

# BROUGHAM PARISH COUNCIL

Minutes of the Meeting held on 16<sup>th</sup> January 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:** David Whipp, CCC

**2. Declaration of Interests:** None

**3. Adjournment of the meeting**

**3.1:** None

**4. Minutes**

The minutes of the meeting held on 10<sup>th</sup> October 2018 were agreed as a true record and signed by the Chairman.

**5. Matters Arising:**

**5.1:** A report was distributed to councillors following the EDC focus group for uncontested elections; no further action is required

**5.2:** A report was distributed to councillors following the EALC Sustainable Communities workshop; no further action is required

**6. Finance:**

**6.1:** The clerk presented the proposed budget for 2019/20 to the council and this was discussed. In previous years the precept had remained low, however expenses for the council were also low as no clerk was employed. Due to the employment of the clerk, the expenses for the upcoming year will increase significantly. Also, at the present time it is unknown whether the upcoming elections will be contested which would add a further significant expense to the parish council's budget. As such, the precept needs to reflect this. It was agreed that the parish council would defer any decisions regarding donations until later in the year when the budget would be clearer. It was unanimously agreed to increase the precept for 2019/20 to £1200, which will cover the clerk's salary.

**6.2:** A review of the internal audit was completed by Cllr Harding and signed by Cllr Jennings and Cllr Stables

**6.3:** EDC recharges were discussed in deciding the precept

**6.4:** The clerk presented a letter to be signed by signatories to authorise the change of correspondence address with HSBC

**6.5:** The clerk's contract was agreed and duly signed. It was agreed that a standing order would be arranged for payment of the clerk's salary and a letter to HSBC was signed to confirm this

**6.6:** As per 6.1

**6.7:** The current bank balance as at 25.12.18 stands at £1857.61

**Payments:**

There were no payments made since the last meeting

**Receipts:**

There were no receipts since the last meeting

**Cheques to authorise:**

Clerk's salary (Dec) £97.05

Clerk's salary (Jan) £97.05

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Clerk's expenses

£71.61

## **7. Planning Matters:**

**7.1:** 18/0759: no further details at present

**7.2:** 18/0769: no further details at present

**7.3:** 18/0837: Refused

**7.4:** 18/0944: the Clerk has spoken to the Planning Officer, Mat Wilson, who has asked for further detailed plans and has granted an extension. Mr Wilson will contact the clerk once the amended plans have been received. The clerk also received an email from Mr Gamble, Architect to Centre Parcs with an offer to meet with the parish council to discuss the plans. A date was agreed between councillors – Clerk to re-contact Mr Gamble

**7.5:** 18/0283: Correspondence has been received regarding an appeal that has been made to the Secretary of State regarding this application. Councillors would like to see the appeal documents that are available at EDC. AW to attend and view these. The councillors unanimously agreed their stance remains the same regarding their initial objection to the planning application

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

**8.1:** AW has previously circulated correspondence with Nigel Butcher regarding the resurfacing of the Brougham lanes. The council has thanked Mr Butcher for the excellent work on the resurfacing

**8.2:** A response to BPC's proposal for speed and weight reduction is still awaited.

## **9. Correspondence:**

**9.1:** EDC Community Governance Review – it has been confirmed that EDC will be taking no further action with this matter

**9.2:** The Priority Services Register information has been completed

**9.3:** Due to the lack of village land, the offer of trees by Karen Dakin could not be taken any further

**9.4:** Any decisions on the GNAA request for a donation and a request for a donation from Clifton & Brougham PCC has been deferred until later in the year as per Item 6.1

## **10. District Issues:**

HSC reported that the Penrith Masterplan has been rejected, and that there was no consultation with landowners in the development of the plan

## **11. Date of Next Meeting:**

The next meeting will be held on Wednesday 13<sup>th</sup> March 2019 at 7.30pm at Stable Cottage, Brougham

Meeting closed 8.50 pm