Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in Christchurch, Great Broughton, on Tuesday 6th December 2022 at 19:00

**Present:** Mary Bradley (in the Chair), Steve Hannah, Sue Hannah, Bill Smith, Russ Cockburn, Georgina Murray

**Apologies:**  Adrian Davis Johnston, Nicky Cockburn (Illness)

With 6 Councillors present the meeting was quorate.

# 142/22 Apologies and reasons for absence

# *Apologies:*

**Resolved** by all present that the apologies and reason for absence for the above listed councillors be accepted and approved.

It was noted that Cllr Adrian Davis Johnston had sent apologies but no reason for absence had been provided.

**143/22 Requests for dispensations and declarations of interest**

None

# 144/22 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

None

**145/22 Minutes of the meetings held on the 11th October 2022**

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 11th October 2022 meeting be signed as a true and accurate record by the Chair.

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

**146/22 Chairman’s Announcements**

Cllr M Bradley noted that thanks to Adrian Davis Johnston and helpers for co-ordinating the Christmas lights switch on in the village.

**147/22 Public Participation**

None

**148/22 Reports from visiting councillors & Police**

# Cllr N Cockburn had sent a written update regarding the appeal against planning decision FUL/2021/0070 (covered below).

# 149/22 Clerks report

#### Derwent Forest History Project

The Clerk had circulated an email to all councillors providing an update on the Derwent Forest Community Group. It was also noted than appeal has been filed by Mr Nigel Catterson against the ABC refusal of planning reference FUL/2021/0070 (Application for 71 residential units)**.** Cllr N Cockburn has sought an update from ABC legal on this process, but nothing has yet been received.

It was noted that there appears to be activity occurring on site, but limited information has been provided to the parish council about this.

**Action: Cllr M Bradley to speak to Mr Catterson regarding the works that are taking place on site, and if necessary, contact to be made with ABC to discuss this.**

#### Parish Plan & Questionnaire

It was noted that the Questionnaire has not yet been circulated by Cllr Adrian Davis Johnston to all councillors.

**Action: Cllr M Bradley to speak to Cllr Adrian Davis Johnston about the progress on this matter and agenda for the January 2023 meeting.**

#### Community Corps

This was an action that came out of the Parish Council future planning meeting that it would be beneficial to have a local Community Corps of volunteers who might be able to take on small projects that are of benefit to the Parish.

**Resolved** that no further action be taken on this item until the outcome of the Parish Questionnaire is known.

**Action: Clerk to remove this from future agenda’s until the Parish Plan has been completed.**

#### Local Government Reorganisation Preparation

It was noted that a number of councillors and the Clerk attended a webinar regarding this, and the general impression was that not much is going to happen regarding working with Parish Councils in the foreseeable future due to the significant issues and workload regarding splitting Adult & Children’s Social Care into two unitary areas.

Another finding of the meeting was that Cumberland are looking to have local area committees, but they are wanting to move away from having the sovereign authorities as the names of the local area committees (to separate the new from the old so to speak).

Strong representation was made from attendees at the meeting regarding the potential implications of the May 2023 election costs on Parish Councils.

#### Signage in the Village

Councillors present raised several signage issues that need to be addressed:

-Missing Horse & Rider Signs

-Defib location signs

**Action: Clerk to chase up the above two issues.**

-Replacement Great Broughton sign- Cllr Adrian Davis Johnston was looking at this.

**Action: Clerk to speak to Cllr Adrian Davis Johnston about this.**

# 150/22 Play-area

#### Stop the Ball Netting

Cllr Sue Hannah & the Clerk have chased Maryport Ground Works for a date for the installation of this fencing. The scheduled installation that was due to take place in Mid-November 2022 was cancelled due to weather and ground conditions.

It was noted that the funding window ends on the 17th January 2023 by which time the project should be completed in terms of the physical works and defrayment of the funds.

**Action: Clerk to continue to chase this up.**

#### Adult children/older children activities.

Cllr G Murray confirmed that she and Cllr Sue Hannah have met with Kompan who have provided a proposed design and quotation for the installation of equipment for older children/teenagers, these have been circulated to all councillors via email in advance. For the Kompan proposal the equipment is galvanised after completion and has a lifetime guarantee (25-30 years). It is all maintenance free other than the bouldering holds which would need the bolts tightened sporadically. The quote comes to circa 20k including VAT. There is an 8 week lead time for delivery and installation with no ground works required for this installation.

It was noted that the adult gym project has now been varied into equipment for older children/teenagers, and that ABC have consented that their £4300 can be changed to fund this, and Cllr Sue Hannah has spoken to RWM regarding the further grant of £11,250 and they are content that this is used for equipment for older children/teenagers instead of adults as well.

**Resolved** by all present that the Kompan proposal be taken forward at a total cost of circa 20k (including VAT), with the majority of these costs being covered by already drawn down grant funding. The Clerk confirmed that the VAT on the project (and the Stop the Ball Net) could be recovered at year end.

**Action: Cllr Sue Hannah to place this order for works with the support of the Clerk.**

### Play area upgrade

Cllr Georgina Murray has met with the Year 5’s at the school to come up with a wish list for the playarea, and this list has been provided to Playdale & Kompan for proposals.

Once these have been received funding will need to be sourced.

It was noted that the drainage works needs to be completed before the project can be taken forward.

**Action: Cllr Sue Hannah & Cllr G Murray to take forward obtaining quotes for the play area proposals**

**Action: Cllr Bill Smith to take forward discussions with a local contractor regarding the drainage.**

Regarding the top beam on the swing this is going to need replacing in circa 6months, **resolved** by all present that a watching brief be kept on this. It is not cost effective to replace this if the Parish Council are considering replacing the swing in the near future.

# 151/22 Allotments

#### Repairs to Allotment Access Route Nook Plots 17-19

A quotation has been provided from a local contractor to install a new drainage trench and then to finish the path with a porous material (gravel) to prevent mud reoccurring, the board walk would then be removed at the same time. This quotation is for £844 in total.

**Resolved** by all present that this quotation be accepted, and the contractor authorised to commence work as soon as possible.

**Action: Clerk to convey this decision to the contractor and to let all the affected tenants on the Nook Site know that the works will be commencing in due course.**

#### Scout Field on Coldgill Site

The Clerk confirmed that she is in contact with Don Cooper (District Treasurer) for the Scouts. Who confirmed that the Scout Organisation for North Cumbria are offering 1st Great Broughton Scouts their support to see if a future can be retained for the organisation. Mr Cooper confirmed that he would keep in touch with Broughton Parish Council about any further discussions about the site.

**Action: Clerk to continue to liaise on this with the District Treasurer on this.**

#### Budget for removal of trees adjacent to Nook Site

Cllr Steve Hannah has met with the current landowners, and one of the allotment volunteers who potentially offered help for these works.

The outcome of this meeting is that the felling and pollarding of these trees would be difficult and could potentially take a lot of time because:

* The prevailing winds mean that the trees all lean over the allotments and over the stream this means that felling the trees into the field is not possible
* The consequence of the above means the trees need to be cut from above using tree climbers and ropes to lower the branches to safety
* Tree climbers need good weather and a ground team to move the wood and get rid of brashings
* The new owners of the field have not yet taken possession so it is only an assumption that we would be able to get access to the field to remove the wood and burn the small branches
* The work would need to be started at the bottom of the site and firstly the old fence would need to be removed and all the brashings to make it safer to work on the trees.

Due to the above problems and the need for appropriate weather conditions it is likely to take up to 12 months for this work to be undertaken safely by a group of volunteers.

All of this is still dependent on discussions with the new land owner

Employing a professional tree surgeon to do the work, would reduce the amount of time taken (but would cost) and would still need consent from the new landowners.

**Resolved** by all that the Clerk ask a tree surgeon to provide a quote for this work.

**Action: Clerk to speak to contractors to get a quote for the January 2023.**

# 152/22 Parish Maintenance & Highways

# It was noted that there is one missing speed limit sign within the Parish, and that the flashing sign at the Pump House is in the wrong place (very close to the 20mph speed limit sign but it is flashing 30mph).

# Action: Cllr Steve Hannah to report the missing speed limit sign on HIMS.

# Action: Clerk to raise the issue of the flashing speed limit sign with CCC.

# 153/22 Correspondence

None

**154/22 Planning Applications**

**Reference: HOU/2022/0193**

Location: Casamon, 53A Church Meadows, Great Broughton

Proposal: Raise Roof of existing detached garage to form additional bedroom with first floor link to dwelling

**Resolved** by all present that Broughton Parish Council have no comments or objections to this proposal.

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

**Reference: FUL/2022/0263**

Location: Sun Dawn, Little Broughton,

Proposal: Change of use of house garage to a beauty room

**Resolved** by all present that Broughton Parish Council have no comments or objections to this proposal.

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

# 155/22 Planning Decisions

**Resolved** by all present that the below planning decisions be noted as received:

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| HOU/2022/0158 | 31 Ghyll Bank, Little Broughton | Demolition of existing lean-to structure & erection of a double storey extension | Approved with conditions |

**156/22 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)-Dec | £606.00 |
| HMRC | PAYE-Dec | £164.82 |
| NEST | Pension Dec (Via DD) | £55.81 |
| Becx Carter | Salary (Via SO)-Nov | £559.96 |
| HMRC | PAYE-Nov | £333.50 |
| Becx Carter | Arrears | £434.00 |
| NEST | Pension Nov (Via DD) | £51.56 |
| Bill Smith | Claire Winter Leaving Gift | £14.96 |
| CALC | Playarea Inspection Course (Sue & Georgina) | £180 |
| Christchurch Great Broughton | Room Hire (2022) | £169.75 |
| Water plus | Coldgill (11th Oct -10th Nov) | £25.07 |
| Water plus | Nook (2nd Oct-1st Nov) | £88.79 |
| Cumbria Pest Services | Nook Allotments Pest Control Dec 22-Feb 23 | £216 |
| Cumbria Pest Services | Coldgill Allotments Pest Control Dec 22-Feb 23 | £216 |
| Allerdale Borough Council | Playarea Inspection Fee | £69.60 |
| Swinside End Farm | Christmas Tree | £120 |
| Becx Carter | Expenses | £87.57 |

**Action: Clerk to pay these accounts.**

### Bank Reconciliation and spend against budget reports

**Resolved** by all present that bank reconciliation be received as a true and accurate record and signed by the chair.

### To ratify the Statutory Agreed Pay rise for the Clerk & Associated arrears payment

**Resolved** by all present that Broughton Parish Council formally adopt the revised National Association of Local Councils Salary Scales as per National Governmental Guidance, and the associated arrears.

**Action: Clerk to update Cumbria Payroll Services**

### To consider the draft budget for 23/24

The Clerk had circulated this prior the meeting a draft budget, based on the current calculations the clerk is recommending a precept rise of 5% to a total precept of £32,476.83. This would allow for a break-even budget if the election were not contested in May 2023 (however a full election cost must be budgeted for).

**Resolved** by all present that the decision on the budget be deferred until January 2023.

**Action: Clerk to update the budget and agenda this for the January 2023 meeting**

**Action: Cllr M Bradley & the Clerk to hold an annual appraisal and salary review prior to Jan 23 meeting.**

### To consider a S.137 Donation to Broughton Children’s Carnival

**Resolved** by all present that a donation of £150 be made to the Broughton Children’s Carnival

**Action: Clerk to organise this payment.**

### To consider financial support for the Broughton Christmas Tree Festival

**Resolved** by all present that Broughton Parish Council display a tree as part of the Christmas Tree Festival and that the expenses incurred by individual councillors be reclaimed at the January 2023 meeting.

**157/22 Councillor Matters**

Items for the next meeting:

-Budget

-Parish Plan

**158/22 Date & Time of Next meeting.**

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

17th January 2023

The meeting venue was agreed by all as Christchurch, all meetings to commence at 19:00.

Meeting closed 20:30

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