

BROUGHTON PARISH COUNCIL

A meeting of Broughton Parish Council was held at Little Broughton Village Hall on Tuesday 22nd July 2014 at 7pm.

Present: Sue Hannah (in the Chair), Cllr M Bradley, Cllr V Sherwood, Cllr J Wilson

Attendance: B Carter (Clerk), ABC Cllr N Cockburn.

111/14 Apologies

Apologies were received from Cllr M Richardson, Cllr M Weir, Cllr Steve Hannah, Cllr Carruthers

112/14 Minutes of the previous meeting (22.07.14)

It was proposed by Cllr Wilson and seconded by Cllr Sherwood with all other councillors in favour that the minutes of the meeting held on Tuesday 22nd July 2014 were adopted as a true and accurate record. **Resolved**

The chairman signed the minutes accordingly.

113/14 Chairman's Announcements

Cllr Sue Hannah provided the following announcements:

- That the Broughton Carnival held on Saturday 19th July was successful
- Millennium Gardens- The work has now been completed and is an improvement.

It was noted that concern was raised by councillors on the on-going maintenance of this garden. Ms P Harkness at the June meeting agreed to write an article for the next newsletter trying to recruit volunteers.

- Blue Plaque @ Broughton Post Office- This has now been erected and Cllr Sue Hannah & Cllr Wilson attended the unveiling for a photo for the local press
- Meeting regarding A66 Broughton Junction options- This is taking place on Tuesday 29th July 2014 between 1pm-8pm at Little Broughton & Brigham Village Halls. Posters advertising these events have been distributed by volunteers to all households in the area.

114/14 Requests for Dispensations/declarations of Interest

None received

115/14 Adjournment of the meeting for public participation.

There were no members of the public present

116/14 Co-option of new Councillors

The clerk informed the meeting that Cllr S Carter had resigned, and that ABC had been notified. This brings the total of vacant seats to 3 (subject to ABC confirmation that co-option can take place for the vacancy created by Cllr S Carter's resignation).

No applications for co-option had been received

Action: Clerk to contact past applicants who were unsuccessful in their co-option applications and ask if they would like to apply again

Action: Clerk to prepare posters advertising the vacancies for the noticeboards.

Action: All to spread the word/talk to local residents regarding the vacancies to encourage applications for the positions.

117/14 Police Report

PCSO Sarah Brown was unable to attend the meeting due to other commitments. A written report had been received which noted 5 incidents:

28th June- Suspicious incident in Little Broughton after a residential burglar alarm repeatedly sounded. Nothing was seen and there were no further reports

12th July- Fail to stop accident at Broughton Rugby League Club, damage was caused to a vehicle

17th July- Incident of anti-social behaviour was reported whereby a car parked on Church Meadows had been spat on

19th July- There were two reported incidents of anti-social behaviour reported (It is believed these both relate to carnival day)

PCSO Sarah Brown informed the council that there had been two incidents of note since the last meeting:

118/14 Clerks Matters

Footpath Matters – The clerk updated the council that all footpaths reported by Cllr Smith & Sherwood had been reported to the relevant personnel at CCC and confirmation had been received back from CCC very quickly to say that the areas had been surveyed and works would be carried out in the coming weeks to deal with these matters. The only footpath they are unable to help with is ref 218006 the footpath from Pennybridge along the riverbank through Mr Telford's fields as the CCC can't strip farmers fields and grass doesn't count as a crop so isn't an obstruction that has to be cleared.

Action: Clerk to report/investigate how to deal with the issue of Japanese Knotweed which is present on the Broughton Beck- Quarry Footpath (Ref 218026)

Action: Clerk to report/investigate the issue of the dumping of builders rubble on the path from Broughton Moor to the ponds

Action: Clerk to report/check if the whole of path 218023 has been surveyed, as there is a blocked pipe at the bottom end of it resulting in the spring being diverted and causing damage.

Confirmation of Insurance Costs- It was noted that confirmation had been received from Zurich that there would be no additional costs to add 6 volunteers on to the policy for a community speed watch group.

Speeding review Great Broughton Main Street- Kevin Cosgrove from CCC has confirmed that Great Broughton Main Street will be added to the Allerdale's Highway Working Group for discussion. He also confirmed that he will arrange for further traffic data counts to be done, due to the increase in traffic due to developments in the area.

Cllr Wilson noted that back in 1978 Orchard House on Great Broughton Main Street had a compulsory purchase order on it to knock down the wall to install a footpath.

Action: Clerk to research if this is still in place/why it hasn't been actioned

Action: Clerk to research who/how to request a traffic review of the whole of Great Broughton Main Street (speed, street furniture, pavement provision etc), and report back to the next meeting

Welfare Field Track- Clerk informed the meeting that she had raised this meeting with the Home Group and has a confirmation email stating that they would chase up and resolve these issues.

Action: Clerk to continue working on this

Land for cemetery at the edge of Church Meadows Estate- The Clerk informed the meeting that despite significant research no written documentation can be found that states Allerdale Borough Council was going to adopt this land. There is no reference to it in the planning decision or S.106 for the Church Meadows estate.

Cllr Wilson confirmed that a churchyard is the responsibility of the church and is under the religion of the church, and a cemetery is maintained by a district council and is non-denominational.

Action: Clerk to continue pursuing this matter by writing to Kevin Kerrigan and to copy ABC Cllr Cockburn in on any correspondence so she can also work on this matter

It was noted that if there was no progress made on this specific matter, that it should be raised with ABC that given the increase in the size of the village and the revenue generated for ABC by this increase that they should be providing a cemetery in Great & Little Broughton.

Quote for resurfacing of Broughton Bridge- It was noted that CCC have offered a price of £13k for the full construction works, or £10,677 for just sub-base, binder & surface course only.

It was agreed that the clerk would source a second quote from A Forsyth & Son (non urgent) for the resurfacing, and another quote for patching & smoothing it, and then to bring the item back to a council meeting.

Action: Clerk to work on this.

Removal of invasive species- Himalayan Balsam- West Cumbria Rivers Trust have confirmed they would be happy to meet and provide advice & assistance on this matter. It was noted by the meeting that in the past the Cumbria Probation Service had done work on removal of Himalayan Balsam on the other side of the river.

Action: BC to meet with WCRT to discuss how this should be dealt with, and to contact Cumbria Probation Service to get a quote.

Action: BC to ask WCRT for any advice on dealing with Japanese Knotweed.

Website- Broughton Parish Council don't currently have a website, and this would be useful for transparency purposes and for sharing of information. The Clerk informed the meeting that a domain could be registered (broughtonparishcouncil.co.uk) and hosted for a year for in the region of £50. And that to create & design a website would take in the region of 10-15 hours (on top of her standard hours). The website will initially include a home page, news page, contact page, and contain the pdf version of approved minutes for the last year. (It will also include copies of the council's policies e.g. standing orders, financial regulations, etc)

Cllr Wilson proposed this, Cllr Sue Hannah seconded it. All were in favour. **Resolved**

Action: Clerk to work on the development of the website prior to the next meeting and invoice accordingly.

Action: Clerk to prepare and populate a diary of council activities (e.g. send out tenancy agreements, footpath checks, millennium garden works, budget, audit etc) to enable matters to be dealt with in a timely manner in future.

120/14 Reports from visiting councillors

ABC Cllr Cockburn- Informed the council that Allerdale Local Plan Part 2 Site Allocations next stage consultation has been released, comments need to be received by the end of September. This consultation looks at the land that has been allocated and asks for comments.

The Clerk confirmed that this consultation would be on the August agenda.

Action: Clerk to circulate the direct link for the consultation to all councillors for them to read and consider prior to the next meeting.

121/14 Allotments

Drainage at Nook Allotments

The Clerk met with Mr J Dobie (Contractor) and Mr Cockton (tenant on the allotment that the drain will cross) and a route for the drain has been agreed and will be confirmed in writing to both parties.

Wet Plot @ Coldgill

The clerk informed the council & it was noted that Mr A Nelson is now renting part of the wet plot on Coldgill, he has taken it on for the season 14/15, in lieu of rent he installed the fences, and will do some work on the drainage. The allotment will be subject to standard rent from April 2015 (£36)

122/14 Parish Maintenance

The clerk informed the council that a list of areas that could do with grass cutting & maintenance had been raised. Mr I Winter (Grass cutting contractor) has confirmed he could do additional hours on his standard hourly rate.

Other issues raised:

- The area outside The Hollies, Little Broughton- The black & white poles keep falling over due to lack of a concrete base, and also the area needs cut/strimmed but due to the condition of the land following the installation of cables this is very difficult.
- Telephone Box- This is in a bad condition with weeds & brambles, and needs cleaned)

Action: Clerk to contact Mr I Winter and ask him to undertake the list of jobs, and to cut/strim the area outside The Hollies, and to clean/cut back the telephone box

Action: BC to try and establish ownership of this area of land and responsibility for maintenance etc

Action: Cllr Wilson to contact Carol & Malcolm and ask if the telephone box is brought back up to standard would they take it on, and check it daily/weekly

123/14 Consideration of ABC complaint re ref: 2/2014/2072

Cllr Sue Hannah read out a draft copy of a formal complaint letter prepared by the Clerk.

Resolved by all present to send the letter to Mr Ian Frost (Chief Executive)

Action: Clerk to send the letter to ABC

Action: Clerk to send a copy of the sent letter to Cllr Sue Hannah

124/14 Correspondence.

The council has received the following correspondence all of which were noted:

1. Newsletter regarding West Cumbria Mining
2. Rural Housing Policy Review Questionnaire

Action: Clerk to complete this survey and send it to Cllr Bradley & Cllr Sue Hannah for comments before submission

3. Nominations for Birthday Honours List 2015

Action: Cllr Bradley to check if the person in her mind has been nominated if not to pass this information on to the clerk

4. Solway Firth Partnership June/July 2014 Newsletter
5. CALC Circular July/August
6. NALC guidance on Governance, Accountability, Practitioners Guide 2014
7. NALC Guidance on Dealing with Complaints

Action: Clerk to prepare a draft complaints procedure and table it at the August Meeting

8. Rural Opportunities Bulletin July 2014
9. Allerdale Local Plan (Part 1) Inspectors Report
10. ACT Summer Gazette
11. Invitation to drop in events re the West Cumbria Mining- *Circulated to all via email*
12. Notice of Temporary Road Closure 28th July 2014 for 2 days- Main Street, Little Broughton- *Circulated to all via email*
13. Clerk & Councils Direct July 2014

125/14 Revised Standing Orders & Financial Regulations

A copy of the proposed standing orders & financial regulations had been circulated to all councillors ahead of the meeting.

Proposed by Cllr John Wilson that these be adopted, seconded by Cllr Sue Hannah with all those in present in favour of adoption

Resolved that these standing orders & financial regulations be adopted

Action: Clerk to agenda for the August meeting the idea of making a resolution about having a different chair each year, to spread the burden and also to vary the geographical location of the chairs.

126/14 Payment of accounts & financial statements

BROUGHTON PARISH COUNCIL

ACCOUNTS SCHEDULE for 22nd July Meeting

Financial Statement.

Bank Statements

Current Account – Statement (at 17/06/2014)	£13,089.96
Money Manager Account (at 30/06/2014)	£89.52
Cumberland Building Society Account (At 30/09/2013)	£84,545.76
Total	£98,755.77

Invoices for payment 22nd July 2014

From	Reason	Amount
AST Signs	Blue Plaque for Post Office	£88.36
Longhorn (Carlisle Glass Ltd)	Repairs to bus shelter on Moor Road)	£395.00
Becx Carter	Salary	£300.93
HMRC	PAYE	£75.40
Cumbria Payroll Services	Payroll Services	£12.00
Ian Winter	Grass cutting	£103.00
Becx Carter	Expenses	£128.92
Alan Nelson	Fencing on Coldgill Allotments	£360.00
Total		£1463.61

Receipts between 24th June 2014-22nd July 2014

Allotments £54

The Council **approved** payments of the invoices listed above, and they were signed by two signatories.

Action: Clerk to process the above payments

Cllr Sue Hannah Proposed that the July reconciliation be signed as a true and accurate record, this was seconded by Cllr Sherwood. All were in favour. **Resolved.**

The July reconciliation was duly signed by the Chair

Request for funding from Christchurch Great Broughton

A copy of the full funding application was circulated to all councillors prior to the meeting. Cllr Sue Hannah read out a copy of the covering letter which stated that Christchurch Great Broughton were looking for £5,000 worth of funding. Cllr Sue Hannah also read out three letters of support

It was noted that this grant would have to be considered S.137 Local Government Act 1973 which allows for a certain amount to be used per head of parishioner for projects towards the common good. The maximum S.137 grant Broughton Parish Council can give is in the region of £9,500 per

year, and this needs to cover many of the donations that are given by the council. It was further noted that any grant given has to be for the good of the community and not for a specific religious denomination.

Cllr Bradley noted that in her experience applicants to WREN need to evidence a third party match for 10% of the bid. Cllr Bradley felt that this maybe what they are asking for funds towards this without explicitly stating it.

Cllr Sherwood noted that the mum & baby group who have written in support already meet in the Little Broughton Village Hall why do they need to meet somewhere else?

Resolved that a letter be sent to Christ Church stating that in principle Broughton Parish Council support their request for funding up to a maximum of £4,000 subject to the confirmation of the third party contribution required by their WREN application.

Action: Clerk to contact Christ Church with the above resolution, and agenda for the next meeting once the confirmation of the WREN amount has been received.

Scouts Funding Application – An application has been received for £10k support towards the creation of a new scout hut on the scout field at Coldgill. The letter stated that they are expecting a large donation in the next 6months, and also that they will be looking to submit an application to WREN in the future.

Resolved that a letter be sent to the scouts explaining the S.137 regulations, and stating that the priority for this year is to be Christchurch for its community use space, and that the Scouts will have the warm and earnest support for the Parish Council in the next financial year (in particular considering the third party support aspect of the WREN application)

127/14 Planning Applications

Ref: 2/2014/0418
Applicant: Mr Jamie Wood
Proposal: Creation of balcony accessed via a single glazed door in a first floor office
Location: 51 Main Street, Great Broughton, Cockermouth

Resolved: That the council had no objections

Ref: 2/2014/0438
Applicant: Mr J Sims
Proposal: Variation of Condition 2 on planning application
Location: Land adjoining 4 The Entrance, Little Broughton, Cockermouth

Resolved: Broughton Parish Council OBJECT on the following grounds;

- That the development will no longer have any off street parking
- That the corner is a dangerous corner for access to/from
- It significantly changes the roof line
- That the windows over look the pub
- That the wall is right up to the boundary line
- That it is potentially a separate dwelling as opposed to an extension
- Also that the plans provided don't show the full scale & nature of the proposed development

Ref: 2/2014/0422
Applicant: Mr K Pridmore

Proposal: Extension to front elevation
Location: 1 The Entrance, Little Broughton, Cockermouth

Resolved: That the council have no objections but feel that the design of the frontage is not in keeping with the design of the rest of the village

Action: Clerk to process the above.

128/14 Planning Decisions

The parish council noted the below decisions:

Ref: 2/2014/0356
Applicant: Mr K Pridmore
Proposal: Construction of a new single storey front porch and installation of new window openings
Location: 10 & 12 Coldgill Avenue, Great Broughton, Cockermouth

FULL PLANS APPROVED

129/14 Members Queries

None raised

130/14 Date of Next Meeting

Tuesday 19th August at 19:00 at Little Broughton Village Hall

The meeting closed at 21:19

SignedChairman