

# BROUGHAM PARISH COUNCIL

Minutes of the Meeting held on 13<sup>th</sup> March 2019  
7.30 pm at 5 Brougham Hall Gardens

Present: Cllr AVL Williams (Chairman) (AW), Cllr S V Harden (SVH), Cllr J Jennings (JJ), Cllr R Stables (RS), Caroline Fancott-Beynon (Clerk) (CFB)

In attendance: Cllr H Sawrey-Cookson, EDC (HSC)

**1. Apologies:** None

**2. Declaration of Interests:** None

### **3. Adjournment of the meeting**

**3.1:** A parishioner attended the meeting to report on a near miss accident that he had witnessed on the B6262 last month. The parishioner witnessed a family with a pushchair struggle to get off the road when a van had cause to swerve, due to some saplings that were growing out into the carriageway, half way down the road close to the T-junction. The parishioner had contacted EDC who had put him through to Highways, to whom he had reported the trees, however as yet there has been no follow up. Councillors agreed to have a look at the area and the clerk could contact Highways if necessary.

### **4. Minutes**

The minutes of the meeting held on 16<sup>th</sup> January 2019 were agreed as a true record and signed by the Chairman.

### **5. Matters Arising:**

**5.1:** It was noted that the precept agreed at the last meeting was submitted to EDC

### **6. Finance:**

**6.1:** The clerk presented the bank reconciliation to councillors, which was duly signed by the Chairman. It was agreed that the clerk would distribute this to councillors prior to the meeting in future.

**6.2:** The clerk reported that BPC was now registered with HMRC as an employer and the necessary paperwork had been completed. The clerk is now running payroll via HMRC Basic Pay system.

**6.3:** Due to the upcoming election, and a change in councillors, it was agreed that the clerk would communicate with HSBC to amend the signatories on the bank account

**6.4:** The current bank balance as at 25.02.18 stands at £1494.85

### **Payments:**

Clerk's salary (Dec)	£97.05
Clerk's salary (Jan)	£97.05
Clerk's expenses	£71.61
Clerks salary (Feb)	£97.05

### **Receipts:**

There were no receipts since the last meeting

### **Cheques to authorise:**

Clerk's expenses	£35.58
Web Domain Fee	£15.00

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### **7. Planning Matters:**

**7.1:** 18/0759: Pembroke Farm - listed building application - *GRANTED*

**7.2:** 18/0769: Pembroke Farm - building plans - *GRANTED*

**7.3:** 18/0283: Land at Brougham Avenue – Appeal to the Secretary of State – *Objection submitted*

**7.4:** 18/0944: Centre Parcs – extension of existing swimming paradise to provide new raft ride – *observations submitted*

**7.5:** 18/0747: Centre Parcs – extension to car park – *no further comments*

**7.6:** 19/0043: Land to SE Rectory Farm Road – *observations submitted*

**7.7:** 19/0044: Land to SE Rectory Farm Road – *observations submitted*

**7.8:** 19/0045: Land to SE Rectory Farm Road – *observations submitted*

**7.9:** 19/0049: Centre Parcs – Variation of conditions – *no objections*

**7.10:** 19/0076: Centre Parcs – extension to restaurant – *no objections*

### **8. Highways & Footpaths:**

**8.1:** AW has previously circulated correspondence with Nigel Butcher regarding the proposal for weight and speed restrictions on the Brougham lanes. Mr Butcher stated by email on 5<sup>th</sup> March 2019 that the proposal was on the programme for assessment for 2019/20 and if successful work would commence sometime in 2020/21

### **9. Election:**

**9.1:** HSC confirmed that he will be standing in the upcoming elections

**9.2:** The clerk explained the upcoming nomination process to councillors and notified them of the dates when nominations can be submitted to EDC. AW and JJ both confirmed that they would not be standing again this year. A discussion was held regarding publicising the election and encouraging residents to nominate themselves as councillors.

### **10. Correspondence:**

**10.1:** The Draft Council Plan had been distributed prior to the meeting and responses were discussed. It was decided to respond on an individual basis rather than as a collective.

**10.2:** All other correspondence has been distributed to councillors

### **11. District Issues:**

HSC had no further comments to add

### **12. Date of next meeting:**

A provisional date of Wednesday 15<sup>th</sup> May 2019 at 7.30pm was set for the next meeting. This may be subject to change dependant on the election. The meeting will be held at Brougham Hall Farm, Brougham

The Chairman gave his thanks to councillors for their support during his time on Brougham Parish Council over the last 20 years. In response councillors gave their heartfelt thanks to the Chairman for his dedication and his contribution to the parish.

Meeting closed 8.34 pm