Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in Christchurch, Great Broughton, on Tuesday 7th February 2023 at 19:00

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

**Apologies:**  Bill Smith (travel commitments), Nicky Cockburn (health reasons), Adrian Davis Johnston

With 5 Councillors present the meeting was quorate.

# 21/23 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 was absent from the meeting but had not sent reasons for his absence.

**22/23 Requests for dispensations and declarations of interest**

None

# 23/23 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

None

**24/23 Minutes of the meetings held on the 17th January 2023**

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 17th January 2023 meeting be signed as a true and accurate record by the Chair.

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

**25/23 Applications for co-option**

None received

**26/23 Chairman’s Announcements**

It was noted that Cllr M Bradley noted that she and the Clerk would be meeting on Friday 10th February 2023 to continue the Clerks appraisal process and follow up actions from the January 2023 meeting and that an update on this would be provided at the March 2023 meeting.

**Action: Clerk to agenda Clerks Appraisal for the March 2023 meeting.**

**27/23 Public Participation**

None

**28/23 Reports from visiting councillors & Police**

# None

# 29/23 Clerks report

#### Derwent Forest History Project

This is on hold pending the future of the Derwent Forest Lease being finalised.

**Action: Clerk to remove this from futures agenda until future correspondence is received relating to this.**

#### Parish Plan & Questionnaire

The Clerk confirmed she was waiting for the completed version of the Questionnaire to be provided so that she can organise the printing of it. The Clerk has sought a quote for 900 to be printed and delivered.

Cllr M Bradley has circulated the delivery route to all councillors, and no alterations have been requested by anyone.

Cllr M Bradley showed all councillors a present prototype questionnaire returns box and all present approved it.

All present noted that the circulation of the question and collation of the results is only the start of the parish planning process and that further actions will follow in the future.

#### Grass Cutting Tender for Advertisement

The Clerk advised all present that the Grass Cutting tender for 2023 is due to be advertised.

**Resolved** by all present that the Clerk place an advertisement in the local newspaper with a closing date of 10th March 2023.

**Resolved** by all present that the tender be advertised as per 2022 with no changes

**Action: Clerk to place the advert and agenda this for consideration at the March 2023 meeting.**

# 30/23 Play-area

#### Play-area refurbishment update

Cllr G Murray confirmed that there is a meeting with Kompan on the 23rd February 2023 to look at some plans, but it was noted that some drainage is going to need to be installed in the play-area before further works can be undertaken on the refurbishment of the play-area.

Cllr Sue Hannah noted that an estimate for drainage is required before any bids can be submitted for funding, and then funding bids will be submitted for the drainage plus the play area equipment.

**Action: Cllr Sue Hannah to contact Maryport Ground Works to ask them for an estimate for the works to drain the area.**

**Action: Cllr Georgina Murray to ask Kompan if they could also provide an estimate for the drainage and ground works.**

A proposal has been received from Playdale for circa the £100k mark.

#### Key stage 3 Plus equipment project update

The Clerk confirmed that the order for this equipment has been placed and the deposit paid. No delivery/installation date has been received yet.

**Action: Clerk to update all at the March 23 meeting**

# 31/23 Allotments

#### Removal of trees adjacent to Nook Site

Mr M Grout has met on site with another contractor who is working to provide a quote for the required works.

Cllr B Smith met with another local contact on site who confirmed he was not interested in the work but advised that the ivy was cut to allow for a proper assessment of the health of the trees over the summer.

**Action: Clerk to agenda this for the March 2023 meeting unless the quotation is restricted by bird nesting season if so, all present gave authority to circulate via email for approval**

# 32/23 Parish Maintenance & Highways

# The Clerk confirmed that CCC had refused to provide a Grit Bin on the newly adopted Church Meadow Road due to the location not meeting the ‘salt bin siting criteria’.

# It was noted that a problem has been reported due to a malodorous smell emitting from the drains in the West End Area. United Utilities have been on site and have identified the potential source and are going to be attending to deal with the issue.

# Concerns have been raised about the pothole/sunken pipe that is developing outside Midtown Farm, Main Street this has been reported to CCC for action.

# There are a number of blocked drains from Stampers Farm to the Sundial which are all blocked which is causing issues especially when it is icy.

# Action: Clerk to report these to CCC Highways again.

# 33/23 Correspondence

Royal Garden Party 3rd May 2023.

**Resolved** by all present (proposed by Cllr Russ Cockburn) that Cllr Sue Hannah be nominated as the ex-chair of Broughton Parish Council and for all the work Cllr Sue Hannah has put in obtaining grant funding for and managing the installation of the stop the ball net to protect the children’s play area.

**Action: Clerk to complete these forms and submit them.**

**34/23 Planning Applications**

**Reference: HOU/2023/0019**

Location: Pine Tree Cottage, Little Broughton, Cockermouth

Proposal: Replace existing roof structure to create first floor accommodation

**Resolved** by all present that Broughton Parish Council have no comments on this proposal.

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

# 35/23 Planning Decisions

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| HOU/2022/0215 | Ennerdale View, Little Broughton  | Demolish detached garage and form attached garage and internal alterations | Approved  |

**36/23 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 | £628.15 |
| HMRC | PAYE | £165.20 |
| Nest | Pension | £57.85 |
| Becx Carter | Expenses | £55.91 |

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

**37/23 Councillor Matters**

None raised

**38/23 Date & Time of Next meeting.**

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

14th March 2023 19:00 Christchurch

18th April 2023 19:00 Christchurch

23rd May 2023 19:00 Christchurch

20th June 2023 19:00 Christchurch

18th July 2023 19:00 Christchurch

19th September 2023 19:00 Christchurch

17th October 2023 19:00 Christchurch

28th November 2023 19:00 Christchurch

23rd January 2024 19:00 Christchurch

Meeting closed 19:45

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