

Broughton Parish Council

A meeting of Broughton Parish Council was held at Little Broughton Village Hall on Tuesday 21st April 2015 at 7pm.

Present: Cllr Sue Hannah (in the Chair), Cllr Steve Hannah, Cllr Alison Carruthers, Cllr Dennis Kelly, Cllr Mary Bradley, Cllr Sam Anderson, Cllr Richard Mawdsley, Cllr Maynall Weir, Cllr Mark Richardson

Attendance: B Carter (Clerk), A/BC Cllr Nicky Cockburn, 3 members of the public.

Prior to the commencement of the meeting the Chair re-iterated the standing orders with regard to public participation, members of the public are eligible to speak only during the public participation section of the meeting and not at any other time.

58/15 Apologies

A/BC Cllr Tony North (Clerk also informed the meeting that Mr T North was moving away from the area and would not be standing for election again)

59/15 Minutes of the last meeting (24th March 2015)

A correction was made to 52/15B- Cllr J Willson & Cllr **A Carruthers** signed the cheques for payment.

All councillors present were in favour of the minutes of the meeting of the 24th March 2015 being accepted as a true and accurate record subject to the above correction. **Resolved**

The chairman signed the minutes accordingly.

60/15 Chairmans Announcements

*-Buses-*Cllr Sue Hannah informed the meeting that the buses seem to be running well, and there has been some discussion about a possible Saturday service.

*-Election-*The meeting was notified that the whilst the formal notice has not yet been received it appears that Broughton Parish Council have an uncontested election.

61/15 Request for dispensations and declarations of interest

None were received.

62/15 Adjournment of the meeting for Public Participation

The meeting was adjourned for public participation.

No matters were raised by the members of the public present.

63/15 Police Report

PCSO Sarah Brown had provided a written update which was read out by the clerk. There had been 5 incidents and details were provided on 3:

-24th March- Wheel trims had been stolen from a vehicle in the area of Harris Brow.

-2nd April- Reported that a vehicle had 4 tyres damaged whilst parked near to the sewage works

-6th April- Reported that off road bikes were riding around a bridleway near Little Broughton

It was raised at the meeting that there had also been a recent break in at the Craggs Hotel.

Following a discussion it was noted that Broughton Parish Council were disappointed to observe the increase in petty crime especially around criminal damage and vehicle related crime. The Council **resolved** to pursue the following actions to look into this matter:

Action: Clerk to contact the police and ask what they are doing to try and mitigate/address this rise in petty crime.

Action: Cllr Kelly to look into the procedure, options and funding for the setting up/reinvigoration of a Neighbourhood Watch scheme.

64/15 Update on matters arising from minutes of the meeting 24th March 2015

Covered in the Clerks report.

65/15 Clerks Matters

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

8.1 Speeding Review for Great Broughton Main Street- Ongoing awaiting action from CCC

Action: Clerk to get an estimated timescale from Kevin Cosgrove re this matter.

8.2 Land for Cemetery at the edge of Church Meadows- This matter is ongoing with Allerdale.

8.3 Access/ground conditions at corner entrance to Welfare Field/Play Area- The Clerk informed the meeting that she was struggling to obtain a quote for this work given how small a job this is.

Proposed by Cllr Anderson & Seconded by Cllr Richardson that the repairs be authorised by the clerk between meetings subject to a maximum of £500. Resolved

Action: Clerk to action this point.

Action: Clerk to continue working on addressing the issue of the gates & fences on the play area at Welfare Field.

Damage to the playarea at Welfare Field- Cllr Sue Hannah informed the meeting that the quote of £379.97 had been authorised to complete emergency repairs to the 'wobbly bridge structure'. **Resolved** that this decision was formally approved by the council in retrospect.

8.4 Bus Service- Information prepared by Cllr Kelly- **Resolved** that no further action be taken on this matter, it has been passed to Cllr J Wilson for inclusion in the next Community Newsletter.

Action: Clerk to contact Ellenvale for an update on how this service is doing.

8.5 Footpath at Pennybridge- The Clerk informed the meeting that this matter had been raised with CCC who were looking into it.

Action: Clerk to add this item to the May agenda for an update.

66/15 Reports from visiting councillors

A/BC Cllr Cockburn updated the meeting that the issue of the A66 roundabout is ongoing and they are currently in discussions regarding the finance. It is unlikely there will be any further updates until the end of May due to the head of this project going on a period of sick leave.

67/15 Parish Plan

This item has now been circulated to all councillors.

Cllr Maynall Weir circulated a paper at the meeting that had been prepared by some local residents raising issues that need to be addressed that link with the Parish Plan.

Action: Clerk to scan in this document and circulate it to all councillors

Resolved that this document requires updating but that this will entail a significant amount of work and resource and it will be necessary to form a sub group to commence the work on this subject. To give this item sufficient item this matter to be agenda'd for the June meeting.

Action: Clerk to agenda this item for the June meeting.

Quarry- This is one area that is covered within the Parish Plan. The history of this is that in the past when Eddie Martin was with CCC the Parish Council asked CCC what liabilities would be faced by the Parish Council if they took over this piece of land. At the time it was felt that with only a very low income (11k) the Parish Council couldn't commit to this level of liability.

A/BC Cllr Cockburn confirmed that during the land allocations process she listed the Quarry area and the Soddy Gap area as green/nature space.

It was suggested in the past that the Woodland Trust be contacted to see if they would be interested in managing the Quarry area of land.

Action: Clerk to speak with Cllr J Wilson on the background of this issue.

Action: Clerk to agenda this item for the June meeting.

68/15 Play area Inspection Report

The Clerk informed the meeting that the annual play area inspection had been completed and the report was with the clerk. Some of the areas of concern identified in the report had been raised last year, and should have been addressed in the work that Playdale undertook in September 2014. The Clerk confirmed she had requested a written report from Playdale which will then be passed to the Playarea Inspector to address some of the issues.

Action: Clerk to continue working on this matter and report back at the May meeting.

69/15 Allotments

i) Allotments Committee

A number of allotment holders have expressed an interest in being part of an allotments management committee, the Clerk requested that two or more councillors volunteer to take part in an initial meeting to brainstorm issues etc. **Resolved** that Cllr Richardson & Bradley were willing to take part in this meeting.

Action: Clerk to organise a meeting and circulate the dates to all parties.

ii) Drainage on Coldgill Allotments

An allotment holder on the Coldgill site has raised concern re the ongoing lack of drainage/water flowing down through Coldgill Allotments.

Resolved that the clerk contact UU and ask them to assess if their main water main that runs through the Coldgill Allotments is intact. Following on from this the Clerk to take appropriate next steps to establish a quotation for the relevant works to resolve this issue.

Action: Clerk to pursue these matters & speak with Mr A Nelson re the route/back ground to this issue.

Action: Clerk to scan the drainage map to Cllr Richardson

70/15 Parish Maintenance

Millennium Gardens- **Resolved** Clerk to Contact West House to ask them to attend the area again to tidy up and manage the area.

Action: Clerk to progress this matter.

Sign at the Entrance- The street name sign has not been re-erected- **Resolved** that the clerk contact the owner once again and ask for this to be reinstated.

Action: Clerk to work on this matter.

Footpaths- Resolved that the clerk maintain a spreadsheet of footpaths regularly reported to CCC to ensure they are added to the CCC works list at the end of the year.

Action: Clerk to action the above

Action: Clerk to produce a fact sheet for councillors on the responsibilities regarding footpaths.

71/15 Correspondence

Unless other wise listed below all items of correspondence were noted as received.

Item 9- Letter from Mr Davis Johnson- The council acknowledged receipt of Mr Davis Johnsons suggestion to employ a groundkeeper for the village. The council confirmed that a contract is held with a local contractor for grass cutting and vegetation maintenance, and if any specific areas of littering are reported these will be raised with ABC.

Action: Clerk to respond to Mr Davis Johnson.

Item 14- Email from Pauline Harkness- The Clerk read this email out to the council which raised various issues regarding the track down the side of Welfare Field to the Church. **Resolved** that the clerk respond to Mrs Harkness stating that this subject has been exhaustively been discussed and is currently being worked on by the council.

Action: Clerk to action this resolution.

Action: Cllr Sue Hannah to speak with the Carnival Committee re the Fair.

Item 16- Letter from C Wild re installation of a bench on/near Bully Meadow. Resolved that Bully Meadow is council land and subject to clarification on the exact location of the proposed bench, and responsibility for ongoing maintenance/insurance the council would support such an action. However if the bench is to be sited outside of Bully Meadow this would be outside of the Broughton Parish Council remit.

Action: Clerk to respond to Ms C Wild.

73/15 Payment of accounts & financial statements.

BROUGHTON PARISH COUNCIL

ACCOUNTS SCHEDULE at 13th April 2015

Financial Statement.

Bank Statements

Current Account – Statement (at 31/03/2015) £2,512.64

Money Manager Account (at 31/03/2015) £89.58

Cumberland Building Society Account (At 30/09/2014) £86,025.31

Total £88627.53

Invoices for payment 13th April 2015

From	Reason	Amount
Cumbria County Council	Digitisation of legal documents	£89.04
Malcolm Grout	Reimbursement for ballast for Nook Allotment Track	£190.00
Ian Winter	Grass Cutting April 15	£91.00
W.G.Mackay	Skip Hire for Nook Allotments Easter Weekend	£240.00
Becx Carter	Expenses for Legal Documents Work	£200.00
Becx Carter	Expenses	£59.39
Becx Carter	Salary	£307.28 (Via Pre authorised Standing Order)
HMRC	PAYE	£76.80
Cumbria Payroll Services	PAYE Services	£12.00
Information Commissioners Office	Data Protection Registration	£35.00
Total		£1300.51

Receipts between 24th March-13th April 15

Wayleave from Electricity Northwest	£5.25
Allotments Payments 2015)	£1458.00 (42% of paid up to 13 th April 2015)

Resolved that the above bank balances be noted and the financial statement was approved.

b. Payment of accounts

Resolved by all present that the invoices listed above be paid and they were signed by two signatories (Cllr A Carruthers & Cllr M Richardson)

Action: Clerk to process the above payments.

Data Protection Registration. **Resolved** by all present that the council register as a data controller as soon as possible.

Proposed by Cllr D Kelly & seconded by Cllr Anderson that the Information Commissioners Officer be put on standing order to ensure it is regularly paid. **Resolved** by all present that this be done.

Action: Clerk to organise this for the May meeting

c. Authorisation writing off of cheque 101602 (25/6/13)

Resolved by all present that this uncashed cheque be written back into the accounts.

Action: Clerk to organise this.

d. Year End Accounts 31st March 2015 & Annual Governance Statements

Deferred to the May meeting.

Action: Clerk to action this for the May meeting.

74/15 Planning Applications

None

It was noted by the meeting that Mr Jamie Wood is submitting a householder appeal regarding his application for a balcony accessed via a single glazed door.

75/15 Planning Decisions

The following decision were noted by the meeting.

Ref: 2/2015/0090
Applicant: Mr H Thompson
Proposal: Outline application for one single storey dwelling including details of access layout and siting
Location: Land to the rear of Thorndene, Moor Road, Great Broughton, Cockermouth

OUTLINE APPLICATION APPROVED

Ref: 2/2015/0044
Applicant: Mr Cameron Wood
Proposal: Dropping kerb outside of property to create off street parking
Location: 82 Ghyll Bank, Little Broughton, Cockermouth

FULL PLANS APPROVED

76/15 Consultations for consideration and response

None

77/15 Member Queries

Clerk to request an update from Mr Nigel Catterson on the Broughton Arms Dump in time for the June meeting.

Action: Clerk to look into this matter and report back at the June meeting.

78/15 Date of next meeting

19th May 2015 (AGM & Annual Parish Meeting) at 19:00 in Little Broughton Village Hall

Meeting closed at 20:15

SignedChairman