**Broughton Parish Council**

A meeting of Broughton Parish Council was held at Little Broughton Village Hall on Tuesday 19th October 2016 at 19:00

Present: Cllr Sue Hannah (In the Chair), Cllr Steve Hannah, Cllr John Wilson, Cllr J Sewell, Cllr A Carruthers, Cllr R Gildert, Cllr R Mawdsley, Cllr M Bradley

Attendance: B Carter (Clerk), A/BC M Fitzgerald, C/CC Cllr A Clarke

**172/16 Apologies for absence**

Received and noted from PCSO C Parker, Cllr S Anderson, Cllr M Weir, A/BC N Cockburn

**173/16 Chairman’s Announcements**

Cllr Sue Hannah updated the meeting on a number of matters:

* Cllr M Richardson has confirmed to the council that he has resigned from his position with immediate effect.

**Resolved** that Cllr M Richardson resignation be noted as received. The Clerk has already notified ABC of this resignation and confirmation of if the position is open for Co-option will be provided at the next meeting.

**Action: Clerk to agenda the issue of co-option for the November meeting.**

* Cllr Sue Hannah informed the meeting that she has submitted an application to CCF for extending drainage in the Welfare Field Playarea and re-doing/raising the wet pour underneath the problematic swings.
* Cllr Sue Hannah is also about to commence work on an application to the Neighbourhood Forum for a contribution towards the Fingerposts restoration project.

**Action: Clerk to contact Highways to try and establish ownership of the signs.**

**174/16 Requests for dispensations & declaration of interests**

1. *Requests for dispensation & declarations of interest.*

None received.

**175/16 Minutes of the last meeting (20th Sept 2016)**

All councillors present were in favour of the minutes of the meeting of the 20th September 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 & post to those responsible for noticeboards.**

**176/16 Public Participation**

C/C Cllr A Clarke updated the meeting on a number of matters:

* Gully cleaning- C/C Cllr A Clarke has requested a gully cleaning schedule be provided for Broughton Parish so the works can be monitored. He also informed the meeting that gully cleaning had recently been taken back in house by the CCC. It was noted by the meeting that during a recent incident of heavy rain the water was flowing down Main Street and collecting 18inches deep risking the flooding of residential properties.

**Action: Clerk to contact Highways and chase up this gully clearing schedule and ask that those drains/gullies in the locality of 1 Main Street/Rose Cottage be prioritised along with Craggs Road due to the topographic/safety concerns around this locations.**

* 20mph Limit for Great Broughton- A legal issue (not regarding the Great Broughton area) with the notice (which covered multiple areas) activating this reduction in speed limit has resulted in the notice being revised by the CCC legal team and going back to Committee on the 2nd November for final approval. The Clerk informed the meeting that Highways have ordered the signs so installation should commence in the short term after this meeting.

**Action: Clerk to seek a date for the installation/imposition of this revised speed limit from CCC and publicise to all.**

**177/16 Applications for Co-option (1 vacancies)**

No Applications were received.

**178/16 Police Report**

**Resolved** that concern be noted regarding the ‘new’ way the police reports are being delivered. That is via a website that doesn’t allow for a parish search to be done (less transparent & less user friendly), and is very out of date. (Listing 2 incidents in August).

The Clerk informed the meeting that she had raised these issues with the Police.

**Action: Clerk to update at the November meeting.**

**179/16 Update on matters arising from the minutes of the meeting 20th September 2016**

1. **Broughton Lodge/Soddy Gap**

The Clerk informed the meeting that:

* A FOI has been submitted to request a copy of the Harworth Estates objection to the registration of the PROW as per the application submitted by the Parish Council but as of yet these haven’t been received.
* That evidence was provided by the Clerk to CCC showing the end of PROW 218014 which on the 1955-1961 OS map ended on the northern side of the old railway which when compared on a lat/long basis is in the middle of the larger pond of Soddy Gap. The CCC have responded stated that “OS Maps show PROW as green lines and there are no green lines on the ones sent to CCC. There is also a disclaimer on the OS Map that states ‘the representation on this map of any other road, track or path is no evidence of the existence of a right of way’… On the up to date extract from the Definitive Map no 218014 is shown up to the parish boundary which is shown by a pink dotted line which is the extent of the path as claimed in the early 1950”.

**Resolved** that the Council feel that the CCC are being less than co-operative and supportive regarding this application, and the Council still believe that the end of 218014 is at the northern side of the old Railway.

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

**Action: Clerk to request guidance from CCC on how the definitive map can be queried/corrected.**

* The Clerk informed the meeting that a ‘paper’ was going to the relevant CCC meeting on the 16th November 2016. The Clerk has requested a copy of the papers for this meeting.
* The Clerk informed the meeting that her research was ongoing into the planning conditions on the development and if any of these remain legally binding.

**Action: Clerk to continue this research and prepare a paper/summary to come to the November meeting**

**Action: Clerk to seek guidance from the DCC/Planning team on planning conditions.**

**Action: Clerk to prepare a summary of all the questions/issues raised and the responses/lack there-of received from CCC, including requesting a copy of the questions asked to the interviewees and a copy of the relevant legal advice that CCC will have received against the registration of a PROW on this route (C/Cllr A Clarke confirmed that legal advice would have been undertaken), this correspondence to be sent to C/Cllr A Clarke.**

**Action: Clerk to chase up the response to the offer of £5000 that was submitted for that area of land in July.**

1. **Cemetery Extension**

The Clerk informed the meeting that the Reverend had undertaken research and found that planning would be required along with some input from the Environment Agency. In addition a ‘faculty’ fee would be required to designate the ground, this would be in the region of £180 and the Church would pay this.

The Clerk has contacted the EA and has been directed to generic guidance on the website.

It was suggested that the Clerk contact other local councils to see if any local councils had undertaken anything similar and ask for guidance.

**Action: Clerk to contact other local councils for information/guidance ( E.g. Brigham)**

**Action: A/BC Cllr M Fitzgerald to ask ABC for further guidance if possible on the relevant surveys/guidance required.**

**Action: Clerk to provide a summary of steps on the way forward to the November meeting.**

1. **Emergency Planning- Next Steps**

**Resolved** that the importance of having such a document was recognised andthat Cllr J Wilson start informal discussions with a local group on if they would be willing to help with the preparation of such a plan.

**Action: The item to remain on the agenda for future meetings.**

**180/16 Clerks Matters**

A Clerks report had been received by all councillors in advance of the meeting, **resolved** that this report be noted as received.

*Parish Land Registration*

The Clerk informed the meeting that the application to register Bulling Meadow had been submitted to the Land Registry back in June but no further update had been received. This matter to be deferred until the outcome of the Bulling Meadow registration is known.

**Action: Clerk to agenda prioritisation of other land areas for registration for the next Meeting.**

*Vehicles on Welfare Field*

It was noted by the meeting that the vehicles appear to move. The Clerk informed the meeting that no further responses had been received from ABC regarding the ‘designation’ of this area in terms of parking enforcement.

**Resolved** that no further action be taken on this matter at this stage.

*Dog Fouling*

The Clerk informed the meeting that despite a consultation being circulated from ABC earlier in the year regarding the local distribution of dog fouling bags that this was no longer something ABC were willing/able to offer.

**Resolved** that the Council were disappointed to discover this, as the Post Office were happy to distribute them and the provision of dog fouling bags within the village may lead to a reduction in dog fouling which is currently uncontrolled and a growing issue.

**Action: Clerk to convey these feelings back to ABC**

**Action: A/BC Cllr M Fitzgerald to raise these issues with ABC.**

*Home Group*

The Clerk circulated a map received from Home Group showing their areas of responsibility (the roads & highways having been adopted by the Local Authority). No response had been received regarding the concerns about parking provision, the abandoned caravan on empty properties.

**Resolved** that the Clerk raise the remaining queries with the Home Group (the Caravan is sited on the Top Moorfield Bank Car Park) including requesting information on when the roadways were transferred to the Local Authority.

**Action: Clerk to pursue**

**Action: Clerk to raise concern with the relevant ‘local authority’ about the parking on the pavement on Ghyll Ban. Results in pushchairs etc not being able to proceed along the payment, additional parking provision needs to be created.**

**181/16 Play area**

*Damage to play area surface*

The Clerk informed the meeting that Playdale were looking into the Warranty implications of this, as the surface under one set of swings appears to be far more friable that the other surfaces. Cllr J Wilson noted that this area of surface was installed at a later date that the other surfacing due to wet weather.

**Action: Clerk to continue to pursue.**

*Replacement gates*

Cllr S Anderson has met with the contractor and these works will be proceeding in due course.

**182/16 Reports from visiting councillors**

*A/BC Cllr M Fitzgerald*

Circulated some information regarding the ‘Cumbria Community Messaging Scheme’

**183/16 Allotments**

1. Clarity on quote for splitting Coldgill 1

**Resolved** that the amendment be noted that the £500 quote approved for the splitting of allotments at the 20th Sept 16 was only for the splitting of Coldgill Plot 1 not the Nook. Approved that the work proceed on this basis.

**Action: Clerk to inform the contractor.**

It was noted by some councillors present that the ongoing expenditure on the allotments was concerning, and that research should be conducted to see if other allotments are let ‘with boundaries’ or without.

**Action: Clerk to look into this matter.**

1. Allotments Cost Paper & Options Cost Analysis.

**Resolved** that this cost paper be noted as received along with the costs options analysis. It was further noted by the council that no rent increase had been imposed in over 7 years.

**Resolved** that due to the ongoing costs of running the allotments that a rental increase would be necessary from the 1st April 2017 but the % will be included in a paper to the council at the November meeting along with the revised draft tenancy. Consideration be given to a possible phased increase over a number of years.

**Resolved** that the final % increase proposals and the revised draft tenancy be circulated to all Allotment tenants in December.

**Resolved** that subject to a new bank account being opened all allotment costs and income be paid in to a NEW and separate Broughton Parish Council Allotments Bank Account from 1st April 2017 to enable a reserve to be built up to cover capital and ongoing running costs.

**Action: Clerk, Cllr M Bradley & Cllr S Anderson to meet to prepare a revised draft tenancy and rental fee increase proposal.**

**Action: Clerk to contact CALC and ask local Cumbrian Councils for current allotment fees/sizes/facilities.**

**Action: Clerk to ask for guidance on the holding of deposits, fees, and facilities at the Allotment Management Training Course.**

**Action: Clerk to speak to HSBC regarding the setting up of a new Bank Account for the Allotments.**

1. Asbestos Clearance

The Clerk informed the Council that another large historic pile of asbestos has been located on another allotment.

**Resolved** by all present that the Council has no choice but to deal with this problem, a budget of up to £1250 was approved. If the quote is higher than this the Clerk should table it for a future meeting.

**Action: Clerk to process this removal of asbestos ASAP.**

**184/16 Parish Maintenance**

*Grass Cutting*

It was noted by the meeting that the Grass Cutting around the village has not been up to the previous contractors standard. The Clerk confirmed that the current contract runs until October 2017.

**Action: Clerk to agenda this matter for the February meeting for further clarity to be provided to the contractor.**

*Path up to Soddy Gap*

**Resolved** that the matter of a footpath/clear cut verge route up to Soddy gap be added to the November agenda.

**Action: Clerk to add this to the November agenda.**

**185/16 Highways Matters**

1. Consultation on proposed Roundabout on the A66 Broughton Junction

**Resolved** that Broughton Parish Council strongly support this proposal and would request that this proposal be installed ASAP due to the accident statistics on this junction as provided by Kier Highways.

**Action: Clerk to submit this response and seek guidance on what sustainability S2 means.**

**186/16 Correspondence**

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

1. MP Sue Hayman re new housing estate above Craggs- **Resolved** that it be noted that the MP was interested in working with the local community on this issue.

**Action: Clerk to notify the MP when this planning application is received.**

1. Ms K Leonard re the height of the grass at Millenium Gardens- **Resolved** that this grass is a dwarfs species growing to circa 45cm in height and the proposed design was seen by CCC Highways and no concerns were raised. The situation will be monitored.

**Action: Clerk to respond to the applicant.**

1. Ms J Hobden re allotment wall.

**Action: Clerk to inform Ms J Hobden that the work will be completed by the end of October 2016.**

**187/16 Planning Applications for consideration.**

**Ref: 7/2016/0658**

Location: Laurel Cottage, The Green, Little Broughton

Proposal: Outline application for the erection of a single storey dwelling with access

**Resolved** by all present that the council had no comments relating to this application

**Action: Clerk to submit these comments**

**188/16 Planning Decisions**

**Resolved** by all present that the below decision be noted as received.

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| 2/2016/0469 | Land adjacent to Briery Meadows, Great Broughton | Outline development for four dormer bungalows, with paired access points and landscaping to the north | Approve with Conditions |
| 2/2016/0532 | Linstene, The Green, Little Broughton | New Dwelling | Approve with Conditions |
| 2/2016/0450 | The Stables, Little Broughton, Cockermouth | Additional stable block & yard area | Approve with Conditions |
| 2/2016/0523 | Abbot House, Moor Road, Great Broughton | Erection of single storey rear extension | Approve with Conditions.  |

**189/16 Finance**

1. *Payments of accounts*

|  |  |  |
| --- | --- | --- |
| **From** | **Reason** | **Amount** |
| Becx Carter | Expenses | £72.50 |
| Becx Carter | Salary (Via SO) –Oct | £310.26 (Via SO) |
| HMRC | PAYE- Oct | £77.40 |
|  |  |  |
| J Hetherington | Grass Cutting (Full Season) | £1470 |

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

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

1. *Approval of Bank Reconciliation and spend against budget reports*

**Resolved** by all present that these reports be received as true and accurate record, Cllr S Hannah signed the Bank Reconciliation as a true & accurate record.

*Iii) Requests for donations (S.137).*

*Christchurch PCC- Request £100*

**Resolved** by all present that a donation of £100 be paid to Christchurch PCC for the ongoing Churchyard Maintenance. The Cheque was signed by Cllr A Carruthers & Cllr M Bradley.

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

*Broughton Childrens Carnival- Request £1000*

**Resolved** by all present that the Council feel the Children’s Carnival is a very positive and beneficial event but that £1000 is a large donation to be requesting for an event. The Council would like the applicant to approach CCF & the Neighbourhood Forum and the Council will fund any deficit between funding received and the amount required.

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

**190/16 Consultations for Consideration & response**

1. Success Regime- **Resolved** by all present that this was a key issue, in particular the impact on services being moved away from rural hospitals with lack of public transport to main centres. Due to the complexity of the consultation, Cllr M Bradley was given delegated authority from the Council to respond on their behalf.

**Action: Cllr M Bradley to respond on behalf of the council.**

1. Boundary Review Warding Arrangements. **Resolved** that it be noted that a consultation to reduce the number of ABC councillors from 55 to 48 has been received. The Council have no comments at this juncture.

**191/16 Councillor Matters**

None raised

**192/16 Date of next meeting**

Tuesday 29th November 2016 at 19:00

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