Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held in a virtual meeting room via GoTo Meetings on Tuesday 24th November 2020 at 19:00

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

**Attendance:** Becx Carter (Clerk),

**Apologies:** J Sewell (Family Commitments), A/BC Cllr N Cockburn, A/BC J Farebrother, C Winter (Work)

With 6 Councillors present the meeting was quorate.

# 107/2020 Apologies for absence

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

# 108/2020 Requests for dispensations and declarations of interest

Cllr B Smith declared an interest in the item relating to the Cockermouth Mechanics Brass Band.

# 109/2020 Minutes of the meeting held on the 20th October 2020

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

**Resolved** by all present that the minutes 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.**

# 110/2020 Chairman’s Announcements

Ponderosa Licencing Application- The Clerk noted that this is going to the Licensing Committee on the 2nd December 2020 at 14:00. It was noted with concern that this application could be approved by the licensing committee without it having been through planning or similar (change of use).

**Resolved** by all present that a Parish Councillor attend if anyone is able to do so.

**Action: Clerk to send round the details to all councillors.**

Christmas Lights Switch on- It was noted by all present that there has been a fantastic community response to the Christmas lights switch on, and thanks were noted to all.

Quaker Burial Ground- A team have been working to spruce this up and it is now much tidier and more accessible.

Allotments- There has been a significant amount of work ongoing on the allotments with Cllrs M Bradley & Cllr B Smith taking the lead on this.

Concern was raised regarding a damaged bench; however the Clerk confirmed it is not on the Parish Council Asset register, therefore it is not the Parish Councils responsibility to repair/mend this.

# 111/2020 Public Participation

None

# 112/2020 Reports from visiting councillors & police

## Allerdale Borough Council

The Clerk confirmed she had circulated Cllr J Farebrother’s update to all via email.

Cllr N Cockburn had sent a brief written update which the Clerk read out:

-Soddy Gap Community Asset Registration-This application has now been submitted to renew the Community Asset Registration

-A/BC Cllr N Cockburn has submitted comments on the Planning White Paper, related to the very little environmental protection or protection of special landscapes. Also relating to the fact that the proposals appear to remove public representation once areas have been ‘designated’ so the proposed new system would offer ‘automatic permission’.

The above updates were noted as received.

## Cumbria County Council

The Clerk noted to all that Cllr Hugo Graham is still not attending meetings. The Conservative Party of whom Hugo is a member have confirmed that Cllrs J Lister, A Markley and H Carrick be copied in to Broughton PC meeting papers and one of them will attend to facilitate council matters for the foreseeable future.

**Action: Clerk to send Council papers to the three County Councillors listed for future meetings.**

# 113/2020 Update on ongoing matters

## Neighbourhood Planning

The Clerk confirmed that following the October 2020 meeting she had spoken with ABC for a further update on the ‘masterplan’ for this site. ABC have confirmed that the consultation period on the masterplan documents will be 14 days, but if applicable they will make allowances for any additional breaks during the festive period. A further update has confirmed that it is anticipated that the public consultations on the master plan will take place in the 1st week of December.

ABC have also forwarded on an email from Cumbria County Council Highways which notes that for OUT/2020/0004 (71 house on the site) that the Traffic Study states traffic generation of 34 additional vehicles in the morning peak, and 37 in the afternoon peak. With a split of circa 60/40 of direction of travel (Seaton direction/Little Broughton) direction. CCC have commented that even if the split were reversed it would not have a material impact on Great Broughton.

CCC note that Moor Road currently has a daily flow of approximately 1230 vehicles per day (am peak 84 and pm 110vehicles) then the increase the two applications will engender will be marginal at most. CCC confirm that as per the National Planning Policy Framework (para 109) that *‘development should only be prevented or refused on highway grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network could be severe’.* CCC Highways can’t state that the impact of the additional traffic will be severe, neither can they state the impact will be unactable as the officer has no knowledge of intrinsically unsafe sections of the highway that this application could impact (on the accident stats over the past 5 years). CCC Highways have confirmed that access from the A66 is not within the CCC remit and Highways England have offered no objection.

Regarding Construction traffic CCC are seeking to require the applicant to submit a construction management plan that will include routing for HGV’s.

**Resolved** by all present that the Parish Council are concerned how an increase of over 10% in terms of traffic flow on Moor Road can not be material (71 units based on the County Council requirement of 2.5 spaces per unit equates to an additional 177 vehicles potentially on Moor Road which only records 1230 vehicles per day, a 14% increase in traffic)

**Action: Clerk to raise this query with ABC/CCC for clarification as soon as possible.**

**Resolved** by all present that the Parish Council have concerned about the lack of ability to have a public consultation and the very tight timescales for this consultation will reduce the ability of the public to engage.

**Resolved** by all present that an extra-ordinary Parish Council meeting be called to discuss this and prepare a response on potentially Wednesday 9th December (subject to the master plan being validated and circulated on the 1st December). It may be that Digital Meeting Standing Orders will need to be suspended for the meeting due to allow for members of the public to verbally contribute

**Action: Clerk to convene this single item agenda meeting as soon as the masterplan application is verified and opened for consultation.**

**Action: Clerk to contact Parish Clerks for Broughton Moor, Seaton, Camerton, Brigham to ask them if they are considering this issue.**

**Resolved** by all present that Broughton Parish Council make representation to their MP regarding such a significant masterplan being treated with such contempt as to only be open for 14 days to consultation, at such a challenging time and on the approach to the festive season. The potential impacts of these proposals are profound and of significant local importance.

**Action: Clerk to contact the MP on behalf of the Parish Council to raise this issue**

It was noted that Members of the Public should report near misses etc to allow the Police to build a body of evidence on issues in the village.

## Community Mobility Project

The Clerk confirmed that following the pausing of this project due to the Covid 19 pandemic Action with Communities in Cumbria are now seeking to take this forward once more if Parishes are interested in doing so.

**Resolved** by all present that the Parish Council are very keen to proceed with this in the New Year once the Covid situation is easing.

**Action: Clerk to confirm this to Action with Communities in Cumbria.**

# 114/2020 Clerks Report

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

# 115/2020 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 has done some initial research into funding and Cumbria Community Foundation are potentially a source for a 50% match, Cllr Sue Hannah is now looking at other options for the remainder of the funding.

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

**Action: Clerk to continue to get quotes for the replacement of the surface and circulate to all.**

# 116/2020 Allotments

## Authorisation of budget for Clearance of Plot 32 Nook

**Resolved** that the be deferred until the January 2021 meeting, but the site is safe and being monitored

**Action: Cllr M Bradley to continue to monitor the site and Clerk to agenda this for the January 2021 meeting.**

# 117/2020 Parish Maintenance & Highways

## Main Street Bus Shelter Survey

Two quotes have been sought from a local builder by Cllrs Hannah. These quotes are:

Option 1: Removing the roof, lowering the walls to below ground level, lining out with block work, render & dash, and leaving a recess for a bench. Total cost £2328

Option 2: Remove roof, lower walls to below ground level, building a stone wall in line with existing walls and fill up void behind with debris from the roof. Total cost £1656

It was noted that the issue with Option 1 may encourage it to be a gathering area. Option 2 would remove this issue and reduce the need for further maintenance.

**Resolved** by all present that Option 2 be approved by the majority (5:1).

**Action: Clerk to confirm the outcome of this meeting to Cllr Steve Hannah in writing for him to take forward.**

**Action: Cllr Steve Hannah to take this forward with the contractor.**

## Benches

**Resolved** by all present that some of the parish benches are in poor condition and need to be sanded back and re painted.

**Action: Cllr Steve Hannah to make some enquiries on the most appropriate treatment for the benches**

**Action: Clerk to get a quote for the works per bench in terms of time, subject to materials being confirmed.**

# 118/2020 Correspondence for discussion

None

# 119/2020 Planning Applications & Consultations

**Ref: VAR/2020/0025**

Location: Plot 16, Derwent Forest

Proposal: Variation to approved application 2/2017/0219 to amend the house design for Plot 10

**Resolved** It was noted that there is a lot of ‘white’ expanses on this property that doesn’t appear in keeping within the local architectural vernacular in particular on the rear elevation of the property and this will be very stark in the local landscape.

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

**Ref: HOU/2020/0178**

Location: Curwin, The Nook, Great Broughton, Cockermouth

Proposal: Extension and alterations

**Resolved** by all present that the Parish Council have no comments or objections.

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

**Ref: ADD/2020/0001**

Location: M Sport, Dovenby Hall Estate, Dovenby, Cockermouth

Proposal: Submission of further details requiring approval in accordance with the provisions of Management Plan Issue 3b

**Resolved** by all present that the Parish Council comments as per the October 2020 meeting stand (‘The applicant should abide by or better the conditions relating to noise management approved on the original planning approval’).

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

**Ref: HOU/2020/0183**

Location: 75 Main Street, Great Broughton, Cockermouth

Proposal: New Parking area & new Juliet balcony to first floor side extension

**Resolved** by all present that the Parish Council have not comments or objections however it was noted that there is development activity on the site already it is not clear if the application is partly retrospective. Further the building materials for the works on the site are blocking access down King Street.

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

**Ref: FUL/2020/0221**

Location: Great Broughton Legion, 78 Main Street, Great Broughton, Cockermouth

Proposal: Change of use from British Legion to dwelling

**Resolved** by all present that the Parish Council have no objections in principle to the site becoming residential but the Parish Council have concerns relating to the lack of parking on the site given the already identified parking issues in this locality, and the fact that the application form doesn’t appear to be correct in its detail about the number of residential units to be included, and the entrances/exits for these units. Further the works appear to be already in progress. Clarity needs to be sought on if the development is retrospective consent?

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

**Ref: VAR/2020/0027**

Location: Plot 17, Derwent Forest, Great Broughton

Proposal: Variation to approved application 2/2017/2019 to amend plot 17 house design.

**Resolved** by all present that the Parish Council noted that the proposed design of this house isn’t in keeping with the local architectural vernacular.

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

# 120/2020 Planning Decisions

None

# 121/2020 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 November (Via SO) | £536.25 |
| HMRC | PAYE November | £141.20 |
| Jackson Hetherington | Grass Cutting Oct 2020 & Extra works to Plot 1 | £308.57 |
| Becx Carter | Expenses | £137.47 |
| NEST | Pension (Via DD) | £49.40 |
| Water Plus | The Nook Water costs (Via DD) | £243.28 |
| Water Plus | Coldgill Water (Via DD) | £176.98 |

**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.

**Action: Clerk to update the budget and agenda for approval at the January 2021 meeting when hopefully the Band D figures will be available to allow the impacts of the precept setting to be known on an individual property basis.**

**Action: Clerk to note on the budget accrual of some of the underspend from financial year 20/21 to Playarea Reserves to allow for stop the ball net and playarea resurfacing to be undertaken.**

**Action: Clerk to ensure that there is sufficient funding in the budget for tree surveying and tree works.**

## Request for S.137 Donation for Cockermouth Mechanics Brass Band

Cllr B Smith noted his declaration of interest in this item and abstained from the discussion.

The Clerk informed those present that a request had been received for S.137 donation towards the ongoing costs of this charity, which along with being one of the oldest brass bands in the world, also has an apprentice band of 20 or so players. The group have been adversely impacted by the Covid restrictions and are seeking support to keep the tuition, instruments and music going.

**Resolved** by all present that a donation of £250 be made to the band.

**Action: Clerk to progress this.**

## Movement of Broughton PC Bank Account

The Clerk raised concerns with those present regarding the inflexibility and difficulties in contacting HSBC (the current bank account provider). The Clerk asked the Parish Council to consider movement of the Parish Council bank account to the Unity Trust bank who offer online banking for Parish Councils in a simple and straightforward manner at a cost of circa £12 per month.

**Resolved** by all present that that the Parish Clerk move the Parish Council bank account to Unity Trust.

**Action: Clerk to process this.**

## Request for Donation- Quaker Burial Ground

The Clerk noted that a request for a S.137 has been made for funding towards planting of bulbs in the recently tidied and cleared Quaker Burial Ground. The Clerk had sought clarity on the legal status of the group requesting the donation to ensure that the Parish Council are legally able to offer a grant.

**Resolved** by all present that the Parish Council provide £100 of bulbs to the group maintaining the church yard.

**Action: Clerk to organise this subject to the advice being received on the legal process for this grant.**

# 122/2020 Councillor Matters

Cllr A Davis Johnston noted that there is an anomaly in terms of the village road names. The stretch of road between Millennium Gardens & Grange Avenue doesn’t appear to have a name.

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

**Action: Clerk to circulate the street naming guidance to all.**

# 123/2020 Date & Time of Next meeting.

**Resolved** by all present that the next meeting date be set as 19th January 2021 at 19:00 in a Virtual Meeting Room.

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 20:52

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