sue Hannah made a number of announcements:

-*Soddy Gap*- An appeal has been received on the final day of the appeal period, against the registration of Soddy Gap as a Community Right to Bid Asset. ABC have 8 weeks to decide if this appeal should overturn the existing decision of ABC which registered Soddy Gap as a Community Right to Bid Asset. The Clerk informed the meeting that at the request of ABC she had provided details to them of the submission of the Rights of Way Application for the footpaths across Soddy Gap which was submitted to CCC in early February along with 79 supporting evidential statements.

**Resolved** by all present that a copy of the appeal should be requested from ABC under the FOI protocols if necessary. Once a copy of the appeal has been received the Clerk should write a press release for the local press regarding the importance of this area of land to the local community and the fact an appeal has been submitted.

**Action: Clerk to proceed with this.**

**-***Bulling Meadow Gravel Clearance-* **Resolved** that it be noted that a local firm has offered to potentially clear Bulling Meadow of all of the flood gravel free of charge.

**25/16 Requests for dispensations and declarations of interest.**

1. *Request for Dispensation & Declarations of interest*

None received

**26/16 Public Participation**

None

**27/16 Applications for co-option (2 vacancies)**

No applications for co-option had been received.

**28/16 Police Report**

**Resolved** that the written police report (which contained two incidents since the last meeting) be noted as received.

The Clerk informed the meeting that with regards to the on-going issue of the attempted abduction of a child from Great Broughton the ‘blue van’ that was described in the initial police call for witnesses has now been discounted.

**29/16 Update on matters arising from the minutes of the meeting 29th January 2016**

1. **Broughton Lodge/Soddy Gap**.

Covered above

1. **Graffiti on the Play area**

This matter is on-going

**Action: Cllr S Anderson & Cllr J Wilson to continue to pursue this**

**Iii) Pinfolds & Parish Land**

Following a robust discussion regarding how to proceed with regard to the various items of Parish Land it was **resolved** by all present that the Clerk instruct a solicitor to proceed with the formal registration of the various parts of parish land.

**Action: Clerk to instruct a solicitor to act on these matters.**

**Action: All present to mark the map that is with Cllr A Carruthers with the smaller areas of land that the parish regularly maintain, this map to be used as a historical record in the future.**

**30/16 Clerks Matters**

A Clerks report had been received by all councillors in advance of the meeting.

*192.10 Access at corner entrance to Welfare Field Play Area- Standard of work*

This matter is on-going, Corfield haven’t yet undertaken the additional agreed work due to weather conditions

**Action: Clerk to work with Corfields to organise a date for this additional work**

*09.16.3 Tarmacing Quotes*

The Clerk informed the meeting Tolsons are anticipating undertaking the work in late April, the Clerk will continue to liaise with the Church and contractors to ensure minimal disruption.

**Action: Clerk to continue on going liaison with all relevant parties.**

*09.16.1- Bench at Bulling Meadow*

The Clerk informed the meeting that the bench in question has now been removed from Mr Telfords land. The bench in question is now safely stored ready for re-installation at an appropriate time.

**Action: Clerk to continue liaison with all parties regarding this matter an the appropriate times.**

*09.16.2- Update from ABC on cemetery extension at Christchurch*

The Clerk informed the meeting that a response had been received from Mr K Kerrigan at ABC stating that they were looking at protecting this land in terms of the Allerdale Local Plan. In addition Mr C Holmes is looking at the business case for the formal acquisition of the land.

**Resolved** that ABC be pursued for the result of the business case as Mr C Holmes has been involved in this issue since late 2014 with no apparent progress.

**Action: Cllr M Bradley to chase up this issue with Mr C Homes**

**Action: A/BC Cllr Cockburn to chase this matter up with ABC, stressing its importance to the local community.**

**31/16 Play-area**

No issues were raised.

It was noted by Cllr J Wilson that he had spoken to the owners of the vehicles parked on the hardstanding at Welfare Field and that said vehicles had now been removed.

**32/16 Reports from visiting councillors**

No additional issues raised.

**33/16 Allotments**

1. Noticeboards

The Clerk informed the council that a quote had been received for £195 for rough sawn noticeboards, or £255 for planned timber noticeboards.

**Resolved** that the Clerk undertake further research on the cost of ‘off the shelf’ noticeboards with Cllr S Anderson offering to fit said noticeboards.

**Action: Clerk to undertake this research.**

1. Repairs to the Allotment Wall

The Clerk informed the meeting that the walls were not listed as specific assets on the insurance and are therefore not covered. It was noted by the council that large stretches of the Allotment Boundaries may need to be replaced in the coming years, it was felt that the costs of the insurance, and the risk of claims not being viable may be prohibitive.

**Resolved** that the Clerk check with ABC and the Conservation Officer to see if the existing drystone wall (or sections there-off) could be replaced with other materials (e.g. Farmers Friends, Fencing?)

**Action: Clerk to contact ABC Planning Dept & the Conservation officer.**

**Action: Clerk to request quotes for building of the wall and facing it with stone**

**Resolved** by all present that the costs of circa £350 plus clearance costs of circa £100 be approved for the replacement of the greenhouse damaged by the wall collapse.

**Action: Clerk to speak to the tenant regarding this and ask that he stack the stone from the collapsed wall neatly along the side of the lane, and submit an expenses claim to the council for the greenhouse & clearance.**

1. Review of Allotment Agreement/Joining of Allotment Assocaition

Due to recent complaints and concerns raised regarding the visual disturbance that Coldgill Allotments in particular cause it was **resolved** by all present that a review of the conditions of the tenancy agreement needs to be undertaken, in particular with regard to the exclusion of Caravans being allowed on either site for any reason. This review of the tenancy agreement to take place prior to tenancy invoices being issued in late March.

To support this process it was **resolved** that the Council join the National Allotments Association as a landowner at a cost of £55 per annum to enable advice to be received on a new tenancy agreement and the enforcement of tenancy conditions.

**Action: Clerk to agenda this for the March meeting**

**Action: Clerk to submit an application to join the National Allotments Association and seek the relevant advice prior to the March meeting.**

**Action: Clerk to seek advice/guidance from the NAA on precedent costs for allotments.**

**34/16 Fishing Licence Costs for 2016**

**Resolved** by all present that fishing licence costs remain as per 2015 for the forthcoming season.

**Action: Clerk to produce the new licence documents and send them to the PO.**

*Fishing Location at PennyBridge*

Research into the exact edge of the fishing locations is on-going.

**Action: Clerk to confirm to the council the contents of the formal Land Registry copy of the deeds relating to Pennybridge and any such maps.**

**35/16 Parish Maintenance**

*Millennium Garden-*

The works on this area of land are now complete, and the planting is finished. A plan of the plants and any necessary instructions for care are held by the Clerk (minimal maintenance required, some clipping every year or two).

**Resolved** that an email to all volunteers be sent laying out the required maintenance and informing them that in a few months once the growing season has commenced a meeting will be organised to discuss the way forward.

**Action: Clerk to proceed with the above.**

**36/16 Highways Matters**

A number of issues were raised by councillors present:

-Meeting House Lane needs to be swept (both sides of the barrier)

-Craggs Road needs to be swept (including the final houses after the 30mph zone)

-Gullies schedule to obtained from CCC

-Gullies on Harris Brow & Craggs Road all require clearing.

**Action: Clerk to proceed with raising the above issues with Highways.**

A66- It was noted that correspondence had been received stating that they were submitting a further request for funding for 16/17 which will progress the preferred layout to detailed design. If this is successful the design would be progressed during Mid 17 which would then lead to a possible land acquisition and procurement progress.

**Resolved** that the above update be noted as positively received by the council.

**37/16 Correspondence**

Unless otherwise noted below the council **resolved** that no response was necessary.

1. *Email from K Law regarding a village resident turning 100*

 **Resolved** that Cllr M Bradley ensure that the relevant paperwork has been completed for a 100th card from the Queen to be received. And that a card be sent on behalf of Broughton PC

**Action: Cllr M Bradley to submit the relevant paperwork if required**

**Action: Clerk to organise a card on behalf of the council.**

**38/16 Finance**

1. *Financial Statement for February*

**Resolved** by all present that the circulated financial statement for Feburary and the bank statement be signed as a true and accurate record by Cllr Sue Hannah

1. *Payments of accounts*

**Resolved** by all present that an overtime payment of £165.72 be paid to the Clerk for work on the land research and collation.

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| --- | --- | --- |
| **From** | **Reason** | **Amount** |
| Becx Carter | Expenses | £121.65 |
| Becx Carter | Salary (Via SO) –Feb | £307.28 |
| Cumbria Payroll Services | PAYE Services- Feb | £12.00 |
| HMRC | PAYE- Feb | £76.80 |
| Becx Carter | Extra Hours | £165.70 |
| Sue Hannah | Reimbursement for key purchase | £12.00 |
| National Allotments Association | Membership | £55.00 |

**Resolved** by all present that the above accounts be paid, they were signed by two signatories (Cllr J Wilson & Cllr A Carruthers).

**Action: Clerk to process the above payments.**

1. *Canon Photocopier*

**Resolved** by all present that it be noted that Canon have written this debt off.

**Action: Clerk to save this decision to file in case it is required in the future.**

1. *Approval of transfer of funds from Cumberland Savings Account*

**Resolved** that £15k be transferred from this account to the current account. It was approved by the council that this should take place ASAP in acceptance of the fact that 90days interest would be lost. This immediate transfer was required due to delays in changing the signatories on the account and the need for these funds inside the 90days. A transfer form was signed by Cllr J Wilson & Cllr A Carruthers.

**Action: Clerk to process this transfer.**

1. *Donation towards Broughton School Calendar*

**Resolved** by all present that a donation of £50 be made towards the Broughton School Calendar. A cheque was signed as such by Cllr J Wilson & Cllr A Carruthers

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

**39/16 Planning Applications for Consideration**

**Ref:** TPO 1.2015- Land at Broughton Primary School

**Resolved** that no comments were raised or noted.

**40/16 Planning Decisions**

None

**41/16 Consultations for Consideration & response**

It was noted that the Clerk had submitted a response to the ABC Supplementary Planning Doc requesting that that all references to ‘Broughton Village’ be removed and replaced with references to ‘Great or Little Broughton’ as two distinctive settlements.

**42/16 Councilor Matters**

None

**43/16 Date of next meeting**

Tuesday 22nd March 2016 at 19:00

**Signed ………………………………………………………………………………………………..Chairman**