

MINUTE of the ANNUAL MEETING of BRAMPTON PARISH COUNCIL held in the MOOT HALL, MARKET PLACE, BRAMPTON on TUESDAY 31st MAY 2005.

PRESENT

Councillor Read-Bone	Councillor Tweddle
Councillor Thompson	Councillor Brown
Councillor Riddell	Councillor Shepherd
Councillor Robinson	Councillor Smith
Councillor Ridley	Councillor Hendry
Councillor Prest	Councillor Barwick
Councillor Pattinson	Councillor Westlake

IN ATTENDANCE – The Clerk.

ALSO ATTENDING - Councillor Judy Prest, Carlisle City Council.
Judith Derbyshire, Rural Community Support Officer, Carlisle City Council

PART A – HELD IN PUBLIC

1 APOLOGIES FOR ABSENCE – None.

2 DECLARATIONS OF INTEREST – None.

3 ELECTION OF CHAIRMAN

Councillor Prest seconded by Councillor Shepherd moved that Councillor Pattinson be elected to the office of Chairman of the Council.

Councillor Read-Bone seconded by Councillor Tweddle moved that Councillor Hendry be elected to the office of Chairman of the Council.

There were no other nominations.

The Clerk having received two nominations for the post arranged a vote. This being a signed ballot.

The results were as follows:

Councillor Pattinson	8votes
Councillor Hendry	6 votes

Councillor Pattinson was duly elected as Chairman for the next year.

4 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

Councillor Pattinson in the presence of the Council, signed the Declaration of Acceptance of Office of Chairman of the Council.

Councillor Pattinson thanked the Council for showing their support to her again as Chairman of the Council. She also expressed her thanks for the support and sympathy that fellow councillors and the public had given her on the recent and sudden death of her husband.

5 ELECTION OF VICE CHAIRMAN

Councillor Hendry, seconded by Councillor Barwick moved that Councillor Ridley be elected to the office of Vice Chairman of the Council.

It was **AGREED** unanimously to the election of Councillor Ridley to the office of Vice Chairman.

6 DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIRMAN

Councillor Ridley signed the Declaration of Acceptance of Office of Vice Chairman of the Council.

7 COMMITTEE MEMBERSHIPS

Following the opportunity of each councillor to express his or her preference. The membership of the following committees is as follows:

7.1 FINANCE & GENERAL PURPOSES COMMITTEE – 10 members

Councillor Prest	Councillor Pattinson (ex officio)
Councillor Read-Bone	Councillor Barwick
Councillor Brown	Councillor Ridley (ex officio)
Councillor Grant	Councillor Riddell
Councillor Westlake	Councillor Thompson

7.2 PROPERTY & ENVIRONMENT COMMITTEE -7 members

Councillor Pattinson (ex officio)	Councillor Ridley (ex officio)
Councillor Smith	Councillor Hendry
Councillor Robinson	Councillor Tweddle
Councillor Shepherd	

7.3 FOOTPATHS & RIGHTS OF WAY COMMITTEE– 4 members

Councillor Grant	Councillor Read-Bone
Councillor Thompson	Councillor Westlake.

7.4 ALLASON BEQUEST

Councillor Pattinson (ex officio)	Councillor Ridley (ex officio)
Councillor Thompson	Councillor Smith
Councillor Hendry.	

8 OUTSIDE BODIES

Following the opportunity of each councillor to express his or her preference. The membership representation on outside bodies is as follows:

AIRPORT CONSULTATIVE COMMITTEE	Councillor Shepherd (following a ballot)
BRAMPTON COMMUNITY ASSOCIATION	Councillor A Riddell
INDOOR SWIMMING POOL PROJECT	Councillor A Riddell
BRAMPTON YOUTH FORUM	Councillor J Hendry
BRAMPTON IN BLOOM	Councillor M Smith Councillor C Ridley Councillor J Thompson Councillor S Robinson
CHRISTMAS LIGHTS	All Councillors
VITAL VILLAGES	Councillor Pattinson Councillor C Ridley
CARLISLE EARLY YEARS PANEL	Councillor J Thompson
FOOTBALL CLUB	Councillor M Smith Councillor Riddell
HOSPITAL LEAGUE OF FRIENDS	Councillor S Robinson
IRTHING VALE CRICKET CLUB	Councillor C Ridley
NEIGHBOURHOOD FORUM	Councillor S Brown Councillor C Ridley
PARISH COUNCILS ASSOCIATION	Councillor J Pattinson Councillor J Hendry
WILLIAM HOWARD ADULT EDUCATION COMMITTEE	Councillor L Tweddle (following a ballot)
TOWN TWINNING	Councillor Shepherd

FAIR TRADE GROUP	Councillor J Pattinson
BREWERY HALL MANAGEMENT COMMITTEE	Councillor J Hendry Councillor M Smith
SUSTAINABLE COMMUNITIES IN BRAMPTON	Councillor G Prest.

9 MINUTE

Minute of the meeting held on 26th April 2005 was submitted

APPROVED

10 MATTERS ARISING FROM THE MINUTES

117 REPAIR OF BOUNDARY FENCE BETWEEN BRAMPTON INFANT SCHOOL AND THE MOTE.

The Clerk reported that he had met Mr Sewerd, the Chair of the Governors on a site meeting. The Clerk was currently waiting for the Mr Sewerd to get back to him once Mr Sewerd had an opportunity to examine the deeds relating to the boundaries of the Infants School.

NOTED.

11 COMMITTEE REPORT

11.1 THE PROPERTY & ENVIRONMENT COMMITTEE held on 10th May 2005 were submitted for approval

APPROVED

11.2 MATTERS ARISING FROM THE MINUTES

152 TOWN & COUNTRY PLANNING APPLICATIONS – HOI SUN TAKEAWAY

Councillor Robinson reported that a site meeting had been held with Carlisle City Council regarding the applications for:

- ☛ The erection of illuminated signage and
- ☛ Renewal of shop frontage in UPVC to include new door in line with shop front, backlit signal/light box. Installation of extract flue to rear sidewall of property.

155.1 YOUTH SHELTER

Councillor Hendry explained the thinking behind this proposal. Namely that the money originally awarded by the neighbourhood Forum for the erection a Youth Shelter could be set aside and then incorporated into the design plan of any new building on King George V Playing Field proposed.

NOTED

11.3 THE FINANCE & GENERAL PURPOSES COMMITTEE held on 24th May were submitted for approval

APPROVED.

11.4 MATTERS ARISING FROM THE MINUTES

Councillor Prest Chairman of F&GP reported that:

163 PARISH ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2005

These would be available next month.

164 CUT'N'EDGE SERVICES - INSPECTION OF PLAY EQUIPMENT

Councillor Prest reported that he had spoken to Cut'N'Edge this afternoon who stated that Safety Inspections of playground equipment are being carried out and will continue to be carried out. They will inspect the playground equipment and report on its present condition and report back and pass on any defects to the Clerk. This work will be included in the contract.

The Clerk stated that he could not be held personally responsible in any way for any lapse of safety on playground equipment as he was not suitably trained nor qualified in any aspects of health and safety including playground safety. The Clerk explained that he would be happy to work with Cut'N'Edge Services and order replacement equipment requested by them and co-operate with them in any way. The Clerk also considered that Cut'N'Edge Services should physically record that these safety inspections are being carried out which is currently not being done.

The Chairman confirmed that the situation had not changed in relation to matters of health and safety of play equipment. Carlisle City Council will continue to conduct an annual inspection of the playground equipment.

NOTED.

12 BRAMPTON JUSTICES PEACE GROUP – SUSTAINABLE COMMUNITIES

Councillor Prest who is our representative on this group explained that DEFRA has made £90,000 available for this initiative and gave a short report on what this money could be used for. He asked for councillors to volunteer their services to help the group disburse the money or otherwise it may be awarded to somewhere else if it is not used in Brampton fairly quickly.

Councillors Shepherd and Pattinson volunteered to attend the next meeting of the group.

NOTED

13 ALLISON BEQUEST

Councillor Hendry explained that the Bequest had met the previous evening. They had received two requests for funding and these were discussed.

It was unanimously **AGREED** by the full Council that:

13.1 Brampton Silver band is awarded £667.50

13.2 The Football Project formed to look at the feasibility of a new pavilion on King George V Playing Field is awarded £500.00.

13.3 These awards are publicised possibly in the form of a photo opportunity in the local newspaper when an award is made.

14 CORRESPONDENCE RECEIVED BY THE CLERK

14.1 EXPANSION OF THE GARDEN WASTE RECYCLING SCHEME

NOTED.

14.2 PARISH PROFILE FOR BRAMPTON FROM THE 2001 CENSUS

NOTED

14.3 BIG LOTTERY FUND ANNOUNCES PROGRAMME FOR 2005-09

Also the Clerk has forwarded to Councillor Riddell details of funding sources as requested.

NOTED

14.4 CUMBRIA RURAL INFRASTRUCTURE SUPPORT PROGRAMME (CRISP)

The letter explains that a successful bid to CRISP for changing facilities at King George V Playing Field would be unlikely.

NOTED

14.5 PARISH COUNCILS – ELECTED MEMBERS ALLOWANCES

NOTED

14.6 TOWN AND COUNTRY PLANNING (LOCAL DEVELOPMENT) (ENGLAND) REGULATIONS 2004. CUMBRIA MINERALS AND WASTE DEVELOPMENT FRAMEWORK. REGULATION 25 CONSULTATION ON THE PREPARATION OF THE STATEMENT OF COMMUNITY INVOLVEMENT (SCI)

NOTED

14.7 CUMBRIA RURAL HOUSING TRUST – HOUSING NEEDS SURVEY

NOTED

14.8 CALC GENERAL MEETING. CALC MAY CIRCULAR, & QUALITY PARISHES

Councillor Pattinson will attend the CALC Annual General Meeting.

NOTED.

14.9 A69 CARLISLE TO NEWCASTLE TRUNK ROAD – ANNUAL REPORT 2004/2005

Three copies of the report were distributed.

NOTED.

14.10 TEMPORARY WEIGHT RESTRICTION – C1032 MILTON RAILWAY BRIDGE

NOTED

14.11 EAST CUMBRIA COUNTRYSIDE PROJECT – PUBLIC PATHS IN THE DISTRICT OF CARLISLE

A letter from Andrew Nicholson.

NOTED

14.12 GETTING THE BEST FROM THE WEB

Cumbria County Council.

NOTED

15 INSPECTION OF DEEDS AND TRUST INSTRUMENTS

The Chairman explained that these are available at the parish office for inspection.

NOTED

16 DATE OF NEXT MEETING – 28 June 2005.

PART B – HELD IN PRIVATE

17 BRAMPTON SCOUTS

Councillor Hendry who is a Parish Council Representative on the Management Hall Committee gave a report regarding an outstanding debt owed by the scouts to the Parish Council. He proposed to hold a meeting of the Management Hall Committee to discuss the circumstances and obtain a consensus regarding this debt. He would then report back to the Council.

NOTED

18 CLAY DUBBS

Confidential Correspondence from the Councils solicitors circulated with the agenda was discussed regarding the occupancy of this land.

RESOLVED that the Council would:

18.1 Follow the advice of our solicitor and serve Notice to Pay in relation to the outstanding rent.

18.2 Defer the sale of land to Mrs Lewsley.

19 HOWARD ARMS LANE

Confidential Correspondence from the Councils solicitors circulated with the agenda was discussed.

RESOLVED that the proposed agreement between Brampton Parish Council and Mr Dresser that was circulated be accepted with the following amendments:

19.1 There will be no annual increase in the £500.00 annual fee as discussed in Clause 2 of the agreement.

19.2 Regarding Clause 3 of the Agreement. Mr Dresser will be responsible for the surface of the wall and the lane, which are damaged or defaced by members of the public.

MINUTES of the PROPERTY & ENVIRONMENT COMMITTEE of BRAMPTON PARISH COUNCIL held on TUESDAY 14th JUNE 2005.

PRESENT

Councillor Tweddle
Councillor Ridley
Councillor Shepherd

Councillor Robinson
Councillor Hendry
Councillor Smith

20 TO ELECT A CHAIRMAN

Councillor Hendry, seconded by Councillor Tweddle moved that Councillor Smith be elected to the office of Chairman of this committee for the coming year.

AGREED unanimously.

21 TO ELECT A VICE CHAIRMAN

Councillor Smith, seconded by Councillor Hendry moved that Councillor Robinson be elected to the office of Vice Chairman for the coming year.

AGREED unanimously.

22 APOLOGIES FOR ABSENCE – None.

23 MEMBERSHIP OF THE PROPERTY COMMITTEE

The Committee considered that there was an imbalance between the total numbers of seven councillors serving on this committee as opposed to the ten councillors serving on Finance & General Purposes Committee. Custom and practice dictating that the committees be evenly balanced.

RESOLVED that this imbalance is resolved at the next full Council meeting.

24 MINUTE

Minute of meeting held on 10th May 2005 was submitted.

APPROVED

25 MATTERS ARISING FROM THE MINUTES

154.1 QUARRYBECK FOOTPATH

The clerk had written to the landowner of the narrow strip of land. The landowner had asked that any negotiations be kept between the Parish Council and himself for the time being rather than include East Cumbria Countryside Project. The Clerk had passed the correspondence to Councillor Pattinson who had agreed to liaise with the landowner.

NOTED.

155.1 YOUTH SHELTER

The Clerk had received a letter from Judith Gardner, Neighbourhood Development Officer, requesting more information about the proposed development at King George V Playing Field. The Clerk had passed this on to Councillor Riddell for action.

NOTED.

26 DECLARATIONS OF INTEREST – NONE.

27 TOWN AND COUNTRY PLANNING APPLICATIONS

- 27.1 HEMBLESGATE, TARN ROAD** – Erection of 9 no. dwellings, access road and alterations to existing farmhouse.

COUNCILLORS STILL OPPOSED TO THE APPLICATION

- 27.2 73 DACRE ROAD** – Sunroom extension to rear.

NO COMMENT

- 27.3 TOWAN BANK, TARN ROAD** – Alterations and extensions to provide sitting room and 1no. en-suite bedroom with study and 1no. en-suite in roof space together with detached garage with storage above.

NO COMMENT

- 27.4 MEDBURN, MILTON** – Single storey rear extension to provide utility room and WC.

NO COMMENT.

- 27.5 73 DACRE ROAD** – Sunroom extension to rear amended plans.

NO COMMENT

- 27.6 ROSENEATH, TREE ROAD** – Fell three conifers growing in front lawned area.

NO COMMENT.

- 27.7 33 HOWARD ROAD** – take up roof and walls 300mm (revised proposal).

NO COMMENT.

**28 NOTIFICATION OF DECISIONS, APPEALS & DEFERMENTS
NOTED**

29 IMPROVEMENTS TO THE DANDY LINE

The Committee considered a report from A L Daines & Partners, Consulting Civil and Structural Engineers.

RESOLVED that Councillors Robinson and Shepherd would progress this and other maintenance issues on The Dandy.

30 CUT’N’EDGE SERVICES

- 30.1 The Committee considered the work done as per the invoice for May 2005 and noted that the recording of playground safety inspections does not appear as a scheduled item on the contract like other tasks such cut grass or kill weeds.

NOTED

- 30.2 The Committee also considered an email from Judith Derbyshire, Community Support Services Officer, Carlisle City Council. She explained that after taking advice from Carlisle City Council “playground equipment on rural sites is the responsibility of the parish council” she went on to explain that “Carlisle City Council do not undertake repairs for the parish council, they only identify what work needs doing”.

NOTED

- 30.3 The Clerk reported that he had been concerned about the safety of a specific item of equipment at King George V Playing Field and had referred it to Carlisle City Council as he had been instructed to do so by the parish council. The City Council stated that they would not come out to inspect specific items, as this was the responsibility of the parish council. It was then explained to the Clerk that

Carlisle City Council carry out an annual inspection only. This annual inspection is due to be carried out this month.

NOTED.

- 30.4 Members of this Committee were extremely concerned regarding the adequacy of current playground inspections laid down.

NOTED.

- 30.5 The implications of personal and public liability that may arise in the event of an accident were discussed.

- 30.6 The Committee also explained to the Clerk that he was not personally responsible for the safety of playground equipment in the parish, as this was a matter of serious concern to him. Playground safety was the responsibility of the Parish Council. The committee considered that he had consistently reported safety issues to the Council.

NOTED.

- 30.7 It was **RESOLVED** that:

- 30.7.1 The Clerk would write to the insurers asking for clarification regarding the public liability of the Council relating to playground equipment. With specific reference to:

- ☛ How often equipment should be inspected
- ☛ Who would be the appropriate person to inspect it
- ☛ Qualifications and experience needed to carry out these inspections.

- 30.7.2 Councillor Smith would obtain information regarding how playground safety inspections are carried out on the play equipment at William Howard School.

- 30.7.3 Councillor Ridley would access the ROSPA web site for guidance.

- 30.7.4 The subject of playground safety would be placed before the full Council at their meeting on 28th June as a specific agenda item.

31 SHOWFIELD CAR PARK

- 31.1 A letter from Toch Chinwuba of Carlisle City Council regarding a lease for Showfield was considered.

RESOLVED that the terms set out were acceptable to the Council and that the City Council prepare a lease based on the Heads of Terms set out in the letter.

- 31.2 Regarding repairs to the steps the Clerk reported that this was in progress. He had written to four contractors inviting them to tender for the repair of the Showfield steps. Regarding their condition the Committee did not consider that the steps were sufficiently damaged to warrant closure at the moment.

NOTED.

32 CUMBRIA MINERALS AND WASTE DEVELOPMENT FRAMEWORK

The Committee considered a letter from Cumbria County Council regarding the preparation of the above Statement of Community Involvement. A copy of the full document being available from the Clerk, which encourages all sections of the community to become involved in:

- ☛ The preparation of that Development Framework
- ☛ The consideration of planning applications on which the County Council makes the decision.

NOTED.

33 CORRESPONDENCE RECEIVED BY THE CLERK

33.1 DUNLOP HAYWARDS – THE OLD BREWERY WORKSHOP

NOTED.

33.2 EMERGENCY PLANNING IN BRAMPTON

NOTED.

33.3 BUS STOP IMPROVEMENT WORKS

RESOLVED that the Council would ask for a shelter at Greenhill on the “old A69”

33.4 FENCING AT KING GEORGE V PLAYING FIELD

RESOLVED that the Clerk would obtain estimates to repair.

33.5 BT – CLOSURE OF PHONE BOX AT CAPON TREE ROAD

NOTED.

33.6 TREE REPORTS IN RELATION TO APPLICATIONS TO WORK ON PROTECTED TREES

NOTED.

33.7 BORDER RURAL HOUSING SOCIETY

An Enquiry regarding ownership of the corner site on Front Street on which Hadrian’s Statue stands. The Parish Council does not own this and a councillor believed it to be owned by Carlisle City Council. The Property & Environment Committee was greatly concerned about this enquiry and the implications of any possible development of the site.

RESOLVED that the Council would write to the Leader of the Carlisle City Council explaining that it would oppose any development of the site. Copies to Brampton City Councillor and Chairman Border Rural Housing Society.

33.8 TREES ON THE MOTE

It was agreed that the Council should investigate the possibility of opening the view to reveal the statue of the 7th Earl Of Carlisle.

RESOLVED that the Clerk would contact Andrew Nicholson of East Cumbria Countryside Project in the first instance regarding the feasibility of this.

33.9 HIGH HEDGE COMPLAINT

NOTED.

33.10 DIRECTIONAL SIGN FOR BOWLING CLUB

The Bowling Club has asked permission to erect a directional sign for the Bowling Club (approximate size 0.7metres x 0.3 metres) to the left, facing upward side of the Showfield steps. Initially hanging from the railings and then being permanently fixed to the sandstone wall.

It was pointed out that being in a conservation area all signage must have permission from Carlisle City Council.

APPROVED pending permission being granted from Carlisle City Council.

34 DATE OF NEXT MEETING – 12th July 2005.

MINUTE of the FINANCE AND GENERAL PURPOSES COMMITTEE of BRAMPTON PARISH COUNCIL held on TUESDAY, 21st JUNE 2005.

PRESENT

Councillor Grant
Councillor Ridley
Councillor Westlake

Councillor Riddell
Councillor Pattinson

35 ELECTION OF CHAIRMAN

Councillor Ridley, seconded by Councillor Pattinson moved that Councillor Westlake be elected to the office of Chairman of the Finance and General Purposes Committee (F&GP). There were no other nominations.

It was **AGREED** unanimously to the election of Councillor Westlake to the office of Chairman of the F&GP for the coming year.

36 ELECTION OF VICE CHAIRMAN

Councillor Pattinson, seconded by Councillor Ridley moved that Councillor Riddell be elected to the office of Vice Chairman of the Finance and General Purposes Committee (F&GP). There were no other nominations.

It was **AGREED** unanimously to the election of Councillor Riddell to the office of Vice Chairman of the F&GP for the coming year.

37 APOLOGIES FOR ABSENCE

Councillors Barwick, Prest and Brown.

38 DECLARATIONS OF INTEREST - None

MINUTE

Minute of the Meeting held on 24th May 2005 was submitted.

APPROVED.

39 MATTERS ARISING FROM THE MINUTES

127 CEMETERY CHARGES

It was **RESOLVED** that this subject is put on the agenda for the next full Council meeting.

40 FINANCIAL POSITION AS AT 31ST MAY 2005

It was **NOTED** with concern that four errors on the Bank Reconciliation were recognised. Namely:

40.1 Date on top of sheet should read "31st May 2005".

40.2 Date of Opening Balance should read "1/5/05".

40.3 Current balance should read "as at 31/5/05".

40.4 Allason Trust balance should read "£115,364.67" not "£111,609.13" as shown.

The Chairman considered that the Monitoring Report could be better presented and it was **AGREED** that he would work with the Clerk on this.

41 PARISH ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2005

Regarding the Allison Legacy the F&GP Committee considered that the recommended amount for disbursement for 2005 should be reconsidered by the Allison Legacy Committee.

AGREED unanimously that the Accounts be submitted for approval to the full Council.

42 DATE OF NEXT MEETING - 19th July 2005

MINUTE of the meeting of BRAMPTON PARISH COUNCIL held in the MOOT HALL on TUESDAY 28th JUNE 2005.

PRESENT

Councillor Pattinson (in the chair)
Councillor Tweddle
Councillor Shepherd
Councillor Smith
Councillor Westlake
Councillor Grant

Councillor Read-Bone
Councillor Thompson
Councillor Riddell
Councillor Ridley
Councillor Barwick
Councillor Robinson

IN ATTENDANCE The Clerk
 PC 1012 Anita Owen
 City Councillor Judy Prest
 County Councillor, The Hon. P Howard

PART A – HELD IN PUBLIC

43 APOLOGIES FOR ABSENCE

Councillors Hendry, Brown and Prest.
City Councillor Mitchelson.

44 DECLARATIONS OF INTEREST – None.

45 RESIGNATION OF THE CLERK

The Chairman announced that the Clerk had tendered his resignation, which was noted. The Chairman asked that her thanks be placed on record and wished him every success for the future.

Councillor Read-Bone considered that the Clerk would be sadly missed as he had carried out work that was above the call of his duties.

The Clerk extended his best wishes to all the parish councillors and explained that he would like to be relieved of his post by August.

46 APOLOGIES FOR ABSENCE

Councillor Grant gave his apologies for the Annual Meeting that was held on 31st May 2005. This had been due to extenuating circumstances and he had not been able to give his apologies to the Clerk on time.

This was accepted by the Council.

47 MINUTE

The minutes of the meeting held on 31st May were submitted for approval

APPROVED

48 MATTERS ARISING FROM THE MINUTES

48.1 COMMITTEE MEMBERSHIPS (Min. 7)

Councillors Thompson and Read-Bone have expressed an interest to serve on the Property & Environment Committee instead of Finance & General Purposes Committee.

APPROVED

48.2 SUSTAINABLE COMMUNITIES (Min. 12)

The Chairman explained that there was a sum of £92,650 to be spent within Brampton on this initiative. This included 1,250 home energy checks plus a range of initiatives including loft insulation,

cavity wall insulation, solar thermal systems and air source heat pumps. For every loft/cavity measure installed, a tree will be planted in Brampton.

48.3 ALLISON LEGACY (Min. 13)

The clerk explained that the cheques had not been raised because the beneficiaries have still not given him any payee details.

The Council stated that any presentation of cheques must be accompanied with the appropriate public relations.

49 COMMITTEE REPORT

49.1 THE PROPERTY & ENVIRONMENT COMMITTEE held on 14th June 2005 were submitted for approval.

APPROVED

49.2 MATTERS ARISING FROM THE MINUTES

49.2.1 YOUTH SHELTER (Min. 155.1)

It was pointed out by Councillor Riddell that the Youth Shelter would not form part of any new changing facilities at King George V Playing Field. Regarding the sum received as a grant it was decided that the Council would hold on to the money for the time being.

NOTED.

49.2.2 IMPROVEMENTS TO THE DANDY LINE (Min. 29)

Councillors Shepherd and Robinson would organise a suitable time to walk the Dandy. After having had to cancel the original scheduled time.

NOTED

49.2.3 CUT'N'EDGE SERVICES (Min. 30)

A Councillor asked if it could be arranged for Cut'N'Edge Services to weekly inspect and record the results of all play equipment inspected.

APPROVED.

49.2.4 TREES ON THE MOTE (Min. 33.8)

Councillor Shepherd showed a photograph of The Mote approximately twenty years ago.

NOTED

49.3 THE FINANCE & GENERAL PURPOSES COMMITTEE MINUTES held on 24th May were submitted for approval.

The Chairman of this committee recommended that these minutes be approved with amendment. Namely that:

49.3.1 An overspend on the Brampton In Bloom budget be noted.

49.3.2 The Chairman and the Clerk will work on an improved method of monitoring spending. Particularly individual budget headings.

49.4 MATTERS ARISING FROM THE MINUTES

49.4.1 PARISH ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2005 (Min. 41)

These will be submitted to the Council next month.

NOTED.

50 CALENDAR OF COUNCIL MEETINGS

These were submitted for approval.

APPROVED with amendment. Namely that on 20th December 2005 a full Council meeting will be held incorporating a Finance & General Purposes Committee meeting.

51 CUMBRIA IN BLOOM

It was **NOTED** that the judging will be held on Monday 18th July.

Concern was raised regarding the quality of grass cutting at King George V Playing Field and the Mote. It was agreed that the Clerk would report this to County Contracting Services.

52 PLAYGROUND EQUIPMENT AND INSPECTIONS

52.1 The Council considered the implications of correspondence circulated with the agenda. Namely letters including a play area inspection report carried out by Carlisle City Council and advice from Allianz Cornhill the Councils Insurers. See agenda.

52.2 Councillor Read-Bone made the following comments:

- ☛ The fact that Carlisle City Council have carried out a report “without prejudice” and is therefore not a professional report nor does it meet the requirements of Council “with all equipment being inspected annually by a professional” as stated as necessary in the insurers letter dated 17th June 2005. The basis of a report if not a professional report is not valid.
- ☛ Since responsibility is the Parish Council do we have any idea as to how much these repairs are going to cost?
- ☛ Allianz Cornhill state that defects are repaired immediately “pending removal or repair”.
- ☛ A competent person from Cut’N’Edge Services should be trained to comply with our insurance requirements.
- ☛ Inspections must be logged weekly and annually.
- ☛ The Clerk has already started an incident book.

52.3 Councillor Ridley explained that in the past the manufacturers Playdale and Eibe were called in to inspect and order parts of play equipment and then the manufacturers checked that the work had been done.

52.4 Councillor Smith reported that some of the work highlighted at the last inspection had still not been done.

52.5 Councillor Pattinson pointed out that Cut’N’Edge Services do a visual inspection but are currently not qualified to do so.

52.6 Councillor Westlake asked if the City Council appears on any recognised register of playground inspectors and suggested that the £2,500 grant sum earmarked for safety surface for this could be vired from the playground surfaces budget towards the laying of play bark. The Clerk would find out the precise terms of the grant.

52.7 RESOLVED

52.7.1 The Clerk would contact the manufacturers Playdale and Eibe who would be instructed to carry out a site inspection of the equipment with a view to repair.

52.7.2 Cut'N'Edge Services would be asked to log and record safety inspections with a tick box for every site and piece of equipment.

52.7.3 Finance & General Purposes Committee would assess the financial implications of these repairs. Additional resources may be needed.

53 CEMETERY CHARGES

The proposed increases for the year 2004/2005 were considered.

APPROVED.

54 CORRESPONDENCE RECEIVED BY THE CLERK

54.1 TRANSFER OF LICENCE – North Eastern Cumbrian Co-op.

NOTED.

54.2 NEWS FROM THE BIG LOTTERY

NOTED.

54.3 SOFTWARE OPTIONS AND WEBSITES

NOTED.

54.4 CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005

REFERRED to Property & Environment Committee for consideration.

54.5 CALC CIRCULAR

NOTED.

54.6 RECREATION GROUND, GELT ROAD. -

The Committee received letter from Mr College and Mr Piers Tietze of Gelt Road. Mr College was invited to address the meeting and had complained about the behaviour of youths on this ground. Examples included: litter being left including glass, under-age drinking, camping, driving of Carson the field, general unruliness, broken tree saplings, broken gates and fencing.

The Chairman thanked Mr College for taking the time to come to the meeting.

PC Owen replied that the local police had been called and had taken the appropriate action wherever possible.

It was **RESOLVED** that this item be referred to the next Property & Environment Committee.

54.7 WILLIAM HOWARD TANZANIAN LINK

The Chairman showed a wooden sculptor and a decorative cloth that had been given by the Tanzanians to the Parish Council.

The Council **RESOLVED** that they were unable to help financially with the visit but the Clerk would write a letter of thanks to Phil Furneaux, Tanzanian Link Coordinator.

55 APPOINTMENT OF PARISH CLERK

The protocol for appointing a new Clerk was discussed.

It was **RESOLVED** that:

55.1 An advert would be placed in the Cumberland News next weekend.

55.2 A selection Committee would comprise of 4 members: The Chairman, Vice Chairman, and Chair of Property & Environment and Vice Chair of Finance & General Purposes Committee.

PART B – HELD IN PRIVATE

56 HOWARD ARMS LANE

The Council considered a letter from Cartmell Shepherd where the owner of the lane stated that “in terms of the increase in the annual fee, as the agreement may last a considerable period of time, (he) feels that he should be entitled to an annual increase as the payment of £500.00 per annum could become simply a nominal figure in the future”.

Following a vote it was **DECIDED** that the owner of the lane be offered a payment of £500.00 per annum plus an annual inflation increase. Probably based on the Retail Price Increase.
The voting was 8 in favour and 3 against the proposal.

MINUTES of the PROPERTY & ENVIRONMENT COMMITTEE of BRAMPTON PARISH COUNCIL held on TUESDAY 12th JULY 2005.

PRESENT

Councillor Smith (in the chair)
Councillor Thompson
Councillor Ridley
Councillor Shepherd

Councillor Tweddle
Councillor Robinson
Councillor Hendry

57 APOLOGIES FOR ABSENCE – Councillor Read-Bone.

58 MINUTE

Minute of the meeting held on 14th June 2005 was submitted.

APPROVED

59 MATTERS ARISING FROM THE MINUTES

NONE

60 DECLARATIONS OF INTEREST

Councillor Shepherd declared a non-prejudicial interest in Planning Application 05/0125, Land At Saw Mill, being the liaison officer for Brampton Parish Council with Carlisle Airport.

61 TOWN AND COUNTRY PLANNING APPLICATIONS

61.1 MAGNET PET FOODS – refurbishment of existing factory unit with extensions to form 4 no. lettable factory units – use classes B1, B2 & B8.

The Council **AGREE** with the comments contained in the letter sent by Mr Burn of 13 Townfoot Park. Letter attached to planning reply consultation form. See agenda.

61.2 ROSLYN, GREENFIELD LANE – Change of use of open space to domestic garden, together with erection of 1 metre high post and rail fence and single storey rear extension to provide utility, WC and garden room (revised application)

CONCERN REGARDING THE OVERALL VISIBILITY FOR TRAFFIC AT THAT JUNCTION.

61.3 LAND AT SAW MILL, SAW MILL – Residential development to provide 17 no. dwellings (reserved matters application pursuant to outline approval 02/0424)

Councillor Shepherd reported that this is on the flight path for the airport and he has been advised that the Civil Aviation Authority Licensed Airports have the authority to override any Council. The comments of Carlisle City Council would be sought.

62 NOTIFICATION OF DECISIONS, APPEALS & DEFERMENTS

NOTED

63 UNIT 9 THE OLD BREWERY

The Schedule of Dilapidations was considered and it was noted that specialists would be needed to carry out the work. Namely plumbing and electrical.

RESOLVED that this be referred to F&GP Committee for approval.

64 CAR PARKING ON THE DRYING GREEN

A resident has reported vehicles being parked on the green.

RESOLVED that Councillors Ridley and Smith would carry out a site visit with a view to erecting “No Parking” signs and having the wooden bollards renewed.

65 CARS PARKING ON PARK HEAD ESTATE

Parking problems and congestion on this estate were reported. Including the parking of commercial vehicles, parking on grass verges and vehicles driving over footpaths to gain access to hard standings.

RESOLVED that the Clerk would write to the Managing Director of Carlisle Housing Association requesting that the local estates officer investigates.

66 PLAYGROUND INSPECTIONS

Playdale have now inspected the equipment and Eibe have still not visited.

NOTED

67 SHOWFIELD STEPS

The Clerk reported that four invitations to tender to repair the steps were sent out and one quotation was received back. This was submitted by Story for £1295 plus VAT.

RESOLVED that this quotation be accepted and referred to F&GP for approval.

68 GELT WOODS

The Clerk explained that following a complaint regarding overhanging and dangerous trees a site visit was carried out. Those attending being Chris Graham of East Cumbria Countryside Project, Mr Lowther a tree surgeon, Mr Pennington a resident of Brampton, Councillor Thompson and the Clerk. It was found that a number of trees were dangerous and needing attention. Mr Lowther would prepare an estimate for the work to be carried out.

NOTED

69 PITCH ROLLING AT KING GEORGE V PLAYING FIELD

Ian Calvert has offered to roll the pitch for £280 per annum.

APPROVED.

70 CORRESPONDENCE RECEIVED BY THE CLERK

70.1 PLANNING APPLICATION 2005/0573 – Old Magnet Pet Food Factory.

NOTED.

70.2 A LETTER FROM D EASTON TO MR HUTCHINSON OF CAPITA REGARDING THE FORMER HIGHWAYS DEPOT AT STATION ROAD.

NOTED.

71 THE DANDY LINE

Councillors Robinson and Shepherd gave a report on the Dandy Line.

RESOLVED that:

71.1 The Clerk would request that the probation service cut the grass on the Dandy.

71.2 Councillor Shepherd would organise a 2 foot by 2 foot sign reading “DANGER BEYOND THIS POINT” and when it is complete he would pass it on to Councillor Thompson whose husband would erect the sign on the Dandy at the bridge abutment.

72 DATE OF NEXT MEETING – 13th September 2005.

**MINUTE of the FINANCE & GENERAL PURPOSES COMMITTEE of BRAMPTON PARISH COUNCIL
held on TUESDAY 19th JULY 2005.**

PRESENT

Councillor Westlake (in the chair)
Councillor Barwick
Councillor Smith

Councillor Prest
Councillor Riddell
Councillor Ridley

73 APOLOGIES FOR ABSENCE

Councillors Pattinson and Grant

74 DECLARATIONS OF INTEREST – None.

75 MINUTE

Minute of the meeting held on 21st June 2005 was submitted.

APPROVED with amendment. Namely that:

Minute 40 - Financial Position As At 30th June 2005

Councillor raised the fact that there had been an overspend on the Brampton In Bloom budget due to hanging baskets being made by Oakbank Garden Centre for the Parish Council at a cost of £280.00.

NOTED

76 MATTERS ARISING FROM THE MINUTES

NONE.

77 FINANCIAL POSITION AS AT 30th JUNE 2005

77.1 Investments

It was **AGREED** to transfer £60,000.00 from the Current Account to the Business Tracker.

77.2 Monitoring Report

A breakdown was asked of expenditure of the two following items:

Special Projects	£3001
Capital Works and Contingency	£5100

These are given below

CNNNews	£101
Cartmell Shepherd Solicitors re: Caretakers	£1900
Paint Moot Hall	£1000
Special Projects	£3001

Compromise Agreement	S Hillary	£3100
	T Davidson	£2000
Capital Works and Contingency		£5100

78 BRAMPTON SCALE OF CHARGES

78.1 Cemetery Charges for 2005/2006

78.1.1 The Committee noted the revised charges.

78.1.2 Councillor Prest was disappointed that the Cemetery Committee had not brought the scale of charges into line with those categories laid down by Carlisle City Council.

RESOLVED that the categories would be reconsidered in the next financial year.

78.2 Moot Hall and Market Charges for 2005/2006

These were considered.

RESOLVED that these charges remain unchanged

79 SHOWFIELD STEPS

Four invitations to tender were sent out and one estimate was received at £1295 plus VAT. The consensus was that the quotation was excessive. One Councillor had contacted another local builder who considered that the price of £1295 was high and would submit a written quotation to the Clerk.

RESOLVED that the Clerk would invite further invitations to tender.

80 NEWSLETTER

Councillor Ridley submitted a first edition of the publication of a newsletter prepared independently by a local resident. Two thousand copies of this had been distributed to homes in Brampton. The committee were impressed with the publication and discussed the possibility of amalgamating the council newsletter publication with this new venture.

RESOLVED that this be discussed at the next full council meeting.

81 BRAMPTON PARISH COUNCIL WORKSHOP, UNIT 9, THE OLD BREWERY

The committee considered the Schedule of Dilapidation report prepared by the landlord who stipulates that the Council complete all the listed items prior to the termination of the Tenancy Agreement for this unit. The committee had been asked to consider the financial implications of engaging various trades to carry out remedial work. This item was referred from the Property and Environment Committee at their July meeting. The committee concurred that the Council have a responsibility to leave the premises in a satisfactory condition only.

RESOLVED that:

81.1 Councillor Barwick would inspect the premises with the Clerk.

81.2 Councillor Westlake would examine the terms of the lease and make some recommendations to be submitted to the full Council.

82 EMERGENCY PLANNING IN BRAMPTON

NOTED.

MINUTE of the MEETING of BRAMPTON PARISH COUNCIL held in the MOOT HALL on TUESDAY 26th JULY 2005.

PRESENT

Councillor Ridley (in the chair)
Councillor Tweddle
Councillor Shepherd
Councillor Smith
Councillor Prest

Councillor Read-Bone
Councillor Thompson
Councillor Riddell
Councillor Barwick
Councillor Hendry

IN ATTENDANCE The Clerk
 PC 1012 Anita Owen
 Tony Thornton

PART A – HELD IN PUBLIC

83 APOLOGIES FOR ABSENCE

Councillors Pattinson, Brown, Robinson, Westlake and Grant.
City Councillor Prest.
County Councillor Howard.

84 DECLARATIONS OF INTEREST – None.

85 MINUTE

The minutes of the meeting held on 28th June were submitted for approval

APPROVED

86 MATTERS ARISING FROM THE MINUTES

86.1 IMPROVEMENTS TO THE DANDY LINE (Min. 29)

The sign denoting danger had been made and passed from Councillor Shepherd on to the husband of Councillor Thompson for erection.

NOTED.

It was agreed that a tender document would be prepared by Councillor Barwick and the Clerk for improvements to the Dandy.

NOTED.

86.2 YOUTH SHELTER (Min. 155.1)

The Chairman explained that the money awarded from the County Council for a youth shelter has been transferred to the development of the proposed new sports pavilion on King George V Playing Field.

NOTED.

Councillor Prest also explained that a grant of £2000 has been awarded to Brampton Parish Council towards the new sports pavilion from Carlisle Local Committee of Cumbria County Council.

NOTED.

86.3 PLAYGROUND EQUIPMENT AND INSPECTIONS (Min. 52)

52.3 The Chairman explained that Playdale had inspected their equipment and the Council were waiting to receive their quotation to repair.

NOTED.

Councillor Ridley is to meet a representative from Eibe tomorrow.

NOTED.

52.6 Councillor Ridley reported that preliminary enquiries indicate that the virement of this money looks favourable.

86.4 HOWARD ARMS LANE (Min. 56)

Councillor Ridley reported that our solicitor is now preparing the final agreement.

NOTED

87 COMMITTEE REPORT

87.1 THE MINUTES OF THE PROPERTY & ENVIRONMENT COMMITTEE held on 12th July was submitted for approval.

APPROVED

87.2 MATTERS ARISING FROM THE MINUTES

87.2.1 UNIT 9 THE OLD BREWERY (Min. 63)

A report prepared by Councillor Westlake regarding the extent to which the Council should meet the Schedule Of Dilapidations laid down by the landlords.

RESOLVED that the Council would paint the unit and carry out a number of the items laid down but not carry out the full schedule as laid down in the Schedule Of Dilapidations. The aim of the Council would be to leave the unit in good condition.

The Clerk was instructed to engage a painting contractor if the odd job man could not complete the work on his own within in a reasonable time scale.

87.3 THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE held on 19th July were submitted for approval.

APPROVED

87.4 MATTERS ARISING FROM THE MINUTES

NONE

88 TRAFFIC CALMING MEASURES IN BRAMPTON

PC Anita Owen gave a brief presentation.

88.1 There had been complaints reported to the police from residents regarding speeding on certain roads in Brampton. Including: The Sands, Tree Road, Main Street, Elm field and Greenfield Road.

88.2 The Traffic Detection Unit had been active in Brampton recently. The results included:

The Sands – average speed recorded overall = 36 mph.

Tree Road – Average speed recorded overall = 28 mph

PC Owen explained that a letter/questionnaire had been sent to the residents of Tree Road asking for comments and feedback.

- 88.3 PC Owen was looking at the proposal of a reduction of the speed limit on Front Street to 20mph. Particularly following the fatal accident last year.
- 88.4 Community Speed Watch – This would involve the training of local people in the use of a laser radar gun. Councillors Shepherd, Prest, Ridley and PC Owen agreed to meet to discuss this initiative further.

Councillor Hendry moved a vote of thanks to PC Owen.

NOTED.

89 RECREATION GROUND

There had been a further spate of problems reported. Including unauthorised camping and litter.

RESOLVED that:

- 89.1 The gate would be padlocked
- 89.2 The matter would be referred back to the Property and Environment Committee for September.

90 VITAL VILLAGES

The Chairman reported that the parish plan report was now ready and distributed copies to all present. The launch of the plan was discussed.

The Chairman explained that it was intended that a copy of the Parish Plan Summary would be distributed to every household in the parish. Methods of distributing the summary were discussed including the possibility of it being distributed along with the next edition of the newsletter that was due at the end of September/early October.

NOTED

91 NEWSLETTER

The Chairman showed the meeting a new publication that was being distributed to every household in the parish called the “*Big Brampton Independent Graphical*”. One edition had been published to date. The Chairman had been approached by the editor of this publication to enquire if the parish council would consider amalgamating the “*Brampton Parish Newsletter*” into this new publication.

RESOLVED that the producer of the “*Big Brampton Independent Graphical*” would be invited to the next full council meeting to discuss the possibility of incorporating the “*Brampton Parish Newsletter*” into the new publication.

92 APPOINTMENT OF PARISH CLERK

The Chairman stated that Allison Riddell, currently a parish councillor, had been appointed as Parish Clerk.

92.1 NOTED

Councillor Hendry thanked the current Clerk for his dedication and the work done in Brampton.

92.2 NOTED

93 CORRESPONDENCE RECEIVED BY THE CLERK

93.1 THE ALLISON BEQUEST

A letter from Councillor Hendry.

NOTED.

93.2 FAIRTRADE

A letter from Keith Nightingale requesting improved signposting of Brampton as a Fairtrade town.

CONTINUED TO NEXT MEETING.

93.3 CUMBRIA CONSTABULARY

A letter from Inspector David Coates, Brampton,

NOTED

93.4 AGE CONCERN

Dial-a-ride and Winter Warmth Support Team.

NOTED.

94 DATE OF NEXT MEETING – Tuesday 27th September 2005.

PART B – HELD IN PRIVATE

95 LAND AT GELT ROAD

The Chairman referred to a letter received asking if the land owned by the Council was still for sale.

RESOLVED that the land may still be for sale and that the Clerk makes enquiries as to the appointment of a suitable agent to act on the Councils behalf.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 27th SEPTEMBER, 2005** at 7.30 p.m.

PRESENT

Councillor Mrs. J. L. Pattinson (in the Chair)
Councillor T. Barwick
Councillor K. T. Read-Bone
Councillor D. Shepherd
Councillor J. L. Tweddle

Councillor Mrs. C. Ridley (Vice Chairman)
Councillor G. Prest
Councillor Mrs. S. R. Robinson
Councillor J. Thompson
Councillor N. Westlake

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor J. Prest, Carlisle City Council

APOLOGIES FOR ABSENCE - Councillors S. D. Brown, R. Grant, J. D. Hendry, M. E. Smith

96 MINUTE

Minute of the Meeting held on 26th July, 2005 was submitted.

APPROVED.

97 PARISH COUNCIL NEWSLETTER

Ms. A. Findon, Editor , Brampton Independent Graphical, attended to discuss the possibility of participation by the Parish Council in that publication, including the preparation of copy on the Council's affairs, distribution arrangements, advertising revenue, costs, etc.

AGREED to continue consideration to a future meeting for a report by the Chairman and Vice Chairman on the action taken.

98 LOCAL GOVERNMENT ACT 1972 - RESIGNATION

It was reported that Mrs. A. Riddell had resigned from membership of the Parish Council and that the statutory by-election advertisement had been published

98.1 NOTED the report.

98.2 HOMOLOGATED the publication of the statutory advertisement.

98.3 APPROVED the invitation of letters of interest from persons wishing to serve on the Parish Council should there be no call for a by-election.

99 EXPEDITED PROCEDURE

There was submitted a report by the Clerk advising of the actions taken during the vacation period and subsequent to the departure of the previous Clerk.

99.1 POST OF PARISH CLERK

It was reported that the Parish Clerk Designate, because of a legal disqualification, was unable to take up the position until August 2006, and that, as an interim measure, a former Clerk had been appointed.

99.1.1 NOTED the position; and

99.1.2 APPROVED the action taken.

N. B. Councillor Barwick declared an interest in the following item, and withdrew from the meeting during the discussion thereof.

99.2 TOWN AND COUNTRY PLANNING - DEVELOPMENT IN CAPON TREE ROAD

It was reported that, following an approach by a member of the public, the Carlisle City Council had been requested to amend the Local Plan so that the previous policy regarding development in Capon Tree Road was reintroduced to allow greater flexibility in making decisions on applications for development there

99.2.1 AGREED, following a vote, to approve the action taken.

99.2.2 NOTED that the decision was made without indication, on the part of the Parish Council, as to its opinion on the desirability or undesirability of permitting any further development in the area.

99.3 GELT WOODS - PLACING OF SCULPTURE

It was reported that, following a request from an artist participating in a Cumbria wide arts project, permission had been given for the siting, on a temporary basis, of a sculpture in Gelt Woods.

HOMOLOGATED the action taken.

N.B. Councillor Read-Bone declared an interest in the following item and withdrew from the meeting during the discussion thereof.

99.4 APPLICATION FOR PLANNING CONSENT - PRUNING OF HAWTHORN TREE

It was reported that an application for consent to prune a hawthorn tree in a conservation area had been received from the owner of Little Acorn, Oak Park, Brampton and that the Planning Authority had been advised that the Parish Council had no comment thereon.

HOMOLOGATED the action taken.

100 OUTSIDE BODIES

It was reported that, following the resignation of Councillor Riddell, a number of vacancies for representatives on outside bodies fell to be filled.

AGREED that the following appointments be made:-

100.1	BRAMPTON COMMUNITY ASSOCIATION	Councillor J. L. Pattinson
100.2	BRAMPTON SWIMMING POOL PROJECT	Councillor D. Shepherd
100.3	FOOTBALL CLUB	Councillor D. Shepherd

101 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the appropriate Planning Authority of the Council's comments as follows:-

101.1 CROFT HOUSE, MAIN STREET, BRAMPTON - Erection of detached garage (includes Listed Building Consent)

No comment.

101.2 WHITE HOUSE COTTAGE, MAIN STREET, BRAMPTON - Erection of detached garage & detached summerhouse & extension to cottage to provide new dining room (Amended Plans)

No comment.

101.3 10 PARKHEAD ROAD, BRAMPTON - Two storey side extension and single storey rear extension to provide dining area, hall and W.C. on ground floor with 2 bedrooms and 1 en suite above.

No comment.

102 FINANCIAL TRANSACTIONS

There was submitted a report by the Clerk detailing the expenditure incurred and the income received since the last report to the Council.

102.1 APPROVED the expenditure of £58,880.51 detailed in the Appendix hereto.

102.2 NOTED the income of £117,488.20 detailed in the Appendix hereto

103 ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2005

There were submitted Income and Expenditure Accounts and Balance Sheet for the year ended 31st March, 2005.

103.1 APPROVED the Accounts and Balance Sheet as reflecting the Parish Council's financial position at 31st March 2005;

103.2 ACKNOWLEDGED the members' responsibility for the preparation of the Accounts; and

103.3 CONFIRMED that, except as indicated below and to the best of the members' knowledge and belief, the Accounts for the year to 31st March 2005 had been prepared in accordance with the requirements of the Accounts and Audit Regulations 1996 and proper accounting practice and met the requirements of the Audit Commission as to internal controls, ability to conduct the Council's business, risk assessment, and action on previous Audit recommendations.

Exceptions - that the statement of accounts had not been prepared in accordance with the timetable specified by the Audit Commission

that notice providing proper opportunity for the exercise of electors' rights had not been given in accordance with the requirements of the Accounts and Audit Regulations.

104 AUDIT 2004/05

There was submitted report by the Internal Auditor on the Council's financial procedures with particular reference to procedures for the signing of cheques and the involvement of members in bank reconciliations.

104.1 NOTED the report.

104.2 AGREED to the immediate implementation of procedures to meet the Internal Auditor's requirements and obviate his concerns.

105 SIGNING OF CHEQUES

There was submitted a report by the Clerk regarding the authorisation of members to sign cheques on the Parish Council's Community Bank Account and to authorise withdrawals on the Allison Bequest Account.

AGREED that the authorised members be:-

Chairman of the Parish Council for the time
Vice Chairman of the Parish Council for the time
Councillor J. L. Tweddle

106 FAIRTRADE - TOWN SIGNS

There was submitted a letter from the Brampton Fairtrade Group requesting the Council's support for the erection of signs indicating Brampton's status as a Fairtrade town.

AGREED to continue consideration to the next meeting.

107 PROPOSED RSPB VISITOR/INFORMATION CENTRE

There was submitted a letter from Farlam Parish Council seeking this Council's support for its opposition to the proposed site for a Visitor/Information Centre to be located at Stagsike Cottages, near Tindale Tarn on the grounds of the unsuitability of the access to the location.

AGREED, supporting the principle of the provision of a Visitor/Information Centre, to support Farlam Parish Council in its opposition to the proposed site.

108 LANERCOST CHURCH OF ENGLAND PRIMARY SCHOOL - POSSIBLE NURSERY PROVISION

There was submitted a letter from Cumbria County Council Property and Transport Services Unit inviting this Council's comments on the proposal to provide nursery education at Lanercost Primary School.

AGREED to support the proposal.

109 ROADS AND TRANSPORTATION - MILTON RAILWAY BRIDGE

There was submitted a letter from Cumbria County Council Highways Department inviting the comments of this Council on proposals to restrict the permissible weight of vehicles using the bridge to 3 tonnes maximum gross weight.

AGREED to offer no comment on the proposal.

110 CHRISTMAS LIGHTS - FORMATION OF WORKING GROUP

The Council consider the establishment of a Working Group, involving interested members of the public, to organise and administer the provision of Christmas Lights and associated events in Brampton.

AGREED.

111 BRAMPTON AREA PARISH PLAN

The Chairman reported on the arrangements for the launch of the Brampton Area Parish Plan which had taken place during the vacation period.

NOTED.

112 SUSTAINABLE COMMUNITIES

There was submitted a letter from the Campaign for the Sustainable Communities Bill inviting the Council's support therefor.

NOTED the letter.

113 CUMBRIA LOCAL DEMOCRACY COMMISSION

There was submitted a letter from the Cumbria Democracy Commission inviting the Parish Council's views on the most effective means by which the Cumbria County Council can engage with and respond to the needs of local communities.

AGREED to respond as follows:-

- 113.1 The establishment and operation of Neighbourhood Forums is beneficial but the Cumbria County Council should introduce measures to secure more input from the community.
- 113.2 There should be better definition, to avoid public confusion, of the division between authorities and statutory bodies of responsibility for the repair and maintenance of highways, verges, etc. The Highways Hotline, whilst an improvement on the previous system, requires improvement.

- 113.3 Consideration should be given to transferring responsibility for grass cutting of public areas to Parish Councils with appropriate funding transferring from the principal council.
- 113.4 Co-ordination across services and between organisations at local level is poor and consideration should be given to the establishment of “one stop shops” dealing with all principal council responsibilities.
- 113.5 An example of good practice in local joint working arrangements is the co-operation between this Council and Carlisle City Council in the erection of Christmas Lights in the town.
- 113.6 Regular attendance of the County Councillor at meetings of the Parish Council should be encouraged.
- 113.7 This Council is of the opinion that the engagement of Government funded agencies with communities is appalling.

114 STAFFING - TERMS AND CONDITIONS OF EMPLOYMENT - CLERK TO THE PARISH COUNCIL

There was submitted a report by the Clerk regarding the terms and conditions of employment of the Clerk to the Parish Council, with particular reference to the grading of the post.

AGREED that the salary scale for the post be on Scale LC2 (i.e. spinal column points 26 to 29) with an appropriate placing thereon.

115 REPRESENTATIVES' REPORTS

115.1 BRAMPTON WAR MEMORIAL HOSPITAL

115.1.1 NOTED a report by the Chairman of a meeting of the Neighbourhood Forum at which the Health Board's proposals for the Brampton War Memorial Hospital had been discussed, and correspondence which Councillor Tweddle had had on this matter with the Office of the Prince of Wales.

115.1.2 AUTHORISED the attendance of members at a meeting with the local MP to be held on 7th October, 2005 at Carlisle.

115.2 BRAMPTON SWIMMING POOL PROJECT

NOTED a report by the Vice Chairman on the swimming pool project and the need for a traffic survey which would deplete the projects funds by approximately £15,000 and that the award of a grant of £500 was subject to confirmation of the consent of Cumbria County Council for the building of a pool on its land.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided because of the need to make early arrangements on the following items, they be considered as a matter of urgency.

116 CALC - ANNUAL GENERAL MEETING

There was submitted an invitation from CALC for this Council to table motions at the Annual General meeting to be held on 12th November, 2005.

AGREED to submit no motions.

117 CUMBRIA IN BLOOM 2005

It was reported that Brampton had received a Silver Award in the Cumbria in Bloom Competition 2005 and that the Garden of Remembrance at Murray Croft, Craw Hall, Brampton had received a Gold Award.

AGREED that the Council's appreciation be conveyed to the firms and persons involved in the town's efforts and that its congratulations be intimated to Ian Robinson, Funeral Directors, on their success.

118 FORMER COUNCILLOR A. RIDDELL

The Chairman expressed her appreciation of the work and involvement in community affairs of the former Councillor Mrs. A. Riddell.

The Council **CONCURRED**.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Council resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business about to be transacted, (i.e. particular employee), it was advisable, in the public interest, that the public be temporarily excluded and that they be instructed to withdraw.

119 STAFFING - TERMS AND CONDITIONS OF EMPLOYMENT - INTERIM CLERK TO THE COUNCIL

There was submitted a report by the Clerk regarding the terms and conditions of employment applicable to the post of Interim Clerk to the Parish Council.

AGREED

- 119.1 that the salary scale be as agreed at paragraph 114 above;
- 119.2 that the working week be one of 23 hours averaged over a four week period;
- 119.3 that the other terms and conditions be in accordance with the National Agreement; and
- 119.4 that the appointment terminate not later than 31st July, 2006.

APPENDIX

EXPENDITURE TRANSACTIONS

Amount	Creditor	Details
50.00	Petty Cash	Petty Cash
161.37	S Hillary	Wages
147.27	T Davidson	Wages
3,355.54	Armstrong Watson	Payroll Services
24.35	Playdale	Play Equipment Repair
94.87	Playdale	Play Equipment Repair
118.33	Cumberland News	Advertising
138.54	J Robinson Joinery	Repairs
257.50	CALC	Subscription
3,100.00	S Hillary	Compromise Agreement
2,000.00	T Davidson	Compromise Agreement
1,843.26	Cumbria CC	Superannuation
152.28	Carlisle City Council	Maintenance - King George V Playingfield
908.70	Ken Hind	Salary
127.50	A Cundall	Wages
112.50	Scottish Gas	Gas Supply
50.50	Scottish Gas	Gas Supply
234.97	Carlisle City Council	Rates
113.40	Carlisle City Council	Rates
12.86	United Utilities	Rates
120.63	Dunlop Heywood	Workshop rent
59.50	Powergen	Electricity Supply
21.84	Orange	Mobile Phone
50.00	Roots & Fruits	Presentation

Amount	Creditor	Details
80.58	Powergen	Electricity Supply
210.66	Bentham	Office Sundries
50.21	North East Truck + Van	Vehicle Repair
70.50	Mountelm	Planting containers
35.00	St Johns Ambulance	Carnival
15.81	Staples	Office Sundries
51.67	Chandlers	Supplies
22.33	Carruthers timber	Timber
3,030.00	Carlisle City Council	TIC Contribution
17.77	ABW Hardware	Materials, tools, etc
3,584.04	Allianz Cornhill	Insurance
2,232.50	Cartmell Shepherd	Legal fees
108.00	Sands Garage	fuel
82.25	Armstrong Watson	Payroll Services
2,833.33	Cut'N'Edge Services	Grounds Maintenance
1,175.00	Cumberland Decorators	Moot Hall painting
76.82	Powergen	Electricity Supply
0.30	Overpaid	Correction
112.50	Scottish Gas	Gas Supply
50.50	Scottish Gas	Gas Supply
241.00	Carlisle City Council	Rates
114.00	Carlisle City Council	Rates
59.50	Powergen	Electricity Supply
141.76	BT Direct	Telephone
20.19	Orange	Mobile Phone
165.57	Inland Revenue	Tax, NI
51.89	Chandlers	Paper Towels
81.90	Powergen	Electricity Supply
330.00	A Cundall	Wages
23.20	Cumbria Playing Fields	Subscription
235.00	Carlisle City Council	Gelt Woods works
204.00	Thornton Systems	Newsletter
15.81	Staples	Office Sundries
22.04	ABW Hardware	Materials, tools, etc
908.48	Ken Hind	salary
50.00	Petty Cash	Petty Cash
29.32	WCF	Weedkiller
44.89	Premier Paper	Paper supplies
142.50	Scottish Gas	Gas Supply
50.50	Scottish Gas	Gas Supply
241.00	Carlisle City Council	Rates
114.00	Carlisle City Council	Rates
45.59	United Utilities	Rates
2,833.33	Cut'N'Edge Services	Grounds Maintenance
59.50	Powergen	Electricity Supply
20.07	Orange	Mobile Phone
0.69	Interest Charged	Bank Charges
29.20	Commission	Bank Charges
34.78	ARCO	Safety fencing
280.00	Oakbank Nurseries	Plants
29.33	Cannon Hygiene	Moot Hall Equipment
141.59	Playdale	Play Equipment Repair
21.94	Staples	Office Sundries

Amount	Creditor	Details
205.00	Tarn Road Nurseries	Plants
233.00	Whytesyke Garden Ctr	Plants
76.37	Brampton Skip Hire	Workshop clearance
49.98	WCF	Grass seed
262.35	Canon	Photocopier lease
76.37	Brampton Skip Hire	Workshop clearance
119.41	ABW Hardware	Materials, tools, etc
13.27	Arco	Warning Tape
634.50	Brunstock Engineering	Slide repairs
159.48	Eibe	Play Equipment Repair
383.04	Allianz Cornhill	Insurance
283.50	A Cundall	Wages
1,479.53	Inland Revenue	Tax, NI
908.48	Ken Hind	salary
50.00	Petty Cash	Petty Cash
142.50	Scottish Gas	Gas Supply
241.00	Carlisle City Council	Rates
114.00	Carlisle City Council	Rates
250.00	BRHS	Office rent
2,833.33	Cut'N'Edge	Grounds Maintenance
11.20	United Utilities	Rates
59.50	Powergen	Electricity Supply
19.25	Orange	Mobile Phone
99.87	Brampton Skip Hire	Workshop clearance
22.50	Laurel House	Hospitality
53.52	Chandlers	Refuse sacks
90.00	Cut'N'Edge	Grounds Maintenance
8.01	ABW Hardware	Materials, tools, etc
12.00	Tarn Road Nurseries	Plants
34.78	ARCO	Safety fencing
6.13	Staples	Office Sundries
47.00	System Signs	Rights of Way
513.00	A Cundall	Wages
205.19	Cumberland News	Advertising
229.00	Thornton Systems	Newsletter
908.48	Ken Hind	salary
105.75	R & M Lowther	Tree limbing at Gelt Woods
142.50	Scottish Gas	Gas Supply
241.00	Carlisle City Cncl	Rates
114.00	Carlisle City Cncl	Rates
2,833.33	Cut N Edge	Grounds Maintenance
59.50	Powergen	Electricity Supply
141.48	BT	Telephone
17.74	Orange	Mobile Phone
378.00	A Cundall	Wages
908.48	Ken Hind	salary
60.00	Cut'N'Edge	Grounds Maintenance
120.00	Ian Allan	parks - pitch rolling
178.02	ABW Hardware	Materials, tools, etc
235.00	Playdale	Play Equipment Repair
9.89	ARCO	Litter Picker
6.99	WCF	Fertiliser
29.33	Cannon Hygiene	Moot Hall Equipment

Amount	Creditor	Details
222.08	Canon	Photocopier lease
2,021.67	Amey	Grass Cutting
176.25	Arnstrong Watson	Payroll Services
736.50	Inland Revenue	Tax, NI
5.30	Staples	Office Sundries
500.00	Brampton Carnival	Grant
26.00	C Ridley	Brampton in Bloom certificate
7.00	M Smith	Brampton in Bloom certificate
100.00	Petty Cash	Petty Cash
49.99	Carphone Warehouse	Mobile Phone
107.50	R Ellis	Audit fee
137.64	A Cundall	Wages
4,438.98	Vital Villages	Grant from Community Futures
15.00	Cut'N'Edge	Grounds Maintenance
43.00	Robt Forster	Machine repair

INCOME TRANSACTIONS

Amount	Debtor	Cost Centre
15.00	Fair Trade Group	Moot Hall
4.00	Beattie memorials	Cemetery
287.00	Ian Blair	Cemetery
15.00	Orienteering	Gelt Woods
15.00	United Reformed Ch	Moot Hall
900.00	Allianz Cornhill	Insurance
6,000.00	Toby Noble	Vehicle
39.00	Coop Monumental	Cemetery
1,000.00	Carlisle City Council	Moot Hall
900.00	Cut N Edge	Equipment
300.00	Market Tolls	Market
287.00	Coop Funeral	Cemetery
69.00	Michael Walsh	Cemetery
82,000.00	Carlisle City Council	Council
15.00	Brampton History	Moot Hall
15.00	Fybromalgia Support	Moot Hall
45.00	Sugarcraft Guild	Moot Hall
436.93	Norwich Union	Insurance
350.00	Market Tolls	Market
15.00	Carlisle Carers	Moot Hall
1,000.00	Cumbria CC	Moot Hall
15.00	Wilson Homes	Moot Hall
90.00	Elim Church	Moot Hall
15.00	CVS	Moot hall
15.00	Christian Aid	Moot Hall
325.00	Market Tolls	Market
30.00	Robert Griffith	Newsletter
30.00	Thoroclean	Newsletter
15.00	Doris Watson	Moot Hall
30.00	Getsdale Carpets	Newsletter
15.00	Fybromalgia Support	Moot Hall
15.00	Methodist Church	Moot Hall
779.00	Kennedy & Ferguson	Cemetery

Amount	Debtor	Cost Centre
15.00	Community Group	Moot Hall
30.00	The Haven	Newsletter
30.00	P T Evans	Newsletter
40.00	Bells Of Lazonby	Tourist Information Centre
30.00	Gilsland Methodist	Moot Hall
160.17	Tracker Interest	Bank Interest
15.00	Fybromalgia Support	Moot Hall
15,776.00	Parish Grant	Council
40.00	Philip Jobson	Tourist Information Centre
30.00	Penton Mill Rhodos	Newsletter
15.00	Peace Group	Moot Hall
250.00	Market Tolls	Market
45.00	Eden District Cncl	Moot Hall
12.00	Cranstons	Brampton in Bloom
30.00	Irthing Vale Wandrs	Parks
30.00	Old Peoples Assn	Moot Hall
38.00	J W F Watson	Cemetery
45.00	Sugarcraft Guild	Moot Hall
287.00	I Robinson	Cemetery
487.10	British Gas	Moot Hall
115.00	Market Tolls	Market
15.00	Gilsland Church	Moot Hall
211.00	G Hudson	Cemetery
211.00	G Hudson	Cemetery
210.00	Market Tolls	Market
39.00	Co-op Memorials	Cemetery
60.00	Elim Church	Moot Hall
15.00	Methodist Church	Moot Hall
20.00	War Graves Com	Cemetery
39.00	S Jackson	Cemetery
125.00	Market Tolls	Market
160.00	Market Tolls	Market
3,781.00	Community Futures	Special Projects

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 11th OCTOBER, 2005** at 7.30 p.m.

PRESENT

Councillor M. E. Smith (in the Chair)
Councillor Mrs. C. Ridley
Councillor J. L. Tweddle

Councillor J. L. Pattinson
Councillor K. T. Read-Bone

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors S. R. Robinson, D. Shepherd and J. Thompson.

120 MINUTE

Minute of the Meeting held on 12th July, 2005 was submitted.

APPROVED.

121 MATTERS ARISING

121.1 PLAYGROUND INSPECTIONS (Min. 66)

NOTED a report from Eibe on the condition of various items of play equipment following a recent inspection.

122 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the appropriate planning authority of the Council's comments as follows:-

122.1 THE BUNGALOW, TREE ROAD, BRAMPTON - Fell 3 conifers.

No comment.

122.2 WHITE HOUSE COTTAGE, MAIN STREET, BRAMPTON - Erection of detached garage & detached summerhouse & extension to cottage to provide new dining room

No comment.

N.B. Councillor Ridley declared an interest in the following item and withdrew from the meeting during the discussion thereof.

122.3 18 IRTHING PARK, BRAMPTON - Proposed rear extension to provide porch & toilet.

No comment.

122.4 WARREN HOUSE FARM, NEWCASTLE ROAD, BRAMPTON - Improved entrance/exit (together with proposed weighbridge and office for existing waste transfer and recycling facility)

No comment.

122.5 LAND TO THE REAR OF TOWNFOOT INDUSTRIAL ESTATE - Change of use to a builders, timber and plumbers merchants.

No comment.

N.B. Councillor Pattinson declared an interest in the following item and withdrew from the meeting during the discussion thereof.

123 HEMBLESGATE, BRAMPTON - NOTIFICATION OF APPEAL AGAINST REFUSAL OF PLANNING CONSENT

There was submitted a letter from Carlisle City Council advising of a Local Public Inquiry into the refusal of planning consent for the erection of 16 dwellings, the formation of an access road and the refurbishment/alteration of the existing farmhouse to be held in Carlisle on 11th July, 2007.

123.1 NOTED the information; and

123.2 AGREED to adhere to the previous decision to oppose the proposed development.

124 CUMBRIA & DISTRICT JOINT STRUCTURE PLAN

There was submitted a letter from Cumbria County Council inviting this Council's comments on the modified Cumbria and District Joint Structure Plan.

124.1 NOTED the Plan; and

124.2 EXPRESSED concern at the perceived inadequacy of the policy for the provision of infrastructure to support future development contained in paragraph 2.27 of the Plan.

125 CUMBRIA MINERALS & WASTE DEVELOPMENT FRAMEWORK - STATEMENT OF COMMUNITY INVOLVEMENT

There was submitted a letter from Cumbria County Council inviting this Council's comments on the Cumbria Minerals and Waste Development Framework.

AGREED

125.1 to express satisfaction with the Framework; but

125.2 to request assurance that the views of other authorities and the general public would be meaningfully considered.

126 GRASS CUTTING CONTRACT - REVIEW OF CUTTING FREQUENCY

There was submitted a letter from Amey regarding the inadequacy of the current specification for the Council's grass cutting tender.

AGREED

126.1 to increase the frequency of cuts to 15 per season; and

126.2 to invite tenders for the grass cutting contract for the forthcoming season.

127 BUDGET 2005/06

There was submitted a report by Clerk on provisional estimates of income and expenditure for the financial year 2007/2007.

AGREED

127.1 to approve the proposed budget on the basis of similar income and expenditure as in the current year with adjustments as required during 2006/2007; and

127.2 to recommend that the precept be set at the same level (i.e. £82,000) as for the current year.

127.3 to make appropriate contingency provision for property maintenance works.

128 MURRAY PARK - ACCESS

There was submitted a letter from owner of Millfield House requesting to form a vehicular access to Millfield House through Murray Park.

AGREED to refuse the consent requested.

129 THE MOTE - MANAGEMENT

There was submitted a letter from East Cumbria Countryside Project making broad recommendations for the management of the Mote.

AGREED to invite representatives of the East Cumbria Countryside Project and Carlisle City Council to the next meeting to discuss the recommendations with a view to producing a Management Plan.

130 GELT WOODS - TREE MANAGEMENT

There were submitted letters from Tree Officer, Carlisle City Council and R & M Lowther, Forestry Contractors regarding the felling of two mature larch trees adjacent to the path and the considerable difficulty and expense in undertaking work at this location.

CONTINUED consideration to a future meeting for the views of the Carlisle City Council's Tree Officer.

131 GELT WOODS - PRUNING AND COPICING OF TREES

There was submitted a letter from Tilhill Forestry Ltd requesting consent to prune/coppice trees in Low Gelt Woods to ensure safe clearance from an overhead 33,000 volt power line.

CONTINUED consideration to a future meeting for the views of the Carlisle City Council's Tree Officer.

132 RIVER EDEN & TRIBUTARIES - SITE OF SPECIAL SCIENTIFIC INTEREST - MANAGEMENT

There was submitted a letter from English Nature notifying the Council of its views about managing the River Eden and Tributaries Site of Special Scientific Interest.

AGREED

132.1 to invite a representative of English Nature to make a presentation at the Annual General Meeting in April 2006; and

132.2 to express concern about flooding risks arising from drainage works undertaken on high ground.

133 SPECIAL AREA OF CONSERVATION - DESIGNATION

There was submitted a letter from English Nature notifying the Council of a change in status of the River Eden which had become a Special Area of Conservation with effect from 1 April 2005.

NOTED.

134 HIGHWAYS - CAPON TREE ROAD - SPEED LIMIT

There was submitted a letter from Dr. C. Gray, Capon Tree Road, Brampton regarding perceived dangers for pedestrians using Capon Tree Road and seeking this Council's support for improved road safety measures there.

AGREED to support the provision of a roadside footpath and a reduction of the speed limit to 30mph.

135 TRANSPORT - LOCAL TRANSPORT PLAN - ANNUAL PROGRESS REPORT

There was submitted a letter from Cumbria County Council inviting this Council's comments on the second Local Transport Plan.

AGREED to offer no comments.

136 BUS SERVICES - SERVICE 685

There was submitted a letter from Cumbria County Council advising of the withdrawal of the 09:30 685 bus service from Dacre Road, Brampton to Carlisle because of poor usage by members of the public.

AGREED

136.1 to express disappointment and concern at the withdrawal of the service; and

136.2 to recommend that the "Rural Wheels" service should be vigorously promoted to compensate for the loss of the service.

137 BUS STOP AT CARLISLE ROAD, BRAMPTON

There was submitted a letter from Cumbria County Council inviting this Council's comments on a request by a neighbouring resident for the removal to an alternative location of the bus stop at Carlisle Road, Brampton.

AGREED

137.1 to express concern at the allegations of harassment made by the resident; and

137.2 to refer the matter to the police for their action.

138 CUMBRIA AGGREGATES LEVY SUSTAINABILITY FUND - FUNDING OF PROJECTS

There was submitted a letter from Cumbria Waste Management Environment Trust inviting applications for grant assistance from the Cumbria Aggregates Levy Sustainability Fund for projects compensating local communities for the effects suffered as a result of aggregates extraction or transport.

AGREED to make applications in respect of

138.1 the repair of the abutments of the former bridge on the Dandy Line; and

138.2 tree management at the Mote.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided that because of the need to make early arrangements on the following item, it be considered as a matter of urgency

139 KING GEORGE V PLAYING FIELD - USE BY MOTORCYCLES

It was reported that complaints had recently been received concerning the use of motorcycles on the King George V Playing Field and the consequent damage.

AGREED to continue consideration to the next meeting.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Committee resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business to be transacted, (i.e. contractual matters), it was advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

140 GELT WOODS - REMOVAL OF BLOWN TIMBER

There was submitted a quotation from R & M Lowther, Forestry Contractors for the removal of blown timber from the Gelt Woods in the sum of £900.00 excluding VAT.

AGREED to accept the quotation.

141 PLAYGROUNDS - MAINTENANCE OF EQUIPMENT

There was submitted a report by Playdale Playgrounds Ltd on the condition of various items of play equipment following a recent inspection and recommending remedial action.

141.1 NOTED the report.

141.2 AGREED to replace the playbark and to obtain quotes for the provision of a rubberised play surface

141.3 AGREED to request Playdale to prioritise the recommended works.

142 LAND BEHIND THE MOTE - OFFER TO SELL

There was submitted a letter from Howard Estate Management Ltd offering for sale an area of ground (4.89 acres) to the north and northwest of the Mote.

AGREED

142.1 to approve, in principle the acquisition of the ground; and

142.2 to remit further consideration to the Parish Council with a recommendation as to the offer which should be made.

MINUTE of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 18th OCTOBER, 2005** at 7.30 p.m.

PRESENT

Councillor N. Westlake (in the Chair)
Councillor S. D. Brown
Councillor Mrs. J. L. Pattinson

Councillor T. Barwick
Councillor R. Grant
Councillor Mrs. C. Ridley

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillor Prest.

143 MINUTE

Minute of the Meeting held on 19th July, 2005 was submitted.

APPROVED.

144 MATTERS ARISING

144.1 SHOWFIELD STEPS (Min. 79)

NOTED that a report on the tenders received would be submitted to the next meeting of the Property and Environment Committee for its consideration.

144.2 BRAMPTON PARISH COUNCIL WORKSHOP, UNIT 9, THE OLD BREWERY (Min. 81)

NOTED that a meeting with the Managing Agents for the Old Brewery was to take place shortly to confirm the acceptability of the premises for the termination of the lease.

145 BANK RECONCILIATIONS TO 30TH SEPTEMBER, 2005

There were submitted reports by Clerk on the reconciliation of the Council's financial records with its bank and Building Society accounts statements.

NOTED

286.1 the report; and

286.2 the changes in procedures for the involvement of a member in the preparation of the reconciliation.

146 MONITORING REPORT

There was submitted a report by Clerk detailing the current position with regard to income received and expenditure incurred to 30th September, 2005 compared to the budget together with an indication of the anticipated income and expenditure at 31st March, 2005.

146.1 NOTED the report;

146.2 REMITTED consideration of promoting the local market to the Property and Environment Committee; and

146.3 CONTINUED consideration to the next meeting of the Parish Council of the report for clarification of items of anticipated income.

147 IMPREST

There was submitted a report by Clerk advising of the income received and expenditure incurred since the commencement of the financial year through the imprest system.

NOTED.

148 INTERNAL AUDITOR'S REPORT

There was submitted a letter from Internal Auditor and Report on his audit activities for the period from March to June 2005.

148.1 NOTED the report.

148.2 APPROVED the arrangements which had been introduced to obviate the concerns of the Internal Auditor with regard to the signing of cheques and bank reconciliations

149 BUDGET 2006/07

There was submitted a report by Clerk on provisional estimates of income and expenditure for the financial year 2007/2007.

AGREED

149.1 to approve the proposed budget on the basis of similar income and expenditure as in the current year with adjustments as required during 2006/2007;

149.2 to adjust the estimate of expenditure on the Newsletter to £500 and

149.3 to recommend that the precept be set at the same level (i.e. £82,000) as for the current year.

150 FINANCIAL ASSISTANCE - NORTH WEST AIR AMBULANCE

There was submitted a letter from Charity Chief Executive of the North West Air Ambulance seeking a contribution to the organisation's funds.

AGREED to make no donation as the application did not meet the criteria.

151 NEWSLETTER

The Committee considered arrangements for producing copy, printing, publication and delivery of the Parish Council's Newsletter and heard a report on a meeting with the Editor of the Brampton Independent Graphic on the possibility of incorporation in that publication.

151.1 NOTED the resignation of the previous Editor;

151.2 NOTED the report; and

151.3 AGREED to purchase editorial space in the publication for 3 editions at an annual cost of £480.

152 COMMUNITY SAFETY & CRIME REDUCTION - FUNDING OF PROJECTS

There was submitted a letter from Carlisle City Council advising of the availability of grant assistance, of up to £1,000, towards the costs of community safety and crime reduction projects.

NOTED.

153 POLICE MATTERS - PUBLIC DISORDER

There was submitted a letter from Cumbria Constabulary advising of crime trends in the parish and the measures taken by the police in co-operation with the Parish Council.

NOTED

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Council resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business about to be transacted, (i.e. contractual matters), it was advisable, in the public interest, that the public be temporarily excluded and that they be instructed to withdraw.

154 HOWARD ARMS LANE, FRONT STREET, BRAMPTON - ACCESS

There was submitted a letter from Cartmell Shepherd, Solicitors, regarding the agreement between the Parish Council and the owner of the Howard Arms Lane and enclosing a draft thereof for approval.

APPROVED the draft agreement, subject to minor amendment, for execution.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 25th OCTOBER, 2005** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (Vice Chairman) (in the Chair)	Councillor T. Barwick
Councillor S. D. Brown	Councillor R. Grant
Councillor G. Prest	Councillor K. T. Read-Bone
Councillor Mrs. S. R. Robinson	Councillor Mrs. M. E. Smith
Councillor J. Thompson	Councillor J. L. Tweddle
Councillor N. Westlake	

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillors M. R. Mitchelson and J. Prest, Carlisle City Council

APOLOGIES FOR ABSENCE - Councillors Hendry, Pattinson and Shepherd

155 MINUTE

Minute of the Meeting held on 27th September 2005 was submitted.

APPROVED.

N.B. Councillor Thompson joined the meeting during the discussion of the following item.

156 TALKIN TARN - TRANSFER OF OWNERSHIP

The Council received a presentation by the Cultural Services Manager and Head of Service, Premises Unit, Cumbria County Council, on the process and current position regarding the transfer of ownership of Talkin Tarn from the Cumbria County Council to Carlisle City Council.

NOTED that

- 156.1 it was hoped that the transfer would be completed by the end of the current financial year;
- 156.2 Cumbria County Council was to contribute £40,000 per annum for a period of 5 years by way of revenue support;
- 156.3 the cost of algae control in the tarn would be shared by the County and City Councils for a period of 2 years;
- 156.4 all staff associated with the management of the Tarn would transfer to Carlisle City Council;
- 156.5 assurances were to be given to user groups that the current position would remain unchanged as a result of the transfer;
- 156.6 the hotel was not part of the transfer and consideration was being given to its marketing; and
- 156.7 the access around the Tarn would be preserved, following any sale, and that it would become a public right of way.

157 LOCAL GOVERNMENT ACT 1972 - FILLING OF VACANCY

There were submitted, following public advertisement, letters from persons expressing an interest in being co-opted to membership of the Parish Council.

AGREED to continue consideration to the next meeting and to invite those persons expressing an interest in co-option to attend to speak in support of their application.

158 MATTERS ARISING

158.1 EXPEDITED PROCEDURE - POST OF PARISH CLERK (Min. 99.1)

NOTED a report by the Clerk on the procedure followed for the appointment of the Clerk, confirming its legality.

159 COMMITTEE REPORTS

There were submitted Minutes of Meetings of

Property and Environment Committee held on 11th October 2005; and
Finance and General Purposes Committee held on 18th October 2005.

159.1 NOTED the Minutes.

159.2 APPROVED, except as indicated below, the recommendations for implementation.

160 FINANCE AND GENERAL PURPOSES COMMITTEE

160.1 MONITORING REPORT

There was submitted an amended report by Clerk detailing the current position with regard to income received and expenditure incurred to 30th September 2005.

NOTED that the anticipated surplus on income was £14,144 not as indicated in the report submitted to the Committee.

161 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the appropriate Planning Authority of the Council's comments as follows:-

161.1 EDEN HOUSE, 9-11 FRONT STREET, BRAMPTON - Refurbishment of existing shops/flats to provide shops/flats with 2 additional dwellings and additional storage to rear of shops (Listed Building Consent)

No comment.

161.2 SPAR STORE, 28 MARKET PLACE, BRAMPTON - Alterations to shop front including new automatic doors and alterations to goods in position.

No comment.

161.3 LAND AT HOWGATE HEAD WOOD, CUMCATCH FARM, BRAMPTON - Installation of temporary telecommunications tower for 6 months.

No comment.

161.4 TWEEDMILL GARAGE, CRAW HALL, BRAMPTON - Change of use from haulage yard to vehicle sales and replacement of site hut as sales office.

No comment.

161.5 PART PLOT 4, TOWNFOOT INDUSTRIAL ESTATE, BRAMPTON - Formation of plant yard, material storage and office workshop with wagon wash and security fencing.

No comment.

161.6 2 MORPETH CLOSE, BRAMPTON - 2 storey extension to provide porch, garage and WC with 1 en suite bedroom above.

No comment.

162 TWEEDMILL GARAGE, CRAW HALL, BRAMPTON - ACCESS TO MURRAY PARK

Arising out of the discussion of item 161.4 above, it was reported that the Parish Council had had an agreement with the previous owner allowing occasional access across the ground to Murray Park for maintenance purposes.

AGREED that the current owner be approached with a view to continuing the agreement to allow access.

163 RESTRUCTURING OF POLICING SERVICES IN CUMBRIA

There was submitted a letter from Cumbria Police Authority inviting the Council's comments on proposals for future policing in Cumbria.

AGREED to respond, indicating this Council's opposition to the proposal to merge the Cumbria Constabulary with another force or forces and belief that the consultation exercise was a sham.

164 CUMBRIA RURAL INFRASTRUCTURE SUPPORT PROGRAMME

There was submitted a letter from Cumbria County Council advising of a scheme of financial assistance for community led projects which provide innovative ways of creating or securing services in rural areas.

NOTED.

165 FAIRTRADE - TOWN SIGNS

There was submitted a letter from the Brampton Fairtrade Group requesting the Council's support for the erection of signs indicating Brampton's status as a Fairtrade town.

AGREED to continue consideration to the next meeting.

166 CUMBRIA RURAL HOUSING TRUST - BRAMPTON HOUSING NEEDS SURVEY

There was submitted an extract from a Survey Report on the housing needs of Brampton prepared by the Cumbria Rural Housing Trust.

NOTED, with concern over the availability of rented accommodation in Brampton.

167 RSPB - STAGSIKE COTTAGES

There was submitted a letter from RSPB regarding the Geltsdale RSPB Nature Reserve, the proposed renovation of the Stagsike Cottages and the Council's support for Farlam Parish Council's opposition to the proposals and clarifying the Society's intentions..

AGREED to continue consideration to a future meeting to ascertain the views of Farlam Parish Council.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Council resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business about to be transacted, (i.e. contract terms), it was advisable, in the public interest, that the public be temporarily excluded and that they be instructed to withdraw.

168 LAND BEHIND THE MOTE OFFER TO SELL

The Committee considered the remit from the Property and Environment Committee, recommending the purchase of land behind the Mote which had been offered to the Parish Council.

AGREED to continue consideration for a valuation report.

169 HOWARD ARMS LANE, FRONT STREET, BRAMPTON - ACCESS

The Clerk reported that the agreement with the owner of Howard Arms Lane to secure public passage had not yet been amended as requested by the Council.

AUTHORISED execution of the agreement when amended to this Council's satisfaction.

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 8th NOVEMBER, 2005** at 7.30 p.m.

PRESENT

Councillor Mrs. M. E. Smith (in the Chair)
Councillor Mrs. C. Ridley (*ex officio*)
Councillor Mrs. J. Thompson
Councillor N. Westlake (*ex officio*)

Councillor K. T. Read-Bone
Councillor D. Shepherd
Councillor J. L. Tweddle

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Hendry, Pattinson and Robinson

170 MINUTE

Minute of the Meeting held on 11th October 2005 was submitted.

APPROVED.

171 TOWN AND COUNTRY PLANNING - APPLICATIONS -

Applications for planning consent were submitted for consideration,

AGREED to advise the planning authority of the Committee's comments as follows:-

171.1 PARK BARNs, RULEHOLME, BRAMPTON - Construction of pond and decking area in garden/paddock area.

No comment.

171.2 INFIELD, STATION ROAD, BRAMPTON - Fell laburnum tree adjacent to entrance to Infield from Station Road. - Fell laburnum tree adjacent to entrance to Infield from Station Road.

No comment.

171.3 HOLME LEA, TREE ROAD, BRAMPTON - Single storey to rear

No comment.

172 NOTIFICATION OF DECISIONS

A note of the decisions of the appropriate planning authority on applications on which the Committee or Parish Council had already been consulted was submitted.

NOTED the decisions.

173 BUDGET 2006/07

There was submitted a report by the Clerk on provisional estimates of income and expenditure for the financial year 2006/2007 reflecting the decisions previously made by the Committee.

AGREED

173.1 to allocate a sum, equivalent to the estimated increased income in cemetery fees previously agreed, to a cemetery development fund, adjusting the contingency provisions appropriately to ensure no increase in overall expenditure; and

173.2 otherwise to approve the draft budget.

174 ENVIRONMENTAL ENHANCEMENTS - SHEPHERDS LANE, BRAMPTON

There was submitted a letter from Carlisle City Council advising of its intention to carry out an enhancement scheme on Shepherds Lane with a view to improving the appearance of the lane and making it more accessible to those with mobility difficulties.

AGREED

174.1 to approve the Scheme in principle, welcoming the proposed improvements; and

174.2 to continue consideration to the next meeting for further information on the funding arrangements.

175 WEDNESDAY MARKET - PROMOTION

The Committee considered the remit from Finance and General Purposes Committee to consider ways to promote the uptake of pitches at the Wednesday market.

AGREED to continue consideration

175.1 for a report on undertaking a survey to establish the local attitude to the market ;

175.2 of the possibility of introducing an incentive scheme to attract traders; and

175.3 for a meeting with a representative of the Market Traders Association.

176 ROAD SAFETY MATTERS -

176.1 CROSSING PATROL AT MOATSIDE

Councillor Shepherd expressed his concern at the continued lack of a crossing patrol on Main Street and recommended the making representations for the urgent filling of the vacancy for a “lollipop” person.

AGREED.

176.2 SPEEDWATCH

Councillor Shepherd reported on a recent meeting with the police which he had attended regarding the appointment of an additional Community Officer for the Brampton area, the provision of warnings of the 30mph speed restriction at the Sands and community involvement in monitoring vehicle speeds.

AGREED, noting the report to support the proposals for speed limit warnings and vehicle speed monitoring

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Council resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business about to be transacted, (i.e. contract terms and possible legal action respectively), it was advisable, in the public interest, that the public be temporarily excluded and that they be instructed to withdraw.

177 SHOWFIELD CAR PARK - REPAIR OF STEPS

There was submitted a report by Clerk on tenders received for the repair of the steps leading from Howard Arms Lane to the Showfield Car Park.

AGREED to accept the tender from Colin Bell, Builder in the sum of £587.39.

178 CLAY DUBBS

There was submitted a report by Clerk regarding the position with regard to the field at Clay Dubbs and a right of way there.

178.1 NOTED the current position with regard to repossession of the field.

178.2 AGREED to take no action with regard to the right of way.

MINUTE of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 15th NOVEMBER, 2005** at 7.30 p.m.

PRESENT

Councillor N. Westlake (in the Chair)
Councillor S. D. Brown
Councillor G. R. Prest

Councillor J. T. Barwick (Vice Chairman)
Councillor R. Grant
Councillor Mrs. C. Ridley

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillor Pattinson

179 ELECTION OF OFFICE BEARER - VICE CHAIRMAN

Councillor Ridley, seconded by Councillor Prest, moved that Councillor T. Barwick be elected to the office of Vice Chairman.

AGREED unanimously.

180 MINUTE

Minute of the Meeting held on 18th October, 2005 was submitted.

APPROVED.

181 MONITORING REPORT

There was submitted a report by the Clerk detailing the current position with regard to income received and expenditure incurred to 31st October 2005 compared to the budget together with an indication of the anticipated income and expenditure at 31st March 2006.

NOTED.

182 IMPREST

There was submitted a report by the Clerk advising of the income received and expenditure incurred since the last meeting through the imprest system.

NOTED.

183 BUDGET 2006/07

There was submitted a report by the Clerk on provisional estimates of income and expenditure for the financial year 2006/2007, amended as agreed at the previous meeting and by the Property and Environment Committee at its meeting earlier in the month.

183.1 APPROVED the estimates.

183.2 AGREED to recommend approval thereof to the Council and the setting of the precept at £82, 000.

184 FINANCIAL TRANSACTIONS

There was submitted a report by the Clerk detailing the expenditure incurred and the income received since the report to the Parish Council in September 2005.

184.1 APPROVED the expenditure of £10,801.99 detailed in the Appendix hereto.

184.2 NOTED the income of £1,702.29 detailed in the Appendix hereto.

185 BEQUEST - MRS. MARGARET BROWN

There was submitted a letter from Cartmell Shepherd, Solicitors advising of a bequest of £100 made by the late Mrs. Margaret Brown to be used at the discretion of the Parish Council.

185.1 NOTED the bequest with gratitude.

185.2 AGREED to write to the family of the deceased expressing the Council's gratitude.

185.3 AGREED to apply the bequest to the purchase and planting of trees within the parish.

186 VILLAGE HALLS - PROJECT FUNDING

There was submitted a letter from Cumbria County Council advising of the allocation by the Cumbria County Council of an additional £10,000 for village hall grants.

NOTED.

187 COUNCIL ADMINISTRATION - COMMITTEE STRUCTURE AND COMPOSITION

There was submitted a report by the Clerk on the committee structure and composition of Committees and Sub Committees indicating anomalies in membership.

AGREED to recommend that

187.1 the composition of the Property and Environment and Finance and General Purposes Committees be as follows:-

Property and Environment Committee

9 Members being -

Chairman of the Parish Council
Vice Chairman of the Parish Council
Chairman of the Finance and General Purposes Committee
6 ordinary members of the Parish Council

Finance and General Purposes Committee

9 Members being -

Chairman of the Parish Council
Vice Chairman of the Parish Council

7 ordinary members of the Parish Council

187.2 the Allison Bequest Sub Committee be reclassified as a Committee reporting to the Parish Council with a composition as follows:-

Allison Bequest Committee

5 Members being -

Chairman of the Parish Council
Vice Chairman of the Parish Council
3 ordinary members of the Parish Council

187.3 the Cemetery and Footpaths & Rights of Ways Committees be reclassified as Working Groups and therefore not subject to the same constraints regulation as committees or Sub Committees, reporting to the Property and Environment Committee;

187.4 the composition of these Working Groups be as follows:-

Footpaths & Rights of Way Working Group

5 Members being -

5 ordinary members of the Parish Council
members of the public as appropriate

Cemetery Working Group

4 Members being -

2 ordinary members of the Property & Environment Committee
2 ordinary members of the Finance & General Purposes Committee

EXPENDITURE TRANSACTIONS

Amount	Creditor	Description
1,163.54	BRHS	Office rent
76.38	Armstrong Watson	Payroll Services
749.33	W E Garnes	salary
142.50	Scottish Gas	Gas Supply
241.00	Carlisle City Cncl	Rates
114.00	Carlisle City Cncl	Rates
2,833.33	Cut'N'Edge	Grounds Maintenance
59.50	Powergen	Electricity Supply
11.04	Bank Commission	Bank Charges
21.37	Orange	Mobile Phone
353.47	Inland Revenue	Tax, NI
235.91	A Cundall	Wages
97.24	Lyreco	Office Sundries
29.47	Staples	Office Sundries
20.00	Cut'N'Edge	Grounds Maintenance
123.96	Premier Paper	Office Sundries
38.36	United Utilities	Rates
749.33	W Garnes	salary
35.00	Information Commissnr	data protection
66.93	J Thompson	members allowances
142.50	British Gas	Gas Supply
241.00	Carlisle City Council	Rates
114.00	Carlisle City Council	Rates
250.00	BRHS	Office rent
2,833.33	Cut'N'Edge	Grounds Maintenance
59.50	Powergen	Electricity Supply
10,801.99	Total	

INCOME TRANSACTIONS

Amount	Debtor	Cost Centre
15.00	Fair Trade Group	Moot Hall
135.00	Garden Club	Moot Hall
30.00	Save the Children	Moot Hall
15.00	United Reform Ch	Moot Hall
15.00	Indoor Bowling	Moot Hall
15.00	Local History Group	Moot Hall
15.00	Corby Hill Church	Moot Hall
30.00	Parochial Church Cnl	Moot Hall
125.00	Market Tolls	Market
160.00	Market Tolls	Market
250.29	Tracker Interest	Bank Interest
15.00	Stroke Club	Moot Hall
100.00	Cartmell Shepherd	Sundry
15.00	Local History Group	Moot Hall
15.00	Wilson Homes	Moot Hall
4.00	Beattie & Co	Cemetery
43.00	Coop Monumental	Cemetery

Amount	Debtor	Cost Centre
90.00	Elim Church	Moot Hall
200.00	Vital Villages	Special Projects
115.00	Market Tolls	Market
30.00	Market Tolls	Market
220.00	Market Tolls	Market
20.00	Market Tolls	Market
30.00	Market Tolls	Market
1702.29	Total	

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 29th NOVEMBER, 2005** at 7.30 p.m.

PRESENT

Councillor Mrs. J. L. Pattinson (in the Chair)
Councillor K. T. Read-Bone
Councillor D. Shepherd
Councillor P. J. Thompson
Councillor N. A. P. Westlake

Councillor Mrs. C. Ridley (Vice Chairman)
Councillor Mrs. S. R. Robinson
Councillor Mrs. M. E. Smith
Councillor J. L. Tweddle

IN ATTENDANCE – Clerk

APOLOGIES FOR ABSENCE - Councillors Barwick, Grant, Brown and Prest.

188 MINUTE

Minute of the Meeting held on 25th October 2005 was submitted.

APPROVED.

189 LOCAL GOVERNMENT ACT 1972 - FILLING OF VACANCY

There were submitted letters expressing interest in membership of the Parish Council from Miss S. Clarkson and Messrs. A. Faulds, J. Harding and M. Hill. Messrs. Harding and Hill attended the meeting and spoke in support of their applications.

AGREED, following a secret ballot, to co-opt Mr. John J. Harding to membership of the Parish Council.

190 LOCAL GOVERNMENT ACT 1972 - RESIGNATION

There was submitted a letter from Mr. J. D. Hendry intimating his resignation from membership of the Parish Council with immediate effect.

190.1 NOTED the resignation.

190.2 AGREED to express the Council's appreciation of Mr. Hendry's contribution to the Council.

190.3 AUTHORISED publication of the statutory notice regarding the holding of a bye-election.

190.4 AGREED that, if no bye-election was necessary, a notice be published inviting persons interested in becoming members of the Parish Council to advise the clerk to the Council, in writing, of such interest together with details of interests, community involvement, etc.

191 MATTERS ARISING

191.1 FAIRTRADE - TOWN SIGNS (Min. 165)

CONTINUED consideration to allow the Fairtrade Group to comment on a proposal to commission a work of art indicating the town's status as a Fairtrade town.

192 RSPB - STAGSIKE COTTAGES - INFORMATION POINT

Mr. D. O'Hara, Geltsdale Site Manager, attended the meeting and spoke in amplification of the Society's proposals for the development of the cottages as offices and an information point and the nature reserve, on discussions with local businesses, residents, the Parish Council, etc. and indicating changes to the original proposals, with particular reference to the location of a car park, to meet the concerns of Farlam Parish Council.

192.1 NOTED the presentation.

192.2 CONTINUED consideration for the views of Farlam Parish Council on the amended proposals.

193 COMMITTEE REPORTS

There were submitted Minute of Meeting of

Property and Environment Committee held on 8th November 2005.
Finance and General Purposes Committee held on 15th November 2005.

193.1 NOTED the Minutes.

193.2 APPROVED the recommendations for implementation.

194 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the appropriate Planning Authority of the Council's comments as follows:-

194.1 LAND AT 3 ASH LEA, BRAMPTON - Erection of new dwelling (Revised Application)

Objection on the grounds that the proposed dwelling is too large for the small site and will result in overdevelopment.

194.2 RIDGE VIEW, BRAMPTON - Demolition of existing garages & erection of 4 houses & 3 apartments & 1 garage & creation of 11 parking spaces (Revised Application)

Objection on the grounds of overdevelopment of the site, restricted access on approach roads and site entrance and road safety concerns.

194.3 PROSPECT HOUSE, FALKINS HILL, BRAMPTON - Repollard 3 maples (T1, T4 & T6), 1 rowan (T2), 1 hawthorn (T3), 1 sorbus (T5), remove deadwood from 1 spruce (T7), 1 cherry (T8) and crown 1 beech (T9) by reducing co-dominant stem by 20% max, thinning by 40% max and lifting by 10% max.

No comment.

195 BUDGET 2006/2007 - PROVISIONAL ESTIMATES

There was submitted a report by the Clerk on the provisional estimates of income and expenditure for the financial year 2006/2007, which had been considered and approved by the Property and Environment and Finance and General Purposes Committees together with amendments to the estimated income resulting from a previous underestimate of the concurrent services grant.

195.1 APPROVED the budget as submitted.

195.2 AGREED to fix the precept for the financial year 2006/2007 at £82,000.

196 ALLISON BEQUEST - BUILDING SOCIETY ACCOUNT

There was submitted a letter from Skipton Building Society advising of the withdrawal of the guaranteed link to base rate in respect of the interest payable on the Allison Bequest Account and indicating the automatic transfer of the funds to a Maturity Account unless the Council instructs otherwise.

AGREED

196.1 to allow the transfer of funds to the Maturity Account;

196.2 to refer consideration of future investment of the funds to the Finance and General Purposes Committee.

197 BRAMPTON WAR MEMORIAL HOSPITAL - PROPOSED CLOSURE OF BEDS

The Chairman reported on a meeting which had been held earlier that evening on the proposals for the future of the Brampton War Memorial Hospital and a letter from a member of the public to the Carlisle and District Primary Care Trust was submitted.

- 197.1 NOTED** the proposal to organise a petition opposing the proposals.
- 197.2 AGREED** to support the petition and to assist with the printing and distribution thereof.
- 197.3 AGREED** to seek the support of Parish Councils with the hospital's catchment area.
- 197.4 AUTHORISED** the attendance of members at a rally to be held in Penrith on 15th December 2005.
- 197.5 APPROVED** the terms of a letter sent by the Chairman to the Primary Care Trust and its submission to the Secretary of State for Health.

198 COUNCIL ADMINISTRATION - COMMITTEE STRUCTURE AND COMPOSITION

There was submitted a report by the Clerk on the committee structure and composition of Committees and working groups, as recommended by the Finance and General Purposes Committee.

APPROVED the proposed structure and composition as follows:-

Property and Environment Committee

9 Members being:-

Chairman of the Parish Council (*ex officio*)

Vice Chairman of the Parish Council (*ex officio*)

Chairman of the Finance and General Purposes Committee (*ex officio*)

6 ordinary members of the Parish Council

Finance and General Purposes Committee

9 Members being:-

Chairman of the Parish Council (*ex officio*)

Vice Chairman of the Parish Council (*ex officio*)

7 ordinary members of the Parish Council

Allison Bequest Committee

7 Members being:-

Chairman of the Parish Council (*ex officio*)

Vice Chairman of the Parish Council (*ex officio*)

Chairman of the Finance and General Purposes Committee (*ex officio*)

Vice Chairman of the Finance and General Purposes Committee (*ex officio*)

3 ordinary members of the Parish Council

Footpaths and Rights of Way Working Group

5 Members being:-

5 ordinary members of the Parish Council

Cemetery Working Group

6 Members being:-

Chairman of the Parish Council (*ex officio*)

Vice Chairman of the Parish Council (*ex officio*)

2 ordinary members of the Property and Environment Committee

2 ordinary members of the Finance and General Purposes Committee

199 COMMITTEE, SUB COMMITTEE AND WORKING GROUP MEMBERSHIPS

Following approval of the immediately preceding item, appointments to the committees and working groups were considered.

AGREED to make the following appointments:-

PROPERTY AND ENVIRONMENT COMMITTEE

Councillor J. L. Pattinson (*ex officio*)
Councillor N. Westlake (*ex officio*)
Councillor S. R. Robinson
Councillor M. E. Smith
Councillor J. L. Tweddle

Councillor C. Ridley (*ex officio*)
Councillor K. T. Read-Bone
Councillor D. Shepherd
Councillor J. Thompson

FINANCE AND GENERAL PURPOSES COMMITTEE

Councillor J. L. Pattinson (*ex officio*)
Councillor J. T. Barwick
Councillor R. Grant
Councillor G. R. Prest
vacancy

Councillor C. Ridley (*ex officio*)
Councillor S. D. Brown
Councillor J. J. Harding
Councillor N. Westlake

ALLISON BEQUEST COMMITTEE

Councillor J. L. Pattinson (*ex officio*)
Councillor N. Westlake (*ex officio*)
Councillor M. E. Smith
Councillor (continued to the next meeting)

Councillor C. Ridley (*ex officio*)
Councillor J. T. Barwick (*ex officio*)
Councillor J. Thompson

FOOTPATHS AND RIGHTS OF WAY WORKING GROUP

Councillor J. J. Harding
Councillor K. T. Read-Bone
Councillor J. Thompson

Councillor J. L. Pattinson
Councillor C. Ridley

CEMETERY WORKING GROUP

Councillor J. L. Pattinson (*ex officio*)
Councillor J. T. Barwick
Councillor S. R. Robinson

Councillor C. Ridley (*ex officio*)
Councillor R. Grant
Councillor M. E. Smith

200 GELT WOODS - PROPOSED TREE WORKS

There was submitted a request by Tilhill Forestry for consent to undertake works to trees at Gelt Woods to maintain clearance from overhead electricity power cables.

AGREED subject to the clearance and pruning etc. work's being kept to a minimum, and the arisings' being spread lightly on site clear of paths.

201 BLACK PATH - PROPOSED WORKS

There was submitted a request by Tilhill Forestry for consent to undertake works to trees and bushes adjacent to the electricity sub station at the Black Path.

AGREED.

202 PARISH PLAN - BRAMPTON COMMUNITY ASSOCIATION

There was submitted a letter from Secretary of Brampton Community Association regarding involvement in the implementation and achievement of the objectives of the Parish Plan

202.1 NOTED the letter and a report by the Chairman on a recent meeting with the Brampton Community Association at which the Parish Plan was discussed;

202.2 AGREED to support the Association and Community Centre as appropriate.

203 RESTRUCTURING OF POLICING SERVICES IN CUMBRIA

There was submitted a letter from the Cumbria Police Authority regarding the possible merger with an adjoining Police Authority.

AGREED to reiterate this Council's desire for retention of the Cumbria Force as a separate entity as no benefit from the merger was apparent and the proposal for merger would result in a perception of vulnerability in rural areas.

204 CARLISLE & DISTRICT LOCAL PLAN - PROGRESS

There was submitted a letter from Carlisle City Council on the progress on and current position of the Carlisle and District Local Plan 2001-2016.

NOTED.

205 RIGHTS OF WAY - SOCIO-ECONOMIC PILOT STUDY

There was submitted a letter from Capita Symonds seeking the support of this Council for a socio-economic pilot study commissioned by Cumbria County Council on the impacts and benefits of improvements to the rights of way network on the local economy.

AGREED to support the project.

206 REPRESENTATIVES' REPORTS

206.1 COMMEMORATIVE MAP

206.1.1 NOTED a report by the Vice Chairman on the position with regard to publication of the Rights of Way Commemorative Map.

206.1.2 AGREED to investigate the possibility of producing, for sale, prints of the pictures accompanying the map.

206.2 BRAMPTON SWIMMING POOL PROJECT

206.2.1 NOTED a report by Councillor Shepherd on the position with regard to the provision of a swimming pool in Brampton

206.2.2 APPROVED a request for sight of previous correspondence relating to the swimming pool to assist with consideration of the project business plan.

206.3 SPEEDWATCH

NOTED a report by Councillor Shepherd on progress with the Speedwatch project and the need for volunteers to undertake speed monitoring tasks.

206.4 MEETING OF THE CARLISLE PARISH COUNCILS ASSOCIATION WITH CARLISLE CITY COUNCIL

NOTED a report by the Chairman on a recent meeting of the Carlisle Parish Councils Association which discussed *inter alia* waste minimisation proposals, flood recovery/Carlisle Renaissance, flood resilience scheme, support for the Brampton Area Parish Plan, review of IT provision for parish councils and the Parish Charter.

206.5 CHRISTMAS LIGHTS

NOTED the Chairman's expression of appreciation for the involvement of all persons who had provided assistance with this year's Christmas Lights.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 20th DECEMBER 2005** at 7.30 p.m.

PRESENT

Councillor Mrs. J. L. Pattinson (in the Chair)
Councillor T. Barwick
Councillor R. Grant
Councillor G. Prest
Councillor Mrs. S. R. Robinson
Councillor N. Westlake

Councillor Mrs. C. Ridley (Vice Chairman)
Councillor S. D. Brown
Councillor J. J. Harding
Councillor K. T. Read-Bone
Councillor D. Shepherd

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor M. R. Mitchelson, Carlisle City Council

APOLOGIES FOR ABSENCE - Councillors Smith & Tweddle

207 MINUTE

Minute of the Meeting held on 29th November 2005 was submitted.

APPROVED.

208 MATTERS ARISING

208.1 COMMITTEE, SUB COMMITTEE AND WORKING GROUP MEMBERSHIPS

AGREED to appoint Councillor R. W. Grant to the vacancy on the Allison Bequest Committee.

209 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the appropriate Planning Authority of the Council's comments as follows:-

209.1 RIDGEFOOT, LANERCOST ROAD, BRAMPTON - Erection of detached garage and store and change of use of part field to garden.

No comment.

N.B. Councillor Shepherd entered the meeting during the discussion of the above item.

209.2 36 STANLEY ROAD, BRAMPTON - Erection of porch

No comment.

209.3 TALKIN TARN COUNTRY PARK, TARN ROAD, BRAMPTON - Removal of toilet block and classroom; change of use of boathouse to bird outlook facility; provision of classroom, toilet block, grounds maintenance facility and improvements to car parking surface and drainage system.

No comment.

209.4 LAND AT JOINERS' WORKSHOP, GELT ROAD, BRAMPTON - Revised house types.

Concern at possible parking problems on Gelt Road

209.5 WHITE HOUSE COTTAGE, MAIN STREET, BRAMPTON - Erection of garage and summerhouse and extension to cottage to provide new dining room. (revised application)

No comment.

210 TALKIN TARN COUNTRY PARK, TARN ROAD, BRAMPTON

Arising out of the discussion of item 209.3 above, reference was made to the proposed parking provision as part of the development.

AGREED to express concern to be expressed to the Carlisle City Council on proposals to make charges for vehicle parking and to request that additional disabled parking provision be made, notwithstanding that the proposed provision may meet statutory requirements.

211 KING GEORGE V PLAYING FIELD - USE BY MOTORCYCLES

P.C. Anita Owen attended the meeting to discuss concerns about the use of the King George V Playing Field by motorcycles and similar vehicles.

211.1 NOTED a report by P.C. Owen on the police proposals to combat misuse of motorcycles and mini motos.

211.2 AGREED to continue consideration of improvements to fencing, gates and access restrictions at the Playingfield to await a report on works and estimated costs.

211.3 NOTED a report on funding requirements and proposed arrangements for the Speedwatch project.

212 COUNCIL ADMINISTRATION - COMMITTEE AND WORKING GROUP REMITS

There was submitted a report by the Clerk on suggested remits for the Council's Standing Committees and the working groups.

APPROVED the remits and delegation as contained in the Appendix hereto.

213 STAFFING - ODD JOB MAN

There was submitted a report by the Clerk on a request by the existing odd job man for the post to become job share.

AGREED, following a vote, to amend the terms and conditions of the post of odd job man to make the employment job share.

214 PUBLIC FOOTPATHS - QUARRYBECK FOOTPATH - EMERGENCY WORKS

It was reported that urgent works were required to the Quarrybeck public footpath to reinstate the path and prevent further damage and erosion but that a report on the proposals and cost had not yet been received.

AGREED to authorise expenditure on emergency works on the footpath up to a cost of £500 or 50% of the cost whichever is the lesser.

215 REPRESENTATIVES' REPORTS

215.1 BRAMPTON WAR MEMORIAL HOSPITAL

215.1.1 NOTED a report by the Chairman on progress with the campaign to save beds and services at the Brampton War Memorial Hospital, the public demonstration in Penrith earlier in the month, the delay by the Carlisle and District Primary Care Trust in issuing the consultation document.

215.1.2 APPROVED a request by the hospital League of Friends for permission to address the Council at its meeting in January.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided because of the need to make early arrangements on the following items, they be considered as a matter of urgency.

216 ALLISON BEQUEST - AWARDS

Councillor Ridley reported that, through inadvertence, no presentation of the annual Allison Bequest awards had been made at the William Howard School Awards Ceremony earlier in the month.

APPROVED arrangements for the awards to be presented at an appropriate assembly at the school in January 2005.

217 TALKIN TARN COUNTRY PARK

Councillor M. Mitchelson, Carlisle City Council, reported on the position regarding to the transfer of ownership of Talkin Tarn Country Park to the City Council, with contracts being exchanged later in the week, and a proposal to establish a “Friends of Talkin Tarn “ group to advise and support the City Council.

NOTED.

218 RAIL SERVICE

Councillor M. Mitchelson, Carlisle City Council, reported on suggestions of the possible closure of Brampton railway station and Councillor K. T. Read-Bone made reference to the inadequacy of train service timetable information provided by way of public notice.

AGREED

218.1 to express concern to the strategic rail authority at the possibility of closure;

218.2 to request that future editions of the train service timetable provide information on departure times from Carlisle and Newcastle to allow planning of return rail journeys.

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 10th JANUARY, 2006** at 7.30 p.m.

PRESENT

Councillor Mrs. M. E. Smith (in the Chair)
Councillor K. T. Read-Bone
Councillor D. Shepherd
Councillor J. L. Tweddle

Councillor Mrs. J. L. Pattinson (*ex officio*)
Councillor Mrs. C. Ridley (*ex officio*)
Councillor Mrs. J. Thompson

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors S. R. Robinson and N. A. P. Westlake.

219 MINUTE

Minute of the Meeting held on 8th November 2006 was submitted.

APPROVED.

220 MATTERS ARISING

220.1 ROAD SAFETY MATTERS - CROSSING PATROL AT MOATSIDE (Min.176.1)

NOTED a report by Councillor D. Shepherd advising of the appointment of crossing patrol officer.

N.B. Councillor J. L. Pattinson declared an interest in the following 2 applications and withdrew from the meeting during the discussion thereof.

221 TOWN AND COUNTRY PLANNING - APPLICATIONS -

221.1 HEMBLESGATE, TARN ROAD, BRAMPTON - Erection of 9 dwellings and related access road.

Oppose on the grounds that the proposed development will extend the boundaries of Brampton, result in road safety and drainage problems, overdevelopment of the site and is not in keeping with the locality.

221.2 HEMBLESGATE, TARN ROAD, BRAMPTON - Demolition of outbuildings.

No comment.

221.3 OAKBANK GARDEN NURSERIES, LONGTOWN ROAD, BRAMPTON - To provide a building (initially a sectional timber) to operate as a tea room with toilet/wash facilities.

No comment.

221.4 HOLME LEA, TREE ROAD, BRAMPTON - Single Storey Extension to rear.

No comment.

222 NOTIFICATION OF DECISIONS

A note of the decisions of the appropriate planning authority on applications, on which this Committee or the Parish Council had already been consulted, was submitted

NOTED the decisions.

223 THE MOTE - WALL ON THE BOUNDARY WITH BRAMPTON INFANT SCHOOL

There was submitted a report by the Clerk regarding a request by the Brampton Infant School for this Council to contribute towards the cost of repairing the boundary fence between the school and the Mote Drying Green.

AGREED to invite the Infant School to apply to the Parish Council for financial assistance and to remit further consideration to the Finance and General Purposes Committee.

224 MARKET - RATING

There was submitted a report by the Clerk advising of the liability of the Parish Council for the rates chargeable in respect of the market.

224.1 NOTED that the Valuation Officer had accepted that the “Made in Cumbria” organisation was not the occupier of the market for rating purposes and was of the opinion that the Parish Council was that occupier.

224.2 AGREED to accept the position and take no further action meantime.

225 MARKET - PROMOTION

Consideration was given to the promotion of the Wednesday market and means by which traders could be attracted to attend.

AGREED to continue consideration to the next meeting for a report on the views of the existing stallholders.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided because of the need to make early arrangements on the following items, they be considered as a matter of urgency.

226 MOOT HALL, BRAMPTON - BANNER

Councillor J. L. Pattinson reported that the League of Friends of Brampton War Memorial Hospital wished to publicise the campaign to oppose the Carlisle and District Primary Care Trust’s proposals for the reduction and withdrawal of services from the hospital by hanging a banner from the railings at the Moot Hall.

AGREED, noting the Council’s policy on allowing banners at the Moot Hall, to grant consent therefor on a temporary basis.

227 CAPON TREE MEMORIAL - DANGEROUS TREE

It was reported that a beech tree, under the protection of a Tree Preservation Order, at the Capon Tree Memorial, Tree Road, Brampton had been inspected by the Carlisle City Council’s Tree Officer who had confirmed its dangerous condition and recommended its removal and replacement with a tree of the same species.

227.1 AUTHORISED application for consent to remove the tree and the invitation of tenders for its removal.

227.2 AGREED to its replacement.

MINUTE of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 17th JANUARY 2006** at 7.30 p.m.

PRESENT

Councillor N. A. P. Westlake (in the Chair)
Councillor S. D. Brown
Councillor J. J. Harding
Councillor G. R. Prest

Councillor J. T. Barwick (Vice Chairman)
Councillor R. W. Grant
Councillor Mrs. J. L. Pattinson
Councillor Mrs. C. Ridley

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors

28 MINUTE

Minute of the Meeting held on 15th November 2005 was submitted.

APPROVED.

229 MATTERS ARISING

229.1 BEQUEST - MRS. MARGARET BROWN (Min. 185)

APPROVED a recommendation by the Property and Environment Committee that bequest be applied to the purchase of a beech tree to replace a dangerous tree which was to be felled at the Capon Tree Monument.

230 BANK RECONCILIATIONS TO 31ST DECEMBER 2005

There were submitted reports by the Clerk on the reconciliation of the Council's financial records with its bank and Building Society accounts statements.

NOTED the reports.

231 MONITORING REPORT

There was submitted a report by the Clerk detailing the current position with regard to income received and expenditure incurred to 31st December 2005 compared to the budget together with an indication of the anticipated income and expenditure at the end of the current financial year.

NOTED the report.

232 IMPREST

There was submitted a report by the Clerk advising of the income received and the expenditure incurred since the last meeting through the imprest system.

NOTED

233 FINANCIAL TRANSACTIONS

There was submitted a report by the Clerk detailing the expenditure incurred and the income received since the last report to this Committee.

233.1 APPROVED the expenditure of £13,519.39 detailed in the Appendix hereto

233.2 NOTED the income of £1,697.02 detailed in the Appendix hereto.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided because of the need to make early arrangements on the following items, they be considered as a matter of urgency.

234 BRAMPTON ROAD SAFETY GROUP

Councillor G. R. Prest reported on a meeting of the Brampton Road Safety Group which he and Councillor D. Shepherd had attended earlier in the day indicating the Group’s wish to purchase a speed gun to monitor vehicle speeds in the parish at a cost of £1,500 and the intention to locate a Speed Indicator Device at Moatside.

AGREED, following a vote, to make a contribution not exceeding £1,000 towards the cost thereof subject to a contribution for the balance being made by the Brampton Neighbourhood Forum.

235 BRAMPTON INDOOR SWIMMING POOL PROJECT - TRAFFIC SURVEY

Councillor G. R. Prest, on behalf of Councillor D. Shepherd, advised that, to progress the Indoor Swimming Pool Project, the Organising Group required to commission a Traffic Survey for submission with the application for planning consent and enquired as to the possibility of funding from the Parish Council.

AGREED to invite

235.1 the Indoor Swimming Pool Project to submit a formal application for financial assistance; and

235.2 to present its business plan to a future meeting.

APPENDIX

EXPENDITURE TRANSACTIONS

Amount	Creditor	Details
19.67	Orange	Mobile Phone
30.85	Carlisle City	Refuse sacks
20.00	D Shepherd	Community Service Expenses
100.00	Petty Cash	Petty Cash
217.20	A Cundall	Wages
125.31	Premier Electrical	Christmas Lights
64.63	Carruthers Timber	timber
11.59	ABW Hardware	Materials, tools, etc
25.34	Rowntree Electrical	Moot Hall Repair
99.88	Cumbria Clock	Clock Maintenance
1,516.26	Amey	Grass Cutting
74.09	Supplies Team	Office Sundries
29.33	Cannon Hygiene	Moot Hall Equipment
34.12	Lyreco	Office Sundries
73.33	Staples	Office Sundries
128.50	Tarn Road Nurseries	Plants
96.37	Powergen	Electricity Supply
770.40	W Garnes	salary
130.51	J Robinson	Moot Hall Repair
100.00	C Ridley	Reimbursement for plants
500.00	Cartmell Shepherd	Howard Arms Lane Access Payment
142.50	British Gas	Gas Supply
219.00	Carlisle City Council	Rates
114.00	Carlisle City Council	Rates
2,833.33	Cut N Edge	Grounds Maintenance
59.50	Powergen	Electricity Supply

Amount	Creditor	Details
104.45	BT	Telephone
26.98	Carphone Warehouse	Mobile Phone
17.50	Orange	Mobile Phone
150.00	Silver Band	Christmas Lights
102.00	J Ratcliffe	Christmas Lights
80.00	A Findon	Newsletter
293.46	A Cundall	Wages
749.11	W Garnes	salary
253.22	A Riddell	Christmas Lights
24.00	Tarn Road Nurseries	Christmas Trees
29.38	Lyreco	Office Sundries
249.06	Canon UK	Photocopier lease
35.00	St Johns Ambulance	Christmas Lights
140.00	CutNEdge	Grounds Maintenance
66.56	ABW Hardware	Materials, tools, etc
22.72	WCF	Grounds Maintenance
96.38	Staples	Office Sundries
100.00	Petty Cash	Petty Cash
125.50	British Gas	Gas Supply
219.00	Carlisle City Council	Rates
114.00	Carlisle City Council	Rates
50.59	United Utilities	Rates
2,833.33	Cut N Edge	Grounds Maintenance
59.50	Powergen	Electricity Supply
26.74	Carphone Warehouse	Mobile Phone
9.20	Barclays Bank	Bank Charges
13,513.39	Total	

INCOME TRANSACTIONS

Amount	Debtor	Cost Centre
15.00	Sugarcraft Guild	Moot Hall
15.00	St Martins Church	Moot Hall
100.00	Brampton FC	Parks
15.00	Swim Pool Project	Moot Hall
60.00	Carlisle CVS.342	Market
15.00	Town Twinning	Market
30.00	Macmillan Cancer	Moot Hall
285.26	British Gas	Workshop
165.00	Market Tolls	Market
150.00	Market Tolls	Market
15.00	Old Peoples Assn	Moot Hall
165.00	Market Tolls	Market
150.00	Market Tolls	Market
40.00	Market Tolls	Market
476.76	Barclays Bank	Bank Interest
1697.02	Total	

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 31st JANUARY, 2006** at 7.30 p.m.

PRESENT

Councillor Mrs. J. L. Pattinson (in the Chair)
Councillor J. J. Harding
Councillor D. Shepherd
Councillor Mrs. P. J. Thompson

Councillor R. W. Grant
Councillor Mrs. S. R. Robinson
Councillor Mrs. M. E. Smith
Councillor J. L. Tweddle

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor P. C. W. Howard, Cumbria County Council

APOLOGIES FOR ABSENCE - Councillors Barwick, Brown, Prest, Read-Bone, Ridley and Westlake.

236 MINUTE

Minute of the Meeting held on 20th December 2005 was submitted.

APPROVED.

237 LOCAL GOVERNMENT ACT 1972 - FILLING OF VACANCY

There were submitted letters expressing interest in membership of the Parish Council from Messrs. A. Faulds, M. Hill and I. A. Pennington. Messrs. Faulds and Pennington attended the meeting and spoke in support of their applications.

NOTED, following a secret ballot in which there was an equality of votes for Messrs. Faulds and Pennington and selection by lot, that Mr. Ian A. Pennington had been co-opted to membership of the Parish Council.

238 REFUSE COLLECTION AND RECYCLING SCHEMES

Mr. Mike Gardner, Recycling Officer, Carlisle City Council attended the meeting to make a presentation on proposals by the City Council for the improvement of waste recycling, the implementation of trial cardboard collection and fortnightly waste collection schemes, the introduction of a “wheelie bin” waste collection system, a trial plastics collection scheme and the creation of an additional amenity site and/or the extension of the existing site.

Following a short question and answer session dealing with *inter alia* fly tipping, the location of an amenity site, potential problems with a fortnightly collection system, Christmas cardboard collections and publicity for the proposals,

238.1 NOTED the information;

238.2 THANKED Mr. Gardner for his attendance and presentation.

239 COMMITTEE REPORTS

There were submitted Minute of Meeting of

Property and Environment Committee held on 10th January 2006
Finance and General Purposes Committee held on 17th January 2006

239.1 NOTED the Minutes.

239.2 APPROVED the recommendations for implementation.

240 PROPERTY AND ENVIRONMENT COMMITTEE

240.1 MARKET - PROMOTION (Min. 225)

NOTED a report by Councillor D. Shepherd on the views of stallholders at the Wednesday Market on the development of the Market and the likely success of promotional offers and activities.

241 FINANCE AND GENERAL PURPOSES COMMITTEE

241.1 BRAMPTON ROAD SAFETY GROUP (Min. 234)

APPROVED a recommendation to make a grant, subject to conditions, of £1,000 to the Road Safety Group towards the cost of purchasing a speedgun.

242 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the appropriate Planning Authority of the Council's comments as follows:-

N.B. Councillor P. J. Thompson declared a prejudicial interest in the following item and withdrew from the meeting during the discussion thereof.

242.1 LAND ADJACENT TO HIGHFIELD, CAPON TREE ROAD, BRAMPTON - Erection of a dwelling

No comment.

N.B. Councillor S. R. Robinson declared a prejudicial interest in the following item and withdrew from the meeting during the discussion thereof.

242.2 9 BERRYMOOR ROAD, BRAMPTON - Erection of a detached garage.

No objection to the development but concerns on road safety grounds at the proposed entrance/exit over the pavement and wish for improved street lighting at the public road junction

N.B. Councillor J. L. Pattinson declared a prejudicial interest in the following item and withdrew from the meeting during the discussion thereof. Councillor M. E. Smith took the Chair in the absence of Councillor J. L. Pattinson.

242.3 HEMBLESGATE, TARN ROAD, BRAMPTON - Erection of 9 dwellings and related access road.

Oppose on the grounds that the proposed development will extend the boundaries of Brampton, result in road safety and drainage problems, overdevelopment of the site and is not in keeping with the locality.

242.4 POLICE STATION, LONGTOWN ROAD, BRAMPTON - Installation of 1 Yagi antenna to roof and replacement of 1 Yagi antenna with similar associated equipment within walled area of station to enhance police communications coverage

No comment.

242.5 POLICE STATION, LONGTOWN ROAD, BRAMPTON - Installation of 1 Yagi antenna to roof and replacement of 1 Yagi antenna with similar associated equipment within walled area of station to enhance police communications coverage (Listed Building Consent)

No comment.

242.6 PLOT 4, TOWNFOOT INDUSTRIAL ESTATE, BRAMPTON -

No comment.

243 MAINS RIGG, LOW RISE SERVICE STATION, LOW ROW, BRAMPTON - MOBILE PHONE STATION

There was submitted a letter on behalf of Vodafone Ltd. advising of proposals for the improvement of its service, the consequent need for changes to be made to the existing mobile telephone base station at Low Rise Service Station and the submission of an application for the necessary planning consent and inviting this Council's comments thereon.

AGREED, appreciating the early notice, to make no comment at present but to respond to the invitation to comment on the planning application when received

244 BRAMPTON WAR MEMORIAL HOSPITAL

The Chairman reported on recent developments regarding proposals to close beds and reduce services at the Brampton War Memorial Hospital, indicating that further consideration of the proposals had been deferred meantime.

244.1 NOTED the report.

244.2 AGREED to monitor the situation.

245 RESTRUCTURING OF POLICE SERVICES IN CUMBRIA

There was submitted a letter from the Clerk and Chief Executive of Cumbria Police Authority advising of the current position regarding proposals for the restructuring of police services in Cumbria.

245.1 NOTED the letter.

245.2 AGREED to adhere to the previous position of opposing the proposals for an amalgamation with an adjoining authority.

246 CARLISLE RENAISSANCE - CONSULTATION

There was submitted a letter and prospectus from Carlisle City Council (Carlisle Renaissance) on its proposals for the regeneration of the city and its economy following flooding in January 2005 and the associated consultation process.

246.1 NOTED the information.

246.2 AGREED

246.2.1 to express concern that the MP for the rural area had not been included in the circulation;

246.2.2 to stress the need for an airport to stimulate trade and commerce in the area and improved roads and transport facilities in and leading to the city centre; and

246.2.3 to draw to the attention of the Carlisle City Council the need for the rural area, which was dependent on the city for the well being of its economy, to be included in the proposals.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided because of the need to make early arrangements on the following items, they be considered as a matter of urgency.

247 COMMUNITY WEB SITE

There was submitted a letter from Brampton Community Association advising of a forthcoming workshop (date to be arranged) on the development and management of a community web site for Brampton and the surrounding area.

AUTHORISED the attendance of Councillors J. J. Harding, S. R. Robinson, D. Shepherd and P. J. Thompson.

248 COMMUNITY CAFÉ

There was submitted a letter from Brampton Community Association advising of a meeting to consider the establishment of a community café at the Brampton Community Centre and inviting this Council's participation.

AUTHORISED the attendance of Councillor Ian A. Pennington.

249 BRAMPTON, ONTARIO, CANADA - PERFORMING ARTS CENTRE

The Chairman reported that a new performing arts centre was scheduled to be opened in Brampton, Ontario, Canada in the autumn.

AGREED to convey this Council's wishes for its success to the City Council of Brampton.

MINUTE of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 21st FEBRUARY, 2005** at 7.30 p.m.

PRESENT

Councillor J. T. Barwick (in the Chair)
Councillor J. J. Harding
Councillor I. A. Pennington

Councillor S. D. Brown
Councillor Mrs. J. L. Pattinson (*ex officio*)
Councillor G. R. Prest

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors R. W. Grant, Mrs. C. Ridley and N. A. P. Westlake.

250 MINUTE

Minute of the Meeting held on 17th January 2006 was submitted.

APPROVED.

251 FINANCIAL ASSISTANCE - BRAMPTON INDOOR SWIMMING POOL PROJECT - TRAFFIC SURVEY

Mr. M. Godridge of the Brampton Indoor Swimming Pool Group attended the meeting and explained the position with regard to the funding of a traffic survey, indicating that its focus was now on parking provision in the area of the proposed pool and spoke in amplification of the Group's Business Plan.

Following a question and answer session,

251.1 THANKED Mr. Godridge for his attendance and presentation;

251.2 NOTED the basis of the Business Plans and the income and expenditure projections; and

251.3 AGREED to make a donation of up to £500 towards the cost of the traffic survey, subject to a similar contribution being made by the Carlisle City Council.

252 BANK RECONCILIATION TO 31ST JANUARY 2006

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank and Building Society accounts statements.

NOTED the report.

253 MONITORING REPORT

There was submitted a report by the Clerk detailing the current position with regard to income received and expenditure incurred to 15th February 2006 compared to the budget together with an indication of the anticipated income and expenditure at the end of the current financial year.

NOTED the report.

254 IMPREST

There was submitted a report by the Clerk advising of the income received and the expenditure incurred since the last meeting through the imprest system.

NOTED the report.

255 FINANCIAL TRANSACTIONS

There was submitted a report by the Clerk detailing the expenditure incurred and the income received since the last report to this Committee.

255.1 APPROVED the expenditure of £8,522.44 detailed in the Appendix hereto

255.2 NOTED the income of £6,192.94 detailed in the Appendix hereto.

256 FINANCIAL ADMINISTRATION - FINANCIAL REGULATIONS AND IMPREST RULES

There was submitted a report by the Clerk regarding the adoption of Financial Regulations and Rules for the operation of an imprest.

256.1 APPROVED the Financial Regulations and Imprest Rules as contained in Appendices 1 and 2 hereto; and

256.2 RECOMMENDED, to the Parish Council, their adoption with effect from 1st March 2006.

257 FINANCIAL ASSISTANCE ST MARTIN'S CHURCH

There was submitted a letter from the Secretary of the Parochial Church Council seeking a contribution towards the cost (estimated at £986) of repair works to the clock at St Martin's Church.

AGREED to make a contribution of £200.

258 STAFFING - CONDITIONS OF SERVICE - SALARY AWARD 2006

There was submitted a report by the Clerk regarding the implementation of a pay award in respect of the salary payable to the Clerk to the Parish Council, agreed by the National Joint Council for Local Authority Services (NJC), with effect from 1st April 2006.

AGREED to the implementation of the award, increasing the salary scale LC2 to £20,895 to £23,175 (£16,942 to £18,798 *pro rata* for a 30 hour week) with effect from 1st April 2006.

259 STAFFING - ODD JOB MAN - TERMINATION OF EMPLOYMENT

There was submitted a report by the Clerk regarding the resignation of the odd job man. It was reported that, subsequent to publication of the agenda for the meeting the current postholder had requested that his resignation be withdrawn.

AGREED

259.1 to accept the withdrawal of the resignation; and

259.2 proceed with arrangements for the post to become job share employment.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided because of the need to make early arrangements on the following items, they be considered as a matter of urgency.

260 RECREATION GROUND, GELT ROAD, BRAMPTON - PONIES

The Clerk reported that, approximately 5 ponies had been placed on the Recreation Ground at Gelt Road, Brampton without the consent of the Parish Council and, following the failure of the owner/custodian of the animals to remove them upon being given notice to do so, he had instructed the Council's solicitors to commence appropriate legal action to secure their removal.

HOMOLOGATED the action taken by the Clerk, noting that the action had incurred legal fees.

APPENDIX

EXPENDITURE TRANSACTIONS

Amount	Creditor	Details
1,486.67	Inland Revenue	Tax, NI
10.00	A Cundall	Reimbursement for overbanking of Market Tolls
196.14	A Cundall	Wages
1,453.55	Cumbria CC	Superannuation
749.33	W Garnes	salary
125.50	British Gas	Gas Supply
219.00	Carlisle City Council	Rates
114.00	Carlisle City Council	Rates
250.00	BRHS	Office rent
2,833.33	Cut N Edge	Grounds Maintenance
10.89	United Utilities	Rates
59.50	Powergen	Electricity Supply
26.50	Carphone Warehouse	Mobile Phone
30.00	J Ratcliffe	Payment of Assisting at Christmas lights
237.12	E & N Farrer	Hardcore
61.44	Powergen	Electricity Supply
35.25	T G Norman	Materials, tools, etc
42.01	Lyreco	Office Sundries
42.95	Staples	Office Sundries
177.32	ABW Hardware	Materials, tools, etc
217.20	A Cundall	Wages
144.74	Powergen	Electricity Supply
8,522.44	TOTAL	

INCOME TRANSACTIONS

Amount	Debtor	Cost Centre
120.00	Elim Church	Moot Hall
66.42	United Utilities	Parks
442.00	Coop Funeral Servs	Cemetery
15.00	Scaleby PCC	Moot Hall
60.00	Fletchers Funfair	Xmas Lights
30.00	Local History Group	Moot Hall
123.00	C Ash	Cemetery
120.30	Forestry Commissn	Woods
30.00	Methodist Church	Moot Hall
15.00	Local History Group	Moot Hall
15.00	Hadrian Sugarcraft	Moot Hall
30.00	Corby Hill Church	Moot Hall
15.00	Brampton WI	Moot Hall
195.00	Ian Blair	Cemetery
15.00	United Reform Ch	Moot Hall
43.00	Coop Funeral Servs	Cemetery
6.99	Orange	Logistics
75.00	Elim Church	Moot Hall
130.00	Market Tolls	Market
110.00	Market Tolls	Market
35.00	Market Tolls	Market
4,501.23	Allison Bequest	Alison Bequest
6,192.94	TOTAL	

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 28th FEBRUARY, 2006** at 7.30 p.m.

PRESENT

Councillor Mrs. J. L. Pattinson (in the Chair)
Councillor J. T. Barwick
Councillor R. W. Grant
Councillor I. A. Pennington
Councillor Mrs. M. E. Smith
Councillor J. L. Tweddle

Councillor Mrs. C. Ridley (Vice Chairman)
Councillor Mrs. S. D. Brown
Councillor J. J. Harding
Councillor K. T. Read-Bone
Councillor Mrs. P. J. Thompson

IN ATTENDANCE – Clerk

APOLOGIES FOR ABSENCE - Councillors G. R. Prest, S. R. Robinson, D. Shepherd and N. A. P. Westlake.

261 MINUTE

Minute of the Meeting held on 31st January 2006 was submitted.

APPROVED.

262 POLICE MATTERS - AREAS OF CONCERN AND INTEREST

PC A. Owen attended the meeting to advise on recent police initiatives and discuss matters of mutual concern and interest.

NOTED the position regarding

- ☛ the police view on the restructuring of police services in Cumbria and the forthcoming amalgamation with the Lancashire force;
- ☛ crime figures and the increase in all female violence;
- ☛ the possible loss of a community officer;
- ☛ the activities of the local Road Safety Group;
- ☛ the parking of HGVs at Townfoot Park; and
- ☛ the operation and police oversight of the proposed Speedwatch Scheme.

263 TALKIN TARN COUNTRY PARK - TRANSFER TO CARLISLE CITY COUNCIL

The Council received a presentation by the Cultural Services Manager and Head of Service, Premises Unit, Cumbria County Council, on the current position regarding the transfer of ownership of Talkin Tarn Country Park from the Cumbria County Council to the Carlisle City Council.

NOTED that

- 263.1 the transfer would be effective from 1st April 2006;
- 263.2 ownership of the hotel would not transfer and the business would be advertised for sale; and
- 263.3 the public footpath around the lake would be preserved in perpetuity.

264 RIGHTS OF WAY - SOCIO-ECONOMIC STUDY

The Council received a presentation from Mrs. B. Franklin, Research Officer, CAPITA Symonds, on a study of the social and economic impact of rights of way in the parish.

Following a brief question and answer session, **NOTED**

- 264.1 the holding of a workshop in the Moot Hall later in the week to progress the study;
- 264.2 the intention to use the outcome of the study to stimulate the local economy; and
- 264.3 that the results of the study would be available to the Parish Council for its information.

265 COMMITTEE REPORTS

There was submitted Minute of Meeting of

Finance and General Purposes Committee held on 21st February 2006

265.1 NOTED the Minutes.

265.2 APPROVED the recommendations for implementation except as indicated below.

266 FINANCE AND GENERAL PURPOSES COMMITTEE

266.1 FINANCIAL ADMINISTRATION - FINANCIAL REGULATIONS AND IMPREST RULES
(Min. 256)

266.1.1 REVOKED all current and previous Financial Regulations and Guidelines.

266.1.2 AGREED to increase the limit specified in Regulation 3.4 (Budgetary Control) to £350.

266.1.3 APPROVED Financial Regulations and Imprest Rules as contained in Appendices 1 & 2 hereto.

266.1.4 AGREED to the implementation of the regulations and Rules with effect from 1st March 2006.

267 OUTSIDE BODIES - REPRESENTATION

The Council considered filling the vacancies in representation on outside bodies resulting from recent resignations of members.

AGREED to make the following appointments:-

267.1 **Carlisle Parish Councils Association** Councillor Mrs. C. Ridley

267.2 **Brewery Hall Management Committee** Councillors J. T. Barwick and J. J. Harding

267.3 **Youth Forum** Councillor Mrs. S. D. Brown

N.B. Councillor C. Ridley declared a non prejudicial interest in item 286.3 below.

268 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the appropriate Planning Authority of the Council's comments as follows:-

268.1 28-30 FRONT STREET, BRAMPTON - Change of use of first floor flat to office and shop storage, redesign of second floor to form 2 bedroom flat and internal alteration of ground floor to provide means of escape etc.

No comment.

268.2 STEPHENSON HOUSE, FALKINS HILL, BRAMPTON - Two storey extension to the south gable of the property comprising of a ground floor living room and first floor bedroom.

No comment.

268.3 WARREN BANK, STATION ROAD, BRAMPTON - Amendments to design of previously approved house types.

The application should be refused on the grounds that the proposed development is not in keeping with a conservation area.

268.4 7 BERRYMOOR ROAD, BRAMPTON - Erection of two storey side extension to provide garage and en-suite bedroom with single storey rear extension to provide utility.

No comment.

268.5 17 WELL LONNING CLOSE, BRAMPTON - Two storey rear extension to provide dining room and extended kitchen, bedroom and bathroom.

No comment.

269 KING GEORGE V PLAYING FIELD - ENCROACHMENT

There was submitted a report by the Clerk on the encroachment on to the King George V Playing Field of garden ground at 64 Dacre Road, Brampton and the circumstances surrounding consideration of the matter in terms of the Council's expedited procedure.

AGREED, having heard the owner of the property at 64 Dacre Road, to approve the action taken with regard to allowing the ground at the King George V Playing Field to be incorporated into the garden ground of 64 Dacre Road, subject

269.1 to the consent of the Carlisle City Council;

269.2 to the decision's being without prejudice to and without setting a precedent for consideration of any future similar applications; and

269.3 to conditions restricting the use of the ground, requiring maintenance of the boundary fence, etc. and reinstatement of the ground at the termination of the consent period and preserving the Council's title thereto.

270 ALLISON BEQUEST - FINANCIAL ASSISTANCE

There was submitted a report by the Clerk on recommendations of the Allison Bequest Committee in respect of grants to be made to students of the William Howard School in terms of the school's Student of the Year Awards Scheme.

AGREED to make 4 grants of £50.00 each to the pupils of the William Howard School nominated as Students of the Year.

271 ROYAL GARDEN PARTY

There was submitted an invitation from the Cumbria Association of Local Councils for the Parish Council to nominate its Chairman for entry to a ballot to select a representative to attend the Royal Garden Party to be held on 11th July 2006.

AGREED to nominate the Chairman.

272 FLOODING WORKSHOP

There was submitted notice of a Workshop on Flooding to be held at Brampton Community Centre on Tuesday 21st March 2006.

AUTHORISED the attendance of those members who wished to attend.

273 REPRESENTATIVES' REPORTS

273.1 COMMUNITY CAFÉ

273.1.1 NOTED a report by Councillor Ian A. Pennington on a meeting to discuss the creation of a community café.

273.1.2 AGREED to the attendance of Councillors S. D. Brown and Ian A. Pennington at future meetings to discuss this matter.

273.2 PARISH PLAN INITIATIVE

NOTED a report by the Chairman on a meeting to discuss the implementation of the aims and objectives of the Brampton Area Parish Plan

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Council resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business about to be transacted, (i.e. contract terms), it was advisable, in the public interest, that the public be temporarily excluded and that they be instructed to withdraw.

274 GRASS CUTTING 2006 - TENDERS

There was submitted a report by the Clerk on the tenders invited and received for the grass cutting contract 2006.

AGREED

274.1 to accept the tender submitted by the Carlisle City Council in the sum of £2175.00, being the lowest submitted; and

274.2 investigate the costs of additional cuts and having the cuttings removed.

FINANCIAL REGULATIONS

1. GENERAL

- 1.1 These financial regulations govern the conduct of the financial transactions of the Council and may only be amended or varied by resolution of the Council.
- 1.2 The Responsible Financial Officer shall be the Clerk to the Parish Council.
- 1.3 The Responsible Financial Officer, under the policy direction of the Council, shall be responsible for the proper administration of the Council's financial affairs.
- 1.4 The Responsible Financial Officer shall be responsible for the production of financial management information.

2. ANNUAL ESTIMATES

- 2.1 Each Committee shall formulate and submit proposals to the Council in respect of revenue and capital costs for the following financial year not later than the meeting of the Parish Council at the end of November each year.
- 2.2 Detailed estimates of all receipts and payments for the year shall be prepared each year by the Responsible Financial Officer.
- 2.3 The Council shall review the estimates not later than the end of November each year and shall fix the Precept to be levied for the ensuing financial year. The Responsible Financial Officer shall supply each member with a copy of the approved estimates.
- 2.4 The annual budgets shall form the basis of financial control for the ensuing year.

3. BUDGETARY CONTROL

- 3.1 Expenditure on revenue items may be incurred up to the amounts included in the approved budget.
- 3.2 Except with the consent of the Parish Council, no expenditure may be incurred that will exceed the amount provided in the revenue budget.
- 3.3 The Responsible Financial Officer shall regularly provide the Council with a statement of receipts and payments to date under each head of the budgets, comparing actual expenditure against that planned.
- 3.4 The Clerk may incur expenditure on behalf of the Council which is necessary to carry out any repair replacement or other work which is of such urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £350. The Clerk shall report the action to the Finance and General Purposes Committee or the Council as soon as practicable thereafter.
- 3.5 Unspent provisions in the revenue budget shall not be carried forward to a subsequent year.
- 3.6 No expenditure shall be incurred in relation to any capital project, no contract entered into or tender accepted involving capital expenditure unless the Council is satisfied that the necessary funds are available, or the requisite borrowing approval has been obtained.
- 3.7 All capital works shall be administered in accordance with the Council's Standing Orders relating to Contracts.

4. ACCOUNTING AND AUDIT

- 4.1 All accounting procedures and financial records of the Council shall be determined by the Responsible Financial Officer as required by the Accounts and Audit Regulations 2003.

- 4.2 The Responsible Financial Officer shall be responsible for completing the annual financial statements of the Council as soon as practicable after the end of the financial year and shall submit them and report thereon to the Council.
- 4.3 The Responsible Financial Officer shall be responsible for completing the Accounts of the Council contained in the Annual Return (as supplied by the Auditor appointed from time to time by the Audit Commission) and for submitting the Annual Return for approval and authorisation by the Council within the timescales set by the Accounts and Audit Regulations 2003, or by the Auditor.
- 4.4 The Responsible Financial Officer shall be responsible for ensuring that there is adequate and effective system of internal audit of the Council's accounting, financial and other operations in accordance with Regulation 6 of the Accounts and Audit Regulations 2003 as amended. Any officer or member of the Council shall, if the Responsible Financial Officer or Internal Auditor requires, make available such documents of the Council which appear to the Responsible Financial Officer or Internal Auditor to be necessary for the purpose of the internal audit and shall supply the Responsible Financial Officer or Internal Auditor with such information and explanation as the Responsible Financial Officer or Internal Auditor considers necessary for that purpose.
- 4.5 The Internal Auditor shall carry out the work required by the Responsible Financial Officer, or by the Council, with a view to satisfactory completion of the Internal Auditor's Report section of the Annual Return as compiled annually by the Audit Commission. The Internal Auditor, who shall be competent and independent of the operations of the Council, shall report to Council in writing on a regular basis with a minimum of one annual report in respect of each financial year.
- 4.6 The Responsible Financial Officer shall make arrangements for the opportunity for inspection of the accounts, books, and vouchers required by section 15 of the Audit Commission Act 1998 and the Accounts and Audit Regulations 2003.
- 4.7 The Responsible Financial Officer shall, as soon as practicable, bring to the attention of all councillors any correspondence or report from the Internal or External Auditor, unless the correspondence is of a purely administrative matter.

5. BANKING ARRANGEMENTS AND CHEQUES

- 5.1 The Council's banking arrangements shall be made by the Responsible Financial Officer and approved by the Council. They shall be regularly reviewed for efficiency.
- 5.2 A schedule of the payments made, forming part of the Agenda for the Meeting, shall be prepared by the Responsible Financial Officer and be presented to Finance and General Purposes Committee or the Council. If the schedule is in order it shall be approved by the Council and shall be shown in the Minutes of the Meeting.
- 5.3 Cheques drawn on the bank account in accordance with the schedule referred to in paragraph 5.2 above shall be signed by two authorised members of Council.
- 5.4 To indicate agreement of the details shown on the cheque or order for payment with the counterfoil and the invoice or similar documentation, the signatories shall each also initial the cheque counterfoil.

6. PAYMENT OF ACCOUNTS

- 6.1 All payments shall be effected by cheque, other order or direct debit drawn on the Council's bankers.
- 6.2 All invoices for payment shall be examined, verified and certified by the Responsible Financial Officer who shall satisfy him/herself that the work, goods or services to which the invoice relates shall have been received, carried out, examined and approved.
- 6.3 The Responsible Financial Officer shall examine invoices in relation to arithmetic accuracy and shall analyse them to the appropriate expenditure heading and shall settle all invoices submitted, and which are in order, expeditiously.
- 6.4 The Responsible Financial Officer may provide an imprest, not exceeding £250, to officers for the purpose of defraying operational and other expenses in accordance with rules approved by the Council.

7. PAYMENT OF SALARIES AND WAGES

- 7.1 The payment of all salaries and wages shall be made in accordance with payroll records and the rules of PAYE and National Insurance currently operating, and salaries and wages shall be as approved by Council.
- 7.2 Payment of salaries and wages and payment of deductions from salary and wage such as may be made for tax, national insurance and pension contributions, may be made in accordance with the payroll records and on the appropriate dates, provided that each payment is reported to and ratified by the next available Council Meeting.

8. LOANS AND INVESTMENTS

- 8.1 All loans and investments shall be negotiated in the name of the Council and shall be for a set period in accordance with Council policy.
- 8.2 The Council's Investment Policy, shall be in accordance with the Trustee Act 2000, and shall be reviewed on an annual basis.
- 8.3 All investments of money under the control of the Council shall be in the name of the Council.
- 8.4 All borrowings shall be effected in the name of the Council, after obtaining any necessary borrowing approval. Any application for borrowing approval shall be approved by Council as to terms and purpose.
- 8.5 All investment certificates and other documents relating thereto shall be retained in the custody of the Responsible Financial Officer.

9. INCOME

- 9.1 The collection of all sums due to the Council shall be the responsibility of and under the supervision of the Responsible Financial Officer.
- 9.2 Particulars of all charges to be made for work done, services rendered or goods supplied shall be agreed annually by the Council, notified to the Responsible Financial Officer and the Responsible Financial Officer shall be responsible for the collection of all accounts due to the Council.
- 9.3 The Council will review all fees and charges annually, following a report of the Responsible Financial Officer.
- 9.4 Any sums found to be irrecoverable and any bad debts shall be reported to the Council and shall be written off in the year.
- 9.5 All sums received on behalf of the Council shall be banked intact as directed by the Responsible Financial Officer. In all cases, all receipts shall be deposited with the Council's bankers with such frequency as the Responsible Financial Officer considers necessary.
- 9.6 The origin of each cheque shall be entered on the paying-in slip.
- 9.7 The Responsible Financial Officer shall promptly complete any VAT Return that is required. Any repayment claim due in accordance with section 33 of the VAT Act 1994 shall be made at least annually.
- 9.8 Where any significant sums of cash are regularly received by the Council, the Responsible Financial Officer shall take such steps as are agreed by the Council to ensure that more than one person is present when the cash is counted in the first instance, that there is a reconciliation to some form of control such as ticket issues, and that appropriate care is taken in the security and safety of individuals banking such cash.

10. ORDERS FOR WORK, GOODS AND SERVICES

- 10.1 An official order or letter shall be issued for all work, goods and services unless a formal contract is to be prepared or an official order would be inappropriate. Copies of orders shall be retained.
- 10.2 Order books shall be controlled by the Responsible Financial Officer.
- 10.3 All members and officers are responsible for obtaining value for money at all times. An officer issuing an official order is to ensure as far as is reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates from appropriate suppliers, subject to any *de minimis* provisions.
- 10.4 The Responsible Financial Officer shall verify the lawful nature of any proposed purchase before the issue of any order, and in the case of new or infrequent purchases or payments, the Responsible Financial Officer shall ensure that the statutory authority shall be reported to the meeting at which the order is approved so that the Minutes can record the power being used.

11. CONTRACTS

Procedures as to contracts shall be as contained in the Standing Orders relating to Contracts.

12. PAYMENTS UNDER CONTRACTS FOR BUILDING OR OTHER CONSTRUCTION WORKS

- 12.1 Payments on account of the contract sum shall be made, within the time specified in the contract, by the Responsible Financial Officer upon authorised certificates of the architect or other consultants engaged to supervise the contract (subject to any percentage withholding as may be agreed in the particular contract).
- 12.2 Where contracts provide for payment by instalments, the Responsible Financial Officer shall maintain a record of all such payments. In any case where it is estimated that the total cost of work carried out under a contract, excluding agreed variations, will exceed the contract sum by 5% or more a report shall be submitted to the Council.
- 12.3 Any variation or addition to, or omission from a contract must be approved, in writing, by the Council and Clerk to the Contractor, the Council being informed where the final cost is likely to exceed the financial provision.

13. STORES AND EQUIPMENT

- 13.1 The Clerk shall be responsible for the care and custody of stores and equipment.
- 13.2 Delivery Notes shall, so far as possible, be obtained in respect of all goods received into store or otherwise delivered and goods must be checked as to quantity and quality at the time delivery is made.
- 13.3 Stocks shall be kept at the minimum levels consistent with operational requirements.
- 13.4 The Responsible Financial Officer shall be responsible for periodic checks of stocks and stores at least annually.

14. PROPERTIES AND ESTATES

- 14.1 The Clerk shall make appropriate arrangements for the custody of all title deeds of and agreements relating to properties owned, leased or occupied by the Council and shall ensure a record is maintained of all such properties, recording their location, extent, reference, purchase details, nature of the interest, tenancies granted, rents payable and purpose for which held, together with a plan thereof, in accordance with Regulation 5(3)(b) of the Accounts and Audit Regulations 2003.
- 14.2 No property shall be sold, leased or otherwise disposed of without the authority of the Council, together with any other consents required by law, save where the estimated value of any one item of tangible movable property does not exceed £50.

15. INSURANCE

- 15.1 Following an annual risk assessment, the Responsible Financial Officer shall effect all insurances and negotiate all claims on the Council's insurers.
- 15.2 The Clerk shall give prompt notification to the Responsible Financial Officer of all new risks, properties, vehicles or other assets which require to be insured and of any alterations affecting existing insurances.
- 15.3 The Responsible Financial Officer shall keep a record of all insurances effected by the Council and the property and risks covered thereby and shall review it annually.
- 15.4 The Responsible Financial Officer shall be notified of any loss, liability or damage or of any event likely to lead to a claim, and shall report these to Council at the next available meeting.
- 15.5 All appropriate employees of the Council shall be included in a suitable fidelity guarantee insurance which shall cover the maximum risk exposure as determined by the Council.

16. CHARITIES

Where the Council is sole trustee of a charitable body, the Responsible Financial Officer shall ensure that separate accounts are kept of the funds held on charitable trusts and separate financial reports made in such form as shall be appropriate, in accordance with charity law and legislation, or as determined by the Charity Commission. The Responsible Financial Officer shall arrange for any audit or independent examination as may be required by charity law or any governing document.

17. RISK MANAGEMENT

- 17.1 The Clerk shall prepare and promote Risk Management Policy Statements in respect of all activities of the Council.
- 17.2 When considering any new activity, the Clerk shall prepare a draft Risk Management Policy statement for the activity and shall bring a draft thereof, addressing the legal and financial liabilities and risk management issues that arise, to Council for consideration and, if thought appropriate, adoption.

18. REVISION OF FINANCIAL REGULATIONS

It shall be the duty of the Council to review the Financial Regulations of the Council from time to time.

RULES GOVERNING THE OPERATION OF AN IMPREST

1 PURPOSE OF AN IMPREST

- 1.1 Often purchases have to be made where the only suitable or acceptable form of payment is cash, such as stamps, first aid supplies, key cutting, etc.
- 1.2 As a general rule, purchases should be made through the use of the order book on account and settled on an invoice. Where this is not possible or is impractical, purchases may be made through the imprest.
- 1.3 Petty cash payments made from the imprest account must be recorded in an appropriate form.
- 1.4 The imprest system provides the flexibility of a cash payment facility combined with the recording and control procedures necessary for sound financial management.

2 OPERATING AN IMPREST

- 2.1 The imprest system requires:-
 - a petty cash book*
 - a file to contain vouchers and receipts*
 - a pad of petty cash vouchers to substitute for a receipt when one cannot be obtained.*
- 2.2 A proper petty cash book must be kept in the form shown below.
- 2.3 All transactions through the petty cash imprest must be recorded in the cash book as they occur.
- 2.4 If at all possible, a receipt must be obtained for all sums paid from petty cash.
- 2.5 HM Revenue and Customs require the retention of evidence of all vat transactions. Accordingly, all petty cash receipts and vouchers should be retained for 6 years, excluding those for the current year, for audit purposes.
- 2.6 Receipts and vouchers must be cross referenced to the petty cash book by marking them with the sequential receipt number attributed to them in the petty cash book, and filed in that order.
- 2.7 Where it has not been possible to obtain a receipt when purchasing an item, a substitute petty cash voucher must be completed. The voucher must contain full details of the transaction, be signed by the employee concerned and, if appropriate, by the Clerk.

3 CONTROL, SECURITY AND RECONCILIATION OF THE IMPREST

- 3.1 The Clerk must have sole access to the petty cash which must, except when in use, be kept in a locked box in a locked drawer.
- 3.2 The petty cash must be reconciled monthly with the petty cash book and any differences accounted for. Where no reason for the difference can be discovered, an amending transaction must be made and the words "to correct" entered alongside that transaction.
- 3.3 The reconciliation must be checked, signed and dated by a member of the Finance and General Purposes Committee.

4 PROHIBITIONS

- 4.1 The petty cash must not be used for personal requirements, cashing personal cheques, advances against IOUs or any unofficial purposes.
- 4.2 The petty cash must not be used for the payment of wages or employees' or members' expenses.
- 4.3 The petty cash must not be amalgamated with any other funds.
- 4.4 Stamps must not be sold or used for purposes other than posting Parish Council mail.

FORM OF PETTY CASH BOOK

Date	Details	Ref.	Income	Expenditure
April 1	Brought Forward		5.00	
1	Cash Receipt		100.00	
6	Postages	1		13.30
13	Postages	2		5.88
14	Batteries – Moot Hall	3		6.99
20	Postages	4		22.48
21	Hospitality – CPCA meeting	5		20.00
27	Postages	6		27.98
28	Cash Receipt		100.00	

MINUTE of the Meeting of the **ALLISON BEQUEST COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 7th MARCH 2006** at 7.30 p.m.

PRESENT

Councillor Mrs. J. L. Pattinson (in the Chair)
Councillor R. W. Grant

Councillor Mrs. C. Ridley (Vice Chairman)
Councillor N. A. P. Westlake

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors J. T. Barwick, M. E. Smith and Mrs. P. J. Thompson.

275 ELECTION OF CHAIRMAN

Councillor C. Ridley, seconded by Councillor N. A. P. Westlake, moved that Councillor J. L. Pattinson be appointed as Chairman of the Committee.

AGREED, unanimously, to appoint Councillor J. L. Pattinson as Chairman.

276 ELECTION OF VICE CHAIRMAN

Councillor J. L. Pattinson, seconded by Councillor R. W. Grant, moved that Councillor C. Ridley be appointed as Chairman of the Committee.

AGREED, unanimously, to appoint Councillor C. Ridley as Chairman.

277 MINUTES

Minutes of the Meetings held on 2nd July 2003, 6th April 2004 and 12th October 2004 were submitted.

NOTED.

278 MEETING OF 30TH MAY 2005

A note of the recommendations made at a meeting of the Committee held on 30th May 2005 was submitted.

NOTED.

279 MATTERS ARISING

279.1 GRANT APPLICATIONS

NOTED that the Matrix Arts Project had not proceeded and that grant had not been paid.

280 COMMITTEE REMIT

There was submitted a note of the remit to the Committee recently approved by the Parish Council.

NOTED.

281 FINANCIAL POSITION

There was submitted a report by the Clerk advising of the current financial position of the Bequest.

NOTED.

282 FINANCIAL ASSISTANCE – WILLIAM HOWARD SCHOOL – STUDENT OF THE YEAR AWARD

There was submitted a report by the Clerk on the decision to make a grant in respect of the Student of the Year Awards at the William Howard School.

AGREED to invite the school to make application for financial assistance in respect of the awards on an annual basis.

283 FINANCIAL ASSISTANCE

There were submitted applications for financial assistance.

AGREED to make the following grants:-

- | | | |
|-------|-------------------------------|---|
| 283.1 | Brampton Arts and Crafts Club | £200 in respect of the current financial year only and to request the attendance of a representative of the club at any future consideration of an application for grant. |
| 283.2 | Brampton Junior School | £750 subject to the receipt of financial information as to the project budget and a statement of the School's income and expenditure. |

284 MANAGEMENT PRINCIPLES

Arising out of the discussion of the immediately preceding items, the Committee considered the establishment of principles for the management of the Bequest.

AGREED that

- 284.1 the capital of the bequest be maintained and augmented annually by, at least, an amount equivalent to inflation;
- 284.2 applications for financial assistance be considered 4 times per year;
- 284.3 the maximum amount available for disbursement annually be the difference between the interest received in the preceding year and the amount used to augment the capital; and
- 284.4 the availability of financial assistance be regularly publicised.

285 FAIRTRADE

Arising out of the discussion of the immediately preceding items, the Committee considered the request from the Brampton Fairtrade Group for the town's status as a Fairtrade town to be publicly indicated.

AGREED to advise the Brampton Fairtrade Group that an approach for assistance with a public arts feature to indicate the town's status would receive favourable consideration.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided because of the need to make early arrangements on the following items, they be considered as a matter of urgency.

286 MEETING CYCLE

The Committee considered the arrangements for the holding of meetings.

AGREED that meetings be held on a quarterly basis and that the next meeting be held on 6th June 2006.

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 14th MARCH 2006** at 7.30 p.m.

PRESENT

Councillor Mrs. M. E. Smith (in the Chair)
Councillor Mrs. C. Ridley (*ex officio*)
Councillor J. L. Tweddle

Councillor K. T. Read-Bone
Councillor Mrs. J. Thompson

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Pattinson, Robinson, Shepherd and Westlake

287 MINUTE

Minute of the Meeting held on 10th January 2006 was submitted.

APPROVED.

288 MATTERS ARISING

288.1 ROAD SAFETY MATTERS - CROSSING PATROL AT MOATSIDE (Min. 220.1)

288.1.1 NOTED that the recently appointed crossing patrol officer had resigned.

288.1.2 AGREED to make representations to Cumbria County Council for the early replacement of the officer.

N.B. Councillor C. Ridley declared a non prejudicial interest in item 289.1 below.

289 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted for consideration.

AGREED, having heard the applicant in respect of 289.1 below, to advise the planning authority of the Committee's comments as follows:-

289.1 WARREN BANK, STATION ROAD, BRAMPTON - Amendments to design of previously approved house types.

No comment.

289.2 29 TOWNFOOT PARK, BRAMPTON - Erection of detached garage (Revised proposal).

No comment.

289.3 28 BECK RIGGS, BRAMPTON - Erection of 2 storey extension to rear to provide new kitchen and dining room.

No comment.

290 NOTIFICATION OF DECISIONS

A note of the decisions of the appropriate planning authority on applications on which the Committee or Parish Council had already been consulted was submitted.

NOTED.

N.B. Councillor C. Ridley declared a non prejudicial interest in the following item.

291 MOOT HALL - PROJECTION SCREEN

There was submitted a report by the Clerk on an approach by two users of the ground floor accommodation at the Moot Hall for the provision of a projection screen for use by hirers/users.

AGREED to the acquisition of a projection screen at an approximate cost of £105.

292 CUMBRIA IN BLOOM - INVITATION TO PARTICIPATE IN 2006 COMPETITION

There was submitted an invitation from the Cumbria in Bloom organisation inviting the Parish Council to participate in the 2006 competition.

AGREED

292.1 to participate; and

292.2 to remit the detailed arrangements to the Brampton in Bloom Group.

293 NAMING AND NUMBERING OF STREETS, ETC.

There were submitted a report by the Clerk on action taken in terms of the Council's expedited procedure on an invitation to comment of a proposal to name and number a housing development at Morpeth Close/ Stanley Road and an invitation from Carlisle City Council to comment on a proposal to number plots at the Townfoot Industrial Estate.

293.1 NOTED the report on the action taken in terms of the expedited procedure;

293.2 HOMOLOGATED the decision to offer no comments on the proposal to name the development "Ridge View, Stanley Road, Brampton" and to number the houses 1 to 7 consecutively; and

293.3 AGREED to offer no comment on the proposal to number the plots at the land to the rear of the Townfoot Industrial Estate 11 to 18 consecutively.

294 LITTER BINS - DISPOSAL OF LITTER

The Clerk reported that, following the transfer of grounds maintenance work to a private contractor, the Carlisle City Council had declined to uplift, without charge, the litter collected from the bins in the Parish Council's parks and open spaces and that alternative arrangements for the disposal of this waste may require to be made.

294.1 NOTED the report; and

294.2 CONTINUED consideration for a further report.

295 LITTER BIN AT CAPON TREE MONUMENT

There was submitted a letter from a resident in the vicinity of the Capon Tree Monument requesting the provision of a litter bin at the monument.

AGREED.

296 KING GEORGE V PLAYING FIELD - TREES - OVERHANGING BRANCHES

There was submitted a letter from the owner of 40 Dacre Road, Brampton regarding on overhanging branch from one of the trees at the King George V Playing Field into his garden ground causing problems to and restricting the development opportunities of his property.

AGREED to the pruning of the tree to remove the cause of the problems.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Council resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business about to be transacted, (i.e. contract terms), it was advisable, in the public interest, that the public be temporarily excluded and that they be instructed to withdraw.

297 MOOT HALL - PURCHASE OF CHAIRS

There was submitted a report by the Clerk on the replacement of chairs in the first floor accommodation at the Moot Hall, Market Place, Brampton and advising of the availability of grant towards the cost thereof.

AGREED to recommend the purchase of 16 chairs from Gopak in the estimated sum of £1,325.

298 GROUNDS MAINTENANCE CONTRACT - BURIALS

There was submitted a letter from CutNEdge regarding the contractual arrangements for undertaking burials at the weekend and requesting that the Committee consider making an additional payment for such burials.

AGREED, noting that a review of burial, etc. charges and conditions was currently in progress, to authorise an additional payment of £65 for burials taking place at the weekend and on public holidays.

MINUTE of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 21st MARCH 2006** at 7.00 p.m.

PRESENT

Councillor N. A. P. Westlake (in the Chair)
Councillor R. W. Grant
Councillor Mrs. J. L. Pattinson
Councillor G. R. Prest

Councillor J. T. Barwick (Vice Chairman)
Councillor J. J. Harding
Councillor I. A. Pennington

IN ATTENDANCE - Clerk and Councillor D. Shepherd

APOLOGIES FOR ABSENCE - Councillors S. D. Brown and C. Ridley.

299 MINUTE

Minute of the Meeting held on 21st February 2006 was submitted.

APPROVED.

300 BANK RECONCILIATION TO 28TH FEBRUARY 2006

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank and Building Society accounts statements.

NOTED the report.

301 MONITORING REPORT

There was submitted a report by the Clerk detailing the current position with regard to income received and expenditure incurred to 15th March 2006 compared to the budget together with an indication of the anticipated income and expenditure at the end of the current financial year.

NOTED the report.

302 IMPREST

There was submitted a report by the Clerk advising of the income received and the expenditure incurred since the last meeting through the imprest system.

NOTED

303 FINANCIAL TRANSACTIONS

There was submitted a report by the Clerk detailing the expenditure incurred and the income received since the last report to this Committee.

303.1 APPROVED the expenditure of £6,587.35 detailed in the Appendix hereto

303.2 NOTED the income of £2,320.00 detailed in the Appendix hereto.

304 INTERNAL AUDITOR'S REPORT

There was submitted a letter from Internal Auditor and Report on his audit activities for the period from July 2005 to February 2006.

304.1 NOTED the report.

304.2 NOTED that the Auditor's concerns regarding

304.2.1 *de minimis* levels and other financial limits had already been partially addressed by the approval of new Financial Regulations and that other aspects would be dealt with in proposed Standing Orders on Contracts and future Risk Assessments; and

304.2.2 reconciliations had been addressed to the satisfaction of the Auditor.

304.3 AGREED that, in future, where payment of the Chairman's Allowance was requested in advance of expenditure, such payments be made on a quarterly basis and be limited to an appropriate proportion of the total allowance.

305 CONDITIONS OF SERVICE - POST OF ODD JOB MAN

There was submitted a report by the Clerk regarding the implementation of a pay award in respect of the wage payable to the odd job man, agreed by the National Joint Council for Local Authority Services (NJC), with effect from 1st April 2006.

AGREED to the implementation of the award, increasing the wage to £6.23 per hour with effect from 1st April 2006.

306 COMMUNITY WEBSITE

There was submitted a note of a workshop/meeting on the creation and management of a community website held on 6th March 2006.

NOTED.

307 TOWN TWINNING

There was submitted a letter from the Rotary Club of Brampton and Longtown advising of the Club's impending visit to the nearest Rotary Club to the town's twin town of Berry-Bouy and Marmagne.

NOTED.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided because of the need to make early arrangements on the following items, they be considered as a matter of urgency.

N.B. Councillors J. T. Barwick and J. L. Pattinson joined the meeting during the discussion of the following item.

308 CEMETERY CHARGES

It was reported that the Cemetery Working Group were recommending the amendment of the charging categories in respect of cemetery services to mirror those of and the increase of this Council's cemetery charges as a percentage of the charges made by the Carlisle City Council, including the withdrawal of the facility for burials at weekends and on public holidays and that further consideration be given to the proposed extension to the cemetery in the light of the field drainage arrangements there.

308.1 NOTED the report on the proposed extension.

308.2 AGREED

308.2.1 to make the charging categories identical to those of the Carlisle City Council in so far as they related to services and facilities provided by this Council; and

308.2.2 to implement increases in charges as indicated in Appendix 2 hereto.

309 FINANCIAL ASSISTANCE - BRAMPTON ROAD SAFETY GROUP

Arising out of the discussion of item 301 above, Councillor D. Shepherd reported that the Neighbourhood Forum had, at its meeting the previous evening, approved a grant of £800 to the Brampton Road Safety Group in respect of the purchase of speed monitoring equipment. Councillor G. R. Prest reported that a speed indicator device was shortly to be installed on Main Street.

NOTED.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Council resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business about to be transacted, (i.e. contract terms), it was advisable, in the public interest, that the public be temporarily excluded and that they be instructed to withdraw.

310 MOOT HALL - PURCHASE OF CHAIRS

There was submitted a report by the Clerk advising of the recommendation of the Property and Environment Committee on the replacement of chairs in the first floor accommodation at the Moot Hall, Market Place, Brampton and of the availability of grant towards the cost thereof.

APPROVED the recommendation of the Property and Environment Committee for the immediate purchase of 16 chairs from Gopak in the estimated sum of £1,325.

311 GROUNDS MAINTENANCE CONTRACT - BURIALS

There was submitted a report by the Clerk advising of the recommendation of the Property and Environment Committee on a request from CutNEdge for that Committee to consider making an additional payment for undertaking burials at the weekend.

APPROVED, noting the review of burial, etc. charges and conditions approved earlier in the meeting, the recommendation of the Property and Environment Committee to authorise an additional payment of £65 for burials taking place at weekends and on public holidays.

EXPENDITURE TRANSACTIONS

Amount	Creditor	Details
177.10	BRHS	Office rent
99.87	Brampton Skip Hire	Skip hire
29.33	Cannon Hygiene	Moot Hall Equipment
223.25	Carlisle City Council	Kissing gate
963.48	W E Garnes	salary
125.50	British Gas	gas supply
2,833.33	Cut N Edge	Grounds Maintenance
105.64	BT	Telephone
59.50	Powergen	Electricity Supply
26.62	Carphone Warehouse	Mobile Phone
80.00	A Findon	Newsletter
50.00	R Binnie	Allison Bequest grants
50.00	M Brzezicki	Allison Bequest grants
50.00	S Natrass	Allison Bequest grants
50.00	S Henderson	Allison Bequest grants
1,000.00	Community Assoc	Grant
20.00	J Pattinson	Reimbursement of expenses - Christmas lights
100.00	Petty Cash	Petty Cash
241.16	Canon UK	Photocopier lease
19.86	Rowntree Electrical	Moot Hall repair
39.95	Bookends	Office Sundries
179.76	A Cundall	Wages
48.00	J Watson	Mole catching services
15.00	Cumbria in Bloom	Competition entry fee
6,587.35	TOTAL	

INCOME TRANSACTIONS

Amount	Debtor	Cost Centre
15.00	Christian Aid	Moot Hall
43.00	Coop Monument Svs	Cemetery
195.00	Coop Monument Svs	Cemetery
15.00	Methodist Church	Moot Hall
15.00	Hadrian Sugarcraft	Moot Hall
15.00	Wilson Homes	Moot Hall
15.00	Local History Group	Moot Hall
45.00	Market Tolls	Market
15.00	Market Tolls	Market
150.00	Market Tolls	Market
25.00	Market Tolls	Market
884.00	Coop Funeral Servs	Cemetery
15.00	Methodist Church	Moot Hall
12.00	Coop Funeral Servs	Cemetery
621.00	Ian Blair	Cemetery
15.00	Independante Age	Moot Hall
225.00	Elim Church	Moot Hall
2,320.00	TOTAL	

APPENDIX 2

Percentage of the City Council fee chargeable in the particular
year

	Actual	Recommended			
	2005/06	2006/07	2007/08	2008/09	2009/10
Burial rights - grave – up to 18 years	500%	100%	100%	100%	100%
Burial rights - grave – over 18 years	40%	55%	70%	85%	100%
Burial rights - cremated remains	48%	61%	74%	87%	100%
Burial - Stillborn	100%	100%	100%	100%	100%
Burial - Resident Adult	56%	67%	78%	89%	100%
Burial - Non Resident Adult	53%	65%	77%	89%	100%
Burial - Child	87%	90%	94%	97%	100%
Burial - Body Parts	0%	25%	50%	75%	100%
Burial - Cremated Remains	50%	62%	75%	87%	100%
Memorials - right to erect	69%	76%	84%	92%	100%
Memorials - additional inscription	31%	48%	66%	83%	100%
Transfer of Burial Right	0%	100%	100%	100%	100%

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 28th MARCH 2006** at 7.30 p.m.

PRESENT

Councillor Mrs. J. L. Pattinson (in the Chair)
Councillor J. J. Harding
Councillor K. T. Read-Bone
Councillor Mrs. P. J. Thompson
Councillor N. A. P. Westlake

Councillor Mrs. C. Ridley (Vice Chairman)
Councillor Ian A. Pennington
Councillor Mrs. M. E. Smith
Councillor J. L. Tweddle

IN ATTENDANCE – Clerk

APOLOGIES FOR ABSENCE - Councillors J. T. Barwick, Mrs. S. D. Brown, R. W. Grant, G. R. Prest, Mrs. S. R. Robinson and D. Shepherd

312 MINUTE

Minute of the Meeting held on 28th February 2006 was submitted.

APPROVED.

N.B. Councillor P. J. Thompson joined the meeting during the discussion of the following item.

313 COMMITTEE REPORTS

There were submitted Minutes of Meetings of

Allison Bequest Committee held on 7th March 2006
Property and Environment Committee held on 14th March 2006
Finance and General Purposes Committee held on 21st March 2006

313.1 NOTED the Minutes.

313.2 APPROVED the recommendations for implementation.

314 FINANCE AND GENERAL PURPOSES COMMITTEE

314.1 CEMETERY CHARGES

There was submitted a report by the Clerk on the recommended changes in charging categories, increases in charges for burial ground services for the financial years to 31st March 2010 and the withdrawal of the facility for weekend and public holiday burials.

APPROVED

314.1.1 the recommendations of the Finance and General Purposes Committee in respect of charges and charging categories for burial ground services;

314.1.2 the withdrawal of the facility for weekend and public holiday burials; and

314.1.3 the charges for the financial year to 31st March 2007 as contained in the Appendix hereto.

315 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the appropriate Planning Authority of the Council's comments as follows:-

N.B. Councillors C. Ridley and N. A. P. Westlake declared non prejudicial interests in the following item.

315.1 FORMER HIGHWAYS DEPOT, STATION ROAD, BRAMPTON - Erection of 24 dwellings.

No objection to the principle of the development but wish a roadside pavement of an appropriate width on the Station Road boundary and appropriate road markings at the junction - house designs should complement the vernacular of the area

N.B. Councillor J. L. Tweddle declared a prejudicial interest in the following item and withdrew from the meeting during the discussion thereof.

315.2 BELTED WILL MASONIC LODGE, MARKET SQUARE, BRAMPTON - Provision of handrails to steps. (Listed Building Consent)

No comment.

315.3 10 CROFT ROAD, BRAMPTON - Demolition of existing outhouses and erection of 2 storey extension to provide garage with en suite bedroom above.

No comment.

315.4 MEADOW VIEW, 6 MILTON TERRACE, MILTON, BRAMPTON - 2 storey side extension to provide study and utility with bedroom and en suite bathroom above, erection of rear porch and cloakroom.

No comment.

316 NAMING AND NUMBERING OF STREETS - LAND AT JOINERS WORKSHOP, GELT ROAD BRAMPTON

There was submitted a letter from Carlisle City Council inviting this Council's comments on a proposal to number and name the 9 house development on Gelt Road 29 - 45 (odd numbers only) Gelt Road.

AGREED to offer no comment.

317 REPRESENTATIVES' REPORTS

317.1 CARLISLE PARISH COUNCILS ASSOCIATION

317.1.1 NOTED a report by Councillor C. Ridley on a recent meeting of the Carlisle Parish Councils Association at which the following matters had been intimated and/or discussed:-

- ☛ police restructuring and community policing;
- ☛ the award of Quality Parish status to Irthington Parish Council;
- ☛ support for the implementation of Parish Plans;
- ☛ the termination of the scheme of IT support for Parish Councils; and
- ☛ the amalgamation of small schools and the closure of the secondary school at Longtown.

317.1.2 AGREED to congratulate Irthington Parish Council on achieving Quality Parish status.

BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT - The Chairman decided because of the need to make early arrangements on the following items, they be considered as a matter of urgency.

318 WILLIAM HOWARD SCHOOL - LITTER AND PARKING OF CARS

Councillor J. J. Harding made reference to recent concerns which had been expressed at the depositing of litter and parking of cars at and adjacent to the William Howard School.

AGREED to write to the School expressing this Council's concerns and seeking its assistance in remedying the situation.

319 CAPON TREE ROAD - SPEEDING

Reference was made to recent instances of speeding and dangerous driving on Capon Tree Road.

AGREED to raise the matter with the police and appropriate highways authority.

320 FRONT STREET, BRAMPTON - OCCUPATION OF HIGHWAY BY BUILDERS

Reference was made to the occupation of the highway and parking area adjacent to the Howard Arms Hotel by contractors undertaking works to the former Eyecatchers premises.

AGREED to raise the matter with the appropriate highways and parking enforcement authorities.

APPENDIX

BRAMPTON CEMETERY

SCALE OF CHARGES

EFFECTIVE FROM 1ST APRIL, 2006 UNTIL 31ST MARCH, 2007
OR FURTHER NOTICE

Purchase of exclusive right of burial	
in the graves section (Sections A & B)	£333.00
in the cremated remains section (Section C)	£127.00
Burials – coffins	
burial of stillborn child or child up to 1 month of age	free of charge
burial of child 1 month to 18 years of age	£59.00
burial of adult (18 years of age and over) resident in parish at time of death	£267.00
burial of adult (1 years of age and over) not resident in parish at time of death	£338.00
Burials - cremated remains	
burial of cremated remains	£81.00
Burials - Body Parts, Slides, etc	
burial of body parts, slides, blocks, etc.	£9.00
Memorials and Inscriptions	
right to erect a memorial	£50.00
right to have an additional inscription on an existing memorial	£20.00
Miscellaneous	
Transfer of Grave Rights & Statutory Declarations	£19.00

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 11th APRIL 2006** at 7.30 p.m.

PRESENT

Councillor Mrs. M. E. Smith (in the Chair)
Councillor K. T. Read-Bone
Councillor D. Shepherd

Councillor Mrs. S. R. Robinson (Vice Chairman)
Councillor Mrs. C. Ridley (*ex officio*)
Councillor J. L. Tweddle

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Mrs. J. L. Pattinson, Mrs. P. J. Thompson and N. A. P. Westlake.

321 MINUTE

Minute of the Meeting held on 14th March 2006 was submitted.

APPROVED.

322 TOWN AND COUNTRY PLANNING - APPLICATIONS FOR PLANNING CONSENT

Applications for planning consent were submitted for consideration.

AGREED to advise the appropriate planning authority of the Council's comments as follows:-

N.B. Councillor J. L. Tweddle declared prejudicial interests in items 322.1 to 322.3 below and withdrew from the meeting during the discussion thereof.

322.1 VEHICLE REPAIR WORKSHOP, CARLISLE ROAD GARAGE, CARLISLE ROAD, BRAMPTON - Demolition of vehicle repair workshop and redevelopment of the site to provide 4 dwellings

Road Safety concerns at the possibility of parking by residents at or adjacent to the corner

322.2 VEHICLE REPAIR WORKSHOP, CARLISLE ROAD GARAGE, CARLISLE ROAD, BRAMPTON (CONSERVATION AREA CONSENT) - Demolition of workshop building

No comment.

322.3 CARLISLE ROAD GARAGE, CARLISLE ROAD, BRAMPTON - Demolition of existing buildings and structures and the redevelopment of the site for the erection of 12 apartments

No objection to the principle of development but oppose present proposal on grounds of overdevelopment of the site, lack of adequate residents' parking provision, lack of access to rear of houses from parking area thereby encouraging parking on Carlisle Road, poor access to and from bin store area from and to parking area and former A69, and lack of adequate drying area

322.4 KIRBY MOOR COUNTRY HOUSE HOTEL, LONGTOWN ROAD, BRAMPTON - Change of use to provide residential care home with on site educational facilities, extensions to front elevation to provide reception, medical room and escape staircase; conversion of loft to provide 5 additional bedrooms along with office/storage space; provision of level access to entrance adjacent to disabled parking space; internal alterations to provide internal sanitary facilities; extension and internal alterations to annexe to provide educational facilities; extension to existing front gravelled area and rear tarmac area to form parking spaces

Continued to the meeting of the Parish Council on 25th April 2006.

322.5 STEPHENSON HOUSE, FALKINS HILL, BRAMPTON - 2 storey extension to south gable of property comprising of a ground floor living room and a first floor bathroom

No comment.

322.6 THE BUNGALOW, TREE ROAD, BRAMPTON - Erection of a conservatory to rear elevation

No comment.

322.7 DEAN PLACE, BRAMPTON - Alterations to form 1 bed flat

No comment.

322.8 STATION SAWMILL, MILTON, BRAMPTON - Subdivision of sawmill building and yard into 5 smaller units for rental

No comment.

322.9 WESTWAYS, CAPON TREE ROAD, BRAMPTON - First floor extension over existing garage to provide new day room and gymnasium and proposed new garden room and utility extension

No comment.

322.10 PLOT 5, TOWNFOOT INDUSTRIAL ESTATE, BRAMPTON - Steel portal frame joinery workshop building with external storage and security fencing/gates (revised proposal)

No comment.

323 TREE PRESERVATION ORDER: THE CITY OF CARLISLE (CAPON TREE ROAD, BRAMPTON (SOUTH WEST)) TREE PRESERVATION ORDER 2006 NO 202

There was submitted a letter from Carlisle City Council inviting the Parish Council's comments on a Tree Preservation Order in respect of trees at Capon Tree Road and Sandy Lonning

323.1 NOTED that because of the short time available for comment, the Chairman and Vice Chairman of the Property and Environment Committee and the Vice Chairman of the Parish Council and had been consulted and no comment had been made.

323.2 HOMOLOGATED the action taken.

324 TREE PRESERVATION ORDER - BEECH PADDOCK, CAPON TREE ROAD, BRAMPTON -

An application for consent to remove lowest 2-3m of growth from beech trees 6-11 of Tree Preservation Order 202 was submitted.

AGREED to offer no objection subject to the works being the minimum necessary to achieve the desired effect and being undertaken by a competent contractor.

325 NOTIFICATION OF DECISIONS

A note of the decisions of the appropriate planning authority on applications on which the Committee or Parish Council had already been consulted was submitted.

NOTED.

326 RIGHTS OF WAY - QUARRYBECK FOOTPATH

There was submitted a letter from the East Cumbria Countryside Project regarding necessary repair works to the Quarrybeck footpath and indicating the estimated cost thereof.

AGREED to allocate £1579 towards the cost of repairs to be carried out during the summer period.

327 CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005 - ENVIRONMENTAL ENFORCEMENT

There was submitted a letter from DEFRA advising of new powers of the Parish Council, introduced by the Clean Neighbourhoods and Environment Act 2005, regarding the issue of fixed penalty notices for littering, graffiti and fly tipping offences and the making of dog control orders.

327.1 NOTED the information.

327.2 CONTINUED consideration to a future meeting for a report.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Council resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business about to be transacted, (i.e. contract terms), it was advisable, in the public interest, that the public be temporarily excluded and that they be instructed to withdraw.

328 HOWARD ARMS LANE, BRAMPTON - ACCESS

There was submitted a letter from Cartmell Shepherd, Solicitors, regarding the agreement for public access at the Howard Arms Lane, Front Street, Brampton.

AGREED to proceed as then agreed.