**Minutes of the meeting of Broughton Moor Parish Council held in the Community Centre, Broughton Moor on Thursday 8th August 2024 at 7.00pm**

**Present**: Cllrs A Semple, J Grisdale, C McCarron-Holmes, B Pegram, S Henderson, D Scott, L Dakers and Rev’d J Morgan, Parish Clerk. Three members of the public were also in attendance.

**22/24** **Apologies for absence** – None as all were present.

**23/24 Election of chairman for the meeting:** CllrS Henderson was proposed by Cllr D Scott, seconded by Cllr L Dakers and unanimously elected as chair for this meeting. The election of Chair and Vice Chair of the Parish Council will be added to the Agenda for the September meeting.

**24/24 Requests for Dispensations –** there were none.

**25/24 Declarations of Interest –** there were none.

**26/24 Public Section -** One member of the public asked questions about the co-option of councillors, the cycle of elections for parish councils, whether there was a document listing the responsibilities of the Parish Council and why Broughton Moor Parish Council had not simply been incorporated into Maryport Town Council on the premise that this would save money in administration costs. Cllr McCarron-Holmes advised the meeting that Maryport Town Council had been incorporated in 1898 as an urban district, which at that time included Flimby. It had never been responsible for the administration of Broughton Moor.

One member of the public asked why the agenda for the meeting held on 25th July had not been published on the noticeboard and was advised that the agenda had been published on the website, which fulfilled the legal requirements.

One member of the public asked questions about the now closed St Columba’s Church and Cllr Scott explained that the Diocese of Carlisle had closed the church in 2019 because the local community did not support it sufficiently to make it viable. The Parish Council was mindful that the building was of historical importance to the local people and had, therefore, begun negotiations with the C of E to have ownership of the church building transferred to the Parish Council.

All three members of the public stated their intention to remain for the rest of the meeting and were advised that they could do so but had no right to speak.

The council agreed to move to closed session to consider the financial matters on the agenda and the members of the public were advised that they would need to leave the meeting at that point, which they agreed to do.

**27/24** **Co-option of Members**

No new applications had been received,

**28/24 Approval of Minutes**

The minutes of the following meetings were approved for signature and publication:

Annual Village Meeting held on 16th May 2024

Annual Parish Meeting held on 16th May 2024

Parish Council AGM held on 16th May 2024

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Parish Council Meeting held on 25th July 2024

**29/24 Matters arising** - all to be covered elsewhere on the agenda.

**30/24 Updates:**

**i. Welfare Field**

a) The latest Play Report from Tivoli was circulated and discussed. It was agreed that the log climbing equipment was beyond repair and would need to be removed and the ground made safe. The installation of two picnic tables and benches in that space was a possibility. Clerk to contact one possible contractor, Cllr Henderson to look into who else might be asked for a price.

b) Tivoli had been unable to gain access to the Tennis Court area to cut the grass as someone had tampered with the lock. This was the second time this had happened. Cllr Henderson agreed to take a look and make a recommendation as to what might be done to avoid this in future.

c) The clerk reported that the RoSPA annual safety inspection of the play equipment had been scheduled for August.

d) A request from Seaton Football Club to use the pitch had been received, together with a request to upgrade the pitch and replace the goal posts. It was felt that, perhaps, this hadn’t come across the way it had been intended and Cllr Grisdale agreed to speak to their representative to gain more information. Concerns were noted, nonetheless, that regular use of this type would necessitate welfare facilities for players and spectators, which the Parish Council does not have. It would also reduce the amenity for village use.

e) The Clerk updated the meeting on progress to access the £21,500 promised from Gleeson Homes and negotiated between Gleesons and Allerdale. It was likely that there would be some movement on this issue in the next week. The clerk was advised that should that not happen, she was to contact Cllr Semple, who would speak to Cumberland Council’s legal people.

**ii. St Columba’s Church**

a) The Parish Council had requested of the Diocese permission to site a standing Tommy figure at the War Memorial in the churchyard. The Diocese had confirmed that a faculty would be required for this and offered to assist in the process. It was agreed that the Clerk should follow this up with the Diocese.

b) In view of recent events, the Church Commissioners had requested a resolution from the Parish Council.

On the proposal of Cllr Scott, seconded by Cllr Henderson, the following resolution was put to the vote:

This Parish Council resolves to proceed with the transfer of St Columba’s Church from the Diocese of Carlisle to Broughton Moor Parish Council as actioned on 21st April 2022.

The vote was unanimous in favour of the resolution, which was, therefore, carried.

c) The Clerk updated the council on documentation received from Milburns’ solicitors relating to the transfer of the church building and it noted that a number of covenants are included in the transfer deed, which the council was advised to look closely at. Clerk to email these documents to all members for consideration. It was further noted that a purchase price of £1 had been stipulated in the documents. Milburns’ fees for the conveyance would be £2470.00. The Parish Council’s budgeting had anticipated this.

**iii Community Centre**

a) The Clerk reported that ADT had visited for the inspection of the fire and burglar alarm systems, CCTV and emergency lighting. Two emergency lights had been replaced.

b) Cllr Scott presented the architects plans for the renovation of the Community Centre. Quotes from four building firms were expected shortly and it was hoped that the works could all be completed before Christmas.

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c) The Clerk explained the parish councillors’ dual role as members of the Broughton Moor Wind Farm Fund Advisory Panel, which would likely meet in early to mid-September to decide on any applications made.

d) It was agreed that the Community Centre would not re-open to the public until after the works are completed, for health and safety reasons.

*One member of the public asked to speak and was reminded that the public were only in the meeting as observers*

**iv Railway embankment**

The Clerk gave an update on progress to date, the Parish Council’s solicitor is liaising with Cumberland Council’s solicitor on the matter.

**31/24 Planning Matters**

The following decision notices were received:

i. Application No HOU/2024/0061 Proposed demolition of masonry garage and rebuild single storey garage, South Green, Broughton Moor CA15 7SS - permission granted.

ii. Application No HOU/2024/0074 Proposed single storey rear extension and internal alterations, Rose Garth, Harker Marsh CA15 7RL – permission granted.

**32/24 Possible Development of a Parish Plan**

Cllr McCarron-Holmes recommended the development of a Parish Plan that could be put before the villagers for their views. This should include both medium- and long-term plans and encompass topics such as use of the community centre and church building, traffic management, transport, emergency planning, maintenance of flower tubs and road signage, and so forth.

It was acknowledged that the Parish Council had already done some preliminary work on this with the public meetings in August 2022, when parishioners had been asked to set the agenda for the future. Some of that work had already come to fruition and it was agreed that the data gained then would be a good starting point. A task and finish group might be needed.

It was noted that Cumberland Council has a heritage strategy, which might be helpful when developing St Columbas’ church building.

It was agreed that the clerk would contact CALC for advice and information.

Cllr Scott stated that the Parish Council has consistently tried to foster community spirit and make Broughton Moor a village worth living in.

*One member of the public asked to speak and was reminded that the public were only in the meeting as observers.*

**33/24 Correspondence**

1. A letter of thanks had been received from the Cockermouth Mountain Rescue Team for the donation of £150 raised at the Village Fun Day in June. A copy of the letter was on display in the noticeboard.

2. A Woodland Management Plan for Moorside Woods had been received. This 27-page document had been shared via email with members of the parish council prior to the meeting. Cllr Henderson expressed concern that this was a document aimed at harvesting the woodland and would wish to see some of the Scots pines and standing pines left in situ to preserve the habitat of the endangered red squirrel population. The council agreed that the preservation of wildlife habitat was of paramount importance. The clerk was advised to contact Julian Smith at Cumberland Council for advice on how the social, economic and environmental aspects might be addressed. It was unclear how the management plan would be monitored, or by whom. Cllr Henderson agreed to investigate further and report to the next meeting.

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3. The clerk reported that the Charity Commission Annual Return for the Community Centre had been filed.

4. A fundraising pack for the MacMillan Coffee Morning had been receive. Cllrs Scott and Dakers agreed to take this with a view to running an event in the school this year.

*The council moved to closed session at this point and the three members of the public were asked to leave the meeting, which they were reticent to do and had to be firmly reminded by the Chairman that they needed to leave. Two of the members of the public then approached the table and verbally attacked Cllr Scott, accusing her of bullying their grandson and only desisted when the third member of the public told them Cllr Scott had not done so. They were then again asked to leave the meeting.*

*One member of the public returned during the next item of business to retrieve an umbrella.*

**34/24 Financial Matters**

1. The clerk reported that the AGAR forms and supporting documents had been submitted to the external auditor.

2. The clerk reported that the following cheques had been issued since 17th May 2024:

102013 J Morgan reimbursement for

Tommy £200, Film license deposit £150 350.00

102015 Clear Insurance Management Ltd. 1828.84

102016 J Pearson (cleaner) 15.00

102017 J Dakers (reimbursement) 24.24

102018 Bass Lake Station (Competition prize) 50.00

102019 C Howsen (reimbursement) 134.83

102021 J Morgan (reimbursement) 1300.25

102022 J Pearson 15.00

102023 E-oN Next (electricity) 318.37

102024 E-oN Next (gas) 33.90

102025 D Scott (reimbursement) 125.41

102026 J Dakers (reimbursement) 19.05

102027 A Pearson (for sawdust) 11.48

102028 A Dakers (reimbursement) 48.75

102029 HMRC (PAYE) 64.00

102030 J Morgan (salary and expenses – June) 554.52

102031 Tivoli Group Ltd 889.92

102032 S Small (handyman) 87.50

102033 ADT Fire and Security Plc 338.56

102034 Film bank Media 367.20

102053 J Morgan (salary and expenses – July) 544.95

102054 HMRC (PAYE) 60.40

\*102055 Film bank Media 367.20

102056 Tivoli Group Ltd 889.92

102058 Clear Insurance Management Ltd, 45.00

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102059 ABC Scaffolding (Cumbria) Ltd. 600.00

102060 Harrison & Little Plastering Services Ltd 784.22

102061 R J Lindsay (architect) 697.50

102062 E-oN Next (gas) 30.07

102063 E-oN Next (electricity) 459.28

102064 Andy’s Man Club (donation) 100.00

102065 Cockermouth Mountain Rescue

(donation) 150.00

102066 J Morgan (salary and expenses – August) 605.95

102068 HMRC (PAYE) 60.40

102069 Cockermouth and District Garden Services

( additional bark for underneath swings) 180.00

\* Refund requested

3. The following cheques were approved for payment:

102070 Tivoli Group Ltd 889.92

102035 EoN Next (Gas) 3.09

102036 J Pearson (Cleaning services) 15.00

102037 ADT Fire and Security Plc 109.63

**35/24 Granting of Plenary Powers**

The clerk was granted plenary power to bring forward a Habitual and Vexatious Complaints Policy for approval by the council at the next meeting.

**36/24 Date of Next Meeting**: Thursday 17th September 2024 at 7.00pm

The meeting closed at 8.47pm

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chairman

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

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