

**PRESENT**

Councillor Mrs. J. L. Pattinson (Chairman) (in the Chair)	Councillor G. R. Prest (Vice Chairman)
Councillor D. Moorat	Councillor J. Hendry
Councillor J. J. Harding	Councillor I. A. Pennington
Councillor Mrs. C. Ridley	Councillor Mrs. Councillor
Councillor Mrs. M. E. Smith	Councillor Mrs. J. Prest
Councillor Mrs. P. J. Thompson	Councillor K. T. Read-Bone
Councillor Mrs. G. Hodgson	Councillor Mrs. S. Lewsley
Councillor D. Shepherd	

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor S. Layden, Carlisle City Council and Councillor L. Fisher, Cumbria County Council.

**APOLOGIES FOR ABSENCE** – Councillor Skimmings  
Councillor M. Mitchelson, Carlisle City Council

**1. ELECTION OF CHAIRMAN**

Councillor G. Prest, seconded by Councillor D. Shepherd, moved that Councillor J. L. Pattinson be re-elected to the office of Chairman of the Council

There were no other nominations therefore Councillor Pattinson was duly elected as Chairman for the next year.

**2. 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.

**3. ELECTION OF VICE CHAIRMAN**

Councillor G. Hodgson, seconded by Councillor S. Lewsley, moved that Councillor G. R. Prest be elected to the office of Vice Chairman of the Council

**AGREED**, unanimously, to the election of Councillor G. R. Prest as Vice Chairman of the Council.

**4. COUNCIL ADMINISTRATION - COMMITTEE STRUCTURE AND MEMBERSHIP**

There was submitted a report by the Clerk regarding the Committee structure of the Council and inviting members to consider the structure and make appointments to the Committees.

**AGREED**

**4.1** to continue the current Committee Structure, with all Allison Bequest applications going through the Finance and General Purposes Committee; and

**4.2** to approve the membership of the Standing Committees as follows:-

**Property and Environment Committee - 9 Members**

Councillor J. L. Pattinson ( <i>ex officio</i> )	Councillor G. R. Prest ( <i>ex officio</i> )	Councillor C. Ridley
Councillor K. T. Read-Bone	Councillor D. Shepherd	Councillor D. Moorat
Councillor I. A. Pennington	Councillor G. Hodgson	Councillor P. Skimming

**Finance and General Purposes Committee - 8 Members**

Councillor J. L. Pattinson (*ex officio*)    Councillor G. R. Prest (*ex officio*)  
Councillor J. Prest                                    Councillor J. J. Harding                    Councillor J. Hendry  
Councillor M. E. Smith                            Councillor P. J. Thompson                    Councillor S. Lewsley

**4.3**    to appoint the following substitutes:-

**Property and Environment Committee**                    Councillors M.E. Smith and P.J. Thompson  
**Finance and General Purposes Committee**                    Councillors I. Pennington and C. Ridley

**5.    OUTSIDE BODIES - REPRESENTATION**

There was submitted a report by the Clerk detailing the outside bodies to which the Council had been invited to appoint representatives.

**AGREED** that the following appointments be made:-

<b>BRAMPTON NEIGHBOURHOOD FORUM (3 representatives)</b>	Councillor J. L. Pattinson Councillor G. R. Prest Councillor K. Read-Bone
<b>BRAMPTON FAIR TRADE GROUP</b>	Councillor J. J. Harding
<b>BRAMPTON HOSPITAL LEAGUE OF FRIENDS</b>	Councillor G. R. Prest
<b>BRAMPTON TOWN TWINNING ASSOCIATION</b>	Councillor P. Skimming Councillor D. Moorat
<b>BRAMPTON YOUTH FORUM</b>	Councillor J. Hendry
<b>CARLISLE ENVIRONMENT FORUM</b>	Councillor J. Prest
<b>CARLISLE PARISH COUNCILS ASSOCIATION</b>	Councillor J. L. Pattinson Councillor G. R. Prest
<b>SUSTAINABLE COMMUNITIES IN BRAMPTON</b>	Councillor P. Skimming
<b>BRAMPTON BUSINESS ASSOCIATION</b>	Councillor J. L. Pattinson Councillor G. R. Prest
<b>BRAMPTON ECONOMIC PARTNERSHIP</b>	Councillor S. Lewsley Councillor D. Moorat
<b>BRAMPTON &amp; BEYOND COMMUNITY TRUST</b>	Councillor G. Hodgson Councillor G. R. Prest

**AGREED** that the Football Club would be an agenda item for the next Council meeting.

**6.    INSPECTION OF DEEDS AND TRUST INSTRUMENTS**

A report was given by the Clerk on the deeds and trust instruments held by the Parish Council and available for inspection.

- 6.1**    **NOTED** the report and that the County Archive was now situated at Petheril Bank House, Carlisle.  
**6.2**    **APPROVED** the current arrangements for custody of the Council’s deeds and records.

## **7. MINUTES**

**7.1 Minute of the Meeting held on 26th April 2011 was submitted.**

**APPROVED.**

## **7.2 MATTERS ARISING**

### **7.2.1 FALLEN TREE IN GELT WOOD (Min.200.2.1)**

Information from Andrew Nicholson on the proposed removal of the fallen tree at Gelt Woods with approval from Natural England was submitted.

Discussion took place on the removal of the tree with members raising concerns at the length of time it was taking for something to be done and why Natural England are stating that work has to be done from the Brampton side of the river which would cause more damage and be more expensive when the owner of the opposite side would give permission to access the tree from there.

**7.2.1.1 NOTED** the information form Andrew Nicholson

**7.2.1.2 AGREED** to raise concerns with Andrew Nicholson

## **8. COMMITTEE REPORTS**

There were submitted Minutes of Meetings of

Property and Environment Committee held on 10<sup>th</sup> May 2011

Finance and General Purposes Committee held on 10<sup>th</sup> May 2011

**8.1 NOTED** the Minutes.

**8.2 APPROVED** the recommendations for implementation

## **9. PUBLIC PARTICIPATION**

None.

## **10. POLICE MATTERS**

### **10.1 MONTHLY REPORT**

**NOTED** a monthly police report from PCSO Watson and Inspector Bradbury which included the following:-

- Internet chatroom meeting – 22<sup>nd</sup> June 2011
- Crime figures
- Pubwatch scheme
- Youth disorder and upcoming schemes

### **10.2 OUTSIDE MEETINGS**

**AGREED**, after discussion, that monthly meetings with the police to talk about any pressing issues and give feedback etc. should take place 20 minutes before the Parish Council meeting.

## **11. FINANCIAL ASSISTANCE**

### **11.1 BRAMPTON WOODWORKERS GROUP**

There was submitted an application for financial assistance from Brampton Woodworkers Group for members to work on their own projects.

**AGREED** to put the item on the agenda for the next meeting as no-one from the group was in attendance.

### **11.2 BRAMPTON COMMUNITY ASSOCIATION**

There was submitted an application for financial assistance from Brampton Community Association to establish a range of holiday workshops for children.

Eileen Norman from the Community Association reported on the application and answered, where possible, any questions raised by members.

**AGREED** to donate £750.00

### **11.3 BRAMPTON COMMUNITY ASSOCIATION**

There was submitted an application for financial assistance from Brampton Community Association to establish a range of holiday workshops for children.

Eileen Norman from the Community Association reported on the application and answered, where possible, any questions raised by members.

**AGREED** to donate £50.00 as members felt they should not subsidise room hire at the centre.

## **12. CALC**

### **12.1 CALC CIRCULAR**

The May 2011 edition of the CALC circular was submitted.

**NOTED.**

### **12.2 RURAL TRANSPORT FUNDING**

A letter from D. Claxon was submitted detailing rural transport funding.

**AGREED**, after discussion, to keep pushing for transport for children to the youth zone in Carlisle which had been reported as being available.

## **13. REPRESENTATIVES' REPORTS**

### **13.1 BRAMPTON & BEYOND COMMUNITY TRUST**

**NOTED** a report from Councillor Hodgson on a recent workshop for the Trust where groups had discussed what they wanted from the Trust and what could be available for children. The AGM would take place on 30<sup>th</sup> June, advertising for the event had been organised and people were being encouraged to join.

### **13.2 LEAGUE OF FRIENDS**

**NOTED** a report from Councillors G. Prest and Moorat on a recent meeting of The League of Friends. The group were still disappointed that the proposed health campus had not progressed although there were still processes in line.

### **13.3 BRAMPTON ECONOMIC PARTNERSHIP**

**NOTED** a report from Councillor G. Prest on a recent meeting of the B.E.P. No new initiatives were introduced. Darren Crossley attended the meeting and a site visit took place for a possible car park near St. Martin's Church although objections from nearby residents would be expected.

### **13.4 BRAMPTON AND DISTRICT NEIGHBOURHOOD FORUM**

**NOTED** a report from Councillors Pattinson, J. Prest and Moorat on the recent meeting of the local Neighbourhood Forum. Only 7 people attended the meeting which included the following matters:-

- police report
- possible introduction of one-way system for buses to and from William Howard School
- presentation from Trading Standards (information distributed at meeting for members)

### **13.5 TOWN CENTRE MANAGER**

Councillor Lewsley asked members for ideas on what they feel the town centre managers should be doing for Brampton in order to report at a meeting on 26<sup>th</sup> May.

**NOTED**, after discussion, the following points were raised:-

- concerns that this is self promotion and that the post should have a job description, list of objectives, details of where funding for the post would come from and that the post be advertised.
- The post should cover Brampton, Longtown and Dalston as there was insufficient work for Brampton alone.
- Possible ideas included market promotion, developing Brampton's position on Hadrian's Wall, development of night time economy and better shops.

## **14. HOWARD ARMS LANE**

Councillor Pattinson introduced Mr. Dresser to members. Mr. Dresser had been offered to speak at an earlier point at the meeting but declined and was happy to speak now.

Councillor G. Prest reported on recent meetings with Mr. Dresser regarding the dispute over the right of way through Howard Arms Lane as Mr. Dresser had served Councillor Prest with notice to close the lane over problems with pot holes, graffiti, anti-social behaviour and litter. Councillor Prest stated that neither he nor Mr. Dresser wanted to spend any more money with solicitors so we should listen to Mr. Dresser and find out what he wants.

Mr. Dresser spoke on Howard Arms Lane highlighting the following:

- history of Howard Arms Lane
- a rise in his insurance costs through a claim when a member of the public fell in the lane
- if it is a right of way then the Council should maintain it, not him. He has erected signs to say it isn't.
- receipt of annual payment from Parish Council in 2006 then nothing further
- extract from title of deeds read out
- vandalism of cars in the area
- bmx bikes and motorbikes leaping down the steps which have been reported to the police
- police have said that they would like the lane to be closed
- as he is moving, keeping the lane open is of no benefit to him
- short term car park at St. Martin's Church would be a waste of time
- pot holes were caused by vehicles NOT pedestrians and were another issue

Mr. Dresser stated that he wanted £500.00 per annum and the area to be cleaned.

Councillor G. Prest explained that a litter and grit bin had been organised for the area and that the street cleaner would clean the area more regularly.

The Clerk explained that the agreement had not been entered into by the Parish Council and no further payments made to Mr. Dresser on advice from the Council's solicitor and after hearing that the lane had to be open at all times for access to nearby residents.

Councillor Pattinson stated that the Parish Council did not want the lane to be closed and asked whether Mr. Dresser had an agreement with the residents who use the lane for access.

Mr. Dresser stated that he did not have an agreement with any of the residents and that he wanted the following:

- to go back to the original agreement
- receipt of £500.00 per annum with an annual increase
- £500 per annum backdated to 2006
- to be indemnified

Councillor Pattinson thanked Mr. Dresser for attending and stated that Councillor G .Prest would be in touch tomorrow.

**14.1 NOTED** Mr. Dresser's requests.

**14.2 AGREED** to discuss the matter further at the end of the meeting

## **15. MONTHLY MEETINGS**

Councillor G. Prest reported that the last few committee meetings had only taken ten minutes each and that it seemed unnecessary to get all councillors to come out for such a short amount of time. If members were agreeable Councillor Prest proposed that the committee meetings should commence at 7.00pm immediately prior to the monthly meeting. If due to time constraints a Property and Environment Committee meeting had to be called, the Clerk would inform members as soon as possible.

**AGREED.**

## **16. CARLISLE PARISH COUNCIL'S ASSOCIATION**

### **16.1 REPRESENTATIVES ON CARLISLE CITY COUNCIL STANDARDS COMMITTEE**

A letter from Gwen Dumpleton, Parish Liaison Officer, was submitted asking for representatives on Carlisle City Council Standards Committee.

**16.1.1 NOTED** the letter.

**16.2.2 NOTED** that Councillor Ridley would apply.

### **16.2 JOINT MEETING OF THE CPCA WITH CARLISLE CITY COUNCIL**

Notice of joint meeting on Monday 20<sup>th</sup> June 2011 at Burgh-by-Sands was submitted.

**NOTED** that Councillors Pattinson and Ridley would attend.

**17. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**17.1 CARLISLE ENVIRONMENT FORUM 21st ANNIVERSARY** – Email from Toby Harling, Support Officer.

No member interested.

**17.2 RHS ONLINE MAP FOR COMMUNITIES** – Email from Sophie Dawson

**17.3 ORIENTEERING IN GELT WOODS** – Email from Anita Laird.

**AGREED** to permission for events on June 29<sup>th</sup> in Gelt Woods and November 5<sup>th</sup> in Brampton itself.

**17.4 WALK OF WITNESS** – Letter from Barbara Laird.

**17.5 ST. GEORGE FLAG** – Letter from Lawrence Eason.

**18 LITERATURE AVAILABLE IN OFFICE**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**18.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE** – 1 June 2011 to 30 September 2011

**18.2 ROAD LINK A69 CARLISLE TO NEWCASTLE TRUNK ROAD** – Annual Report 2010/11

**18.3 NFU 2010** – Annual review 2010

**19. HOWARD ARMS LANE**

Members further discussed Mr. Dresser's requests in order to keep Howard Arms Lane open. All were happy to pay £500.00 in order to keep the lane open for use by members of the public, however several members were not happy about paying back-money as no agreement had been signed by the Parish Council.. It was raised that if the lane was closed would accessing the town via Gelt Road not be beneficial to businesses in that area?

**19.1 AGREED** that the Parish Council would pay £500.00 per annum

**19.2 AGREED** that Councillor G. Prest should meet with Mr. Dresser to discuss the payment of back-money.

**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 JUNE, 2011** at 7.30 p.m.

**PRESENT**

Councillor Mrs. C. Ridley (in the chair)  
Councillor G. Prest  
Councillor Mrs. P. Skimming  
Councillor D. Moorat

Councillor I. A. Pennington  
Councillor G. Hodgson  
Councillor D. Shepherd

**IN ATTENDANCE** - Clerk

**APOLOGIES FOR ABSENCE** – Councillors Pattinson and Read-Bone

**20 ELECTION OF CHAIRMAN**

Councillor G. Prest, seconded by Councillor Skimming, moved that Councillor C. Ridley be elected to the office of Chairman of the Committee.

**AGREED**, unanimously to the election of Councillor C. Ridley as Chairman of the Committee.

**21 ELECTION OF VICE CHAIRMAN**

Councillor C. Ridley, seconded by Councillor G. Hodgson, moved that Councillor P. Skimming be elected to the office of Vice Chairman of the Committee.

**AGREED**, unanimously to the election of Councillor P. Skimming as Vice Chairman of the Committee.

**22 MINUTE**

Minute of the Meeting held on 10th May 2011 was submitted.

**APPROVED.**

**23 MATTERS ARISING FROM THE MINUTE**

None.

**24 DECLARATIONS OF INTEREST**

None

**25 WORKING GROUPS STRUCTURE**

**25.1 CEMETERY WORKING GROUP**

**AGREED** that Councillors Hodgson, Ridley and G. Prest would serve on the Cemetery working group.

**25.2 FOOTPATHS & RIGHTS OF WAY**

**AGREED** that Councillors Pennington, Moorat and Skimming would serve on the Footpaths & Rights of Way working group.



## 26 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

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

- 26.1 5 MANOR GARDENS, BRAMPTON** – Erection of 1 semi-detached dwelling (adjoining existing dwelling), erection of 2 single garages; conversion of double garage to 1 detached dwelling (revised application)

Residents opposing the application and the applicant and his team both attended the meeting and gave their views on the planning application.

The resident's views are attached at appendix 1 and although no written representation was given from the applicant his architect spoke and reported that at all times planning officers and Charles Bennett from Carlisle City Council had been consulted, a similar previous application had been granted and there was sufficient parking for 6 spaces. The property would be for residential use NOT holiday lets and a different calculation had been used to work out root coverage of nearby trees.

Members further discussed the application and agreed by a majority to the following:

### **OBJECT:-**

- Overdevelopment of site
- Concerned at construction traffic on narrow access road
- Concerned at damage to trees covered by T.P.O's
- Trees incorrectly plotted on plans

- 26.2 BASIN MIRE RESTORATION AT UNITY BOG, BRAMPTON**– Restoration work by Natural England on the bog at Unity Farm.

Members support the proposed work.

- 26.3 NORTH VIEW, GELT ROAD, BRAMPTON** – Fell three conifers on the east side of the property, fell one conifer adjacent the conservatory, reduce birch away from roof of swelling by 1m.

No comment

- 26.4 JOBSONS, MARKET PLACE, BRAMPTON** – Change of use of first and second floors from 1 dwelling to 2 dwellings; removal of intervening wall to create first floor bathroom; relocation of doorway on first floor and erection of 2 separate partitions to separate stairwell from each floor (LBC)

No comment

- 26.5 COTEHILL FARM, BRAMPTON** – Proposed slurry lagoon (clay lined). Plan and sections will be displayed at meeting but are available on Carlisle City Council website.

No comment

- 26.6 LOW CROFT, MAIN STREET, BRAMPTON** – Fell row of seven spruce trees on boundary with 84-68 Main Street Brampton

No comment



**PRESENT**

Councillor Mrs. J. L. Pattinson (Chairman) (in the Chair)  
Councillor D. Moorat  
Councillor J. J. Harding  
Councillor Mrs. C. Ridley  
Councillor Mrs. M. E. Smith  
Councillor K. T. Read-Bone  
Councillor Mrs. G. Hodgson

Councillor G. R. Prest (Vice Chairman)  
Councillor Mrs. S. Lewsley  
Councillor I. A. Pennington  
Councillor Mrs. P. Skimming  
Councillor Mrs. J. Prest  
Councillor D. Shepherd

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – 4 members of the public

**27. APOLOGIES FOR ABSENCE** – Councillor Hendry  
Councillors M. Mitchelson and S. Layden, Carlisle City Council  
Councillor L. Fisher, Cumbria County Council.

**28. DECLARATIONS OF INTEREST**

None.

**29. MINUTES**

**29.1 MINUTE**

Minute of the Meeting held on 24th May 2011 was submitted.

**APPROVED.**

**29.2 MATTERS ARISING**

**29.2.1 FALLEN TREE IN GELT WOOD** (Min.7.2.1)

**NOTED** that the removal of the tree was still under negotiation as Mr. Day's solicitor had sent letters to Andrew Nicholson and Brampton Parish Council stating that no work could be carried out if it involved crossing Mr. Day's boundary.

**29.2.2 BRAMPTON WOODWORKERS CLUB** (Min. 11.1)

**NOTED** that no-one from the group had contacted the Clerk as to when a representative would attend a meeting to discuss their financial application.

**29.3 MINUTE OF THE PLANNING AND ENVIROMENT COMMITTEE MEETING HELD ON 14<sup>TH</sup> JUNE 2011**

**29.1 NOTED** the Minute.

**29.2 APPROVED** the recommendations for implementation

**30. POLICE MATTERS**

**30.1 REPORT FROM BRAMPTON POLICE STATION**

**NOTED** that no report had been received and no officer was in attendance.

### 31. PUBLIC PARTICIPATION

Mr. Howard Pennington attended the meeting in order to complain about the erection of a wall and fencing at The White House, Main Street, Brampton. The building is in a conservation area and permission should have been sought prior to starting any work.

Mr. David Jackson, owner of The White House, was also in attendance and spoke in support of the erection of the wall and fence explaining that he had been led to believe by City Council planners that he did not need planning permission for the work and that the City Council have changed their mind after receiving complaints. The wall and fencing had been erected to stop debris being thrown into the garden, to allay fears after recent violence in the area and to safeguard the owner's children when they are playing. The wall had been built from reclaimed stone and a gap had been left to allow planting of trees and shrubs that could be chosen by nearby residents.

The Clerk had spoken to Martin Tickner, Enforcement Officer, Carlisle City Council who had stated that all the work required planning permission and this was put in writing to Mr. Jackson two weeks earlier with application forms. Mr. Tickner had not received anything to date from Mr. Jackson and was hoping for something soon or further action would be taken.

**NOTED** all matters raised.

### 32. 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:-

**32.1 SANDY KNOWE, THE SANDS, BRAMPTON** – Fell T35 a pine and T36 a damson.

No comment

**32.2 L/A 3 ASH LEA, BRAMPTON** – Erection of 1 dwelling (revised application)

The Parish Council are concerned with conflicting details in the various tree reports.

**32.3 37 GREENCROFT, BRAMPTON** – Erection of two storey rear extension to provide sunroom on ground floor with extended bedroom and bathroom above

No comment

**32.4 CAMBECK BRIDGE, LONGTOWN** – Maintenance of the grade II listed structure to ensure that structural integrity continues; including masonry repairs, repointing to masonry and removal and replacement of the deck fill material with foamed concrete (LBC)

No comment

**32.5 IRTHING BRIDGE, LONGTOWN ROAD, BRAMPTON** – Maintenance work to restore the structural integrity of the bridge; including local repairs to the pointing on the elevations of the structure, repairs to various areas of damaged and weathered sandstone masonry on the elevations and parapet walls of the structure, removal of the deck fill material, road surface and replacement of fill with lightweight foamed concrete and new bituminous surfacing (LBC)

No comment

### **33. FINANCIAL MATTERS -**

#### **33.1 BANK RECONCILIATION TO 30TH JUNE 2011**

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.

#### **33.2 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**

#### **33.3 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.

**33.3.1 APPROVED** the expenditure of £12,882.54 detailed in the Appendix hereto

**33.3.2 NOTED** the income of £4,796.21 detailed in the Appendix hereto.

#### **33.4 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**APPROVED** the expenditure of £1,110.35 detailed in the Appendix hereto.

#### **33.5 APPLICATIONS FOR FINANCIAL ASSISTANCE**

##### **33.5.1 LANERCOST SPORTS CLUB**

There was submitted an application for financial assistance from Lanercost Sports Club for support of sports facilities.

**AGREED** to make a donation of £300.00.

##### **33.5.2 BRAMPTON BUSINESS ASSOCIATION**

There was submitted an application for financial assistance from Brampton Business Association for support of Brampton Festival.

**AGREED** to make a donation of £500.00.

#### **33.6 ACCOUNTS - ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2011**

There were submitted Section 1 and 2 of the Annual Return, Receipts and Payments Accounts, Balance Sheet and Supporting Notes for the year ended 31st March, 2011.

**33.6.1 APPROVED** sections 1 and 2 of the Annual Return, the Accounts, Balance Sheet and Supporting Notes as reflecting the Parish Council's financial position at 31st March 2011;

**33.6.2 ACKNOWLEDGED** the members' responsibility for the preparation of the Accounts; and

- 33.6.3 CONFIRMED** that to the best of the members’ knowledge and belief,
- 33.6.3.1** the Accounts for the year to 31st March 2011 had been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper accounting practice;
  - 33.6.3.2** the Council had maintained adequate systems of internal control;
  - 33.6.3.3** the Council had taken all reasonable steps to assure compliance with legislation;
  - 33.6.3.4** the Council had provided proper opportunity for the exercise of electors’ rights;
  - 33.6.3.5** the Council had met the requirements of the Audit Commission as to risk assessment, adequacy and effectiveness of systems of internal audit and action on previous Audit recommendations; and
  - 33.6.3.6** the Council had considered provision for litigation, liabilities, etc.

## **34. REPRESENTATIVES' REPORTS**

### **34.1 IMPROVE USEAGE OF THE MOOT HALL**

**NOTED** a report submitted from Councillor Moorat on a recent meeting of the group discussing ideas on how best to utilise the Moot Hall. Councillor Moorat went over the report and added that Brampton may be promoted as an “Ancient Market Town” and the group were looking to put together a footpaths leaflet.

### **34.2 CPCA**

**NOTED** a report by Councillor Pattinson on a recent meeting of the CPCA at Brough by Sands village hall. The acoustics of the hall had been poor and it was agreed that no further meetings would be held there. The main points of the meeting being:-

- Parish Charter review
- Community Plan for Carlisle – consultation to run from 19/9/11 to 31/10/11
- Local Development Framework – to be completed by 2013 and run until 2020
- Community Engagement – what should replace Neighbourhood Forum meetings?
- Broadband – County Council to spend £120 million on contracts for faster broadband.

### **34.3 LEAGUE OF FRIENDS GARDEN PARTY**

**NOTED** a report by Councillor G. Prest on the recent garden party held at Gelt Garth, Paving Brow, to raise funding for Brampton Cottage Hospital. Due to poor weather there had been a reduced number of stalls and advance raffle ticket sales had been lower than expected but the amount raised was £1,001.50. Councillor Pattinson was thanked for her hospitality

### **34.4 BRAMPTON ECONOMIC PARTNERSHIP**

**NOTED** a report from Councillor Lewsley on a recent meeting of the Brampton Economic Partnership. The main points being:-

- Conservation Area Action Plan
- Sheila Goodley reported on the NHS
- Town Centre Management Action Plan and ideas.

#### **34.5 HEALTH CENTRE FOR BRAMPTON**

**NOTED** that Councillor Moorat had attended a meeting with representatives of Brampton Medical Practice, League of Friends, Community Ventures and Partnership Trust in order to move forward the proposed health centre for Brampton. The group have looked at various possible sites in the area and favour the Kingwater site as there is plenty of car-parking space here and room for future development. Talks with Carlisle City Council and Highways would take place in the near future with regard to this site. The next stage is a strategic outline plan by November 2011.

#### **34.6 CLAY DUBBS COMPOST TOILET**

**NOTED** that Councillor Harding would be attending the official opening of the compost toilet at the Clay Dubbs allotment site on Saturday 9<sup>th</sup> July.

### **35. CALC**

#### **35.1 CALC CIRCULAR**

The June 2011 edition of the CALC circular was submitted.

**NOTED.**

**NOTED** that the following correspondence had also been received through CALC:-

**35.2 COMMUNITY RIGHT TO BUILD** – Leaflet from Communities and Local Government

**35.3 CLG NEIGHBOURHOOD PLANNING FRONT RUNNERS SCHEME** – Email from David Claxton

**35.4 HOUSEHOLD INCOME BY PARISH** – Email and spreadsheet from David Claxton

**35.5 RENEWABLE ENERGY IN ACTION** – Email regarding site visit being hosted by Rural Carbon Challenge Team

### **36. FOOTBALL CLUB**

**NOTED** a report from Councillor Ridley that there was no longer an active committee trying to fund new changing facilities at King George V Field. The bank account had been closed in accordance with the Club's constitution as there is no leadership at present and little interest. Councillor Ridley had been the Parish Council representative on the committee but had been left to deal with everything.

### **37. HOWARD ARMS LANE**

Since the May meeting, the Clerk had looked into some of Mr. Dresser's requests and concerns with the feedback being:-

- The Parish Council's insurers will NOT cover Howard Arms Lane.
- The Parish Council's solicitor stated that with regard to back-pay the original arrangement was a verbal agreement and there are no liabilities or obligations associated with that agreement as it was never entered into. The Council are under no obligation to insure the lane.
- The police have stated that they have not requested or intimated to Mr. Dresser that they would be happy to have the lane closed. There are no logs regarding nuisance bmx/skaters in the area from Mr. Dresser or any other resident. Mr. Dresser was asked to phone the police and said that he hadn't any problems this year with bmx/skaters and that he hadn't reported any previous incidents as he thought the police were busy enough.
- A copy of the title plan shows that Mr. Dresser does not own the lane running adjacent to Showfield car park at the rear of his property.

Councillor G. Prest reported that he had attended a further meeting with Mr. Dresser and had a fairly lengthy discussion over the matter of back-pay but Mr. Dresser would not forego this and declined the offer of the Parish Council re-surfacing the lane. Mr. Dresser was invited to attend the meeting but said he had nothing new to offer.

Mrs. Alison Cheetham attended the meeting representing Brampton Business Association in support of Mr. Dresser as they are concerned that if the lane was closed it would change the dynamics of the town.

**37.1 NOTED** all points raised.

**37.2** After further discussion, **AGREED**, unanimously with one abstention (Councillor Lewsley) that the Parish Council is willing to pay £500.00 per annum to Mr. Dresser to keep the lane open but would not pay any back-pay nor enter into a legal agreement.

### **38. LOCALITY WORKING – BROADBAND**

#### **38.1 CPCA LOCALITY WORKING – BROADBAND**

An email and report from Ronnie Auld, Chairman CPCA regarding Broadband were submitted.

**NOTED.**

### **39. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**39.1 NEW CCTV SERVICE PROVISION** – Letter and details from A. Culleton

**39.2 DANDY FOOTPATH TREES** – Letter from Rod Macleod.

**NOTED** a report from the Clerk on a recent site visit with Mike Lowther and Charles Bennett to discuss lowering the height of some of the trees along the Dandy footpath as the Parish Council, nearby business owners and residents were concerned at further damage. The meeting had ended in disagreement and Mike Lowther has now instructed an independent survey to be done.

**NOTED** that Councillor G. Prest had received a copy of a letter written from Charles Bennett to his superior with regard to the aforementioned trees.

**AGREED** to invite Jane Meek, Carlisle City Council to the next meeting.

**39.3 CARLISLE CITY COUNCIL DISPOSAL PROGRAMME** – Letter from Mark Walshe

**AGREED** that the Clerk would investigate the possibility of the Parish Council purchasing a garage.

**39.4 PROPOSAL TO HELP PARISH AND TOWN COUNCILS** – Email from Steve Shaw, Local Works

### **40. LITERATURE AVAILABLE IN OFFICE**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**40.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE** – 1 July to 31 October 2011

**40.2 ACT GAZETTE** – Issue 6 Summer 2011

**40.3 CUMBRIA COUNTY COUNCIL** – Issue 3 May 2011

**41. DATE OF NEXT MEETING** – July 26th 2011.



## Expenditure

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
130.00	Carlisle City Council	Rates
48.00	Carlisle City Council	Rates
22.48	Vodafone	Office
122.00	British Gas	Heat & Light
3291.67	Cut n' Edge	Grounds Maintenance
190.20	BT	Office
20.00	Tarn Road Nurseries	Open Spaces
21.32	ABW	Moot Hall
116.02	Lyreco	Office
149.00	M. Wannop	Parks
190.00	B.I.G.	Misc Services
259.70	Business Finance Soln's	Photocopier
5918.70	Aon	Insurance
250.00	B'ton Red Squirrel Group	Grant
228.95	P Reynolds	Staff
106.40	J Ratcliffe	Staff
300.00	William Howard School	Grant
1518.10	A Riddell	Staff

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**£12,882.54**

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
205.00	Market Tolls	Market
60.00	Market Tolls	Market
60.00	Market Tolls	Market
40.00	Market Tolls	Market
30.00	Macmillan Cancer Support	Moot Hall
70.00	Ian Robinson	Cemetery
70.00	John Watson	Cemetery
15.00	Independent Age	Moot Hall
3500.00	Cumbria County Council	Parks
511.21	Irthington PC	Photocopier/Stationery
15.00	J Mills	Moot Hall
15.00	Walker Are Welcome	Moot Hall
15.00	Peter Pym	Moot Hall
70.00	Mark Murray	Cemetery
15.00	Stroke Club	Moot Hall
60.00	Cumbria Wildlife Trust	Moot Hall
45.00	Carlisle City Council	Moot Hall

£4,796.21

## Expenditure To Approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
50.69	Cannon	Moot Hall
885.00	Lowther Tree Services	The Mote
24.66	Rowntree Electrical	Moot Hall
<u>150.00</u>	Tarn Road Nursery	Brampton In Bloom
<b><u>£1,110.35</u></b>		

**PRESENT**

Councillor G. R. Prest (in the Chair)  
Councillor Mrs. P. J. Thompson  
Councillor Mrs. S. Lewsley  
Councillor Mrs. P. Skimming

Councillor Mrs. G. Hodgson  
Councillor K. Read-Bone  
Councillor Mrs. C. Ridley  
Councillor D. Moorat

**IN ATTENDANCE** - Clerk

**APOLOGIES FOR ABSENCE** - Councillors Pattinson, Hendry, J. Prest, Harding and Smith

**42. ELECTION OF OFFICE BEARERS - CHAIRMAN**

Councillor C. Ridley, seconded by Councillor S. Lewsley, moved that Councillor G. R. Prest be elected to the office of Chairman of the Committee.

**AGREED**, unanimously, to the election of Councillor G. R. Prest as Chairman of the Committee.

**43. ELECTION OF OFFICE BEARERS - VICE CHAIRMAN**

Councillor C. Ridley, seconded by Councillor G. Hodgson, moved that Councillor J. J. Harding be elected to the office of Vice Chairman of the Committee.

**AGREED**, unanimously, to the election of Councillor J. J. Harding as Vice Chairman of the Committee.

**44. MINUTE**

Minute of the Meeting held on 10<sup>th</sup> May 2011 was submitted.

**APPROVED.**

**45. MATTERS ARISING FROM THE MINUTES**

**45.1 BRAMPTON WOODWORKERS CLUB (Min. 215.1)**

**NOTED** that there had been no response from the Woodworkers Club for a member to attend a meeting with regard to their financial application. The Clerk would pursue the matter.

**45.2 THE DANDY LINE (Min. 217)**

**NOTED** that a meeting had taken place with Geoff Fewkes and Simon Boyd from Cumbria County Council along with Councillors G. Prest, Ridley and the Clerk to discuss further improvements to the Dandy footpath. Councillor G. Prest explained the proposals and that the matter would be on the agenda for the next meeting to be held on July 26<sup>th</sup> 2011.

**46. FINANCIAL MATTERS -**

**46.1 BANK RECONCILIATION TO 30TH JUNE 2011**

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.

#### **46.2 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**

#### **46.3 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.

**46.1 APPROVED** the expenditure of £8,996.92 detailed in the Appendix hereto

**46.2 NOTED** the income of £805.26 detailed in the Appendix hereto.

#### **46.4 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**APPROVED** the expenditure of £2,340.04 detailed in the Appendix hereto.

**47. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 66, that, in view of the confidential nature of the business to be transacted, (i.e. contract terms), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

#### **48. REMOVAL OF BEECH TREE IN MURRAY PARK**

Tenders from R&M Lowther and B. Colville regarding removal of a beech tree from Murray Park were submitted.

**48.1 AGREED** to accept the tender submitted from R&M Lowther in the sum of £750.00 for the removal of the beech tree.

**48.2 AGREED** that the caretaker would remove the cherry tree, as soon as possible, at no cost to the Parish Council.

#### **49. PROPOSED SKATEPARK**

A letter from Alan Watson, Estimating Manager, Story Construction was submitted detailing a quote for a skate park and bmx track. Plans from Richard Marshall, Area Sales Manager, Monster Play for a skate park and bmx track were displayed and proposed works reported on. No planning permission is required for the project as no part of the structure exceeds 4metres.

Councillor G. Prest reported on the money from the Section 106 agreement for the Story Homes development at Station Road. This has been provisionally agreed by Carlisle City Council as follows:-

- £4,230.00 for open space maintenance
- £9,025.00 for King George V playing field
- £61,181.00 for use in open spaces

The money would be available when 14 units were completed, at present 32 have been started with 3 completed. Carlisle City Council is not 100% obliged to give the Parish Council the money and it would have to be spent within 3 years. Chris Hardman is looking into the details of the section 106 agreement in order to see where it can be spent and a meeting with members and the Clerk will be arranged in the near future to discuss this.

**AGREED**, after further discussion, to defer a decision on the proposed project until the September meeting.

**50. CHRISTMAS LIGHTS**

Designs & quotations for enhancement of the Christmas Lights were submitted from Blachere Illuminations and Gala Lights.

After discussion, it was **AGREED** that:-

- 50.1** Perle scintillante cross street motifs for 3 areas would be hired from Gala Lights at a cost of £1184.00 per annum.
- 50.2** Gala lights would be asked if they could provide similar column motifs to Etoiles Pures and Sirius. If not, these would be hired from Blachere Illuminations.
- 50.3** Gala light's contractors would install and remove the tree and motif at St. Martin's Church at a cost of £1368.00.
- 50.4** The Clerk would speak to Carlisle City Council with regard to infrastructure and installation of cross street motifs and the installation of column motifs and report back. If the City Council were unable to help or too costly, Gala Lights would be approached.

## EXPENDITURE

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
130.00	Carlisle City Council	Rates
48.00	Carlisle City Council	Rates
65.51	United Utilities	Rates
20.04	Vodafone	Office
122.00	British Gas	Heat & Light
3291.67	Cut n' Edge	Grounds Maintenance
74.75	British Gas	Heat & Light
427.10	BRHS	Office
12.88	Barclays Bank	Charges
100.00	Petty Cash	Office
122.55	J Ratcliffe	Staff
196.65	P Reynolds	Staff
157.27	Canon UK Ltd	Photocopier
1518.15	A Riddell	Staff
150.00	Tarn Road Nurseries	Brampton In Bloom
50.69	Cannon	Moot Hall
885.00	R&M Lowther	Mote
24.66	Rowntree Electrical	Moot Hall
800.00	B'ton Community Ass'n	Grant
300.00	Lanercost Sports Club	Grant
500.00	B'ton Business Ass'n	Grant
<b><u>£8,996.92</u></b>		

## INCOME

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
225.00	Market Tolls	Market
90.00	Market Tolls	Market
30.00	Market Tolls	Market
20.00	Market Tolls	Market
430.00	Co-operative Funeralcare	Cemetery
10.26	Barclays Bank	Interest Received
<b><u>£805.26</u></b>		

## EXPENDITURE TO APPROVE

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
2079.99	HM Revenue & Customs	PAYE
259.70	Business Finance Solutions	Photocopier
00.35	Royal Mail Group	Parish Plan
<b><u>£2,340.04</u></b>		



**PRESENT**

Councillor Mrs. C. Ridley (in the chair)  
Councillor K. Read-Bone  
Councillor Mrs. P. Skimming  
Councillor D. Moorat  
Councillor Mrs. J. Thompson

Councillor G. Prest  
Councillor Mrs. G. Hodgson  
Councillor I. Pennington  
Councillor Mrs. S. Lewsley

**IN ATTENDANCE** – Clerk

**APOLOGIES FOR ABSENCE** – Councillors Pattinson, Smith and Shepherd.

**51. MINUTES**

**51.1 MINUTE**

Minute of the meeting held on 14<sup>th</sup> June 2011 was submitted.

**APPROVED.**

**51.2 MATTERS ARISING**

**NONE.**

**52. DECLARATIONS OF INTEREST**

None.

**53. TOWN AND COUNTRY PLANNING - APPLICATIONS**

**53.1 MILTON MAINS FARM, MILTON, BRAMPTON**– Conversion of barns to form 4 holiday units; 1 new build holiday unit together with erection of single storey unit to hot tub, sauna and service area; Demolition of associated workshop and storage area (revised application)

No comment

**53.2 1 ST. MARTINS COURT, BRAMPTON** – Erection of single storey rear extension to provide sun room.

No comment

**53.3 ARCHWAYS, STATION ROAD, BRAMPTON** – Renewal of unexpired permission of application ref 08/0762 for the erection of detached dwelling in garden.

No comment

**54. NOTIFICATION OF DECISIONS -**

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

**54.1 NOTED** the notifications.

**54.2 NOTED** that on page 4 paragraph 6 of the summary from the Tarn End Hotel application, GVA had concluded that.....*given the location of the site and the lack of any passing trade or major tourist 'honey pots', a hotel in this location would not attract the occupancy rates that would be required to make a scheme viable.....*this seems to be at odds with letters of support from letting agents for the application at Milton Mains regarding holiday units and information from Hadrian's Wall Heritage who have stated that there are not enough places to stay in the area.

## 55. TREES AT DANDY FOOTPATH

A report was submitted from David Ormerod of Good Value Tree Services assessing the trees running along the Dandy footpath adjacent to Railhead Garage.

Councillor G. Prest explained that the report had been requested by Lowther Tree Services after a site visit between Lowther Tree Services, the Clerk and Charles Bennett from Carlisle City Council had resulted in disagreement as to whether the trees should be lowered in height to safeguard nearby properties and alleviate concerns from the members of the Parish Council and nearby residents.

Jane Meek of Carlisle City Council had been invited to attend the July meeting of the Parish Council for members to raise their concerns at the situation with these particular trees, however Ms. Meek would be on annual leave but would attend the September meeting.

**55.1 NOTED** the report from GVTS.

**55.2 AGREED** to submit an application to Charles Bennett in accordance with the received report which comprises the following recommendations:-

- Tree 1 – Sycamore - remove
- Tree 2 – Elm - monitor
- Tree 3 – Sycamore - remove deadwood over footpath
- Tree 4 – Birch x 2 - remove
- Tree 5 – Lime - reduce by 30% & maintain at this height
- Tree 6 – Lime - reduce by 30% & maintain at this height
- Tree 7 – Lime - reduce by 30% & maintain at this height
- Tree 8 – Lime - reduce by 30% & maintain at this height
- Tree 9 – Larch – remove

**55.3 NOTED** that Councillor G. Prest would arrange a meeting with Jane Meek and Marilyn Bowman of Carlisle City Council as a matter of urgency when Ms. Meek returns from annual leave.

**MINUTE** of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 26th JULY, 2011** at 7.30 p.m.

## **PRESENT**

Councillor G. R. Prest (Vice Chairman) (in the Chair)  
Councillor Mrs. J. Prest  
Councillor D. Moorat  
Councillor J. J. Harding  
Councillor Mrs. M. E. Smith  
Councillor Mrs. P. J. Thompson

Councillor Mrs. C. Ridley  
Councillor Mrs. J. Thompson  
Councillor Mrs. P. Skimming  
Councillor I. A. Pennington  
Councillor Mrs. G. Hodgson  
Councillor K. T. Read-Bone

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor S. Layden, Carlisle City Council and Councillor L. Fisher, Cumbria County Council.

**APOLOGIES FOR ABSENCE** – Councillors Pattinson, Lewsley and Hendry

### **56. DECLARATIONS OF INTEREST**

None

### **57. MINUTES**

#### **57.1 MINUTE**

Minute of the Meeting held on 28th June 2011 was submitted.

**APPROVED.**

#### **57.2 MATTERS ARISING**

##### **57.2.1 FALLEN TREE IN GELT WOOD (Min. 29.2.1)**

**NOTED** that the fallen tree had now been removed with less damage to the footpath than anticipated.

##### **57.2.2 BRAMPTON WOODWORKERS CLUB (Min. 29.2.2)**

**NOTED** that no-one from the Club had contacted the Clerk to discuss the finance application.

### **58. COMMITTEE REPORTS**

There were submitted Minutes of Meetings of

Finance and General Purposes Committee held on 19<sup>th</sup> July 2011

Property and Environment Committee held on 19<sup>th</sup> July 2011

**58.1 NOTED** the Minutes.

**58.2 APPROVED** the recommendations for implementation

**58.3 NOTED** from the Finance and General Purposes Committee meeting that Gala lights could hire similar motifs to those from Blachere at a cost of £3540.00 hire p/a over 3 years compared to Blachere with hire at £5388.00 p/a over 3 years for new motifs or £2657.00 p/a over 3 years for refurbished motifs. Still awaiting estimate for installation from Carlisle City Council, Councillor Layden had not heard back from Kevin Murray, Angela Cullerton then took all queries but has not reported back either.

**58.4 AGREED** to hire motifs from Gala Lights at a cost of £3540.00 p/a over 3 years.

**58.5** **NOTED**, further to the P&E Committee meeting, a report from Councillor G. Prest regarding the trees along the Dandy footpath. An application to remove some of the trees and reduce others in height per GVTS (see Min. 55.2 for full details) has been submitted to Charles Bennett.

## **59. PUBLIC PARTICIPATION**

None.

## **60. ALLOTMENTS**

**60.1** **NOTED** a report from Nick Turner, Brampton Allotments Association – Clay Dubbs, that there were currently 24 people on the allotment waiting list and that they would like the Parish Council to agree a way forward for a new allotment site. From the waiting list a working party would be set up to look into the possibility of using land near the cricket pitch.

**60.2** **AGREED** that Mr. Turner would arrange a meeting with people from the waiting list and interested Councillors in a months time to set up a working group and attend the September meeting to report the outcome.

## **61. POLICE MATTERS**

### **61.1 MONTHLY REPORT**

**61.1.1** **NOTED** the monthly report highlighting the following:-

- No crime in Brampton during June 2011
- Various events throughout the school holidays for children
- Community Message System replacing Voice Connect which reports crime in your area
- Neighbourhood Watch

**61.1.2** **AGREED** that the Clerk would register with the Community Message System.

### **61.2 POLICE COMMUNITY LIAISON FORUM**

**NOTED** a letter from Emily Pratt, Acting Community Engagement Officer, that quarterly Police Community Liaison Forum meetings would no longer be held following a recent review.

## **62. TOWN AND COUNTRY PLANNING - APPLICATIONS**

Applications for planning consent were submitted.

**62.1** **CAPON TREE GRANGE, CAPON TREE ROAD, BRAMPTON** – T1, T22 & T24 – crown lift to 2m. T2, T3, T4, T5 & T23 – crown lift to 3.5m.

No comment

**62.2** **STREET RECORD, ST. MARTINS DRIVE, BRAMPTON** – Oak (T1) – lift the crown to leave a clearance of 6m underneath – mainly epicormic growth – to improve the aesthetic appearance of the tree and remove the broken hanging branch in the crown to the S. Sycamore – Tag C289 (T2) – lift the crown to leave a clearance of 6m underneath – mainly epicormic growth – to improve the aesthetic appearance of the tree. Horse Chestnut – Tag C290 (T3) – lift the crown to leave a clearance of 2- 2.5m underneath to facilitate mowing operations and remove subordinate rubbing branches to the SE and S to improve the structural integrity of the crown. Lime – Tag C270 (T4) – lift the crown to leave a clearance of 6m underneath – mainly epicormic growth – to improve the aesthetic appearance of the tree and remove the major deadwood within the crown. Birch – Tag C237 (T6) – reduce the height of the dominant leaders by 2-4m to reduce the likelihood of stem failure, given the historic evidence of failure within the crown. Birch (T7) – fell the tree to prevent stem failure onto the property, given the historic evidence of failure in the upper crown. Replant with 1 birch in the near vicinity. Maple (T8) - reduce the E crown back from building to leave a clearance of 1-2m – retaining a 2-3m crown radius to prevent interference and possible damage. Beech (T9) – (1) reduce the lowest N branch by 3-4m to leave a 7-8m limb to reduce the likelihood of branch failure; and (2) reduce E crown back from the building to leave a clearance of 2-3m – remaining crown radius 7-8m – to prevent interference and damage to the building; and (3) lift the crown to leave a clearance of 2-2.5m underneath to facilitate mowing operations. Lime (10) – lift the crown to leave a clearance of 4m underneath –

mainly epicormic growth – to improve the aesthetic appearance of the tree. Lime – Tag C227 (T11) – lift the crown to leave a clearance of 4m underneath – mainly epicormic growth – to improve the aesthetic appearance of the tree and remove the deadwood from the crown. 4 x Lime (T12-T15) – lift the crowns to leave a clearance of 4m underneath – mainly epicormic growth – to improve the aesthetic appearance of the tree and remove the deadwood from within the crowns. 2 x Birch (T17 & T18) – remove the epicormic growth at 3m to improve the aesthetic appearance of the tree and prune to leave a 0.5m clearance around the telephone wires to reduce the likelihood of damage to the telephone wires. 3 x Lime G1) – lift the crown of the three lime trees to leave a clearance of 4m underneath – mainly epicormic growth – to improve the aesthetic appearance of the tree and remove the deadwood from within the crowns. Sycamore (G2) – remove epicormic growth on NW at 2m and remove broken hanging branch to improve its aesthetic appearance and reduce the risk to the public. Cherry – N of path (G2) – lift the crown to provide 2-2.5m clearance over the footpath to reduce the risk of injury. Cherry – Tag C230 S of the path (G2?) – reduce the lowest branch to the E (dia. 25-35cm) by 2-3m to leave a branch spread to the E of 4-5m to reduce the likelihood of branch failure. (No documents available)

The Parish Council are unhappy with the lack of information received with regard to the application. If our opinion is required then we should be given accurate and proper information.

**62.3 HIGH TREES, PAVING BROW, BRAMPTON** – Raising of the roof to provide 2 bedrooms and bathroom at first floor.

No comment

**62.4 2 TOWNFOOT ORCHARD, CARLISLE ROAD, BRAMPTON** – Creation of second floor to provide 1 bedroom with 1 dormer window to front elevation and 3 rooflights to rear elevation.

No comment

**62.5 LEVEL CROSSING ACT 1983, THE NETWORK RAIL BRAMPTON FELL LEVEL CROSSING ORDER 201X** – To consider the draft Order and plans.

No comment.

**63. REPRESENTATIVES' REPORTS**

**63.1 USE OF MOOT HALL**

There was submitted a project overview from Trevor Atkinson, Hadrian's Wall Heritage Ltd. Councillor Moorat went over the report highlighting that the downstairs of the Moot Hall needs an uplift and that information for tourists needs to be available out of hours. The group would look into ways to make the Tourist Information Centre more user friendly and improve the quality of available information with the possibility of an electronic system that could be accessed. The Parish Council will have to put in for a grant for any work to be undertaken but HWH are willing to help put a bid together. A full survey of the Moot Hall will have to be completed in due course.

**NOTED.**

**63.2 TANZANIAN LINK**

**NOTED** a report from Councillors Ridley and Smith after attending a farewell party for the Tanzanians. Councillor Ridley reported that the Parish Council used to hold a small reception which seems to have lapsed and feels that the Parish Council should be more involved as we don't get to know them. Councillor Ridley had spoken to someone at William Howard School who would keep the Parish Council more informed.

**64. CALC**

**64.1 CALC CIRCULAR**

The July/August 2011 edition of the CALC circular was submitted.

**64.1.1 NOTED** the Circular.

**64.1.2 AGREED** that the Clerk would write to William Howard School and ask if any 6<sup>th</sup> formers would like to attend Parish Council meetings in order to become more involved with young people.

**64.2 FIRE SERVICE INFORMATION** – Email and Summer 2011 update from Craig Drinkald

**AGREED** to invite Craig Drinkald to the October meeting.

**64.3 BROADBAND**

**64.3.1 BROADBAND BULLETIN**- July 2011

**NOTED.**

**64.3.2 BROADBAND UPDATE** – Letter from Ronnie Auld.

**NOTED.**

**64.4 LOCALISM BILL** – Policy Briefing by NALC

**NOTED**

**64.5 OPEN PUBLIC SERVICES WHITE PAPER** – Chief Executive briefing by NALC

**NOTED.**

**65. DANDY LINE FOOTPATH IMPROVEMENT PROJECT 2011-12**

A report briefing from Simon Boyd and Geoff Fewkes, Cumbria County Council, was submitted. Councillor G. Prest felt that the County Council were being very generous with their financial support for the project and asked that members approve an application for funding to cover any shortfall for the project.

**65.1 NOTED** the report

**65.2 AGREED** that the Clerk would submit an application for funding to CWMET

**65.3 NOTED** that Councillor Fisher would support the project

**66. HM THE QUEEN'S DIAMOND JUBILEE BEACONS 2012**

A letter from Sandra Peacock, Assistant Clerk to the Lieutenancy was submitted detailing Jubilee Beacons being lit throughout the UK in celebration of the Queen's Diamond Jubilee.

**AGREED** that the Parish Council would be involved and set up a working group.

**67. RURAL SUMMER OUTREACH PROGRAMME**

An email & poster from Ruth Crane, Carlisle City Council, detailing the Summer Outreach Programme was submitted.

**NOTED.**

**68. ROAD CLOSURE (A6071) AND TEMPORARY WEIGHT RESTRICTIONS**

A letter was submitted from Cumbria County Council detailing the road closure on the A6071 to enable bridge repairs at Cambeck Bridge and Irthington Bridge.

**NOTED.**

**69. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**69.1 HIMALYAN BALSAM** – Letter from David Archer

**NOTED** that the matter was in hand.

**69.2 LANERCOST SPORTS CLUB** – Letter from Jane Cairns

**69.3 PLANNING TO MOVE AWAY FROM BRAMPTON** – Email from Oliver Warnes

**AGREED** that the Clerk would respond to Mr. Warnes.

**69.4 ACCESS TO MILLFIELD HOUSE** – Letter from Jonathan and Amanda Pickering

**AGREED** that the Clerk would have a site meeting with Highways and ask their opinion on the proposed access.

**69.5 HOWARD ARMS LANE** – Letter from Mr. M. Dresser

**AGREED** that Councillor G. Prest would write to Mr. Dresser.

**69.6 GRASS CUTTING** – Letter from Mr. D. Moore

**AGREED** that Councillor G. Prest would write to Mr. Moore.

**70. LITERATURE AVAILABLE IN OFFICE**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**70.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE** – 1 AUGUST to 30 NOVEMBER 2011

**70.2 GROWING COMMUNITIES RHS** – Issue 6 Summer 2011

**71. AGENDA ITEMS FOR NEXT MEETING**

**AGREED** that the following items be put in the agenda for the next meeting:-

- Discussion with Jane Meek, Acting Director of Environment, Carlisle City Council
- Town Centre Management, report from Hazel Broatch

**72. DATE OF NEXT MEETING**

Tuesday 27<sup>th</sup> September 2011, Moot Hall, Brampton.

## **PRESENT**

Councillor G. R. Prest (Vice Chairman) (in the Chair)	Councillor Mrs. P. Skimming
Councillor Mrs. G. Hodgson	Councillor Mrs. J. Prest
Councillor D. Shepherd	Councillor K. Read-Bone
Councillor I. A. Pennington	Councillor Mrs. C. Ridley
Councillor Mrs. M. Smith	Councillor Mrs. S. Lewsley
Councillor J. J. Harding	

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher, Cumbria County Council.  
Councillor S. Layden Carlisle City Council

**APOLOGIES FOR ABSENCE** – Councillors Pattinson (holiday), Hendry (holiday), Moorat (holiday) and Thompson (prior charity engagement)  
Councillor Mitchelson (holiday)

### **73. DECLARATIONS OF INTEREST**

Councillors Lewsley and Pennington declared an interest in item 86.  
Councillors G. Prest, J. Prest, Skimming, Shepherd and Hodgson declared an interest in item 81.5.1  
Councillor Lewsley declared an interest in item 78.4

### **74. MINUTES**

#### **74.1 MINUTE**

Minute of the Meeting held on 26th July 2011 was submitted.

#### **APPROVED**

#### **74.2 MATTERS ARISING**

##### **74.2.1 CALC CIRCULAR (Min. 64.1.2)**

**NOTED** that the Clerk was still waiting for a response from William Howard School with regard to pupils attending Parish Council meetings.

##### **74.2.2 STREET RECORD, ST. MARTINS DRIVE (Min. 62.2)**

**NOTED** that no further information had been received with regard to the planning application.

##### **74.2.3 HM THE QUEEN'S DIAMOND JUBILEE BEACONS 2012 (Min. 66)**

**AGREED** that a working group would be set up at the December meeting.

### **75. POLICE MATTERS**

#### **75.1 POLICE REPORT**

**NOTED** a report from PCSO Watson which covered the following:-

- Crime rates in the area – Anti social behaviour down 51% on last year's figures
- Operation Roman Candle – to take place over Halloween and bonfire night.
- Speedwatch Scheme – the scheme has now restarted and several letters have already gone out to drivers.



## 76. USE OF MOOT HALL

Councillor G. Prest reported on the background as to why a group had been set up to look into better use of the Moot Hall with an integral part being the Tourist Information Centre. Trevor Hargreaves from Hadrians Wall Heritage further explained that a number of meetings had taken place with various stakeholders and that improvement to the Moot Hall needed to be incorporated in overall improvements to Brampton and not just as a lone project. The group had given David Andrew from Green Design Group a brief on the project and had asked him to look at the space in the Moot Hall in as innovative a way as possible and come up with concept ideas in order to gain feedback.

David Andrew presented initial sketches from a brief for him to look at the building and see where potential might be maximised, raising the following points and ideas:-

- The building is iconic with over 50% of the roof being flat.
- There has been a tradition of the building evolving to suit up to date requirements.
- As Hadrian Wall has been designated as a World Heritage Site, the Tourist Information Centre in Brampton should be open more. There is a huge potential for Brampton to sell itself.
- An initial sketch for downstairs showed use for interactive displays, slideshows, a filmshow and exhibition space.
- Issue for upstairs is there is no disabled access at present. Perhaps we could set an example in that whatever we do with the building includes everyone and a platform lift could be used somewhere.
- If the use of the building is multifaceted, storage of furniture would be a key issue.
- Upstairs is a great space for the Parish Council but underused.
- The balcony is very important with lots of history and should be celebrated.
- The area on the outside space upstairs is bigger than inside. There is room for a roof terrace with displays or use as a café if a kitchen server was incorporated. The area could be the hub of the town centre and it would be nice if the market square could be given back to pedestrians. Where town centres have been pedestrianised and enhanced, it actually encourages more people to use the area. The notion of tables and chairs on the roof is perhaps too drastic but no more drastic than enclosing the bottom.
- A platform lift could be sited internally.

David Andrew stated that these were just simple concept ideas as to what could be possible. The whole process needs to be cyclical and the Conservation Officer would need to be involved. The project was in its very early days and this was just an opportunity to think outside the box.

**76.1 NOTED** the reports.

**76.2 AGREED** that a structural survey of the building was required at a cost of £400.00.

## 77. PUBLIC PARTICIPATION

No members of the public were present.

## 78. 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:-

**78.1 20 MILLFIELD, BRAMPTON** – Erection of two storey side extension and rear conservatory – revised plans

No comment

**78.2 FRANLEIGH HOUSE, TREE ROAD, BRAMPTON** – Fell three conifers.

No comment

**78.3 GILDAVEN, CRAW HALL, BRAMPTON** – Fell two maples and seven conifers identified on the plan.

No comment

**78.4 IONA, GELT ROAD, BRAMPTON** – Demolition of existing workshop and stables; erection of four dwellings

**OBJECT**

- Overdevelopment of site
- Concerns at increase in traffic

**78.5 8 GREENCROFT, BRAMPTON** – Two storey side extension to provide garage on ground floor with one en suite bedroom above; single storey rear extension to provide kitchen/diner.

No comment

**78.6 CUMCATCH FARM, BRAMPTON** – Re-roofing of existing sheds at dual pitch profile to remove two valley gutters

No comment

**78.7 THE GRANGE, CRAW HALL, BRAMPTON** – Erection of four dwellings and one detached Garage

**OBJECT**

- Does not complement the existing character of the area – contrary to Policy H2 – Primary Residential Areas – Carlisle District Local Plan
- Overdevelopment of site in conservation area – contrary to Policy LE19 – Conservation Areas – Carlisle District Local Plan
- Concerned at the loss of trees at the site. 6 trees were removed in a previous application (07/0019)
- Concerned at errors in submitted plans. The application states 1 garage, the plans clearly show 2.

**79. EXPEDITED PROCEDURE – PLANNING APPLICATIONS**

There was submitted a report by the Clerk advising of the comments made with regard to planning applications received during the vacation period using the Council’s expedited procedure.

**NOTED.**

**80. NOTIFICATION OF DECISIONS**

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

**NOTED** the report.

**81. FINANCIAL MATTERS -**

**81.1 BANK RECONCILIATIONS TO 31ST AUGUST 2011**

**APPROVED.**

**81.2 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.**

### **81.3 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.

**81.3.1 APPROVED** the expenditure of £23,694.36 detailed in the Appendix hereto

**81.3.2 NOTED** the income of £29,062.03 detailed in the Appendix hereto.

### **81.4 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**APPROVED** the expenditure of £1,936.00 detailed in the Appendix hereto.

### **81.5 APPLICATION FOR FINANCIAL ASSISTANCE**

**AGREED** to make the following donation:-

**81.5.1 BRAMPTON CONSERVATIVE CLUB FOOTBALL TEAM** - Request for financial assistance for support of new football kit, balls, nets, transport and insurance.

**AGREED** to donate the sum of £200.00.

## **82. REPRESENTATIVES' REPORTS**

### **82.1 BRAMPTON ECONOMIC PARTNERSHIP**

Notes from the meeting of the Brampton Economic Partnership Group were submitted. Councillors J. Prest, G. Prest and Harding volunteered to help with the car park survey. Darren Crossley from Carlisle City Council would forward a list of assets to be disposed to the Clerk. If the Parish Council were interested in any, then a Ward Councillor should be contacted.

**NOTED.**

### **82.2 NEIGHBOURHOOD FORUM**

**NOTED** a report by Councillor Fisher on changes to the running of the Neighbourhood Forum meetings. A committee would be formed to look at grants and Councillor Fisher felt that a member of Brampton Parish Council should be involved.

### **82.3 LEAGUE OF FRIENDS**

**NOTED** a report from Councillor G. Prest on this years League of Friends garden party. Due to a drop in the number of people attending, possibly due to the event not being well advertised, it was thought that the Moot Hall and surrounding area might be used in future.

## **83. CUMBRIA ASSOCIATION OF LOCAL COUNCILS**

### **83.1 CALC CIRCULAR – September 2011**

**NOTED.**

### **83.2 CALC ANNUAL GENERAL MEETING - Saturday 12<sup>th</sup> November at 10.30am at the Castle Green Hotel, Kendal**

**NOTED** the date and that anyone interested should contact the Clerk.

**83.3 THE BRIBERY ACT 2010 – IMPACT ON LOCAL COUNCILS**

A report from NALC on the impact on local Council's of the Bribery Act 2010 was submitted.

**NOTED.**

**83.4 BUSINESS RATES – Email from David Claxton**

**NOTED.**

**83.5 PARLIAMENTARY CONSTITUENCIES – Email from Davis Claxton.**

**83.5.1 NOTED** the email

**83.5.2 AGREED** to write to the Boundary Commission that more consideration should be given to the geographical position in Cumbria.

**83.6 CILCA TRAINING**

**83.6.1 NOTED** a report from the Clerk on Cilca training.

**83.6.2 AGREED** to fund the course at a cost of £117.00.

**84. TREES ALONG DANDY FOOTPATH**

Emails were submitted from Jane Meek and Charles Bennett, Carlisle City Council.

**84.1 NOTED** the emails

**84.2 NOTED** that Lowthers would remove the epicormic growth from the trees in question in order to enable further inspection.

**85. REMEMBRANCE SUNDAY – Letter from Fred Chipchase, Royal British Legion, Brampton Branch.**

**AGREED** that Councillor Harding would lay a wreath on behalf of the Council. This would be confirmed with the Clerk.

**86. CLAY DUBBS ALLOTMENT SITE**

Minutes from the Clay Dubbs Allotment Association meeting held on 30<sup>th</sup> August 2011 were submitted. The Clerk explained that the actual tenancy agreement is between the tenant and the Parish Council, the Allotment Association let the plots on behalf of the Parish Council and therefore ongoing problems with tenants would involve the Parish Council. The Clerk has written to 2 tenants to ask them to tidy their plot although 1 has now moved from the area. No reply has been received from the other tenant.

**NOTED.**

**87. CUMBRIA COUNTY COUNCIL**

**88.1 CUMBRIA FIRE & RESCUE SERVICES**

Letters from Eddie Martin, Cumbria County Council and Dominic Harrison, Chief Fire Officer were submitted.

**NOTED.**

**88.2 COMMUNITY TRANSPORT SEMINAR**

Details of the Community Transport Seminar to be held on Saturday 1<sup>st</sup> October at Penrith Leisure Centre were submitted.

**NOTED.**

**89. CORE STRATEGY ISSUES AND OPTIONS CONSULTATION**

A letter from Chris Hardman, Carlisle City Council was submitted regarding consultation on Core Strategy Issues and Options. A drop-in session is to be held on 28<sup>th</sup> September in the Civic Centre.

**NOTED** that Councillor G. Prest would attend if possible.

**90. CHRISTMAS LIGHTS**

Preliminary arrangements for the switching-on of the Christmas lights were discussed.

**90.1 NOTED** the switch-on date would be Friday 25<sup>th</sup> November.

**90.2 AGREED** that the Clerk would ask Helen Skelton to switch the lights on. If Helen Skelton was unavailable then Fred Story would be asked.

**90.3 NOTED** that Brampton Fairtrade Group were willing to help with refreshments.

**90.4 NOTED** that the Clerk would liaise with individual Councillors for further help.

**91. GRASS CUTTING CONTRACT**

A suggestion had been made to the Council that after problems with this years grass cutting contract would it be better to incorporate the summer grass cutting contract within the maintenance contract.

**AGREED**, after discussion, that the summer grass cutting contract should be put out to tender.

**92. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**92.1 BRAMPTON COUNTRY MARKET** – Letter from Mary Harris.

**AGREED** to write to Mrs. Harris and express the Council's sadness that the Market was ending.

**92.2 GUTTERING ON FRONT STREET**– Letter from Matthew Taylor.

**NOTED** that the matter was in hand.

**92.3 FAIRTRADE GROUP AGM** – Letter from Kate Allan

**NOTED** that members should contact the Fairtrade Group direct if they want to attend.

**92.4 APPOINTMENT OF INDEPENDENT CUSTODY VISITORS** – Letter from Cumbria Police Authority

**93. LITERATURE AVAILABLE FROM CLERK**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**93.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE** – 1 October 2011 to 31 January 2012

**93.2 ACT GAZETTE NEWSLETTER** – Autumn 2011

**94. AGENDA ITEMS FOR NEXT MEETING**

- Website
- Disabled parking on cobbled areas

**Expenditure**

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
260.00	Carlisle City Council	Rates – Jul/Aug
96.00	Carlisle City Council	Rates – July/Aug
244.00	British Gas	Heat & Light – Jul/Aug
9.20	Bank Charges	Barclays Bank
50.76	Vodafone	Telephone - Jul/Aug
6583.34	Cut n' Edge (x2)	Maintenance contract
209.52	BT	Office
170.20	J Ratcliffe	Staff
156.98	P Reynolds	Staff
80.00	J. Batey	Internal audit
105.60	Cumbria Software Systems	Repairs
320.00	Tarn Road Nurseries	Brampton In Bloom
56.16	United Utilities	Allotments
13.76	United Utilities	Parks
2079.99	HM Revenue & Customs	PAYE
259.70	Bus Finance Solutions	Office photocopier
0.35	Royal Mail	Community plan
720.00	Carlisle City Cncl	Gelt Woods
106.40	J Ratcliffe	Staff
218.25	P Reynolds	Staff
1517.95	A Riddell	Staff
60.00	C. Ridley	Expenses – Tanz Link
106.40	J Ratcliffe	Staff
1079.80	Colvilles Gnds Mnce	Grass cutting
531.40	Orchard Gnds Mnce	Grass cutting
301.04	BRHS	Office
115.00	R&M Lowther	Gelt Woods
20.00	Tarn Road Nurseries	Brampton In Bloom
5544.00	Carlisle City Council	Christmas lights
150.00	Fruits n' Roots	Bunting
148.87	Lyreco	Stationery
795.60	Playdale	Parks
27.74	Rowntree Electrical	Moot Hall
24.00	Brampton Skip Hire	Open spaces
14.40	ABW	Moot Hall
1517.95	A Riddell	Staff
<b><u>£23,694.36</u></b>		

## Income

£	Detail	Cost centre
205.00	Market Tolls	Market
50.00	Market Tolls	Market
50.00	Market Tolls	Market
30.00	Market Tolls	Market
215.00	Market Tolls	Market
50.00	Market Tolls	Market
30.00	Market Tolls	Market
30.00	Market Tolls	Market
42.00	I. Robinson	Cemetery
892.00	Co-operative Funeralcare	Cemetery
567.00	I. Blair	Cemetery
15.00	Cumbria Cerebral Palsy	Moot Hall
462.00	V. Hind	Cemetery
892.00	Walkers Funeral Directors	Cemetery
892.00	Kennedy & Ferguson	Cemetery
200.00	Slaters Funfair	Parks
41.00	Beattie Memorials	Cemetery
430.00	I. Blair	Cemetery
123.00	I. Robinson	Cemetery
15.00	St. Peters Church	Moot Hall
15.00	TTARC	Moot Hall
15.00	Methodist Church	Moot Hall
15.00	Brampton URC	Moot Hall
30.00	Brampton WI	Moot Hall
15.00	Walker Are Welcome	Moot Hall
70.00	Carlisle Stonecraft	Moot Hall
15.00	Mrs. A. Branch	Moot Hall
15.00	Peter Pym	Moot Hall
20.00	Common War Graves	Cemetery
13622.00	Carlisle City Council	Conc'n Services
6871.87	HM Revenue & Customs	VAT
3127.16	Allison Bequest	Interest Received

**£29,062.03**

## Expenditure To Approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
106.40	J. Ratcliffe	Staff
1517.95	A. Riddell	Staff
73.14	Aon	Insurance – xmas lights
35.00	Information Commissioner	Data Control
12.00	Brampton Skip Hire	Open Spaces
96.00	Brunstock Engineering	Cemetery & Parks
50.15	United Utilities	Moot Hal
45.36	Mr Memory	Office
<b><u>£1,936.00</u></b>		



**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, 2011** at 7.00 p.m.

**PRESENT**

Councillor G. R. Prest (in the Chair)  
Councillor Mrs. J. Pattinson  
Councillor Mrs. C. Ridley  
Councillor Mrs. J. Prest  
Councillor D. Moorat  
Councillor J. J. Harding

Councillor Mrs. S Lewsley  
Councillor Mrs. J. Thompson  
Councillor Mrs. M. Smith  
Councillor K. Read-Bone  
Councillor G. Hodgson

**IN ATTENDANCE** - Clerk

**APOLOGIES FOR ABSENCE** – Councillor Hendry (retrospective) (attending a prior meeting)

**96. MINUTE**

**96.1** Minute of the Meeting held on 19<sup>th</sup> July 2011 was submitted.

**APPROVED.**

**96.2 MATTERS ARISING FROM THE MINUTES**

**96.2.1 PROPOSED SKATEPARK** (Min 49)

**NOTED** an update from Councillor G. Prest that discussion was still ongoing with Carlisle City Council as not all the Section 106 money was laid out for use on King George V field. The Parish Council had written to the City Council to ask if most of the money could be used for the proposed skatepark/BMX track on King George V field. The matter would have to be agreed at a City Council meeting.

**96.2.2 CHRISTMAS LIGHTS** (Min. 50)

**NOTED** that Councillor Pattinson had not been in attendance at the July meeting where agreement on the Christmas lights had been made. Councillor Pattinson felt that money could have been put to better use if it had not been spent on motifs for the lighting columns.

**96.2.3 THE DANDY LINE** (Min 45.2)

**NOTED** that Councillor Pattinson had received confirmation that CWMET have recommended for approval a grant in the sum of £3,000.00 for improvements to the Dandy Line footpath subject to enrolment of the project with Entrust and final approval.

**97. FINANCIAL MATTERS -**

**97.1 BANK RECONCILIATION TO 30TH SEPTEMBER 2011**

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.

**97.2 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**

### **97.3 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.

**97.3.1 APPROVED** the expenditure of £7,926.08 detailed in the Appendix hereto

**97.3.2 NOTED** the income of £424.15 detailed in the Appendix hereto.

### **97.4 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**APPROVED** the expenditure of £4,528.08 detailed in the Appendix hereto.

### **97.5 EXTERNAL AUDITOR'S CERTIFICATE AND OPINION**

The external Auditor's certificate and opinion for the Accounts for the year ending March 2011 was submitted

**NOTED** the certificate and that no matters had come to the attention of the external auditor.

## **98. FINANCIAL ASSISTANCE**

### **98.1 ST. MARTINS PCC**

There was submitted an application for financial assistance from St. Martin's Church requesting the sum of £219.60 for the service of the church clock.

**AGREED** to donate the sum of £219.60

## **99. BUDGET 2012-2013**

There was submitted a report by the Clerk on provisional estimates of income and expenditure for the financial year 2012/2013.

Councillor G. Prest reported on the proposed budget for 2012/2013. In normal circumstances Councillor G. Prest would have recommended a small increase in the precept in line with inflation, but in the present financial climate and County and City Councils being told not to increase council tax it would be difficult to justify any increase.

Councillor Ridley reported on a request for installation of a conduction loop in the Moot Hall.

**99.1 NOTED** the report.

**99.2 AGREED** to discuss the budget further at the next meeting.

**99.3 AGREED** not to pursue installation of a conduction loop until it was known what improvements would be made to the Moot Hall through funding from the Heritage Lottery as it might be possible to include the conduction loop in this.

## Expenditure

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
130.00	Carlisle City Council	Rates
48.00	Carlisle City Council	Rates
3.68	Barclays Bank	Charges
19.04	Vodafone	Office
122.00	British Gas	Heat & Light
3291.67	Cut n' Edge	Grounds Maintenance
82.77	British Gas	Heat & Light
427.10	BRHS	Office
138.77	Playdale	Parks
100.00	Petty Cash	Office
106.40	J Ratcliffe	Staff
194.13	P Reynolds	Staff
12.00	Brampton Skip Hire	Open Spaces
122.62	Canon UK Ltd	Photocopier
1517.95	A Riddell	Staff
424.86	W Ridley & Sons	Moot Hall
50.69	Cannon	Moot Hall
340.10	Colvilles Grounds Mnce	Grass Cutting
9.02	ABW	Parks
190.00	BIG	Misc Services
15.00	Gardening Club	Moot Hall (refund)
73.14	Aon	Xmas Lights
35.00	Information Commissioner	Council
12.00	Brampton Skip Hire	Open Spaces
96.00	Brunstock Engineering	Cemetery/Parks
50.15	United Utilities	Market
45.36	Mr Memory	Office
268.63	P Reynolds	Staff
<b><u>£7,926.08</u></b>		

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
20.00	Market Tolls	Market
135.00	Market Tolls	Market
185.00	Market Tolls	Market

70.00	Market Tolls
<u>14.15</u>	Barclays Bank
<u><b>£424.15</b></u>	

Market  
Interest Received

## Expenditure To Approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
2084.99	HM Revenue & customs	PAYE
174.00	Cumbria Clock Company	Moot Hall clock
83.09	Chandlers	Moot Hall & logisitics
85.10	Lyreco	Stationery
13.18	United Utilities	Parks
35.96	United Utilities	Allotments
362.67	BRHS	Office
680.20	Colvilles Grounds Mnce	Grass cutting
9.19	ABW	Parks
190.00	R&M Lowther	Parks
259.70	Business Finance Solutions	Photocopier
550.00	BDO Stoy Hayward	External Auditor

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**£4,528.08**

**PRESENT**

Councillor Mrs. C. Ridley (in the chair)  
Councillor I. A. Pennington  
Councillor Mrs. P. Skimming  
Councillor Mrs. S. Lewsley  
Councillor Mrs. J. Pattinson  
Councillor D. Shepherd  
Councillor J. J. Harding

Councillor G. Prest  
Councillor Mrs. G. Hodgson  
Councillor K. Read-Bone  
Councillor Mrs. J. Prest  
Councillor D. Moorat  
Councillor Mrs. M. Smith

**IN ATTENDANCE** – Clerk

**APOLOGIES FOR ABSENCE** – None

**100. MINUTES**

**100.1 MINUTE**

Minute of the meeting held on 19<sup>th</sup> July 2011 was submitted.

**APPROVED**

**100.2. MATTERS ARISING**

**TREES AT DANDY FOOTPATH (Min 55)**

**NOTED** a report from Councillor G. Prest that Lowthers had removed the epicormic growth from the base of the trees at the Dandy footpath and a meeting with Charles Bennett would take place on Thursday 20<sup>th</sup> October to discuss the matter further.

**101. DECLARATIONS OF INTEREST**

Councillors Lewsley declared an interest in item 100.7.

**102. TOWN AND COUNTRY PLANNING - APPLICATIONS**

**102.1 MILTON MAINS FARM, MILTON, BRAMPTON**– Revision to previously approved application 06/1008 to include alterations to fenestration details to the 2 bed unit and 1 bed unit; amendments to balconies on 2 bed unit and accessible 2 bed unit together with erection of timber changing room to serve hot tub (part retrospective)

No comment

**102.2 NORTH VIEW, GELT ROAD, BRAMPTON** – Crown thin 20%, crown lift to 6m, crown reduce a copper beech tree

No comment

**102.3 CUMCATCH FARM, BRAMPTON** – Extension to existing shed.

No comment

**102.4 25 EDMONDSON CLOSE, BRAMPTON** – Erection of metal garden shed.

No comment

**102.5 DANDY LINE, BRAMPTON** – Remove limbs overhanging Story’s construction site and fell one Cherry.

No comment

**102.6 HERDLEA, LANERCOST ROAD, BRAMPTON** – Erection of single storey rear extension to provide kitchen and dining room.

No comment

**102.7 LAND BETWEEN IONA AND OULTON TERRACE, GELT ROAD, BRAMPTON** – Erection of 2 dwellings with integrated garage space.

No objection as long as all criteria in Policy LE19 – Conservation Areas – Carlisle District Local Plan are adhered to.

**103. NOTIFICATION OF DECISIONS -**

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

**NOTED.**

**104. BRAMPTON FLOWER BEDS**

Councillor Ridley reported that as Brampton Parish Council were no longer entering into the Cumbria In Bloom competition and plants for summer bedding were becoming increasingly more expensive, designs had been drawn up to permanent plant most of the flower beds in Brampton.

**104.1 NOTED** the report

**104.2 AGREED** to permanent planting at a cost of £638.50

**105. BUDGET 2012-2013**

There was submitted a report by the Clerk on provisional estimates of income and expenditure for the financial year 2012/2013.

**105.1 NOTED** the report

**105.2 AGREED** to discuss the budget further at the next meeting.

**PRESENT**

Councillor Mrs. J. L. Pattinson (Chairman) (in the Chair)  
Councillor Mrs. G. Hodgson  
Councillor D. Shepherd  
Councillor I. A. Pennington  
Councillor Mrs. M. Smith  
Councillor J. J. Harding  
Councillor J. Hendry

Councillor G. R. Prest (Vice Chairman)  
Councillor D. Moorat  
Councillor K. Read-Bone  
Councillor Mrs. C. Ridley  
Councillor Mrs. S. Lewsley  
Councillor Mrs. P. Skimming  
Councillor J. Thompson

**IN ATTENDANCE** – Clerk

**APOLOGIES FOR ABSENCE** – Councillor J. Prest (City Council meeting)  
Councillors Mitchelson & Layden (City Council meeting)

**106. DECLARATIONS OF INTEREST**

None declared.

**107. MINUTES**

**107.1 MINUTE**

Minute of the Meeting held on 27th September 2011 was submitted.

**APPROVED**

**107.2 MATTERS ARISING**

**107.2.1 TREES ALONG DANDY FOOTPATH (Min. 84)**

**NOTED** that the Clerk had attended a site meeting with Charles Bennett and Mike Lowther to view the trees after removal of epicormic growth. Charles Bennett's only comment with regard to felling the trees was to 'submit your application'. Members were agreed that the trees should be felled. Lowther's would submit an application.

**107.2.2 SPEEDWATCH (Min. 75.1)**

**NOTED** that Councillor Harding passed a request to the attending police representative that signs informing the public that Speedwatch was being carried out were required.

**108. COMMITTEE REPORTS**

There were submitted Minutes of Meetings of

Finance and General Purposes Committee held on 18<sup>th</sup> October 2011  
Property and Environment Committee held on 18<sup>th</sup> October 2011

**108.1 NOTED** the Minutes.

**108.2 APPROVED** the recommendations for implementation

**109. FIRE STATION ACTIVITIES**

**NOTED** a report from Stuart Adams detailing the following activities:-

- Recruitment
- Free home safety visits.
- Youth engagement
- Heart Start.
- Road awareness training.



## **110. POLICE MATTERS**

### **POLICE REPORT**

**NOTED** a report from Inspector Bradbury which covered the following:-

- Main crime issue – burglaries from sheds
- 50% reduction in ASB since the summer
- Speedwatch Scheme
- Better information to be supplied at next Pubwatch meeting

## **111. PUBLIC PARTICIPATION**

Wendy Griffiths attended the meeting representing Brampton Film Club and explained the Club's requirements for a new projector screen.

**AGREED** that a financial application form would be given to Wendy to be submitted and considered at the next meeting of the Finance and General Purposes Committee.

## **112. 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:-

**112.1 HEATHER CROFT, CAPON TREE ROAD, BRAMPTON** – Erection of single storey extension to provide living/playroom and front porch.

No comment

## **113. REPRESENTATIVES' REPORTS**

### **113.1 WALKERS ARE WELCOME**

**NOTED** a report from Councillors Skimming and G. Prest on the recent launch of Brampton reaching Walkers Are Welcome status. Regular walks are held through the week as well as on a weekend, it was noted that it was a shame that there was no café open in Brampton on a Sunday.

### **113.2 BRAMPTON AND BEYOND**

**NOTED** a report by Councillor Hodgson on a recent Advisors meeting covering the following:-

- Young people
- Childcare
- Cafe
- Minibus
- Village halls
- Broadband
- Website

## **114. BUDGET 2012/2013**

**AGREED**, after discussion, to the following points:-

**114.1** To include £700.00 for a cleaner for the Moot Hall

**114.2** To increase income from burials as this was felt to be underestimated

**114.3** The budget will be looked at again at the next Finance & General Purposes Committee when the above alterations have been made.

**114.4** Councillor Moorat to submit regular reports for BIG magazine

**114.5** Clerk to look at mobile phone contract when it is due for renewal

**115. CHRISTMAS LIGHTS**

Estimates for erection of the Christmas lights were submitted.

**AGREED** that Acorn Lighting Services would install and erect the lights at a cost of £6077.75.

Further discussion took place regarding the event and the following **AGREED**:-

Councillors Read-Bone and Hodgson would help with the queue for Santa  
Councillors G. Prest, Moorat, Lewsley and Shepherd would help in Showfield Car Park, and  
Councillors Ridley, Skimming, Smith and Thompson would help with refreshments

Members would look into alternative storage for the lights.

**116. CUMBRIA ASSOCIATION OF LOCAL COUNCILS**

**116.1 CALC CIRCULAR** – October 2011

**NOTED.**

**116.2 THE LOCALISM BILL** – NALC update

**NOTED.**

**117. CORE STRATEGY ISSUES AND OPTIONS CONSULTATION**

**AGREED** that members would submit their comments to the Clerk and these would be collated. Councillors G. Prest and Lewsley would attend a meeting on Friday with the Clerk to do this.

**118. WEBSITE**

The Clerk submitted costings from Interfire with regard to setting up a website for Brampton Parish Council.

**118.1 NOTED** the costings.

**118.2 NOTED** that Councillor Shepherd would contact someone else for costings and give details to the Clerk.

**119. DISABLED PARKING ON COBBLES**

**AGREED** to defer the item to the next meeting when Councillor Fisher would be in attendance.

**120. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**120.1 CWMET FUNDING APPLICATION** – Letter from Alison Gerke, Cumbria waste Management

**120.2 BRAMPTON & GILSLAND COMMUNITY INITIATIVES/PROJECT FUNDS** – Letter from Councillor Lawrence Fisher and Jeff Tweddle, Cumbria County Council.

**NOTED** that Councillor Pattinson will attend the meeting.

**120.3 GRIT BINS** – Letter from Derek Walker.

**AGREED** that the Clerk would write to the Acting Chief Executive about the matter as the bins had been purchased but it was taking too long to agree with the County Council that they would be filled.

**121. LITERATURE AVAILABLE FROM CLERK**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**121.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE – 1 NOVEMBER 2011 to 29 FEBRUARY 2012**

**121.2 COMMUNITY GREEN SPACES** – Pamphlet from Friends of The Lake District

**121.3 GROWING COMMUNITIES** – Issue 7, Autumn 2011

**121.4 LOCAL NEWS AND VIEWS, CUMBRIA COUNTY COUNCIL** – Issue 4 – Autumn 2011

**122. AGENDA ITEMS FOR NEXT MEETING**

- Grit bin
- Disabled parking on cobbled areas

**123. DATE OF NEXT MEETING** – Tuesday November 29th 2011, 7.30pm in the Moot Hall.

**124. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, 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. contract terms), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

**125. OFFICE LEASE**

A letter was submitted from Cartmell Shepherd along with a draft copy of underlease.

**125.1 AGREED** that the terms of the underlease would remain the same.

**125.2 AGREED** to the firm's terms of business.

**PRESENT**

Councillor G. R. Prest (in the Chair)  
Councillor Mrs. P. J. Thompson  
Councillor Mrs. M. E. Smith  
Councillor J. Hendry  
Councillor Mrs. J. Prest

Councillor Mrs. G. Hodgson  
Councillor K. Read-Bone  
Councillor D. Moorat  
Councillor J. J. Harding  
Councillor Mrs. J. L. Pattinson

**IN ATTENDANCE** - Clerk

**APOLOGIES FOR ABSENCE** - None

**126. MINUTE**

Minute of the Meeting held on 18<sup>th</sup> October 2011 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 18<sup>th</sup> October 2011, confirmed as a true and accurate record

**127. FINANCIAL MATTERS -**

**127.1 BANK RECONCILIATION TO 31ST OCTOBER 2011**

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.

**RESOLVED** to receive and note the bank reconciliation and balances to 31<sup>st</sup> October 2011 of £211,934.39

**127.2 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.

**RESOLVED** to receive and note the imprest balance to 11<sup>th</sup> November 2011 of £61.20.

**127.3 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.

**127.1 RESOLVED** to approve the expenditure of £10,498.65 detailed in the Appendix hereto

**127.2 RESOLVED** to note the income of £2,007.00 detailed in the Appendix hereto.

**127.4 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**RESOLVED** to authorise payment of the accounts listed in the Appendix hereto amounting to £14,969.77

## **127.5 BUDGET 2012/2013**

- 127.5.1 NOTED** a report from Councillor G. Prest detailing amendments to the proposed budget for 2011/2012 from the last meeting with an addition of £700.00 to cover the cost of a cleaner for the Moot Hall which was offset by an increase in income from Burial Fees which were felt to be underestimated, and that in the present financial climate Councillor G. Prest recommended that there should be no increase in the precept.
- 127.5.2 RESOLVED** to recommend to full council at its November meeting that there is no increase to the precept which will be set at £88,878.00 for the financial year 2012/2013.
- 127.5.3 RESOLVED**, after further discussion, to put on the agenda for the next meeting of the full council that a group of councillors should monitor work done by the grounds maintenance contractor.

## **128. FINANCIAL ASSISTANCE**

### **128.1 BRAMPTON WOODWORKERS CLUB**

There was submitted an application for financial assistance in the sum of £500.00 from Brampton Woodworkers Club to help with running costs. Alex Faulds attended the meeting to speak about the application.

**RESOLVED** to donate £500.00.

### **128.2 BRAMPTON FILM CLUB**

There was submitted an application for financial assistance in the sum of £250.00 from Brampton Film Club to purchase a new projection screen.

**RESOLVED** to donate £250.00.

### **128.3 BRAMPTON ARTS & CRAFTS CLUB**

There was submitted an application for financial assistance in the sum of £200.00 from Brampton Arts & Crafts Club to help with running costs.

**RESOLVED** to donate £200.00.

### **128.4 CARLISLE YOUTHZONE**

There was submitted a request for a donation from Carlisle Youthzone to help with running costs.

**AGREED** to ask how many youths from Brampton regularly use the facilities.

### **128.5 CUMBRIA'S MILITARY MUSEUM**

There was submitted a request for a donation to the Cumbria's Military Museum Regeneration Fund.

**RESOLVED** to donate £25.00 from the Chairman's allowance.

## **129. LOCAL GOVERNMENT PENSION SCHEME**

### **129.1 PARISH COUNCIL CONTRIBUTION TO LGPS**

An email was submitted from Allison McGuiness, Finance Officer, Cumbria County Council.

**129.1 NOTED** the email.

**129.2 AGREED** to write to Allison McGuiness and request further information as to how the requested pension contribution amount had been reached.

## **129.2 LGPS CONSULTATION**

An email was submitted from CALC and letter/consultation details from TBJ Crossley, Workforce, Pay and Pensions.

**129.2.1 NOTED** the email.

**129.2.2 RESOLVED** that Councillors Pattinson, G. Prest and the Clerk would meet to agree a response on the consultation.

## **130. BRAMPTON BMX TRACK AND SKATE PARK FUNDING AWARD**

A letter was submitted from David Sheard, Cumbria County Council regarding a Local Committee Capital Scheme Grant of £6,400.00 towards the proposed skatepark/bmx track at King George V field.

**130.1 NOTED** the letter and those members thanked Councillor Fisher for his help.

**130.2 NOTED** that to date, nothing had been heard from the City Council whether all the monies from the Section 106 agreement could be used for the project.

## EXPENDITURE

£	Supplier	Detail
130.00	Carlisle City Council	Rates
48.00	Carlisle City Council	Rates
21.66	Vodafone	Office
122.00	British Gas	Heat & Light
80.94	Barclays Bank	Charges
3291.67	Cut n' Edge	Grounds Maintenance
2084.99	HMR&C	PAYE
174.00	Cumbria Clock Company	Moot Hall
83.09	Chandlers	Moot Hall
85.10	Lyreco	Office
200.00	Brampton FC	Grant
228.75	P Reynolds	Staff
1517.95	A Riddell	Staff
9.19	ABW	Moot Hall
13.18	United Utilities	Parks
35.96	United Utilities	Allotments
362.67	BRHS	Office
680.20	Colvilles	Grass Cutting
190.00	R&M Lowther	Parks
259.70	GE Capital	Office Photocopier
660.00	BDO LLP	External Audit
219.60	St Martin's PCC	Grant

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**£10,498.65**

## INCOME

£	Detail	Cost centre
125.00	Market Tolls	Market
50.00	Market Tolls	Market
120.00	Market Tolls	Market
50.00	Market Tolls	Market
15.00	Carol Saunders	Moot Hall
10.00	Geltsdale Brewery	Market
100.00	Sustainable Brampton	Market
1162.00	Walkers Funeral Directors	Cemetery
249.00	Ann MacDonald	Cemetery
41.00	Ian Robinson	Cemetery
70.00	Co-operative Funeralcare	Cemetery
15.00	Brampton Stroke Club	Moot Hall

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**£2,007.00**

## APPENDIX 2

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
540.00	Cumbria LGPS	Staff
23.40	Brampton Skips	Open Spaces
30.00	Interfire	Office
10,101.35	Gala Lights	Christmas Lights
280.00	R&M Lowther	Dandy footpath
2.17	United Utilities	Parks
70.00	Tarn Road Nurseries	Open Spaces
3000.00	Carlisle City Council	TIC
340.10	Colvilles Gnds Mnce	Grass Cutting
183.43	J Ratcliffe	Staff
226.23	P Reynolds	Staff
161.09	A Riddell (Glowlights)	Xmas lights
12.00	Brampton Skips	Brampton In Bloom
<hr/>		
<b>£14,969.77</b>		



**PRESENT**

Councillor Mrs. C. Ridley (in the chair)  
Councillor K. Read-Bone  
Councillor Mrs. P. Skimming  
Councillor D. Moorat  
Councillor Mrs. J. L. Pattinson  
Councillor D. Shepherd

Councillor G. Prest  
Councillor Mrs. G. Hodgson  
Councillor I. Pennington  
Councillor Mrs. M. E. Smith  
Councillor J. Hendry  
Councillor Mrs. J. Prest

**IN ATTENDANCE** – Clerk

**APOLOGIES FOR ABSENCE** – None.

**131. MINUTE**

Minute of the Meeting held on 18<sup>th</sup> October 2011 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 18<sup>th</sup> October 2011, confirmed as a true and accurate record.

**132. DECLARATIONS OF INTEREST**

None were declared.

**133. TOWN AND COUNTRY PLANNING APPLICATIONS** – To be considered.

**133.1 THE WHITE HOUSE, MAIN STREET, BRAMPTON** – Levelling of terraced garden; erection of retaining wall together with timber panelled fencing above and additional landscaping (retrospective application)

No observations.

**134. NOTIFICATION OF DECISIONS**

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

**RESOLVED** to note the notifications.

**135. SHOOT IN GELT WOODS**

An email was received from Mrs. J. Speak.

**RESOLVED** to write to Mr. Day and request that signs are erected to warn walkers in Gelt Woods when a shoot is to be held. A copy of Mrs. Speak's email is to be enclosed.

**136. CHRISTMAS LIGHTS**

Arrangements for the Christmas lights switch-on due to take place on Friday 25<sup>th</sup> November 2011 were confirmed.

**AGREED** that:-

Councillors Read-Bone and Hodgson would help with the queue for Santa  
Councillors G. Prest, Moorat, Lewsley and Shepherd would help in Showfield Car Park, and  
Councillors Ridley, Skimming, Smith and Thompson would help with refreshments

**PRESENT**

Councillor Mrs. J. L. Pattinson (Chairman) (in the Chair)  
Councillor J. Hendry  
Councillor K. Read-Bone  
Councillor Mrs. M. Smith  
Councillor J. J. Harding

Councillor Mrs. G. Hodgson  
Councillor D. Moorat  
Councillor Mrs. C. Ridley  
Councillor Mrs. S. Lewsley  
Councillor Mrs. P. Skimming

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** - Councillors M. Mitchelson & S. Layden, Carlisle City Council

**APOLOGIES FOR ABSENCE** – Councillors G. R. Prest, J. Prest, D. Shepherd & I. Pennington (prior engagements)

**137. DECLARATIONS OF INTEREST**

None were declared.

**138. MINUTES**

**138.1 MINUTE**

Minute of the Meeting held on 26th October 2011 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 26<sup>th</sup> October 2011, confirmed as a true and accurate record.

**139. COMMITTEE REPORTS**

There were submitted Minutes of Meetings of

Finance and General Purposes Committee held on 15<sup>th</sup> November 2011

Property and Environment Committee held on 15<sup>th</sup> November 2011

**RESOLVED** to receive the minutes of both committees and to endorse and accept all recommendations contained therein.

**140. TOWN CENTRE MANAGEMENT**

**140.1 NOTED** a report from Hazel Broatch on the progress of Town Centre Management.

**140.2 RESOLVED** that the Parish Council were happy to give an expression of interest regarding funding bids for the project. The full implication of any bids will be discussed at a future meeting.

**140.3 NOTED** that a condition survey on the Moot Hall should be completed by Christmas and a subsequent report submitted. Visits to other “digital” Tourist Information Centres were being looked into.

**141. POLICE MATTERS**

No police were present. The Brampton Police Newsletter is available to any interested member.

**142. PUBLIC PARTICIPATION**

**NOTED** the following matters were raised under Public Participation:-

- Grit bins – locations checked and everything signed off by the City Council. Still waiting for the County Council to place and fill the bins.
- Problem parking at the Co-op.
- Town Carol Service to be held on 11<sup>th</sup> December 2011 at St. Martin's Church. All welcome.
- Christmas Light switch-on. Thanks given to all members who helped and Greg Abbott and players from Carlisle United.

**RESOLVED** to ask the police for a report or advice regarding the problem parking at the Co-op and write a letter to the Regional Manager of the Co-op highlighting the problems.

**143. TOWN AND COUNTRY PLANNING - APPLICATIONS**

Applications for planning consent were considered.

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

**143.1 MILTONRIGG WOOD, BRAMPTON (11/0932)** – Display of a double sided non illumination welcome sign.

No comment

**144. REPRESENTATIVES' REPORTS**

**144.1 BRAMPTON ECONOMIC PARTNERSHIP**

**NOTED** a report submitted from Mike Fox on a meeting of the Brampton Economic Partnership held on 10<sup>th</sup> November 2011. Councillor Lewsley attended the meeting and would submit further notes to the Clerk for circulation.

**144.2 CPCA AND CITY COUNCIL EXECUTIVE**

**NOTED** a report by Councillor Pattinson on a recent joint meeting of the CPCA and the City Council Executive. Presentations were made on housing strategy and development of the city within the Local Development Framework. It was felt that members needed to comment on this as it would be important for future planning applications.

**145. BUDGET 2012/2013**

**RESOLVED**, further to the recommendation from the Finance and General Purposes Committee, that the precept for 2012/2013 would remain the same at £88,878.00.

**146. GROUNDS MAINTENANCE MONITORING GROUP**

Consideration was given to the setting up of a working group to monitor the grounds maintenance contract.

**146.1 RESOLVED** that the Clerk would draw up a list of areas.

**146.2 RESOLVED** that the group would be made up of Councillors G. Prest, Harding, Ridley and Skimming.

**147. CUMBRIA ASSOCIATION OF LOCAL COUNCILS**

The following correspondence from CALC was received and noted

**147.1 CALC CIRCULAR - November 2011**

**147.2 CUMBRIA FIRE & RESCUE SERVICE CONTROL**

**147.2.1** Email from CALC with attached letters from Cumbria County Council

**147.2.2** Letter from Ade Kevern, Fire Brigade Union

**RESOLVED** the Clerk would write to the County Council raising concerns.

**147.3 LOCALISM ACT 2011**

**147.3.1** - Email from CALC with attachment from Communities & Local Government.

**147.3.2** - Email from CALC with attachment from NALC.

**147.4 COMMUNITY INFRASTRUCTURE LEVY – Email from CALC with attached questionnaire from Communities & Local Government.**

**RESOLVED** that Councillors Pattinson, G. Prest and Lewsley would consider a response.

**147.5 GEOLOGICAL DISPOSAL OF RADIOACTIVE WASTE IN WEST CUMBRIA – Invitation to ½ day conference.**

**147.6 TECHNICAL REFORMS OF COUNCIL TAX: CONSULTATION – Email from CALC**

**RESOLVED** that Councillors Pattinson, G. Prest and Lewsley would consider a response.

**147.7 CONNECTING CUMBRIA UPDATE – Email from CALC and attachment from Cumbria County Council**

**148. DISABLED PARKING ON THE COBBLES**

**RESOLVED** that the matter would be given consideration at the next meeting when Councillor Fisher would be in attendance.

**149. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**149.1 CUMBRIA MINERALS & WASTE DEVELOPMENT FRAMEWORK – Letter from Richard Evans, Cumbria County Council**

**149.2 GELT WOODS – Copy of a report from Peter Holding sent to the police detailing issues with shooting in Gelt Woods.**

**RESOLVED** that a meeting is being organised with Mr. Day to discuss the concerns raised.

**149.3 USE OF MOOT HALL – Letter from Mrs. Margaret Graham**

**RESOLVED** that the Clerk would write to Mrs. Graham.

**149.4 BULBS FOR MURRAY PARK – Email from Heather Tipler**

**RESOLVED** to decline any funding for bulbs and suggest that funds from a coffee morning or raffle at the Christmas market could be used.

**149.5 BRAMPTON FARMERS' MARKET** – Email from Lauren Harrison

**149.5.1 RESOLVED** that the lights on the Moot Hall could be switched on during the market to be held on December 17<sup>th</sup> 2011.

**149.5.2 RESOLVED** that members did not want a premises licence for the Moot Hall. A Temporary Event Notice could be used if required.

**150. LITERATURE AVAILABLE FROM CLERK**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**150.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE – 1 DECEMBER 2011 to 31 MARCH 2012**

**150.2 CUMBRIA RIDER** – Winter 2011/12

**150.3 CUMBRIA COMMUNITY FOUNDATION** – Annual Review 2011

**151. AGENDA ITEMS FOR NEXT MEETING**

- Grit bin
- Disabled parking on cobbled areas
- Millenium gate at Murray Park
- Working group for Diamond Jubilee

**152. DATE OF NEXT MEETING** – Tuesday December 13th 2011, 7.30pm in the Moot Hall.

**153. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, 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. contract terms), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

**154. WEBSITE**

Consideration was given to a report by the Clerk on the tenders invited and received for a parish council website.

**RESOLVED** to accept the tender submitted by Interfire in the sum of £550.00 for the set-up and £25.00 per month running costs of a website.

## **PRESENT**

Councillor Mrs. J. L. Pattinson (Chairman) (in the Chair)	Councillor Mrs. G. Hodgson
Councillor D. Moorat	Councillor D. Shepherd
Councillor K. Read-Bone	Councillor I. Pennington
Councillor Mrs. M. Smith	Councillor Mrs. S. Lewsley
Councillor J. J. Harding	Councillor Mrs. P. Skimming
Councillor G. R. Prest	

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher, Cumbria County Council

**APOLOGIES FOR ABSENCE** – Councillors, J. Prest, J. Hendry (City Council meeting) & C. Ridley (unwell)  
Councillors M. Mitchelson & S. Layden, Carlisle City Council (City Council meeting)

### **155. DECLARATIONS OF INTEREST**

None were declared.

### **156. MINUTES**

#### **156.1 MINUTE**

Minute of the Meeting held on 29th November 2011 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 29<sup>th</sup> November 2011, confirmed as a true and accurate record.

### **157. POLICE MATTERS**

**RESOLVED** to note a report from Sergeant Oliphant and PC Milroy highlighting the following:-

- Last 4 weeks have been pretty crime-free in Brampton.
- Christmas drink-drive campaign
- Increase in foot patrols
- Pubwatch scheme

The officers took note of concerns from members with regard to parking at the Co-op and speeding. Officers would investigate having a S.I.D. (speed indication device) set up at The Sands.

**RESOLVED** that the Clerk would:-

- 157.1** write to the County Council and ask that they look into parking restrictions on the pavement opposite the entrance to the Co-op,
- 157.2** write to the Enforcement Officer at Carlisle City Council with regard to the bollards outside the cash point at the Co-op, and
- 157.3** write to Joycelyne Hamilton informing her that the matter of speeding at The Sands was discussed with the police and that a S.I.D. may be placed there.

### **158. PUBLIC PARTICIPATION**

No members of the public were present.

## 159. TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were considered.

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

**159.1 BECK HOUSE, 30 BECK RIGGS, BRAMPTON (11/0023 TPO)** – TPO 81, T6 Beech – crown lift to 6m above garden and crown reduce on garden side by 3m to allow more light and sunlight to garden and dwelling.

No comment

**159.2 FRANLEIGH HOUSE, TREE ROAD, BRAMPTON (11/0067)** – Fell conifer in rear garden.

No comment

**159.3 LAND AT 17 & 18 GREENHILL, BRAMPTON (11/1014)** – Demolition of 2 semi-detached dwellings; erection of 4 flats; extension of existing site boundaries to include additional land.

No comment

## 160. FINANCIAL MATTERS

### 160.1 BANK RECONCILIATION TO 30<sup>TH</sup> NOVEMBER 2011

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.

**RESOLVED** to receive and note the bank reconciliation and balances to 30th November 2011 of £190,091.46.

### 160.2 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.

**RESOLVED** to receive and note the imprest balance to 8<sup>th</sup> December 2011 of £47.20.

### 160.3 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.

**160.3.1 RESOLVED** to approve the expenditure of £22,257.93 detailed in the Appendix hereto

**160.3.2 RESOLVED** to note the income of £415.00 detailed in the Appendix hereto.

### 160.4 EXPENDITURE TO APPROVE

There was submitted a report by the Clerk detailing expenditure to approve.

**RESOLVED** to authorise payment of the accounts listed in the Appendix hereto amounting to £4,195.42

## 161. REPRESENTATIVES' REPORTS

### 161.1 HAYTON PARISH COUNCIL

**NOTED** a report from Councillor Skimming on attending a recent meeting of Hayton Parish Council where the planning application for Hayton High Estates was discussed. It had been **RESOLVED** at the meeting, after discussion, with a majority of 7-2 to object to the planning application.

**162. BRAMPTON OLD CHURCH**

A request was submitted from The Brampton Preservation Trust for the installation of a land drain to stop damp problems in the Old Church. A survey drawing was also enclosed.

**162.1 RESOLVED** to permit the work to be carried out.

**162.2 RESOLVED** that either the City Council, Trading Standards or the architect involved should recommend local builders for the work.

**163. GRIT BINS**

**163.1 GRIT BIN AT HOWARD GARDEN**

Mr. Derek Walker submitted a copy of a letter of complaint sent to Carlisle City Council regarding the delay in siting a grit bin at Howard Gardens in Brampton.

**163.1.1 NOTED** that the grit bin at Howard Gardens was now in place.

**163.1.2 RESOLVED** that the Clerk would enquire where the other 3 grit bins were.

**164. DISABLED PARKING ON THE COBBLES**

**NOTED** a report from Councillor Fisher on a discussion with Mike Foster, Cumbria County Council, regarding disabled parking in Brampton.

**164.1 RESOLVED** that Councillor Fisher would pass Mike Foster's contact details to the Clerk to arrange a meeting with Councillors to discuss disabled parking spaces, white lines and any other relevant highways matter.

**165. MILLENIUM GATE AT MURRAY PARK**

**NOTED** a report from Councillor Read-Bone that as the numbers from the Millenium Gate at Murray Park had been vandalised and removed, they should be replaced with numbers welded to a half inch bar which in turn would be welded to the gate and would be much more difficult to remove.

**RESOLVED** that the Clerk would look into quotes for the aforementioned work.

**166. DIAMOND JUBILEE 2012**

**RESOLVED**, after discussion, that the following would set up a working group to progress celebrations for the Queen's 2012 Diamond Jubilee:-

Councillors Harding, Shepherd and the Clerk.

**167. CUMBRIA ASSOCIATION OF LOCAL COUNCILS**

The following correspondence from CALC was received and noted

**167.1 CALC CIRCULAR** - December 2011/January 2012

**RESOLVED** that the Clerk would email Paul Glazebrook regarding banning smoking in children's playgrounds for further information.

**167.2 MEET CALC** – Email from David Claxton



**168. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**168.1 CUMBRIA IN BLOOM** – Letter from Alan Heath, Chairman.

**168.2 GELT WOODS** – Emails and attachment from Ray Hinton.

**168.2.1 NOTED** that Councillor Pattinson had spoken to Mr. Day who was willing to place signs in Gelt Woods when a shoot was occurring and also have a beater along the public footpaths.

**168.2.2 NOTED** that the police officers who were in attendance earlier had stated that after investigating the incident no laws were being broken.

**168.2.3 RESOLVED** that the Clerk would forward Mr. Hinton’s email to Carlisle City Council highlighting his concern about walking at Talkin Tarn.

**168.3 SPEEDING TRAFFIC THROUGH BRAMPTON** – Email from Jocelyn Hamilton.

**168.4 USE OF MOOT HALL** – Letter from Ann Oswin, Brampton & Beyond Community Trust.

**RESOLVED**, after discussion, that Brampton community café group could use 1-2 tables in the Moot Hall on a market day at a charge of £45.00 per month. The charge for the remaining use of the Moot Hall would remain the same at £65.00 per month.

**168.5 PARISH COUNCIL & VILLAGE HALL CAPITAL GRANT SCHEMES 2012/13** – Letter from Zoe Sutton, Carlisle City Council.

**RESOLVED** that the Clerk would look into costings for interpretive boards/presentation panels and Christmas lights.

**168.6 REMEMBRANCE WEEKEND** – Letter from Fred Chipchase, Chairperson, Royal British Legion, Brampton Branch.

**169. LITERATURE AVAILABLE FROM CLERK**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**169.1 LOCAL COUNCIL REVIEW (LCR)** – Winter 2011

**169.2 ACT GAZETTE** – Winter 2011

**169.3 EDEN RIVERS TRUST NEWSLETTER** – Winter 2011

**170. AGENDA ITEMS FOR NEXT MEETING**

No items raised at meeting.

**171. DATE OF NEXT MEETING** – Tuesday January 31<sup>st</sup> 2012, 7.30pm in the Moot Hall.

## Expenditure

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
130.00	Carlisle City Council	Rates
48.00	Carlisle City Council	Rates
21.73	Vodafone	Office
122.00	British Gas	Heat & Light
3.68	Barclays Bank	Charges
3291.67	Cut n' Edge	Grounds Maintenance
169.45	BT	Office
106.40	J Ratcliffe	Staff
540.00	Cumbria LGPS	Staff - pension
23.40	Brampton Skip Hire	Cumbria In Bloom
30.00	Interfire	Office
10,101.35	Gala Lights	Christmas lights
1518.15	A Riddell	Staff
280.00	R&M Lowther	Footpaths - Dandy
2.17	United Utilities	Parks
70.00	Tarn Road Nurseries	Parks
3,000.00	Carlisle City Council	TIC
340.10	Colvilles	Grass Cutting
183.43	J Ratcliffe	Staff
226.23	P Reynolds	Staff
161.09	Glowlights.co.uk	Christmas lights
12.00	Brampton Skip Hire	Open spaces
150.00	Petty Cash	Office
150.00	P Hetherington	Christmas lights
46.00	Royal British Legion	S137
500.00	Woodworkers Club	Grant
250.00	Film Club	Grant
200.00	Art & Craft Club	Grant
25.00	Cumbria Military Museum	Chmns Allowance
164.40	Cumbria Software	Office
33.85	C Ridley	Christmas lights
62.40	G Thompson	Christmas lights
178.43	A Riddell	Staff
117.00	CALC	Training
<b><u>£22,257.93</u></b>		

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
235.00	Market Tolls	Market
90.00	Market Tolls	Market
40.00	Market Tolls	Market
30.00	Market Tolls	Market

20.00

Market Tolls

Market

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**£415.00**


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Appendix 2

Expenditure to approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
128.75	Canon	Office photocopier
161.03	ABW	M. Hall/lights/parks
670.00	R&M Lowther	Dandy footpath
50.69	Cannon Hygiene	Moot Hall
138.30	J Ratcliffe	Staff
244.70	P Reynolds	Staff
330.00	Interfire	Website
480.00	Green Design Group	Moot Hall survey
474.00	Gala lights	Christmas lights
1517.95	A Riddell	Staff
<b><u>£4,195.42</u></b>		

**MINUTE** of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 31st JANUARY, 2012** at 7.30 p.m.

## **PRESENT**

Councillor Mrs. J. L. Pattinson (Chairman) (in the Chair)	Councillor Mrs. G. Hodgson
Councillor K. Read-Bone	Councillor I. Pennington
Councillor Mrs. M. Smith	Councillor Mrs. S. Lewsley
Councillor J. J. Harding	Councillor Mrs. P. Skimming
Councillor G. R. Prest	Councillor Mrs. J. Prest
Councillor Mrs. C. Ridley	Councillor Mrs. J. Thompson

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher, Cumbria County Council  
Councillor S. Layden, Carlisle City Council

**APOLOGIES FOR ABSENCE** – Councillors Hendry (City Council meeting), Moorat & Shepherd (holiday)  
Councillors M. Mitchelson, Carlisle City Council (City Council meeting)

### **172. DECLARATIONS OF INTEREST**

None were declared.

### **173. MINUTES**

#### **173.1 MINUTE**

Minute of the Meeting held on 13th December 2011 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 13<sup>th</sup> December 2011, confirmed as a true and accurate record.

### **174. POLICE MATTERS**

**NOTED** that no officer was in attendance and no report received.

(NB: After the meeting, the February Police Newsletter was received via email)

### **175. PUBLIC PARTICIPATION**

No members of the public were present.

### **176. TOWN AND COUNTRY PLANNING - APPLICATIONS**

Applications for planning consent were considered.

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

#### **176.1 THE OLD MANSE, TREE ROAD, BRAMPTON (11/0073 S211) – Crown reduce by 30% to rear garden Alders**

No comment

#### **176.2 LAND AT 17 & 18 GREENHILL, BRAMPTON (11/1014) – Demolition of 2 semi-detached dwellings; erection of 4 flats; extension of existing site boundaries to include additional land.**

No comment

- 176.3 BEECH MOUNT, CAPON TREE ROAD, BRAMPTON (12/0001 TPO)** – Beech (T1) – Fell due to dangerous cavity at about 2-3metres. Beech (T2) – Reduce length of most easterly stem to pruning points in accordance to BS3998.

No comment

- 176.4 BECK HOUSE, 30 BECK RIGGS, BRAMPTON** – Crown reduce all over by 2m the beech tree adjacent the footpath to the rear of the property.

No comment

- 176.5 GRANGE GARTH, PAVING BROW, BRAMPTON** – Crown lift 5m the trees along the western boundary of the rear garden.

No comment

## **177. FINANCIAL MATTERS**

### **177.1 BANK RECONCILIATION TO 31ST DECEMBER 2011**

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.

**RESOLVED** to receive and note the bank reconciliation and balances to 31st December 2011 of £181,867.88

### **177.2 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.

**RESOLVED** to receive and note the imprest balance to 27<sup>th</sup> January 2012 of £17.97.

### **177.3 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.

**177.3.1 RESOLVED** to approve the expenditure of £8,406.05 detailed in the Appendix hereto

**177.3.2 RESOLVED** to note the income of £182.47 detailed in the Appendix hereto.

### **177.4 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**RESOLVED** to authorise payment of the accounts listed in the Appendix hereto amounting to £11,280.12

## **178. REPRESENTATIVES' REPORTS**

### **178.1 BRAMPTON ECONOMIC PARTNERSHIP**

**NOTED** a report from Councillor Lewsley on attending a recent meeting of Brampton Economic Partnership where the main issues discussed were:-

- High Speed Broadband – want to be involved in group already set up through the CPCA
- Report from Lynn Fox, CREA – regarding businesses in rural areas
- Parking in Brampton. Darren Crossley stated that this might not be such a problem if the medical practice moved from the centre of town. BEP want to meet with the doctors.
- Carlisle Economic Partnership
- Fuel co-op – to set up a co-op with green energy suppliers to reduce fuel costs

Concerns were raised at the group expressing an interest in all City and County Council owned property in Brampton (including the recycling centre and fire station) except for Gelt Bridge.

**RESOLVED** to hold a meeting of the Property and Environment Committee next week to discuss possible use of the former infant school site, owned by Cumbria County Council as storage/office for the Parish Council.

## 178.2 PARKING IN BRAMPTON

**NOTED** a report from Councillor G. Prest on a recent meeting with Jane Meek, Mike Mitchelson and Marilyn Bowman, Carlisle City Council, to discuss the ongoing parking problems in Brampton. Although a site behind St. Martin's Church has been highlighted as a possibility, the question of funding a car park is still an issue. More information will be available for the next meeting.

## 178.3 LEAGUE OF FRIENDS

**NOTED** a report from Councillor G. Prest on a recent meeting of the League of Friends. The hospital is having money spent on the wards to bring them up to standard, by virtue of this, it may rule out a future combined site with the doctors.

## 179. BRAMPTON RECYCLING CENTRE

Proposals from Cumbria County Council to changes at the recycling centre in Brampton were submitted along with letters of concern from local parishioners.

After a full discussion:-

**179.1 RESOLVED** to write to the County Council that the Parish Council were against the closure of the site, suggest that the opening hours could be reduced to save costs, that the Parish Council express an interest in helping run the facility and that the facility is poorly signposted.

**179.2 RESOLVED** that members would also respond individually against the closure of the site.

**179.3 RESOLVED** that the Clerk would respond to parishioners who had submitted letters to the Parish Council.

## 180. USE OF MOOT HALL

**NOTED** a report from Councillor G. Prest on a recent meeting of the group set up to make better use of the Moot Hall and improve the tourist information facility. The main issues included the following:-

- Application to the Heritage Lottery fund would be submitted soon.
- Trevor Atkinson from Hadrian's Wall Heritage has been made redundant as of today. Although there has been a reprieve of two months, Trevor is looking for other work. His help on the project so far has been invaluable.
- Settle TIC had been visited which is run by volunteers with one paid member of staff from the District Council. This runs very well. To date 15 volunteers have offered to help run the TIC in Brampton with further advertising to be circulated. Further volunteers should ensure that the TIC is open 6 days a week all year round.
- To date David Andrew from Green Design Group has done work free of charge. Further work has been quoted at a cost of £2,000. Although this will be part of the bid submitted to the Heritage Lottery Fund, the Parish Council may have to authorise payment of this fee and then reclaim the money back.

## 181. BMX TRACK/SKATEPARK

**NOTED** a report from Councillors Pattinson, G. Prest and the Clerk on a recent meeting with staff from William Howard School and Tracy Gannon, Carlisle City Council to discuss the proposed bmx track and skatepark. The school has planned to

set up a bmx track and have agreed to site the skatepark alongside it. The Parish Council will give approximately £50,000 from the Section 106 money that had been allocated for the bmx track/skatepark to be located at King George V field. The relocation of the project will please those objecting to it being sited at King George V field, will reduce future maintenance costs for the Parish Council and will be better used as the school are setting up a full programme of events for the project. The reduced cost to the Parish Council will now enable improvements to play equipment at King George V field and Murray Park to go ahead.

## **182. PARISH COUNCIL WEBSITE**

Members had been asked to look at the test site for the new Parish Council website and consider any improvements and/or suggestions for the site.

**RESOLVED** that the following comments would be passed to the web designers:-

- Could there be a link to local choir/cubs/scouts etc?
- Can't see some of the writing on the photographs clearly
- Local Directory section needs to be changed

## **183. DIAMOND JUBILEE CELEBRATIONS 2012**

The Clerk gave proposals for the Diamond Jubilee celebrations to be held in June from the working group meeting held on 19<sup>th</sup> January with Councillors Harding and Shepherd.

**RESOLVED** to agree to the following:-

- Purchase of church tower beacon at a cost of £299.00 +p&p. St. Martin's Church has agreed that the beacon can be lit from the flat roof area at the top of the bell tower. Stephen Hillary and members of the local fire service will be in attendance. Gas is being supplied free of charge from Barnett's Garage.
- Planting up of flowerbed at St. Martin's Church in a union jack. Bed to be measured for plant numbers in due course.
- Medal for every child up to the age of 11 (primary school year 6). Cost of £684.25 for 575 medals. Medals to be presented at Brampton Primary School and local nurseries on Friday June 1<sup>st</sup>. Other children may collect theirs at the coffee morning to be held on June 2<sup>nd</sup> in the Moot Hall.
- Coffee morning to be held in the Moot Hall on June 2<sup>nd</sup>. All Councillors to attend. Purchase of décor, tableware and commemorative teddy bear to be raffled at a total cost of £155.00
- Purchase of small and large banner. Small banner at a cost of £46.00, large banner has varying prices depending on size and the purchase of which will be decided on total funding received.
- Request for funding to be submitted to the Neighbourhood Forum.
- £500.00 from the Allison Bequest to be used towards the event.

**RESOLVED** to note that:-

- Councillors Mitchelson and Layden would give financial help to the project, sum to be agreed and details passed to the Clerk as soon as possible.
- Fruits & Roots, Huntingtons Wine Bar, Craggs Country Bakery and Edinburgh Woollen Mill have agreed to help with the event through financial sponsorship, donations and raffle prizes.

## **184. USE OF PARISH COUNCIL LAND – THE MOTE/RIDGE**

A request was submitted from Brampton Army Cadet Group to use land at The Mote and The Ridge for dry practise training activities.

**RESOLVED** to permit use of the land for practise training activities.

## **185. CARRIAGEWAY RECONSTRUCTION WORKS B6413**

**RESOLVED** to note a letter from Darren Snowden, Cumbria County Council regarding the closure of the B6413 carriageway adjacent to the Moot Hall from Sunday 26<sup>th</sup> February for 5 days.

## **186. FOOTPATHS AND RIGHTS OF WAY**

The following correspondence was considered:-

- 186.1 LONGTOWN ROAD TO TOWNFOOT PARK FOOTPATH** – Email from Mrs. H. Smethurst and Andrew Nicholson.

**RESOLVED** that the Clerk would ask the grounds maintenance contractor if there was anything that could be done to improve the surface of the path.

- 186.2 RIGHTS OF WAY MAINTENANCE** – Email from Andrew Nicholson

**NOTED** the works to be carried out.

- 186.3 PERMISSIVE PATH, KIRKBYMOOR COTTAGE TO CROOKED HOLME ROAD-END** – Email from Andrew Nicholson.

**RESOLVED** that the Clerk would inform Andrew Nicholson that the Parish Council would not fund the proposed work.

**187. SMOKEFREE PLAY AREAS**

An email and information from Sue Sear, Cumbria PCT was submitted regarding smokefree play areas.

**RESOLVED** that members gave permission for Sue Sears to inform other possible interested parties of the Parish Council's interest in the matter.

**188. CUMBRIA ASSOCIATION OF LOCAL COUNCILS**

The following correspondence from CALC was received and noted

- 188.1 CALC CIRCULAR** - February 2012

**NOTED** that the circular had not been received.

**189. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

- 189.1 BURIAL OF CREMATED REMAINS IN OLD CHURCH** – Letter from Margaret Johnston.

**RESOLVED** that the Clerk would inform Mrs. Johnston that burial of cremated remains in the family grave at the Old Church was permitted.

- 189.2 SITING OF FOOD TRAILER** – Letter from Mr. Raymond Grieve.

**RESOLVED** to inform Mr. Grieve that if there was sufficient space the van could be sited in the Market Place when the Wednesday market took place.

- 189.3 ANNIVERSARY OF THE SINKING OF R.M.S. TITANIC**- Letter from Mr. Barrie Hodgson.

**NOTED** from Councillor Fisher that Hallbankgate Village School were doing a project on the Titanic.

- 189.4 CARLISLE CITY COUNCIL DISPOSAL PROGRAMME** – Letter from Mark Walshe regarding garages at Allason Close.

- 189.5 NORTH AIR AMBULANCE SERVICE** – Funding request from A.J. Drake, Fundraising Manager.

**RESOLVED** that the Parish Council itself would give no financial help.

- 189.6 BRAMPTON FILM CLUB** – Letter from Eric Griffiths.



**189.7 DEAD, DYING AND DANGEROUS TREES** – Email from Charles Bennett, Carlisle City Council.

**189.8 FARMING LANDSCAPES PROJECT** – Email from David Claxton and information from Friends of The Lake District.

**189.9 WIND TURBINES** – Email from David Ramsbotham.

**RESOLVED** that the Clerk would respond that the Parish Council remained neutral on the matter.

**190. LITERATURE AVAILABLE FROM CLERK**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**190.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE – 1 FEBRUARY 2012 to 31 MAY 2012**

**190.2 CLERKS & COUNCILS DIRECT - January 2012**

**190.3 CONNECTING CUMBRIA – January 2012 newsletter. [www.connectingcumbria.org.uk](http://www.connectingcumbria.org.uk).**

**191. AGENDA ITEMS FOR NEXT MEETING**

- kissing gates on the Blackpath

**192. DATE OF NEXT MEETING** – Tuesday February 29th 2012, 7.30pm in the Moot Hall.

**193. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 66, that, in view of the confidential nature of the business to be transacted, (i.e. contract terms), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

**194. OFFICE LEASE**

A letter was submitted from Cartmell Shepherd regarding the office lease.

**RESOLVED** that the Clerk would speak to the Council's solicitor and explain that no decision could be made until further information was received regarding the possible use of the infant school.

**195. GRASS CUTTING 2011 - TENDERS**

There was submitted a report by the Clerk on the tenders invited and received for the grass cutting contract 2012.

**AGREED** to accept the tender submitted by Colville Grounds Maintenance in the sum of £4,370.32.

## Expenditure

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
130.00	Carlisle City Council	Rates
48.00	Carlisle City Council	Rates
24.03	Vodafone	Office
122.00	British Gas	Heat & Light
5.52	Barclays Bank	Charges
3291.67	Cut n' Edge	Grounds Maintenance
70.51	United Utilities	Moot Hall
427.10	BRHS	Office
91.80	British Gas	Moot Hall
128.75	Canon UK Ltd	Office
161.03	ABW	Xmas lights/moot hall
670.00	R&M Lowther	Dandy footpath
50.69	Cannon	Moot hall
138.30	J Ratcliffe	Staff
244.70	P Reynolds	Staff
330.00	Interfire	Office - website
480.00	Green Design	Moot hall
474.00	Gala lights	Christmas lights
1517.95	A Riddell	Staff
<b><u>£8,406.05</u></b>		

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
115.00	Market Tolls	Market
55.00	Market Tolls	Market
12.47	Barclays Bank	Interest
<b><u>£182.47</u></b>		

## Expenditure To Approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
106.40	J Ratcliffe	Staff
199.38	P Reynolds	Staff
1518.15	A Riddell	Staff
295.38	Lyreco	Office
162.03	BRHS	Office
27.50	Mitchelson's Newsagents	Christmas lights
6183.30	Gala lights	Christmas lights
280.00	R&M Lowther	Dandy footpath
38.85	ABW	Christmas lights
11.73	United Utilities	Parks
21.81	United Utilities	Allotments
2193.59	HMR&C	PAYE - staff
180.00	BIG Mag	Misc services
50.00	Petty cash	Office
12.00	Brampton Skips	Christmas lights
<b><u>£11,280.12</u></b>		

**MINUTE** of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 6<sup>th</sup> FEBRUARY 2012** at **7.30 p.m.**

**PRESENT**

Councillor Mrs. C. Ridley (Chairman, in the chair)  
Councillor K. Read-Bone  
Councillor D. Moorat  
Councillor Read-Bone

Councillor G. Prest (*ex officio*)  
Councillor Mrs. G. Hodgson  
Councillor D. Shepherd

**IN ATTENDANCE** – Clerk

**APOLOGIES FOR ABSENCE** – Councillors Pennington (ill) and Skimming (hols).

**196. MINUTE**

Minute of the Meeting held on 15<sup>th</sup> November 2011 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 15<sup>th</sup> November 2011, confirmed as a true and accurate record.

**197. DECLARATIONS OF INTEREST**

Councillor Shepherd declared an interest in item 198.

**198. BRAMPTON INFANT SCHOOL SITE**

Members discussed the possible use of the former Brampton Infant School site for storage and office use.

**RESOLVED**, after discussion to:-

**198.1** Arrange a site visit through Councillor Fisher.

**198.2** Look for other alternatives for the storage of Christmas lights.

**199. TOWN AND COUNTRY PLANNING APPLICATIONS**

Applications for planning consent were considered.

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

**199.1 COTEHILL FARM, BRAMPTON (12/0035)** – Proposed slurry lagoon. (revised application)

No observations.

**PRESENT**

Councillor Mrs. J. L. Pattinson (Chairman) (in the Chair)	Councillor Mrs. G. Hodgson
Councillor K. Read-Bone	Councillor I. Pennington
Councillor Mrs. M. Smith	Councillor Mrs. J. Thompson
Councillor J. J. Harding	Councillor Mrs. C. Ridley
Councillor G. R. Prest	Councillor Mrs. J. Prest
Councillor D. Moorat	Councillor D. Shepherd

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher, Cumbria County Council.  
Councillors M. Mitchelson and S. Layden, Carlisle City Council

**APOLOGIES FOR ABSENCE** – Councillors Skimming (hols) and Lewsley (ill)

**200. DECLARATIONS OF INTEREST**

None were declared.

**201. MINUTES**

**201.1 MINUTE**

Minute of the Meeting held on 31st January 2012 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 31st January 2012, confirmed as a true and accurate record.

**202. POLICE MATTERS**

**NOTED** that no officer was in attendance and no report received.

(NB: After the meeting, the March Police Newsletter was received via email)

**203. PUBLIC PARTICIPATION**

No members of the public were present.

**204. TOWN AND COUNTRY PLANNING - APPLICATIONS**

Applications for planning consent were considered.

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

**204.1 CROOKED HOLME BARN, CROOKED HOLME, BRAMPTON (12/0048)** – replacement of 3 large velux rooflights with 5 smaller conservation type rooflights; erection of front canopy/open porch; re-positioning of internal wall at first floor level to create bathroom (LBC)

No comment

**204.2 THE GRANGE, CRAW HALL, BRAMPTON (12/0019)** – Erection of 3 dwellings and 1 detached garage; remodelling of pond. (Revised application)

OBJECT on the following grounds:-

- Outwith the current development line
- Does not complement the existing character of the area – contrary to Policy H2 – Primary Residential Areas – Carlisle District Local Plan (CDLP)
- Overdevelopment of site in a conservation area – contrary to Policy LE19 – Conservation Areas – CDLP

**204.3 THE GRANGE, CRAW HALL, BRAMPTON (12/0007 S211) – fell trees shown in red on plan**

Concerns at the amount of trees being lost at the site. 6 were removed in a previous application. (07/0019)

**204.4 2 PARKHEAD ROAD, BRAMPTON (12/0079) – Erection of 1dwelling (Outline)**

No comment

**204.5 ABBEY BRIDGE INN, LANERCOST, BRAMPTON (12/0083) – Installation of 4 airbricks to ventilate ground floor. (Part retrospective) (LBC)**

No comment

**204.6 4 ASH LEA, BRAMPTON (12/0107) – Single storey side/rear extension to provide utility room to rear of garage; first floor side extension to provide study.**

No comment

**205. FINANCIAL MATTERS**

**205.1 BANK RECONCILIATION TO 31ST JANUARY 2012**

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.

**RESOLVED** to receive and note the bank reconciliation and balances to 31st January 2012 of £168,186.36

**205.2 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.

**RESOLVED** to receive and note the imprest balance at 24<sup>th</sup> February 2012 of £45.07.

**205.3 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.

**205.3.1 RESOLVED** to approve the expenditure of £14,928.90 detailed in the Appendix hereto

**205.3.2 RESOLVED** to note the income of £1,247.38 detailed in the Appendix hereto.

**205.4 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**RESOLVED** to authorise payment of the accounts listed in the Appendix hereto amounting to £8,344.93

## **206. REPRESENTATIVES' REPORTS**

### **206.1 PARKING IN BRAMPTON**

**NOTED** a report from Councillor G. Prest on a recent meeting with interested parties, to discuss the ongoing parking problems in Brampton. The main items discussed were:-

- Enforcement in Brampton – 96 penalty notices in 12 month period
- Possible time limit on part of Showfield car park
- Relining of Union Lane car park – 4 spaces lost

**RESOLVED**, after further discussion to:-

**206.1.1** Approach the Masonic Lodge for possible parking for business owners/workers.

**206.1.2** Inform Carlisle City Council to alter the disabled bay in Union Lane car park to make it more accessible.

**206.1.3** Highlight possible parking restrictions in the BIG Magazine for public feedback.

**206.1.4** Informed Councillor Mitchelson that the parking bay outside Daisy Chain on High Cross Street should revert back to not being marked.

## **207. BRAMPTON RECYCLING CENTRE**

An update was received from Councillor Fisher on proposals from Cumbria County Council to changes at the Recycling Centre in Brampton in that the site would probably have reduced opening hours to 2 days per week including a Saturday or Sunday. This was still to be confirmed.

## **208. USE OF MOOT HALL**

**NOTED** a report from Councillor G. Prest on recent meetings of the group set up to make better use of the Moot Hall and improve the tourist information facility. The main issues included the following:-

- 31 volunteers to date to help with running the TIC. One to one training is being arranged. This would ensure that the TIC could open 6 days a week.
- Consultation event to be held in the Moot Hall on 22<sup>nd</sup> March from 2.00pm to 8.00pm.
- Green Design would look at the roof when doing the building survey.

## **209. KISSING GATES AT BLACKPATH**

**RESOLVED** to defer the item until next month's meeting as Councillor Lewsley was absent.

## **210. PARISH COUNCIL WEBSITE**

The Clerk gave an update on the Parish Council website.

**RESOLVED** to note that the website is [www.bramptonparishcouncil.co.uk](http://www.bramptonparishcouncil.co.uk) and is almost complete. A press release would be given when the website is "live".

## **211. REVIEW AND ADOPTION OF PARISH COUNCIL DOCUMENTS**

A report was submitted on the review and adoption of Parish Council documents.

**RESOLVED** to:-

**211.1** Approve the review of Standing Orders and Financial Regulations

**211.2** Adopt the following documents:-

- Statement of Intent on Community Engagement
- Grants Policy
- Equal Opportunities Policy
- Health & Safety Policy
- Fraud/Corruption Detection & Prevention
- Document Retention Policy

## **212. DISABLED PARKING IN BRAMPTON**

**RESOLVED** After discussion and hearing concerns raised from residents, to request the disabled parking bay currently sited outside the Post Office to be relocated to outside Hoi Sun Chinese Takeaway and the disabled parking bay at the rear of the Moot Hall near Fruits n' Roots to be relocated to the other side of the Moot Hall near Moot Lodge. All other disabled bays would remain the same.

## **213. DOG FOULING IN BRAMPTON**

The Clerk reported that numerous complaints have been received regarding dog fouling in and around Brampton. The dog wardens have been contacted at Carlisle City Council to erect more signage and patrol areas of concern.

**RESOLVED**, after discussion:-

**213.1** To note the report and requests submitted to Carlisle City Council

**213.2** Request more litter bins from Carlisle City Council

**213.3** Highlight the problem in the next issue of the BIG Magazine

## **214. PROBLEM PARKING AT THE CO-OP IN BRAMPTON**

### **214.1 SITE VISIT WITH SARAH STEELE, CUMBRIA COUNTY COUNCIL**

The Clerk reported on a recent site visit with Sarah Steele to the Co-op, Main Street, Brampton and that Sarah Steele would look into extending the double yellow lines outside the Co-op and refer the problem parking to Enforcement Officers at Carlisle City Council.

Councillor Layden reported that the Enforcement Officer from the planning department at Carlisle City Council had spoken to the manager at the Co-op regarding the bollards being left down outside of deliveries to the store. The manager had stressed it was difficult to keep putting the bollards up and that they were often damaged.

**RESOLVED** to note the reports.

### **214.2 PROBLEM PARKING AT THE CO-OP IN BRAMPTON**

A letter was submitted from Miss. F. Macleod regarding problem parking at the Co-op in Brampton.

**RESOLVED** to note the letter and inform Miss Macleod of the County Council's proposals for extension of the double yellow lines.



## **215. CUMBRIA ASSOCIATION OF LOCAL COUNCILS**

The following correspondence from CALC was received and noted:-

**215.1 CALC CIRCULAR** - March 2012

**215.2 PRAYERS AT COUNCIL MEETINGS** – Emails from David Claxton

**215.3 LOCALISM FROM THEORY TO PRACTICE** – Event on 24<sup>th</sup> March 2012, Stoneybeck Inn, Penrith.

**215.4 SECTION 137 EXPENDITURE** - £6.80 per elector for financial year 2012/13.

## **216. BANK AT OLD CHURCH**

The Clerk reported that due to erosion at the bank at the Old Church the exhumation of the remains of the late Eleanor Bamford Hill and Mabel Hill was required. An application for a Faculty from the Carlisle Diocesan was required and the work would be completed by Stephen Hillary, groundsman at the new cemetery. Relatives of the deceased have been traced and are visiting the area in the near future. The remains will be interred at the new cemetery.

The Clerk also reported on the recent vandalism at the Old Church which included damage to 8 headstones. As those involved in the vandalism are only aged 6 to 10, they will be dealt with through the restorative justice process.

**216.1 RESOLVED** to note the reports

**216.2 RESOLVED** to put an article in the next issue of the BIG Magazine regarding the vandalism as the next of kin or heirs at law of the deceased own the headstones involved and are the persons primarily responsible for their repair and safety.

## **217. DIAMOND JUBILEE TREES**

Councillor Ridley reported that as several trees have had to be felled in recent months, could the Parish Council plant some trees and ask members of the public if they would like to dedicate a particular tree to a loved one.

**RESOLVED** to place an article in the BIG magazine for anyone interested to contact Councillor Ridley.

## **218. STORAGE FOR CHRISTMAS LIGHTS**

The Clerk reported on the possible storage of Christmas lights.

**RESOLVED** to purchase a 30 foot storage container and enquire into the container being sited at Townfoot Industrial Estate.

## **219. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**219.1 HOWARD ARMS LANE** – Letter from Mr. M. Dresser.

**219.2 CUMBRIA MINERALS AND WASTE DEVELOPMENT FRAMEWORK** – Letter from Richard Evans.

**219.3 CPCA/CCC MEETING 20<sup>th</sup> MARCH 2012-** Email from Gwen Dumbleton.

**219.4 STANLEY ROAD PROBLEMS** – Email from Paul Mitchell

**RESOLVED** that the Clerk would inform Mr. Mitchell of the current position in matters he has raised previously. Councillors Mitchelson and Layden would check previous emails and ensure that a response had been sent to Mr. Mitchell.

**220. LITERATURE AVAILABLE FROM CLERK**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**220.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE – 1 MARCH 2012 to 30 JUNE 2012**

**220.2 CUMBRIA COUNTY UNISON – February 2012**

**220.3 ALLOTMENTS REGENERATIVE INITIATIVE – Winter 2011/12 newsletter.**

**221. ITEMS FOR INCLUSION IN BIG MAGAZINE**

- **TIC volunteers**
- **Recycling Centre**
- **Dog fouling**
- **Diamond Jubilee trees**
- **Disabled parking**
- **Vandalism at Old Church Graveyard**

**222. AGENDA ITEMS FOR NEXT MEETING**

- kissing gates on the Blackpath

**223. DATE OF NEXT MEETING – Tuesday March 27th 2012, 7.30pm in the Moot Hall.**

**224. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 66, that, in view of the confidential nature of the business to be transacted, (i.e. contract terms), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

**225. OFFICE LEASE –**

A letter was submitted from Cartmell Shepherd regarding the office lease.

**RESOLVED** to confirm with Cartmell Shepherd that a longer lease with a break clause is the Parish Council's preferred option.

## Expenditure

£	Supplier	Detail
130.00	Carlisle City Council	Rates
48.00	Carlisle City Council	Rates
21.03	Vodafone	Office
122.00	British Gas	Heat & Light
36.08	Barclays Bank	Charges
3291.67	Cut n' Edge	Grounds Maintenance
106.40	J Ratcliffe	Staff
199.38	P Reynolds	Staff
1518.15	A Riddell	Staff
295.38	Lyreco	Office
162.03	BRHS	Office
27.50	Mitchelsons Newsagents	Xmas lights
6183.30	Gala lights	Xmas lights
280.00	R&M Lowther	Dandy footpath
38.85	ABW	Moot Hall
11.73	United Utilities	Parks
21.81	United Utilities	Allotments
180.00	B.I.G. Magazine	Misc services
2193.59	HMR&C	Staff - PAYE
50.00	Petty Cash	Office
12.00	Brampton Skip Hire	Xmas lights
<hr/>		
<b>£14,928.90</b>		

## Income

£	Detail	Cost centre
80.00	Market Tolls	Market
35.00	Market Tolls	Market
45.00	Market Tolls	Market
430.00	Mr. Wright	Cemetery
15.00	Scaleby PCC	Moot Hall
67.33	Farmers Market	Market
249.00	Mr Taylor	Cemetery
15.00	Brampton WI	Moot Hall
15.00	Brampton WI	Moot Hall
15.00	Cerebral Palsy	Moot Hall
15.00	Old Peoples Association	Moot Hall
70.00	Oxleys Memorials	Cemetery
70.00	I Robinson	Cemetery
15.00	United Reformed Church	Moot Hall
81.05	Electricity Northwest	Open spaces
15.00	League of Friends	Moot Hall
15.00	Old Peoples Association	Moot Hall
<hr/>		
<b>£1,247.38</b>		

## Expenditure to approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
127.80	J Ratcliffe	Staff
196.85	P Reynolds	Staff
1517.95	A Riddell	Staff
2,500.00	Cumbria County Council	Dandy footpath
131.83	Lyreco	Office
259.70	Business Finance Soln's	Office - photocopier
30.00	E&M Services	Office
144.00	Brunstock Engineering	Murray Park gates
90.00	Geltsdale Carpets	Moot Hall
2080.00	R&M Lowther	Dandy footpath
118.80	Matrix 1 solutions	Office
50.00	Fiona Deal	Christmas lights
900.00	R&M Lowther	Murray Park
198.00	Shift-It	Cemetery
<b><u>£8,344.93</u></b>		

**PRESENT**

Councillor Mrs. C. Ridley (Chairman, in the chair)  
Councillor K. Read-Bone  
Councillor D. Moorat  
Councillor Read-Bone

Councillor G. Prest (*ex officio*)  
Councillor Mrs. G. Hodgson  
Councillor D. Shepherd

**IN ATTENDANCE** – Clerk

**APOLOGIES FOR ABSENCE** – Councillors Pennington (ill) and Skimming (hols).

**226. MINUTE**

Minute of the Meeting held on 15<sup>th</sup> November 2011 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 15<sup>th</sup> November 2011, confirmed as a true and accurate record.

**227. DECLARATIONS OF INTEREST**

Councillor Shepherd declared an interest in item 3.

**228. BRAMPTON INFANT SCHOOL SITE**

Members discussed the possible use of the former Brampton Infant School site for storage and possible office use.

**RESOLVED**, after discussion to:-

**228.1** Arrange a site visit through Councillor Fisher

**228.2** Look for other alternatives for the storage of Christmas lights

**229. TOWN AND COUNTRY PLANNING APPLICATIONS**

Applications for planning consent were considered.

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

**229.1 COTEHILL FARM, BRAMPTON (12/0035)** – Proposed slurry lagoon. (revised application)

No observations.

## **PRESENT**

Councillor G. R. Prest (Vice Chairman) (in the Chair)  
Councillor D. Moorat  
Councillor Mrs. M. Smith  
Councillor J. J. Harding  
Councillor Mrs. P. Skimming

Councillor Mrs. G. Hodgson  
Councillor I. Pennington  
Councillor Mrs. S. Lewsley  
Councillor Mrs. C. Ridley  
Councillor Mrs. J. Prest

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher, Cumbria County Council

**APOLOGIES FOR ABSENCE** – Councillors Pattinson (hols), Shepherd (work) and Read-Bone (visitors)

### **230. DECLARATIONS OF INTEREST**

None were declared.

### **231. MINUTES**

#### **231.1 MINUTE**

Minute of the Meeting held on 28th February 2012 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 28th February 2012, confirmed as a true and accurate record.

### **232. POLICE MATTERS**

Inspector Bradbury attended the meeting and reported on the following items:-

- Parking on verges and footpaths, in particular at William Howard School (WHS)
- Local burglaries
- ATM tampering
- Public Order offences
- Report unknown vans and/or vehicles
- Webchat
- Volunteer to spend some time with the officers.

**RESOLVED:-**

**232.1** To note the report

**232.2** That Inspector Bradbury would facilitate a meeting with representatives from WHS, the police and Parish Council to discuss resolving the parking issues at WHS.

**232.3** That Councillors Lewsley, Hodgson, Moorat and Harding would like to volunteer to spend time with officers to see how they work. The Clerk would pass this information to PCSO Watson.

### **233. PUBLIC PARTICIPATION**

Mr. Pickering of Millfield House, Brampton attended the meeting and reported on the difficulties his family were having accessing their property since WCF erected security fencing. A letter and photos submitted by Mr. Pickering were detailed under item 20 of the agenda. Concern was highlighted that access for emergency vehicles could be a problem outside of office hours.

**RESOLVED** that Councillor Fisher would contact Mike Foster from Cumbria County Council to bring the matter to his attention which could be discussed at a future meeting with the Clerk along with disabled bays and other highway issues.

## 234. TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were considered.

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

**234.1 39 EDMONDSON CLOSE, BRAMPTON (12/0015 S211)** – Rear of 39 Edmondson Close - Cut down trees to a height of 2ft above fence. Rear of 40 Edmondson Close - Cut down trees to a height of 2ft above fence. Rear of 41 Edmondson Close - Fell Conifers.

No comment

**234.2 1 STABLE YARD, CRAW HALL, BRAMPTON (12/0167)** – Erection of 1 dwelling.

No comment

**234.3 ACORN BANK, CAPON TREE ROAD, BRAMPTON (12/0004 TPO)** – Beech (T1) – fell due to disease, Oak (T2) – fell due to large wound and poor health, Beech (T3) – fell due to poor compression fork at base, Beech (T4) – fell due to disease. Replant 4 x oak/beece within G2.

No comment

**234.4 STREET RECORD, ST. MARTINS DRIVE, BRAMPTON – Birch (T6)** – Fell due to its proximity to the adjacent property and its history of branch failure, with further failures in the recent winds. Replant 1 birch in the vicinity.

No comment

## 235. NOTIFICATION OF DECISIONS

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

**RESOLVED** to note the notifications.

## 236. FINANCIAL MATTERS

### 236.1 BANK RECONCILIATION TO 29TH FEBRUARY 2012

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.

**RESOLVED** to receive and note the bank reconciliation and balances to 29th February 2012 of £156,843.72

### 236.2 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.

**RESOLVED** to receive and note the imprest balance at 23rd March 2012 of £67.49.

### 236.3 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.

**236.3.1 RESOLVED** to approve the expenditure of £12,426.64 detailed in the Appendix hereto

**236.3.2 RESOLVED** to note the income of £1,084.00 detailed in the Appendix hereto.

#### **236.4 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**RESOLVED** to authorise payment of the accounts listed in the Appendix hereto amounting to £5,700.96

#### **237. REPRESENTATIVES' REPORTS**

##### **237.1 BRAMPTON ECONOMIC PARTNERSHIP**

**NOTED** a report from Councillor Lewsley on a recent meeting of the Brampton Economic Partnership. Minutes from the meeting had not been circulated to those who attended the meeting, however the main items discussed were:-

- Tourist Information Office
- Moot Hall consultation
- Members would take turns at chairing the meeting
- The future for the group and their brief

##### **237.2 CARLISLE DISTRICT RURAL MASTERPLANNING PROJECT**

**NOTED** a report from Councillor Hodgson and Ridley on their recent meeting with Zoe Sutton to discuss future planning for the Carlisle rural area and where future housing developments could be situated in Brampton. Notes from the meeting and a map showing possible locations were tabled at the meeting.

**RESOLVED** to discuss the matter further at the next Property and Environment Committee meeting.

##### **237.3 TOURIST INFORMATION CENTRE**

**NOTED** an update from Councillor G. Prest on the new volunteers for the Tourist Information Centre. Most have received training at Carlisle and the centre will open on 10<sup>th</sup> April 2012 from 10am to 5pm Monday to Saturday. Some volunteers have mentioned that they would be happy to work on a Sunday.

##### **237.4 LEAGUE OF FRIENDS**

**NOTED** a report by Councillor G. Prest on a recent meeting of the League of Friends. As Primary Care Trusts are now to be disbanded in 2013, the link-up with the Cottage Hospital and Brampton Medical Practice is now uncertain until ownership of the hospital is ascertained. A decision on this could be made by October.

#### **238. USE OF MOOT HALL**

**NOTED** a report from Councillor G. Prest on the recent consultation event held in the Moot Hall. Many people had attended the event and Trevor Atkinson was currently analysing the responses. The event had been more successful than anticipated and Green Design Architects had been most helpful.

#### **239. KISSING GATES AT BLACKPATH**

**NOTED** concerns raised by Councillor Lewsley at the damage being done to the Blackpath and Gelt Woods by horses and bikes.

**RESOLVED**, after further discussion that Councillor Fisher would speak to the Footpaths Officer at the County Council and facilitate a meeting to discuss the problem.

#### **240. PLANTING VEGETABLES AND FRUIT TREES IN BRAMPTON**

A letter was submitted from Heather Tipler asking permission to plant some trees to form a small orchard at The Sands to celebrate the Diamond Jubilee.

**240.1 NOTED** that no further trees were allowed to be planted at The Sands because of drainage problems.

**240.2 RESOLVED** that either the Recreation Ground at Gelt Road could be used which is owned by the Parish Council or perhaps Jocks Hill. Councillor Ridley would speak with the landowner of Jocks Hill.



**241. RURAL PARISH COUNCILS SUMMER ACTIVITY SCHEMES 2012**

A letter was submitted from Garry Schubert of The Sport and Physical Activity Alliance detailing Summer Activity Schemes for the area.

**RESOLVED** that the Clerk would contact Mr. Schubert to express an interest in the scheme and submit an application for Funding.

**242. WALKERS ARE WELCOME**

A letter was submitted from Nicky Beecham of the Walkers Are Welcome Group.

**RESOLVED** to:-

**242.1** Note the update & that the Parish Council caretaker would fix the new map to the wall if he had the necessary equipment.

**242.2** Pay the annual subscription of £50.00

**242.3** Councillor G. Prest would contact Nicky Beecham as the current representative from the Parish Council was not being informed early enough about meetings of the group to be able to attend.

**243. ASSET REVIEW**

**NOTED** a report by Councillor G. Prest on a recent meeting with Jon March and Tim Cheetham from Brampton and Beyond Community Trust to discuss their interests in all properties in Brampton owned by the City and County Council except Gelt Bridge. Councillor Pattinson and the Clerk also attended the meeting however there was nothing definitive in their conversations other than they wanted to continue to engage with an asset review which they felt the Parish Council could help with. Priorities for the Trust were their website, promotion of services, extra care housing and broadband.

**244. CEMETERY WORKING GROUP**

**NOTED** a report from Councillor Ridley on a recent meeting of the Cemetery Working Group. Ideas put forward when ownership of land is completed for the new extension included:-

- turning point for vehicles in new extension area
- widening of cemetery gates to allow for vehicles
- memorial garden for cremated remains in the new extension area
- extension of parking area outside the cemetery
- to replace dead hedging with laurel hedging as soon as possible

**RESOLVED** to replace the dead hedging at the cemetery with laurel as soon as possible.

**245. BACK-UP OF PARISH COUNCIL DATA**

The Clerk submitted a report reviewing the current back-up arrangements for Parish Council data.

**245.1 RESOLVED** to note the report

**245.2 RESOLVED** to authorise the Clerk to purchase Acronis True Image 2012 and an additional external hard drive at a total cost of £90.00.

**246. CUMBRIA ASSOCIATION OF LOCAL COUNCILS**

The following correspondence from CALC was received and noted:-

**16.1 CALC CIRCULAR** - March 2012

**16.2 MEMBERS CONDUCT AND STANDARDS** – Email from David Claxton and information from NALC.

## **247. BOUNDARY COMMISSION CONSULTATION**

Comments were submitted from Councillor Hendry to the Boundary Commission public hearing held in Carlisle last year.

**247.1 RESOLVED** to note the comments

**247.2 RESOLVED** to write to the Boundary Commission and state that members of Brampton Parish Council felt that Councillor Hendry's comments did not represent the people of Brampton and were Councillor Hendry's personal views. Members felt that the people of Brampton have much stronger ties with Carlisle rather than Penrith or even Newcastle as stated by Councillor Hendry.

## **248. PARKING AT SHOWFIELD CAR PARK**

Ten letters of complaint were submitted from staff at Brampton Medical Practice regarding the possibility of part of Showfield car park being made short stay.

Members discussed the matter at length with the following points being raised:-

- The suggestion of splitting Showfield car park had been relayed to Brampton Business Association who were favourably disposed to it
- The car park at the Masonic Lodge can be used at a cost of approximately £4.00 p/w, one doctor at the practice already parks here
- Sympathetic to the nurses working at the practice with equipment to carry
- Brampton Medical Practice could pay for 12 spaces at the Masonic Lodge car park for staff
- Very few places if any where you can park for free all day
- Find somewhere else to park (The Sands??) and walk to work

**RESOLVED** that Councillor G. Prest would meet with the Practice Manager to discuss the matter further.

## **249. ACCESS TO MILLFIELD HOUSE**

**RESOLVED** to note that the item was dealt with earlier in the meeting under Public Participation.

## **250. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**250.1 PARKING ON VERGES AND FOOTPATHS** – Letter from Mr. E. Griffiths.

**250.2 TREE PLANTING, THE SANDS** – Letter from Maureen Granville, Brampton W.I.

**RESOLVED** to inform Mrs. Granville that no trees were to be planted at The Sands.

**250.3 ROAD CLOSURE B6413** – Letter from Linda Gray.

**250.4 BRAMPTON FILM CLUB** – Letter from Eric Griffiths.

## **251. LITERATURE AVAILABLE FROM CLERK**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**251.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE – 1 APRIL 2012 to 31 JULY 2012**

**251.2 TARN FRIENDS NEWSLETTER** – February 2012

**251.3 ACT GAZETTE NEWSLETTER** – Spring 2012

**251.4 RURAL VOICE** – March 2012

**251.5 LOCAL NEWS AND VIEWS (Cumbria CC)** – Spring 2012

**251.6 LCR** – Spring 2012

**252. AGENDA ITEMS FOR NEXT MEETING**

- Showfield car park
- Carlisle District Rural Masterplanning Project

**253. DATE OF NEXT MEETING** – Tuesday April 24th 2012, 7.30pm in the Moot Hall. The Annual Parish Meeting will be held prior to this meeting at 7.00pm.

## Expenditure

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
122.00	British Gas	Heat & Light
25.27	Vodafone	Office
3.68	Barclays Bank	Charges
3291.67	Cut n' Edge	Grounds Maintenance
189.09	BT	Office
127.80	J Ratcliffe	Staff
196.85	P Reynolds	Staff
1517.95	A Riddell	Staff
131.83	Lyreco	Office
2,500.00	Cumbria County Cncl	Dandy footpath
259.70	Business Fin Solns	Photocopier
30.00	E&M Services	Office light
2080.00	R&M Lowther	Dandy footpath
144.00	Brunstock Engineering	Murray Park
90.00	Geltsdale Carpets	Moot Hall
118.80	Matrix 1 Solutions	Office - stnry
198.00	Shift-It	Cemetery
900.00	R&M Lowther	Murray Park
500.00	M Dresser	Howard Arms Lane
<hr/>		
<b>£12,426.64</b>		

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
180.00	Market Tolls	Market
80.00	Market Tolls	Market
10.00	Market Tolls	Market
430.00	Co-operative Funeralcare	Cemetery
41.00	I Robinson	Cemetery
30.00	Brampton WI	Moot Hall
15.00	Methodist Church	Moot Hall
15.00	St Martins Church	Moot Hall
15.00	Brampton Town Club	Moot Hall
15.00	Wilson Homes	Moot Hall
15.00	Walker s Are Welcome	Moot Hall
41.00	Beattie Memorials	Cemetery
15.00	Town Twinning Association	Moot Hall
15.00	St Martins Church	Moot Hall
15.00	The Abbey Singers	Moot Hall
137.00	Ken Patton	Cemetery
15.00	Independent Age	Moot Hall
<hr/>		
<b>£1,084.00</b>		

## Expenditure to approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
106.40	J Ratcliffe	Staff
204.83	P Reynolds	Staff
1517.95	A Riddell	Staff
50.69	Cannon	Moot Hall
128.75	Canon	Photocopier
2452.75	Greenfields	Moot Hall - boiler
26.59	E-on	Christmas Lights
22.85	Brampton Skip Hire	Cemetery
370.80	Bullfinch	Jubilee beacon
330.00	Bounce It Around	Website
140.40	Visual Imprint	Footpaths Map o/s etc
324.00	Ian Robinson	Cemetery
24.95	GB Teddy Bear Company	Jubilee Bear
<b><u>£5,700.96</u></b>		

**PRESENT**

Councillor G. R. Prest (in the Chair)  
Councillor Mrs. P. J. Thompson  
Councillor Mrs. M. E. Smith  
Councillor J. J. Harding

Councillor Mrs. G. Hodgson  
Councillor K. Read-Bone  
Councillor Mrs. S. Lewsley  
Councillor Mrs. J. Prest

**IN ATTENDANCE** - Clerk

**APOLOGIES FOR ABSENCE** – Councillor Pattinson (attending CPCA meeting)

**254. MINUTE**

Minute of the Meeting held on 15<sup>th</sup> November 2011 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 15<sup>th</sup> November 2011, confirmed as a true and accurate record.

**255. FINANCIAL MATTERS -**

**255.1 BANK RECONCILIATION TO 31ST MARCH 2012**

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.

**RESOLVED** to receive and note the bank reconciliation and balances to 31<sup>st</sup> March 2012 of £148,767.66

**255.2 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.

**RESOLVED** to receive and note the imprest balance to 13<sup>th</sup> April 2012 of £43.34.

**255.3 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 RESOLVED** to approve the expenditure of £9,964.67 detailed in the Appendix hereto

**255.2 RESOLVED** to note the income of £1,888.61 detailed in the Appendix hereto.

**255.4 BALANCES AT 31<sup>ST</sup> MARCH 2012**

There was submitted a report by the Clerk regarding the cash balances at 31st March 2012 and recommending their allocation to various funds.

**AGREED** to the allocation of the balances as follows:-

Allison Bequest	£103,585.23
Development Fund	£5,000.00
Property Fund	£7,500.00
Cemetery Development Fund	£30,000.00
Surplus Account	£2,682.43
<b>Total</b>	<b>£148,767.66</b>

**255.4 EXPENDITURE TO APPROVE**

There was submitted a report by the Clerk detailing expenditure to approve.

**RESOLVED** to authorise payment of the accounts listed in the Appendix hereto amounting to £7,055.77

**256. FINANCIAL ASSISTANCE**

**256.1 BRAMPTON KNIT, STITCH & KNATTER**

There was submitted an application for financial assistance in the sum of £300.00 from Brampton Knit, Stitch & Knatter Group to help with running costs.

**RESOLVED** to donate £100.00.

**257. REVIEW OF CHARGES**

There was submitted a report by the Clerk on the charges made for the hire of the Moot Hall and the weekly market.

**RESOLVED** to leave charges at their current rate for the Moot Hall and weekly market.

**258. CEMETERY CHARGES**

There was submitted a report by the Clerk on the proposed cemetery charges for the current financial year 2012/13.

**RESOLVED**, after discussion, that there would be no change to the charges at present except for erection of a memorial which would increase from £71.00 to £100.00.

**259. PHOTOCOPIER CHARGES**

There was submitted a report by the Clerk on charges for a replacement photocopier on a 5 year lease with Canon.

**RESOLVED**, subject to a cheaper option not being available through Konica, to replace the current photocopier with a Canon iR 3245N at a rental cost of £180.67 per quarter.

**260. CHRISTMAS LIGHTS STORAGE**

As a matter of some urgency, future storage of the Christmas lights needed to be resolved.

**RESOLVED**, as no area for storage of a container had been found to date, to rent a secure 24foot garage for £300.00 per annum until a site for a container could be found.

## EXPENDITURE

£	Supplier	Detail
122.00	British Gas	Heat & Light
23.89	Vodafone	Office
3.68	Barclays Bank	Charges
3291.67	Cut n' Edge	Grounds Maintenance
427.10	BRHS	Office
182.20	British Gas	Moot Hall
106.40	J Ratcliffe	Staff
204.83	P Reynolds	Staff
1517.95	A Riddell	Staff
50.00	F Deal	Christmas Lights
75.00	Cash	Office
23.17	ABW	moot hall
15.00	Walton PC	Training
50.69	Cannon	moot hall
128.75	Canon UK	Office
2452.75	Greenfields	Moot Hall
26.59	E-on	Christmas Lights
22.85	Brampton Skips	Open Spaces
370.80	Bullfinch Gas	Jubilee Project
330.00	Bounce-it-around	Website
140.40	Visual Imprint	Footpaths map
24.95	GB Teddy Bear Co	Jubilee Project
324.00	I Robinson	Cemetery
50.00	Walker Are Welcome	Subscription

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**£9,964.67**

## INCOME

£	Detail	Cost centre
135.00	Market Tolls	Market
155.00	Market Tolls	Market
40.00	Market Tolls	Market
539.00	Co-operative Funeralcare	Cemetery
60.00	Brampton WI	Moot Hall
15.00	Christian Aid	Moot Hall
15.00	Macmillan Cancer Support	Moot Hall
892.00	Co-operative Funeralcare	Cemetery
15.00	Wilson Homes	Moot Hall
15.00	Old Peoples Ass'n	Moot Hall
7.61	Barclays Bank	Interest

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**£1,888.61**



## Expenditure To Approve

£	Supplier	Detail
106.40	J Ratcliffe	Staff
120.00	R&M Lowther	King George V Field
11.44	United Utilities	King George V Field
2562.96	Green Design	Feasibility Study
4.78	ABW	Cemetery/feasibility study
80.76	Lyreco	Office stationery
316.00	CALC	Subs 2012/13
15.50	CALC	LCR Review subs
349.62	Colvilles Grounds Mnce	Grass cutting
47.21	Chandlers	Compactor sacks
160.00	Cut n' Edge	Exhumation
212.80	Peter Reynolds	Staff
2073.59	HMR&C	Staff - PAYE
50.00	SP Plumbing	Moot Hall boiler
16.40	United Utilities	Allotments
183.71	Greenfields	Moot Hall - water heater
132.00	Brampton Skip Hire	Cemetery
75.00	Petty Cash	Office - postage
537.60	Gala Lights	Christmas lights – call out
<b><u>£7,055.77</u></b>		



**PRESENT**

Councillor Mrs. C. Ridley (Chairman, in the chair)  
Councillor K. Read-Bone  
Councillor Mrs. S. Lewsley  
Councillor Mrs. P. Skimming  
Councillor J.J. Harding  
Councillor Mrs. P.J. Thompson

Councillor G. Prest (*ex officio*)  
Councillor Mrs. G. Hodgson  
Councillor I. Pennington  
Councillor Mrs. M. Smith  
Councillor Mrs. J. Prest

**IN ATTENDANCE** – Clerk

**APOLOGIES FOR ABSENCE** – Councillor Pattinson (attending CPCA meeting)

**261. MINUTE**

Minute of the Meeting held on 6<sup>th</sup> February 2012 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 6<sup>th</sup> February 2012, confirmed as a true and accurate record.

**262. DECLARATIONS OF INTEREST**

Councillors G. Prest and J. Prest declared an interest in item 264.1.

**263. CARLISLE DISTRICT RURAL MASTERPLANNING PROJECT**

Members were unhappy at the conflicting requests being given by Carlisle City Council officers regarding public consultation by the Parish Council on the Carlisle District Rural Masterplanning Project.

Discussion took place on how best to consult with the public on the matter and ideas put forward included:-

- Website
- BIG Magazine

**RESOLVED**, after further discussion to put the item on the agenda for the next full council meeting with the following pieces of land being proposed for possible future housing development:-

- Land between Kirby Moor and Oakbank Garden Centre
- Land adjacent to Hemblesgate
- Land in front of Greenhill on right hand side approaching Brampton
- Gelt Road – land opposite allotment site and land adjacent to Iona
- Land bordering Dacre Road/Howard Road and Longtown Road
- Land at Aaronstown Lonning adjacent to Gelt View Cottage

**264. TOWN AND COUNTRY PLANNING APPLICATIONS**

Applications for planning consent were considered.

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

**264.1 HEATHERLEA, STATION ROAD, BRAMPTON (12/0022 S211) – Fell conifer.**

No comment

**264.2 TREE HOUSE, TREE ROAD, BRAMPTON (12/0237) – Removal of cementitious pointing from gable and replacement with lime mortar (LBC)**

No comment

**265. NOTIFICATION OF DECISIONS**

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

**RESOLVED** to note the notification of decisions.

## **PRESENT**

Councillor Mrs. J. L. Pattinson (Chairman) (in the Chair)	Councillor Mrs. G. Hodgson
Councillor G. R. Prest	Councillor K. Read-Bone
Councillor D. Moorat	Councillor I. Pennington
Councillor Mrs. M. Smith	Councillor Mrs. S. Lewsley
Councillor J. J. Harding	Councillor Mrs. C. Ridley
Councillor Mrs. P. Skimming	Councillor Mrs. J. Prest
Councillor Mrs. J. Thompson	

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher, Cumbria County Council  
Councillor M. Mitchelson, Carlisle City Council

**APOLOGIES FOR ABSENCE** – Councillor Shepherd (work)  
Councillor Layden, Carlisle City Council.

### **266. DECLARATIONS OF INTEREST**

Councillors Pattinson and Lewsley declared an interest in item 275.

### **267. MINUTES**

#### **267.1 MINUTE**

Minute of the Meeting held on 27th March 2012 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 27th March 2012, confirmed as a true and accurate record.

### **268. COMMITTEE REPORTS**

There were submitted Minutes of Meetings of

Finance and General Purposes Committee held on 17<sup>th</sup> April 2012  
Property and Environment Committee held on 17<sup>th</sup> April 2012

**RESOLVED** to receive the minutes of both committees and to endorse and accept all recommendations contained therein.

### **269. POLICE REPORT**

**NOTED** that a report had been received from PS Jamieson at the Annual Parish Meeting.

### **270. PUBLIC PARTICIPATION**

**NOTED** that no matters were raised.

### **271. TOWN AND COUNTRY PLANNING - APPLICATIONS**

None received.

## **272. MOOT HALL**

A Project Report and Recommendations were submitted from Trevor Atkinson from the recent public consultation event on improving use of the Moot Hall.

Councillor G. Prest reported on the event and that it had been very successful and thanked Trevor Atkinson for his work while chairing the working group.

Councillor Moorat reported that a bid for funding for new display/exhibition boards for the Moot Hall through the Parish Council and Village Hall Capital Grants scheme had been successful. A similar bid had been submitted to the Neighbourhood Forum.

### **RESOLVED:-**

**272.1** To progress with improvements to the Moot Hall

**272.2** To note Councillors reports.

## **273. REPRESENTATIVE REPORTS**

### **273.1 TOURIST INFORMATION CENTRE VOLUNTEERS**

**NOTED** a report from Councillor G. Prest on the volunteers for the Tourist Information Centre. There are over 40 volunteers and the TIC has been operating for the last 2 weeks. It had been suggested that items for sale could be located here and generate further income for the Parish Council. Councillor G. Prest explained funding for the wages, training and ongoing running costs for the TIC.

### **273.2 CPCA – EXECUTIVE COMMITTEE**

**NOTED** a report from Councillor Pattinson on a recent meeting of the CPCA Executive Committee. Brampton Parish Council was criticised at the meeting for its lack of attendance at these meetings but Councillor Pattinson explained that this was the only district that had this extra layer of bureaucracy and felt that it was a waste of time as little was achieved. A report from Arthuret PC and Brampton PC was heard and the Parish Charter review discussed.

## **274. SHOWFIELD CAR PARK**

**RESOLVED** to note that three further letters of concern were submitted to the meeting.

**NOTED** that Councillor G. Prest had spoken with the Practice Manager from Brampton Medical Practice and had suggested that enquiries could be made to the Masonic Hall for staff from the Practice to use the car park there. Brampton Business Association had been in favour of splitting the car park into long and short stay. Hopefully a meeting with Keith Poole would be organised to progress the matter further.

## **275. CARLISLE DISTRICT RURAL MASTERPLANNING PROJECT**

Members discussed at length the Carlisle District Rural Master planning Project highlighting the following concerns:-

- Confusion over the logic of the proposed list of areas that could possibly be used for future housing
- Concern with the infrastructure of Brampton coping with further development
- Confusion over public consultation – who would co-ordinate this?
- The need for a better co-ordinated approach

**RESOLVED** that the Clerk would ask Gillian Hale and Chris Hardman from Carlisle City Council to attend the next meeting.

**276. DOG FOULING AND LITTER BINS**

Councillor Hodgson reported on further complaints received regarding dog fouling at Stanley Road and litter being thrown in the nearby beck. Environmental Health was due to visit the area.

Councillor Lewsley highlighted the ineffectualness of the street cleaner.

Councillor Mitchelson reported that one or two areas were being watched in Brampton for dog fouling and the bins that had been requested would be placed once agreement for emptying them was reached.

**RESOLVED** to note the above points.

**277. CUMBRIA ASSOCIATION OF LOCAL COUNCILS**

The following correspondence from CALC was received and noted:-

**277.1 CALC CIRCULAR** - April 2012

**277.2 LOCALISM FROM THEORY TO PRACTICE** - ACT briefing

**277.3 ROUND UP** – Email from Chris Bagshaw

**278. CORRESPONDENCE RECEIVED**

**NOTED** that the following correspondence had been received:-

**278.1 PARISH CHARTER** – Letter from Ronnie Auld

**RESOLVED** to respond that Brampton PC feels that it is partners with Carlisle City Council in the Charter.

**278.2 HEART START COURSE** – Email from Walton PC

**278.3 RETURN OF DEPOSITS** – Letter from Mrs. S. Mallinson

**RESOLVED** to return the deposits for burial rights to Mrs. Mallinson.

**279. LITERATURE AVAILABLE FROM CLERK**

**NOTED** that the following literature is available from the office for any interested Councillors:-

**280.1 FORWARD PLAN OF KEY DECISIONS OF THE EXECUTIVE – 1 MAY 2012 to 31 AUGUST 2012**

**280.2 GROWING COMMUNITIES – Spring 2012**

**281. AGENDA ITEMS FOR NEXT MEETING AND BIG MAGAZINE**

**Next meeting:-**

- Carlisle District Rural Master planning Project
- Litter bins and dog fouling
- Jubilee trees

**Big Magazine:-**

- Skatepark and BMX track
- Dog fouling
- Police alerts
- Fire Service
- 2 items from last time

**282. DATE OF NEXT MEETING** – Tuesday 15<sup>th</sup> May 2012, 7.30pm in the Moot Hall.

**NOTED** that Councillor Ridley thanked Councillors Pattinson, G. Prest and J. Prest for all their hard work and good luck in the future. Members were sorry to see they were standing down.

**NOTED** that Councillor Pattinson thanked those Councillors standing down for their hard work and wished those members who were standing at the election and new members every success.