Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in a virtual meeting room via GoTo Meetings on Tuesday 19th January 2021 at 19:00

**Present:** Mary Bradley (in the Chair) Bill Smith, Joanne Sewell, Sue Hannah, Steve Hannah, Paddy Gorrill, Adrian Davis-Johnston

**Attendance:** Becx Carter (Clerk), Gary Brady (Census Engagement Manager), A/BC Cllr N Cockburn

**Apologies:** Claire Winter (Illness) Lisa Law (Police Constable), A/BC Cllr J Farebrother,

With 7 Councillors present the meeting was quorate.

# 7/21 Apologies for absence

Apologies were accepted and received from the above-mentioned persons.

# 8/21 Requests for dispensations and declarations of interest

None

# 9/21 Minutes of the meetings held on the 17th December 2020 and the 12th January 2021

All members of the council had received a copy of the minutes.

**Resolved** by all present that the minutes of the 17th December 2020 meeting be signed as a true and accurate record of the meeting by the Chair, Cllr Mary Bradley

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

At the request of the Clerk the minutes of the 12th January 2021 were deferred for signing until the February 2021 meeting of Broughton Parish Council, as confirmation hasn’t yet been received from all speakers at this 12th January 2021 event that they are happy with the technical accuracy of the minutes.

**Action: Clerk to make any required alterations and agenda the 12th January 2021 minutes for approval at the February 2021 meeting.**

All present noted thanks to the Clerk for her additional work on the 17th December 2020 and 12th January 2021 meetings that were complex and in addition to her normal workload.

# 10/21 Chairman’s Announcements

Derwent Forest, Ponderosa Appeal and the allotments are taking up significant time.

Cllr M Bradley noted that she has not yet managed to make contact with the Chairman of Broughton Moor Parish Council regarding the Derwent Forest development.

*CALC Executive-* Cllr M Bradley attended the CALC Executive recently which included a presentation about the search for a new underground nuclear repository which has commenced again. Cllr M Bradley will also to attend the Allerdale 3 Tier meeting on the 20th January 2021 where further discussions will be held on this matter, and is seeking to be nominated to the community working group regarding the underground repository.

**Action: Cllr M Bradley to feed back on the outcome of these meetings.**

**Resolved** by all present that if required Broughton Parish Council fully support Cllr M Bradley to stand as the representative of Broughton Parish Council on any Community working group linked to the Under Ground Waste Repository.

# 11/21 Public Participation

None

# 12/21 Gary Brady-Census 2021

Mr Brady attended to give the Parish Council an overview on the Census 2021 and how it will be ran/managed in its first digital year.

Prior to the meeting commencing an information pack had been circulated to all Councillors.

Mr Brady’s role is to engage the community and encourage all to proactively take part in the 2021 census which takes place on the 21st March 2021. It is anticipated that circa 75% of people in Cumbria will manage the online census with ease, approximately 25% have been identified as possibly finding an online census harder to undertake. This can include non-English speakers, those that are not digitally enabled, or older persons, the travelling community, and a small pocket of people that are classed as ‘non engagers’ who for whatever reason don’t wish to engage with this type of record keeping.

The 2021 Census team are appealing to the Parish Council as Community Leaders to get the message out to the local community on the importance of the Census. And to provide reassurance that there is provision for those that wish to, to receive a paper Census form.

Across ABC there will be 54 people who can assist to help with the completion of the census if required (this will be subject to Covid restrictions being in force, and so at the moment this is focused on a telephone based support system). If there is the ability to get out into the community there will be completion events, utilising community centres/village halls etc.

As members of the Parish Council the Census team are appealing to us, to share information about the fact that the Census is coming (it will be in a brown envelope which looks from the Government) and to make people aware that there are other options available. It is also important to inform people of the importance of the data that is collated as part of the census in terms of local funding etc.

The formal communication starts on the 10th February 2021, with media advertising, followed by to the household communications.

What would the Parish Council need from the Census Team/ONS to help share the information about the census?

* Great & Little Broughton Crack Facebook Page. It was noted that this is a Community Facebook Page and not a Parish Council Facebook Page.

**Action: Cllr A Davis Johnston to update the Great & Little Broughton Crack Facebook page.**

**Action: Gary to share any updated information with the Clerk for further dissemination**

It was confirmed that the completion of the Census is a legal requirement, it is a £1000 fine for non-completion of the Census.

All present thanked Gary for attending the meeting.

# 13/21 Applications for co-option

No applications for co-option have been received.

**Action: Cllr M Bradley to work with Cllr A Davis Johnston to advertise the co-option vacancies on Great & Little Broughton Crack.**

# 14/21 Reports from visiting councillors & police

## Allerdale Borough Council

Other than noting that reassurance had been provided by the Derwent Forest Development Consortium that the access route to Soddy Gap to Derwent Forest has been discounted, no further updates were received.

## Cumbria County Council

Cllr J Lister attended the meeting on behalf of Cumbria County Council, he provided updates on some matters that he is aware of across the county:

-There are some local issues regarding traveling camps in the County.

-Dog Fouling is also becoming a growing issue in certain parts of the County.

Broughton Parish Councillors then raised some concerns:

Derwent Forest- The Parish Council’s main concern is the access and traffic infrastructure concerns relating to this development. However, it was noted that Cumbria County Council Highways Team didn’t attend the meeting which was held on the 12th January 2021 despite being invited to do so by the DFDC team.

The current proposed access routes appear to be focused on accessing the A66, and no longer looking at the route over Soddy Gap. Further reassurance has been received that the Highways England/A66 roundabout is not at risk.

**Action: C/Cllr Lister to seek an update on the progress of the A66 roundabout.**

Derwent Forest Education- Cllrs raised concerns about the education infrastructure and its associated needs with regards to this development. The current 23 houses and the proposed 71 dwellings children seem to be expected to go to Broughton or Broughton Moor schools. But obviously if the remainder of the site is developed with 1000’s of new houses, Cumbria County Council need to start making representation regarding the education infrastructure.

**Action: C/Cllr Lister to note these concerns and pass them on.**

Derwent Forest Public Right of Way Infrastructure- The current footpath infrastructure for the 23 house plus the 71 proposed dwellings is not acceptable (Broughton School, down Moor Road to the self build houses, and to the site for the proposed 71 houses). The footpath is in such poor condition that people walk on the road, resulting in a possible risk of an accident between pedestrians & vehicles.

**Action: C/Cllr Lister to raise the concerns about the condition of this planning application.**

Ponderosa Licensing Appeal- All present noted the concerns of the Parish Council regarding the recent approval of this License, in particular regarding access being solely along the Bridleway that is heavily used by pedestrians. CCC has the responsibility for PROWs, and during the consultation process objections were filed by both the Parish Council and the ABC Councillor on the grounds of public safety.

An appeal has been lodged, but concerns are being raised regarding the County Councils position on this application, as they have the responsibility for maintaining the bridleway, and use of the Bridleway by the volume of vehicles proposed will have a significant impact on the surface, and therefore the maintenance costs.

It was noted that this area (bridleway) and area around the ponds is a Community Asset on the grounds of peace and tranquillity and quiet enjoyment. The use of the Bridleway for commercial traffic would severely impact on this.

**Action: C/Cllr Lister to raise this with the relevant officers at Cumbria County Council, in particular with regarding to the maintenance costs of maintaining the bridleway when used by commercial vehicular traffic.**

# 15/21 Update on ongoing matters

All matters covered elsewhere on the agenda

# 16/21 Clerks Report

The Clerks Report had been circulated to all prior to the meeting this was noted as received.

The Clerk informed all present that she had spent a significant amount of time over the last month and the festive period working on the Ponderosa Licencing Appeal and things related to Derwent Forest as such some actions may not have been fully completed at this stage.

## Ponderosa Licensing Appeal

The Clerk confirmed that a formal appeal against this decision has been filed and accepted by Workington Magistrates Court. The initial directions hearing to allow for directions to be made in the preparation of the appeal hearing, it will be held at 10am on the 5th March 2021 at West Cumbria Courthouse.

**Resolved** by all present that the Clerk, with the support of councillors continue to prepare any required documentation for this appeal hearing.

# 17/21 Play-area

## Park Fencing

The Clerk confirmed that she had passed all information to Cllr Sue Hannah to look for possible funding sources. Cllr Sue Hannah is continuing to look at other options for the funding of these works.

**Action: Cllr Sue Hannah to continue work on obtaining funding for these works.**

**Action: Clerk to provide quotation for the surface replacement to the February 2021 meeting**

# 18/21 Allotments

## Authorisation of budget for Clearance of Plot 32 Nook & other site Clearance activities.

Cllr M Bradley & Cllr B Smith notified all present that they have recently undertaken a walk around of the allotments and there is more clearance work that needs to be undertaken, in the main this relates to plots that have been returned to the council and need reparation works on the Nook site this included:

Plot 50 Nook has carpets that need dug out,

Plot 32 that has concrete that needs to be dug out and removed,

General waste (old fencing etc) that needs disposed of

On Coldgill:

-2 Flytipped fridges that have been abandoned on the site, these were left in old sheds when allotments were returned to the council.

-Pile of general waste that the scrap metal collector is not interested in

-Pile of rubble that has been fly tipped

**Resolved** by all present that a quote be sought for this collection of works to ensure that both allotment sites are ready for full cultivation by Spring 2021.

**Action: Cllr Bradley to obtain some quotes for the works, to get these plots cleared ready for letting.**

**Action: Clerk to agenda this for the February 2021 meeting.**

## Plot 1 Nook

The interested party still wants to take it forward, but the tenant required a gate. The original gate has rotted, but some barriers have been provided.

**Action: Cllr M Bradley to assess this site, to establish if any digging is required on this site prior to the quotation being sought.**

**Action: Clerk to contact the tenant to establish if she is still interested.**

# 19/21 Parish Maintenance & Highways

## Main Street Bus Shelter Survey

Cllr Steve Hannah confirmed that he had spoken with the appointed contractor and the works have been delayed due to the weather and Covid restrictions. The work is likely to commence in February.

**Action: Cllr S Hannah to continue liaising with the contractor on these works.**

## Street Naming

Following on from the November 2020 meeting the Clerk had distributed guidance to all councillors on the naming of streets. Following on from this meeting other councillors had noted that the stretch of road initially discussed did have a name (Millennium Gardens upwards) is believed to be called Main Street. The ABC mapping system suggests that it doesn’t have a name, but apparently the properties on the affected stretch have an address of Main Street. However, the properties on the section of the road are just a ‘house name’ and Great Broughton.

It was agreed that having a Main Street Great Broughton and a Main Street Little Broughton was confusing, but before any action was taken on this matter a consultation would be required with the properties it would affect as it may not be a case of naming a previously unnamed street but renaming a street that already has an existing name.

Concerns were raised regarding the costs not only of the process of doing this, but also the implications on the residents within the area in needing to change their address with all the official bodies. This can cause complications also in terms of online security etc where properties have had different addresses over periods of time.

A suggestion was made that consideration could be given to the naming/renaming of this stretch of street in recognition of the Queen making it to 80 years on the Throne.

This would have budget implications and would need to be included in the 21/22 budget which is due for approval at this meeting.

**Resolved** by all that due to the possible complexities of this work, the Parish Clerk doesn’t have the capability to take this project forward at this time.

**Action: Clerk to agenda this for a meeting in the Summer.**

# 20/21 Correspondence for discussion

## Site meeting regarding Proposed Diversion of Path No 218006 Penny Bridge

The Clerk notified all present that Cumbria County Council had requested a site meeting to discuss this application, however under the current Covid rules this meeting can’t take place until Mid-Feb at the earliest.

**Action: Clerk to keep councillors informed of the date set for this meeting**

## Parishoner request for a Grit Bin on Kirklea

The Clerk informed those present that a request had been received from a parishioner for the placing of a Grit Bin at the top of Kirklea, where there is currently no provision.

Grit provision is generally the responsibility of Cumbria County Council. The Clerk confirmed that in the past they have been unwilling to provide additional grit bins due to funding concerns.

**Action: Clerk to request an additional grit bin to be sited at Kirklea, and to report back at a future meeting.**

**Action: Clerk to request one for the Camerton Road & Church Meadows as well.**

**Action: Clerk to request that the existing grit bins be refilled as they have been used significantly in the past few weeks.**

**Resolved** that Broughton Parish Council authorise expenditure of up to £200 for three grit bins if the offer is that the Parish Council pay for the bins and CCC fill them.

# 21/21 Planning Applications & Consultations

**Ref: WTPO/2020/0001**

Location: Broughton Grange, Meeting House Lane

Proposal: Copper Beech- Cut back tree from property with no more than 1 inch from limbs

**Resolved** by all present that the Parish Council have no comments or objections as long as the tree is maintained in a living format.

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

**Ref: HOU/2020/0521**

Location: Pennybridge Barn, Great Broughton

Proposal: Conversion of garage to form self contained granny annex

**Resolved** by all present that the Parish Council don’t oppose to the principle of the conversion but would request that there is sufficient protection for the dwelling in terms of planning conditions the Parish Council request that conditions be applied on the following points:

- Primary residence/Main household

-A condition be imposed to tie the conversion to the main house so it can’t be sold in its own right.

And further that confirmation and surety be provided that the impacts of the development won’t impact on the EXISTING legal definitive route of the footpath (PROW 218006).

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

**Ref: VAR/2020/0510**

Location: 2 Derwent Forest, Great Broughton

Proposal: Variation to Plot 2 dwelling design on approved application 2/2017/0219

**Resolved** by all present that the style of architectural vernacular is out of keeping with the local housing styles, and each individual development seems to be getting larger. Further councillors noted it was very difficult to establish what exactly was changing as part of this variation based on the information provided on the website, given that there are no documents on the website under planning application ref 2/2017/0219. However it was noted there is a design code for the site, and that ABC should be ensuring compliance with this design code.

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

# 22/21 Planning Decisions

None

# 23/21 Finance & Accounts

## Payment of Accounts

**Resolved** by all present that the below accounts be paid with cheques signed by 2 authorised signatories

|  |  |  |
| --- | --- | --- |
| **From** | **Reason** | **Amount** |
| Becx Carter | Salary December (Via SO) | £536.45 |
| HMRC | PAYE October | £141.00 |
| Becx Carter | Expenses  | £93.95 |
| Nest | Pension (Via DD) | £49.40 |
| T.B.Stamper & Sons | Footpath Rental | £240 |
| Water Plus | Allotment Water The Nook (20th Oct-28th December) Via DD | £380.19 |
| Water Plut | Allotment Water, Coldgill (20th Oct-28th December) Via DD | £251.07 |
| Malcolm Grout | Reimbursement for Tap Expenses | £16.31 |

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

## Approval of monthly bank reconciliation & spend against budget report

**Resolved** by all present that these be signed as a true & accurate record.

## Draft Budget for 21/22

The Clerk had circulated a Draft Budget to all councillors for consideration prior to the meeting, based on the expenditure to date for 20/21 and the expected remaining expenditure for the financial year the Parish Council, a precept rise is required.

Cost for 21/22 have increased for:

* Trees/Tree maintenance, there is an ongoing need for Parish Councils to survey and maintain trees on Parish land. Therefore a budget has been included for 21/22 to allow for the surveying and associated works of the relevant trees.

A precept rise of 15% to £25,775.26 would equate to a rise of £6.51 per annum (or 13p per week) on an average Band D Property.

It was noted that expenditure on the Playarea didn’t occur in 20/21 due to Covid 19 restrictions, as such £3000 is being accrued to the Parish Council Capital reserves to allow for expenditure on necessary playarea repairs and improvements in 21/22.

**Resolved** by all present that £3,000 be accrued to Parish Council reserves for this purpose.

The clerk cautioned that there is also likely at some point in the future to be a precept cap on Parish Council expenditure which would require a referendum to increase the precept by more than 2%.

**Resolved** by all present that the precept for Broughton Parish Council to be increased to £25,775.26 for the year 21/22.

**Action: Clerk to file this precept demand with ABC.**

## Authorisation of Training Costs

Cllr B Smith has expressed an interested in attending the Effective Councillor Training Course at a cost of £40.

**Resolved** by all present that this expenditure be authorised.

**Action: Clerk to book Cllr B Smith on to this training course.**

# 24/21 Councillor Matters

None

# 25/21 Date & Time of Next meeting.

**Resolved** by all present that the meeting dates for 21/22 be set as:

 23rd February 2021 at 19:00- Virtual Meeting Room

16th March 2021 at 19:00- Virtual Meeting Room

20th April 2021 at 19:00- Virtual Meeting Room

18th May 2021 at 19:00 (APM & AGM)- Virtual Meeting Room

15th June 2021 at 19:00- TBC

20th July 2021 at 19:00- TBC

21st September 2021 at 19:00- TBC

19th October 2021 at 19:00- TBC

30th November 2021 at 19:00- TBC

18th January 2022 at 19:00- TBC

It was noted that there is a requirement to be able to offer a blended meeting functionality until May 2021, where people can dial in as well as attend in person. As none of the venues that Broughton Parish Council meet in are digitally enabled it is likely that the virtual meetings will continue for the foreseeable future.

Meeting closed 20:50

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