

# BROUGHAM PARISH COUNCIL

Minutes of the Meeting held on 15<sup>th</sup> July 2020  
11am at Brougham Hall Farm

Due to COVID-19, only councillors & clerk were present at the meeting which was held in a socially distanced manner. Parishioners were invited to attend the meeting by Zoom video or audio dial in.

Present: Cllr S V Harden (SVH) (Chair), Cllr R Stables (RS), Cllr Gordon Rigg (GR), Cllr David Coward (DC) and Caroline Fancott-Beynon (Clerk) (CFB)

**1. Apologies:** Cllr W Bonner (WB)

**2. Declaration of Interests:** None

**3. Adjournment of the meeting**

No issues raised

**4. Minutes**

The minutes of the meeting held on 11<sup>th</sup> March 2020 were agreed as a true record and signed by the Chair. The May update was also agreed and signed by the Chair.

**5. Matters Arising**

No issues raised

**6. Financial Matters**

**6.1:** The clerk presented the bank reconciliation to councillors. This was visually agreed by GR. It was agreed that councillors would visually audit the accounts at each meeting.

**6.2:** Following a report from the clerk, the annual accounts were presented to the council. It was unanimously agreed to accept the accounts for the financial year 2019-20. The clerk reported that the council was eligible to declare itself exempt from external audit. The Annual Governance Statement was read out, agreed and signed by the Chair and Clerk.

**6.3: Payments:**

Clerks salary (April)	£107.90
Clerks salary (May)	£107.90
Clerks salary (June)	£107.90

**Receipts:**

EDC Precept	£2206.00
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**Cheques to authorise:**

Clerks expenses	£106.03
CALC Subs	£119.55
Insurance	£84.00
Internal Audit	£50

**6.4:** It was agreed that due to the prospect of holding Zoom meetings in the foreseeable future, the council would opt in to the Calc offer for a reduced Zoom licence

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## 7. Planning Matters

**8.1:** 19/0714: Ash Hill Farm, Temple Sowerby – Conversion of buildings to create a Crematorium with associated access, parking and burial ground – *GRANTED*

**8.2:** 20/0159: Stable Cottage, Brougham – erection of side and rear extensions – *GRANTED*

**8.3:** 20/0227: High Grounds, Clifton Dykes – Erection of agricultural shed. Part retrospective - *GRANTED*

**8.4:** 20/0214: Zakum West, Brougham Avenue – Proposed rear ground floor dining room extension – *GRANTED*

**8.5:** 19/0584: Centre Parcs – replacement reception cabin and extension to aerial adventure course – *No objections – awaiting decision*

## 8. Highways & Footpaths:

**8.1:** Repairs have been successfully completed to the roadside verges following a complaint from a parishioner

## 9. Policies

Policies were agreed for the upcoming year

## 10. Correspondence:

**10.1:** A letter of thanks has been received from Mr & Mrs Bretherton regarding Item 8

**10.2:** Correspondence has been received from CCC regarding the proposed re-siting of a bridleway around planning application 19/0714 at Ash Hill Farm. There were no objections to this, although SH asked if we could direct CCC to the Cumbria Bridleway Society to ensure the surface and gate access is of suitable standard and to remind them of the need to register the bridleway.

**10.3:** Courtesy notification has been received of a Pony Club event to be held at Brougham Hall Farm on 1/2/3/4 August

## 11. Other Issues:

**11.1:** SH asked for thoughts from councillors regarding traffic and pedestrian awareness around Brougham Hall bend. The number of pedestrians has significantly increased over recent months, and there is concern that traffic flow will also increase once A66 works commence. As such SH asked for thoughts from the council regarding potential proposals for Highways for traffic calming measures/awareness.

**11.2:** It was agreed that an agenda item for 'Any other business' be added to future agendas but confirmed that whilst issues can be raised for discussion, decisions cannot be made about these items until the next meeting.

## 12. Date of next meeting:

A date of Wednesday 21<sup>st</sup> October 2020 at 11am was set for the next meeting. The meeting will be held at Brougham Hall Farm for the Chair and Clerk, and opened to remaining councillors and parishioners via Zoom

Meeting closed 11.50pm