

**PRESENT**

Councillor Mrs. D. Moorat (in the chair)  
Councillor J. J. Harding  
Councillor Mrs. J. Errington  
Councillor B. Teasdale  
Councillor Mrs. M. Smith  
Councillor R. Wood  
Councillor M. Berti  
Councillor D. Francis

Councillor K. Read-Bone  
Councillor P Mitchell  
Councillor Ms. A. Findon  
Councillor I. Pennington  
Councillor Mrs. J. Thompson  
Councillor Mrs. J. Warwick  
Councillor M. Craik

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher & Ms. B. Hebson, Cumbria County Council.  
Miss J. Brown, Cumberland News.

**1/16 ELECTION OF CHAIRMAN**

Councillor J. Harding, seconded by Councillor J. Warwick, moved that Councillor D. Moorat be elected to the office of Chairman of the Council.

There were no other nominations for Chairman.

**RESOLVED**, unanimously, that Councillor Moorat be duly elected as Chairman for the next year.

**2/16 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**

**RESOLVED** to note that Councillor Moorat signed the Declaration of Acceptance of Office of Chairman of the Council.

**3/16 ELECTION OF VICE CHAIRMAN**

Councillor J. Thompson, seconded by Councillor D. Francis, moved that Councillor J. Harding be elected to the office of Vice Chairman of the Council.

There were no other nominations for Vice-Chairman.

**RESOLVED**, unanimously, that Councillor J. Harding be duly elected as Vice-Chairman for the next year.

**4/16 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that no apologies for absence were made.

**5/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**6/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that Councillor Findon declared an interest in item 16.3.

**7/16 COUNCIL ADMINISTRATION - COMMITTEE STRUCTURE AND MEMBERSHIP**

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

**RESOLVED**

**7/16.1** to continue the current Committee Structure, with all Allison Bequest applications going through the Finance and General Purposes Committee; and

**7/16.2** to approve the membership of the Standing Committees as follows:-

### **Property and Environment Committee - 9 Members**

Councillor D. Moorat ( <i>ex officio</i> )	Councillor J. Harding ( <i>ex officio</i> )	Councillor K. Read-Bone
Councillor B. Teasdale	Councillor P. Mitchell	Councillor A. Findon
Councillor I. A. Pennington	Councillor D. Francis	Councillor M. Berti

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

Councillor D. Moorat ( <i>ex officio</i> )	Councillor G. Prest ( <i>ex officio</i> )	
Councillor J. J. Harding	Councillor M. E. Smith	Councillor J. Thompson
Councillor J. Errington	Councillor J. Warwick	Councillor M. Craik

**7/16.3** to appoint the following substitutes:-

**Property and Environment Committee** Councillors M. Smith and J. Thompson

**Finance and General Purposes Committee** Councillors I. Pennington and D. Francis

### **8/16 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.

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

<b>BRAMPTON NEIGHBOURHOOD FORUM</b>	Councillor D. Moorat
<b>BRAMPTON FAIR TRADE GROUP</b>	Councillor J. J. Harding
<b>BRAMPTON HOSPITAL LEAGUE OF FRIENDS</b>	Councillor D. Moorat
<b>BRAMPTON TOWN TWINNING ASSOCIATION</b>	Councillor D. Moorat
<b>BRAMPTON YOUTH FORUM</b>	Councillor R. Wood
<b>CARLISLE PARISH COUNCILS ASSOCIATION</b>	Councillor D. Moorat Councillor J. Harding
<b>BRAMPTON ECONOMIC PARTNERSHIP (BEP)</b>	None
<b>BRAMPTON &amp; BEYOND COMMUNITY TRUST</b>	None
<b>BROADBAND CHAMPION</b>	Councillor D. Francis
<b>BRAMPTON PRIMARY SCHOOL GOVERNOR (4 year term)</b> NB: Clerk to confirm with school	Councillor M. Craik
<b>WALKERS ARE WELCOME</b>	Councillor D. Moorat

The Clerk will contact BEP and request meeting dates. If possible, members would attend meetings on a rota basis.

### **9/16 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.

**RESOLVED** to approve the current arrangements for custody of the Council's deeds and records.

### **10/16 MINUTES**

**10/16.1** Minute of the Meeting held on 26th April 2016 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 26th April 2016, confirmed as a true and accurate record.

## 11/16 COUNCIL MEETING DATES FOR 2016/17

The Clerk submitted a report detailing proposed meeting dates for Committee and Council meetings for the forthcoming year.

**RESOLVED** to agree the proposed dates for Council and Committee meeting for 2016-17.

## 12/16 PUBLIC PARTICIPATION

**RESOLVED** to note there was no public participation.

## 13/16 POLICE MATTERS

PCSO Dawson attended the meeting and gave a report highlighting the following points:-

- Parking problems around William Howard School
- Grafitti around the town
- Anti Social Behaviour at the Community Centre
- Youth Zone
- Drug taking by youths
- Monthly Report/website

Members raised concerns about the delay in getting an answer when dialling 101 and problems with the radar gun being used by the local Speedwatch Group.

**RESOLVED** to note the report and that PCSO Dawson would investigate the concerns raised.

## 14/16 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:-

**14/16.1 3 MOAT TERRACE, BRAMPTON (16/0027 S211)** –Reduce 2 conifers in rear garden by 1/3.

No observations.

**14/16.2 HOMESTEAD, TREE ROAD, BRAMPTON (16/0026 S211)** – Crown clean, thin, and reduce 2 trees in the rear garden. Fell 2 trees in the front garden.

No observations.

**14/16.3 FORMER IVINSON'S GARAGE, CARLISLE ROAD, BRAMPTON (16/0382)** – Change of use of former garage and petrol station to car sales.

No formal observations – support the application.

**14/16.4 BELMORE, STATION ROAD, BRAMPTON (16/0322)** – Fell 1 birch and 1 ash.

No observations.

**14/16.5 BIRTLE DENE, TREE ROAD, BRAMPTON (16/0030 S211)** – Remove conifer.

No observations.

## 15/16 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.

## **16/16 FINANCIAL MATTERS -**

### **16/16.1 BANK RECONCILIATION TO 30TH APRIL 2016**

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 April 2016 of £243,629.33.

### **16/16.2 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 the 13<sup>th</sup> May 2016 of £14.21.

### **16/16.3 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.

**16/16.3.1 RESOLVED** to note the expenditure of £13,689.28 detailed in the Appendix hereto

**16/16.3.2 RESOLVED** to note the income of £105,818.90 detailed in the Appendix hereto.

### **16/16.4 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 £4,220.71.

### **16/16.5 CHEQUES SIGNATORIES**

Consideration was given to the cheque signatories for the Parish Council's bank accounts.

**RESOLVED** that the following members would be cheque signatories and/or account operators for the Parish Council's bank accounts with Barclays Bank and Cumberland Building Society:-

Councillors Moorat, Harding, Pennington and Smith.

### **16/16.5 INSURANCE**

Consideration was given to an invitation to renew the Parish Council's insurance with Zurich.

**RESOLVED** to renew the insurance with Zurich at a cost of £4590.42.

### **16/16.6 FINANCIAL ASSISTANCE – ST. MARTIN'S CHURCH**

There was submitted an application for financial assistance from St. Martin's Church in order to help with the annual clock service.

**RESOLVED** to donate £216.00.

### **16/16.7 PHONE AND BROADBAND PACKAGE**

Consideration was given to the proposal from Daisy Communications for a phone and broadband package for the Parish Council office.

**RESOLVED** to switch phone and broadband provider with immediate effect to Daisy Communications which should save approximately £370.00 per annum.

Proposed by Councillor Harding, seconded by Councillor Francis, all agreed.

#### **16/16.8 MOOT HALL ENERGY SUPPLY**

Consideration was given to the proposal for the supply of electricity and gas to the Moot Hall from Matt Walker, Utility Alliance Ltd.

**RESOLVED** that the Clerk would ask for further information.

#### **16/16.9 VOLUNTEER EXPENSES**

**RESOLVED** that a review and adoption of a policy for inclusion within standing orders of volunteer expenses would be an agenda item for the Finance and General Purposes Committee June Meeting.

#### **17/16 REPRESENTATIVES' REPORTS**

##### **17/16.1 SUSTAINABLE BRAMPTON**

**RESOLVED** to note the Chairman's Annual Report for Sustainable Brampton.

#### **18/16 BRAMPTON COTTAGE HOSPITAL**

Councillor Moorat reported on the background to the public meeting which will take place on Monday 6<sup>th</sup> June at 7.30pm at William Howard School regarding the proposed closure of the beds at the hospital by the Success Regime.

Members were asked to read the report by the Success Regime and attend the meeting if possible.

Several members raised concern at the proposed closure of the beds.

**RESOLVED** to note the report and meeting date.

#### **19/16 PARKING AT WILLIAM HOWARD SCHOOL (WHS)**

Councillor Pennington reported on a recent meeting with Nick Polmear, WHS, to discuss the problem parking on the roads around the school. Nick Polmear was keen to arrange a meeting with all concerned parties including highways and the police. Councillor Pennington had spoken to residents near the school who were also keen to resolve the parking problem.

Agreement had previously been reached to have chevrons marked on the road opposite the school but this had never materialised.

A nearby resident has suggested that Howard Gardens be designated 'residents parking only' Mon-Fri from 8am to 4pm.

**RESOLVED** to note the report and that the Clerk would contact the highways department.

#### **20/16 THE MOAT**

The Clerk reported that Sarah Howard, Historic England would look at the Moat in the next few weeks to assess whether the site should be included on the Heritage at Risk register. Possible grant funding from the Forestry Commission was also available for management of the site.

Councillor Pennington reported on a recent meeting with Charles Bennett, Carlisle City Council and Mike Lowther to mark out trees which could be removed in order to open up the vista from the top of the Moat. A formal application would be submitted in due course to the City Council. Costs for the work would be in the region of £1,000.00.

**RESOLVED** to note the reports.

#### **21/16 OUTDOOR FITNESS EQUIPMENT**

**RESOLVED** to note that a grant of £9,998.70 for outdoor fitness equipment had been received from the League of Friends. The equipment for King George V field would be ordered in due course and further grants for equipment at Murray Park were being sought.

**22/16 BOWLS COMPETITION**

Councillor Wood, on behalf of Brampton Bowling Club, thanked members for participating in the recent bowls competition. A play-off for the runners-up is due to take place on Tuesday 24<sup>th</sup> May at 6.30pm.

**RESOLVED** to note the report.

**23/16 CALC**

The following correspondence from CALC was received and noted:-

**23/16.1 CALC CIRCULAR** - May 2016

**23/16.2 FRAUD** – Email from S. Bagshaw.

**24/16 CORRESPONDENCE RECEIVED**

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

**24/16.1 PARISH COUNCIL AND VILLAGE HALL GRANT SCHEMES 2016/17** – Letter from Zoe Sutton, Carlisle City Council. (copy circulated by email)

**RESOLVED** to note that the Moot Hall was not eligible for this grant.

**25/16 LITERATURE AVAILABLE FROM THE OFFICE**

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

**25/16.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 6th May 2016

**25/16.2 CLERKS AND COUNCILS DIRECT** – May 2016

**26/16 AGENDA ITEMS FOR NEXT MEETING**

Any items should be submitted to the Clerk on or before 21st June 2016.

**27/16 DATE OF NEXT MEETING** – Tuesday 28<sup>th</sup> June 2016, 7.30pm, Moot Hall.  
Committee meetings will be held on Tuesday 14<sup>th</sup> June 2016, from 7.00pm.

## EXPENDITURE

£	Supplier	Detail
151.84	Carlisle City Council	Rates
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
17.00	Vodafone	Office
3.68	Barclays Bank	Charges
24.00	Plusnet	Visitor Centre
142.60	S Hillary	Staff
331.55	P Reynolds	Staff
712.50	Joseph's amazing camels	Xmas lights
144.00	S Hillary	Staff
306.00	P Reynolds	Staff
1848.66	A Riddell	Staff
2855.00	Cut n' Edge	Grounds Maintenance
630.21	BRHS	Office
500.00	M Dresser	Special Projects
590.00	Cumbria LGPS	Staff
588.00	Cumbria County Council	Grants
757.81	SSE	Moot Hall
190.00	H Graham	Moot Hall
339.00	CALC	Subscriptions
36.66	SSE	Moot Hall
23.71	United Utilities	Allotments
135.00	BIG Mag	Misc services
10.26	United Utilities	Parks
27.04	ABW	Moot Hall
88.20	Canon UK Ltd	Photocopier
48.00	Shift-it	Cemetery
219.67	Lyreco	Office
17.05	A Whitworth	Visitor Centre
2864.84	HMR&C	PAYE – staff
17.00	CALC	Subscriptions
<b><u>£13,689.28</u></b>		

## INCOME

£	Detail	Cost centre
125.25	Sales	Visitor Centre
300.00	Ian Blair	Cemetery
15.00	Fairtrade Group	Moot Hall
135.00	Brampton Town Club	Moot Hall
15.00	Stroke Club	Moot Hall
15.00	Brampton Labour Party	Moot Hall
15.00	United Reformed Church	Moot Hall
470.00	Co-operative Funeralcare	Cemetery
20.65	Drop-in sessions	Xmas lights
85570.90	Carlisle City Council	Precept
19137.10	Carlisle City Council	CTRS grant (Precept)
<b><u>£105,818.90</u></b>		

## EXPENDITURE TO APPROVE

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
2345.00	Cut n' Edge	Grounds Maintenance
113.56	Carlisle City Council	Playground Inspections
38.36	SSE	Moot Hall
475.00	Cut n' Edge	Cemetery
198.00	Shift-it	Parks
875.53	P Bell	Grass cutting
175.26	ABW	Moot Hall/Parks
<b><u>£4,220.71</u></b>		



**PRESENT**

Councillor M. E. Smith (Vice-Chairman) (in the Chair)  
Councillor Mrs. J. Thompson  
Councillor R. Wood

Councillor D. Moorat  
Councillor Mrs. J. Errington  
Councillor J. Warwick

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillors Read-Bone, Mitchell and Teasdale.

**28/16 ELECTION OF OFFICE BEARERS - CHAIRMAN**

Councillor M. Smith, seconded by Councillor J. Errington, moved that Councillor J. J. Harding be elected to the office of Chairman of the Committee.

There were no other nominations for Chairman of the Committee.

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

**29/16 ELECTION OF OFFICE BEARERS - VICE CHAIRMAN**

Councillor J. Errington, seconded by Councillor J. Thompson, moved that Councillor M. E. Smith be elected to the office of Vice Chairman of the Committee.

There were no other nominations for Vice-Chairman of the Committee.

**RESOLVED**, unanimously, to the election of Councillor M. E. Smith as Vice Chairman of the Committee.

**30/16 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies for absence were received from:-

Councillors Harding (hols) and Craik.

**31/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**32/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that no declarations of interest were made.

**33/16 MINUTE**

Minute of the Meeting held on 13th October 2015 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 13th October 2015, confirmed as a true and accurate record.

**34/16 FINANCIAL MATTERS -**

**34/16.1 BANK RECONCILIATION TO 31ST MAY 2016**

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> May 2016 of £231,511.84.

**34/16.2 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 the 10<sup>th</sup> June 2016 of £7.61.

### **34/16.3 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.

**34/16.3.1 RESOLVED** to note the expenditure of £12,357.63 detailed in the Appendix hereto

**34/16.3.2 RESOLVED** to note the income of £240.14 detailed in the Appendix hereto.

### **34/16.4 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 £5,151.94.

### **35/16 EXPENSE CLAIMS BY VOLUNTEERS**

Consideration was given to whether a policy on the circumstances where it would be reasonable to refund the expenses to volunteers should be added to Standing Orders.

**RESOLVED** that as there was little likelihood that an expense claim would be made, there was no formal standing order regarding volunteer expense claims put in place. Any future request for a travel expense claim should be authorised by the Clerk before travel takes place.

## EXPENDITURE

£	Supplier	Detail
145.00	Carlisle City Council	Rates
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
15.49	Vodafone	Office
3.68	Barclays Bank	Charges
24.00	Plusnet	Visitor Centre
107.14	BT	Office
144.00	S Hillary	Staff
313.20	P Reynolds	Staff
1848.46	A Riddell	Staff
2345.00	Cut n' Edge	Grounds Maintenance
1751.06	P Bell Services	Grass cutting
475.00	Cut n' Edge	Cemetery
113.56	City of Carlisle	Parks
38.36	SSE	Moot Hall
198.00	Shift-It	Parks
175.26	ABW	Moot Hall/Parks
4590.42	Zurich	Insurance
<b><u>£12,357.63</u></b>		

## INCOME

£	Detail	Cost centre
160.14	Sales	Visitor Centre
80.00	Rent	Market
<b><u>£240,14</u></b>		

## EXPENDITURE TO APPROVE

£	Supplier	Detail
2525.00	Cut n' Edge	Grounds Maintenance
150.00	H Graham	Moot Hall
23.40	Winged Heart	Visitor Centre
35.59	SSE	Moot Hall
259.20	Laversdale Timber	Parks
83.65	ABW	Moot Hall/Parks
566.50	Oakbank Nurseries	Flowerbeds
650.00	T. Ayres	Flowerbeds
97.20	Gala Lights	Christmas lights
100.00	Petty Cash	Office
380.00	BIG	Misc Services
216.35	Canon UK Ltd	Photocopier
65.05	OCS Group	Moot Hall
<b><u>£5,151.94</u></b>		

**PRESENT**

Councillor Ms. A. Findon (Chairman, in the chair)  
Councillor I. A. Pennington  
Councillor D. Moorat  
Councillor P. Mitchell

Councillor D. Francis  
Councillor K. Read-Bone  
Councillor B. Teasdale  
Councillor M. Berti

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillors Errington and Smith.

**36/16 ELECTION OF CHAIRMAN**

Councillor K. Read-Bone seconded by Councillor B. Teasdale, moved that Councillor M. Berti be elected to the office of Chairman of the Committee.

Councillor D. Moorat seconded by Councillor P. Mitchell, moved that Councillor A. Findon be elected to the office of Chairman of the Committee.

**AGREED**, after a vote of 4 to 2, to the election of Councillor A. Findon as Chairman of the Committee.

**37/16 ELECTION OF VICE CHAIRMAN**

Councillor K. Read-Bone, seconded by Councillor M. Berti, moved that Councillor B. Teasdale be elected to the office of Vice-Chairman of the Committee.

There were no other nominations for Vice-Chairman of the Committee.

**AGREED**, unanimously to the election of Councillor B. Teasdale as Vice-Chairman of the Committee.

**38/16 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies for absence were received from - Councillor Harding (hols)

**39/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**40/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that no declarations of interest were made.

**41/16 MINUTE**

Minute of the Meeting held on 13th October 2015 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 13th October 2015, confirmed as a true and accurate record.

**42/16 WORKING GROUPS STRUCTURE**

Consideration was given to membership of the standing committees of the Property and Environment Committee.

**42/16.1 CEMETERY WORKING GROUP**

**RESOLVED** that the Clerk, Stephen Hillary (cemetery groundsman) and Councillors Findon and Pennington would serve on the Cemetery working group.

**42/16.2 FOOTPATHS & RIGHTS OF WAY**

**RESOLVED** that Councillors Francis, Pennington, Berti and Moorat would serve on the Footpaths & Rights of Way working group.

#### **43/16 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:-

**43/16.1 LAND BETWEEN WESTFIELD AND HILL GARTH, GELT ROAD, BRAMPTON (16/0443) –**  
Demolition of garage and erection of 1 dormer bungalow.

No observations.

**43/16.2 WARREN BANK, STATION ROAD, BRAMPTON (16/0033 S211) –** Undertake works as per the report.

No observations.

**43/16.3 BRAMPTON MOAT (16/0035 S211) –** Fell selected trees to open up vista.

No observations.

**43/16.4 65 MAIN STREET, BRAMPTON (16/0394 & 16/0395) –** Display of 1 non-illuminated hanging sign and 1 non-illuminated wall mounted sign internal alterations to create new passageway and replacement of front door (LBC).

Comments as follows:-

- that the sign be placed at such a height to avoid the high-sided vehicles using the road.
- that the replacement door should be within conservation area criteria.

**43/16.5 CARRADALE, PAVING BROW, BRAMPTON (16/0487) –** Extension to existing carport.

No observations.

**43/16.6 LAND BETWEEN ROSEBANK AND HEMBLESWOOD, PAVING BROW, BRAMPTON (16/0503) –** Erection of 1 detached dwelling (reserved matters application pursuant to outline approval 14/0741) (revised application).

No observations.

#### **44/16 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.

#### **45/16 ANNUAL INSPECTIONS OF CHILDREN'S PLAY AREAS**

Annual inspection reports of playground equipment at Murray Park, King George V Field and Irthing Park were submitted to the meeting.

**RESOLVED** to note the reports and request that Playdale undertake the remedial work required per the inspections except for the smaller work such as fencing, painting etc which the Clerk would organise with Stephen Hillary. Some work such as topping up the bark has already been completed.

**MINUTE** of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 28th JUNE, 2016** at 7.30 p.m.

#### **PRESENT**

Councillor D. Moorat (Chairman) (in the Chair)	Councillor Mrs. J. Warwick
Councillor J. J. Harding	Councillor D. Francis
Councillor Ms. A. Findon	Councillor R. Wood
Councillor Mrs. J. Thompson	Councillor Mrs. M. Smith
Councillor M. Craik	Councillor M. Berti
Councillor Mrs. J. Errington	

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher, Cumbria County Council.  
Councillor M. Mitchelson, Carlisle City Council  
3 members of the public

NB: Prior to the commencement of the meeting, a minute's silence was held in memory of former councillor Mr. John Hodgson, who had recently passed away.

#### **46/16 APOLOGIES FOR ABSENCE**

Apologies for absence were received from the following:-

Councillors Teasdale and Mitchell (hols), Read-Bone and Pennington (personal)

#### **47/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation had been received.

#### **48/16 DECLARATIONS OF INTEREST**

Members were invited to declare their interests.

**RESOLVED** to note that there were no declarations of interest.

#### **49/16 MINUTES**

**49/16.1** Minute of the Meeting held on 17th May 2016 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 17th May 2016, confirmed as a true and accurate record.

#### **50/16 COMMITTEE REPORTS**

There were submitted Minutes of Meetings of

Finance and General Purposes Committee held on 14<sup>th</sup> June 2016

Property and Environment Committee held on 14<sup>th</sup> June 2016

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

#### **51/16 PUBLIC PARTICIPATION**

**RESOLVED** to note that items 18 (Allotments Association Clay Dubbs) and 19 (St. Martin's Oak) on the agenda would be dealt with at this time as 3 members of the public were in attendance.

## **52/16 ALLOTMENT ASSOCIATION, CLAY DUBBS**

Information was received and circulated from Clay Dubbs Allotment Association Committee, requesting that the Parish Council considers termination of plot 15 due to breaches in the tenancy agreement that have been ongoing for several years.

The plot owner was invited to speak and apologised and agreed that the plot was a disgrace but felt that termination procedures were being accelerated and disputed some of the facts circulated to members.

Termination procedures that govern the allotments were explained to members.

Councillor Francis, seconded by Councillor Warwick proposed that the Parish Council terminate the current ownership of plot 15 due to breaches under the tenancy agreement.

**RESOLVED**, after a vote of 9 in favour, 1 against and 1 abstention, that current ownership of plot 15 be terminated and the tenant be given 28 days' notice commencing from the date of this meeting as the owner was in attendance and informed of the decision.

## **53/16 ST. MARTIN'S OAK**

Councillor Moorat explained the background to the proposed planting of "St. Martin's oak" and that he had spoken to Rev. Tulloch and several members of St. Martin's PCC in person but had not received any expression of interest in the project.

Wendy Griffiths from the PCC spoke and said that members of the church and parishioners alike were hurt that the expression of non interest was directed at all members and not just the few that had been spoken to.

Councillor Moorat felt that he had fulfilled his responsibility by speaking to Rev. Tulloch and that it was fair to say that that there had been no enthusiasm, however, in future, letters would be written to St. Martin's PCC regarding any future projects that may involve the church and clarification of the matter would be put in the next BIG magazine.

Councillor Moorat further reported that the oak tree would be planted with help from the Methodist Church on a patronal day in September or November.

**RESOLVED** to note the matter would be clarified in the next BIG magazine and that in future letters would be submitted to St. Martin's PCC regarding any involvement of the church in other projects.

## **54/16 POLICE MATTERS**

**RESOLVED** to note that there were no items to be passed to the police.

## **55/16 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:-

**55/16.1 43 MAIN STREET, BRAMPTON (16/0036 S211)** – Cut magnolia and rowan trees back.

No observations.

**55/16.2 LAND TO REAR OF UNIT 16, TOWNFOOT INDUSTRIAL ESTATE, BRAMPTON (16/0535)** – Erection of industrial unit and relocation of portable containers, open compounds, portakabin and caravan storage; installation of secure fencing.

No observations.

**55/16.3 11 & 13 CRAW HALL, BRAMPTON (16/0532)** – Erection of garages to rear of 11 & 13 Craw Hall.

Comment – concern that access may be over a footpath or common land.

## 56/16 FINANCIAL MATTERS -

### 56/16.1 ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2016

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, 2016.

**56/16.1.1 RESOLVED** to approve 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 2016 and authorise the Chairman to sign the annual return for 31<sup>st</sup> March 2016;

**56/16.1.2 RESOLVED** to acknowledge the members' responsibility for the preparation of the Accounts; and

**56/16.1.3 RESOLVED** to confirm that to the best of the members' knowledge and belief,

**56/16.1.3.1** the Accounts for the year to 31st March 2016 had been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper accounting practice;

**56/16.1.3.2** the Council had maintained adequate systems of internal control;

**56/16.1.3.3** the Council had taken all reasonable steps to assure compliance with legislation;

**55/15.1.3.4** the Council had provided proper opportunity for the exercise of electors' rights;

**56/16.1.3.5** 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

**56/16.1.3.6** the Council had considered provision for litigation, liabilities, etc.

### 56/16.2 YEAR END BALANCES

There was submitted a report by the Clerk regarding the cash balances at 31st March 2016 and recommending their allocation to various funds.

**RESOLVED** to agree to the allocation of the balances as follows:-

Allison Bequest (balance after tfr)	£88,511.12
Budget Deficit Fund	£4,897.00
Cemetery Development Fund	£31,655.40
Parks Fund	£3,983.73
Concurrent Grant Reserve Fund	£3,000.00
Christmas Lights	£1,000.00
Special Projects	£1,000.00
Visitor Centre	£1,000.00
Moat Fund	£2,000.00
Development Fund	£2,000.00
Property Fund	£2,000.00
Moot Hall Fund	£3,000.00
Surplus Account	£7,259.96
<b>Total</b>	<b>£151,307.21</b>

### 56/16.3 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 £2,929.55



#### **56/16.4 OFFICE PHOTOCOPIER**

Consideration was given to a quote received from Office Technology to upgrade the office photocopier.

Councillor Harding, seconded by Councillor Findon, proposed that the quote be accepted.

**RESOLVED** unanimously to accept the quote in the sum of £252.00 per quarter.

#### **57/16 REPRESENTATIVES' REPORTS**

**RESOLVED** to note there were no reports.

#### **58/16 SIGN AT TOWNFOOT INDUSTRIAL ESTATE**

Councillor Findon updated members on the current situation of the proposed sign at Townfoot Industrial Estate.

**58/16.1 RESOLVED** to note the update.

**58/16.2 RESOLVED** to ask the County Council for advice on the matter.

**58/16.3 RESOLVED** to arrange a meeting with the business and the County Council to discuss a way forward.

#### **59/16 SPEEDWATCH GROUP**

Councillor Francis submitted a written report on the Speedwatch Group and the need to replace the radar gun.

**RESOLVED** to request a grant from the Police Commissioner to cover the cost of a replacement radar gun for the group. If this request was unsuccessful, Councillor Fisher would finance the cost.

#### **60/16 PICNIC BENCH AT THE REC, GELT ROAD**

Councillor Moorat reported on the ongoing vandalism to the picnic bench at the Rec, Gelt Road.

**60/16.1 RESOLVED** to remove the bench. Proposed by Councillor Smith, seconded by Councillor Warwick, 8 in favour and 3 against.

**60/16.2 RESOLVED** to relocate the picnic bench to King George V Field, after a majority decision of 6 to 5.

#### **61/16 YELLOW BIKES**

Consideration was given to a request from the Travel Action Group to use the yellow bikes from the Tour of Britain promotion last year.

**RESOLVED**, after further discussion, that the group could use the bikes as long as they were collected and returned. The Parish Council would take no responsibility for the road worthiness of the bikes as some chains and brakes had been removed during painting. The bikes should be used for decorative purposes only.

#### **62/16 CAR PARK WORKING GROUP**

**RESOLVED** to note an update from Councillor Moorat that the group would reconvene as and when something arises.

#### **63/16 BRAMPTON COMMUNITY HOSPITAL**

**63/16.1 RESOLVED** to note a letter from Councillor Moorat to John Holland regarding the proposed closure of beds at Brampton Community Hospital.

**63/16.2 RESOLVED** to note the response from the Secretary of State following the public meeting held earlier in the month.

#### **64/16 PARKING AT ST. MARTIN'S CHURCH**

**RESOLVED** to note that parking on the cobbled areas near St. Martin's Church and the area around Hadrian's statue would be monitored by members and reported to the Clerk.

**65/16 PARKING AT WILLIAM HOWARD SCHOOL**

Consideration was given to the email received from Gareth Scott, Cumbria County Council, regarding problem parking at William Howard School.

**RESOLVED** to request that the highways department review the situation as the school is also concerned at the problem parking.

**66/16 CALC**

The following correspondence from CALC was received and noted:-

**66/16.1 CALC CIRCULAR** - June 2016

**66/16.2 CHANGES TO LAW RE BANKRUPTCY** – Email from S. Bagshaw.

**67/16 CORRESPONDENCE RECEIVED**

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

**67/16.1 DANDY FOOTPATH AND STATION ROAD**– Email from Mark Sullivan.

**RESOLVED** to ask Charles Bennett to look at the leaning trees and consider any work required and ask the footpaths officer for advice regarding the remains of the bridge being blocked off.

**67/16.2 ILLEGALLY PARKED CAR AT SHOWFIELD** – Email from Paul Winthrop.

**RESOLVED** to note that the matter was in hand as Councillor Moorat had already spoken to the police and the City Council.

**68/16 LITERATURE AVAILABLE IN OFFICE**

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

**68/16.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 3rd June 2016.

**69/16 AGENDA ITEMS FOR NEXT MEETING**

**RESOLVED** to note that any items for the next agenda to be submitted to the Clerk by 19th July 2016.

**70/16 DATE OF NEXT MEETING** – Tuesday 26th July 2016, 7.30pm, Moot Hall.

**Expenditure To Approve**

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
202.52	P Reynolds	Staff
65.05	OCS Group	Moot Hall
216.35	Canon UK Ltd	Office
82.80	SLCC	Conference
10.79	United Utilities	Parks
1798.66	A Riddell	Staff
180.00	S Hillary	Staff
270.00	P Reynolds	Staff
54.21	Dorrigo	Visitor Centre
159.90	Cumb & Lanc Rehab Co	Moat/Rec
20.98	United Utilities	Allotments
70.81	Instock	Open spaces
<hr/>		
<b>£2,929.55</b>		

**MINUTE** of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 26th JULY, 2016** at 7.30 p.m.

**PRESENT**

Councillor D. Moorat (Chairman) (in the Chair)  
Councillor R. Wood  
Councillor Ms. A. Findon  
Councillor D. Francis  
Councillor Mrs. J. Warwick

Councillor J. J. Harding  
Councillor Mrs. P. J. Thompson  
Councillor B. Teasdale  
Councillor P. Mitchell

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher, Cumbria County Council.  
Councillor S. Layden, Carlisle City Council.  
J. Brown, Cumberland News.  
1 member of the public

**71/16 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies for absence were received from:-

Councillors Craik and Berti (hols)  
Councillor Errington (work)  
Councillor Read-Bone (personal)  
Councillors Smith and Pennington

**72/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**73/16 DECLARATIONS OF INTEREST**

Members were invited to declare their interests.

**RESOLVED** to note that Councillor Findon declared an interest in item 78/16.3

**74/16 MINUTES**

**74/16.1** Minutes of the Meeting held on 28<sup>th</sup> June 2016 were submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 28<sup>th</sup> June 2016, confirmed as a true and accurate record.

**75/16 PUBLIC PARTICIPATION**

**75/16.1 TARGA RALLY**

**RESOLVED** to note an update from Ian Robinson on the Targa Rally which would take place in the centre of town on 14<sup>th</sup> August. Details of the format and procedures were explained and if members wanted to attend the event, badges for the VIP area would be made available.

**RESOLVED** to note the update.

**76/16 POLICE MATTERS**

**RESOLVED** to note that Councillor Harding reported ongoing parking problems at Howard Gardens which had been passed to the police.

## **77/16 TOWN AND COUNTRY PLANNING APPLICATIONS**

**77/16.1 LANGTHWAITE, LANERCOST ROAD, BRAMPTON (16/0046 S211)** – Remove holly tree to rear of property.

No observations.

**77/16.2 FRANLEIGH HOUSE, TREE ROAD, BRAMPTON (16/0047 S211)** – Remove acacia tree to the rear of the new build property.

No observations.

**77/16.3 ABBEY BRIDGE INN, LANERCOST, BRAMPTON (16/0614)** – Change of use of annex from bed and breakfast to private dwelling together with a single storey extension to provide sunroom.

No observations.

**77/16.4 UNIT 5, CENTURION COURT, TOWNFOOT INDUSTRIAL ESTATE, BRAMPTON (16/0626)** – Installation and operation of gas powered electricity generators and radiators in the building, electricity substation, vents, stacks and gas kiosk.

No observations.

## **78/16 FINANCIAL MATTERS**

### **78/16.1 BANK RECONCILIATION TO 30TH JUNE 2016**

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 June 2016 of £235,387.93.

### **78/16.2 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 the 22nd July 2016 of £39.66.

### **78/16.3 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.

**78/16.3.1 RESOLVED** to note the expenditure of £8,832.83 detailed in the Appendix hereto

**78/16.3.2 RESOLVED** to note the income of £12,708.92 detailed in the Appendix hereto.

### **78/16.4 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 £11,486.87.

### **78/16.5 FINANCIAL ASSISTANCE**

#### **78/16.5.1 BORDER RAMBLER**

An application for financial assistance was submitted from Border Rambler to help with costs towards running the rural bus service.

**RESOLVED** to defer the application until a grant application was completed.

## **79/16 REPRESENTATIVES' REPORTS**

### **79/16.1 COMMUNITY GARDEN**

**RESOLVED** to note that Councillor Moorat had been invited to the community garden. Councillor Moorat was impressed with the garden and that the group was very enthusiastic. More volunteers were wanted to help on a Saturday.

### **80/16 INDUSTRIAL ESTATE SIGN**

Councillor Findon reported that only 1 business owner at the Industrial Estate was unhappy with the proposed new sign. If members were happy, then she would proceed with the sign and explain to business owners that those who already had a sign on the verge would have a nameplate on the new sign funded by the Parish Council. Those that currently did not have a sign would have to fund their own nameplate. Each nameplate would be of a similar design and font for continuity.

**RESOLVED** to note the report and agreed to fund the nameplates for business with signs currently on the verge.

### **81/16 WEST, NORTH AND EAST CUMBRIA SUCCESS REGIME**

An email was submitted from Nicky O'Connor, Director of the West, North and East Cumbria Success Regime, inviting members to attend a stakeholder update session on 11<sup>th</sup> August.

**RESOLVED** to note that Councillor Francis would attend as Councillor Moorat would be on holiday.

### **82/16 APPLICATION FOR MEMORIAL BENCH**

An application was submitted from Brian DeVonald, for a memorial bench to be placed in the new cemetery.

**RESOLVED** to permit installation of the bench and to note that all costs would be covered by Mr. DeVonald.

### **83/16 WI CERTIFICATE**

Consideration was given to displaying an A4 size certificate on behalf of the local WI group in the Moot Hall.

**RESOLVED**, after discussion, to grant permission.

### **84/16 GELT GLADIATOR**

Consideration was given for the use of Gelt Woods for the Gelt Gladiator event to be held on June 10<sup>th</sup> and 11<sup>th</sup> 2017.

**RESOLVED** to give permission for the event.

### **85/16 CALC**

The following correspondence from CALC was received and noted:-

**85/16.1 CALC CIRCULAR** – July/August 2016

**85/16.2 LIVING MEMORY PROJECT** – Email from S. Bagshaw.

**85/16.3 CVS VOLUNTEER TRAINING SESSIONS** – Email from S. Bagshaw.

### **86/16 CORRESPONDENCE RECEIVED**

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

**86/16.1 MILTON VILLAGE LEVEL CROSSING** - Start Date: 06.09.2016 – temporary road closure

**86/16.2 IRTHING BRIDGE** – Start Date: 08.08.2016 – temporary road closure

**86/16.3 LOCALISM ACT – COMMUNITY RIGHT TO BID** – Letter from Rebecca Tibbs, Carlisle City Council.

## **87/16 LITERATURE AVAILABLE IN OFFICE**

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

**87/16.1 NOTICE OF EXECUTIVE KEY DECISIONS – 1st July 2016**

**87/16.2 ACT GAZETTE – Summer 2016**

## **88/16 AGENDA ITEMS FOR NEXT MEETING**

To note that any items for the next agenda must be submitted to the Clerk by 20th September 2016.

**89/16 DATE OF NEXT MEETING – Tuesday 27th September 2016, 7.30pm, Moot Hall.**  
Committee meetings will be held on Tuesday 13<sup>th</sup> September 2016

**90/16 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 -** To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

## **91/16 LAND OFF GELT ROAD, BRAMPTON**

Consideration was given to an email submitted from Robin Steel, C&D Rural, regarding proposals to develop the land off Gelt Road, Brampton.

Councillor Moorat reported on a site meeting with Mr. Steel regarding extra access to the land.

**RESOLVED** unanimously, after discussion, to the following:-

**91/16.1** To agree to the terms set out in the option agreement which includes C&D paying all legal costs;

**91/16.2** To decline the use of the access from point A to B on the plan; and

**91/16.3** To enter into negotiations to purchase the area of land hatched in pink on the plan which is not due for development under the current proposals for the site.

## Expenditure

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
129.50	Carlisle City Council	Rates
145.00	Carlisle City Council	Rates
76.87	United Utilities	Rates
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
17.11	Vodafone	Office
5.52	Barclays Bank	Charges
24.00	Plusnet	Visitor Centre
137.64	BT	Office
427.10	BRHS	Office
180.00	S Hillary	Staff
270.00	P Reynolds	Staff
1798.66	A Riddell	Staff
2525.00	Cut n' Edge	Grounds Maintenance
150.00	H Graham	Moot Hall
23.40	Winged Heart	Visitor Centre
35.59	SSE	Moot Hall
259.20	Laversdale Timber	Parks
83.65	ABW	Moot Hall
566.50	Oakbank Nurseries	Flowerbeds
650.00	T Ayre	Flowerbeds
97.20	Gala lights	Xmas lights
100.00	Cash	Office
380.00	BIG	Misc Services
65.05	OCS Group	Moot Hall
216.35	Canon UK	Office
82.80	SLCC	Training
10.79	United Utilities	Parks
20.98	United Utilities	Allotments
54.21	Dorrigo	Visitor Centre
159.90	Cumb & Lancs Rehab Co	Rec/Moat
70.81	Instock	Open spaces
<b><u>£8,832.83</u></b>		

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
66.98	Sales	Visitor Centre
40.00	Rent	Market
33.90	BT	Credit on d/d
120.00	Co-operative Funeralcare	Cemetery
15.00	Liz Secular	Moot Hall
9998.70	League of Friends	Grant
28.00	Cobbles to Countryside	Special Projects
15.00	Stroke Club	Moot Hall
11.73	Barclays Bank	Interest
2379.61	Cumberland BS	Interest
<b><u>£12,708.92</u></b>		



## Expenditure To Approve

2355.00	Cut n' Edge	Grounds Mnce
829.61	P Bell Services	Grass cutting
1180.00	T Ayre	Flowerbeds
695.10	Cumb & Lancs Rehab Co	Moat/Rec
2179.03	HMR&C	PAYE
357.29	SSE	Moot Hall
497.00	Oakbank Nurseries	Flowerbeds
165.93	ABW	F/beds-Moot Hall
41.24	SSE	Moot Hall
23.28	Laversdale Timber	Murray Park
806.53	BRHS	Office
259.20	P Reynolds	Staff
144.00	S Hilary	Staff
1798.66	A Riddell	Staff
155.00	H. Graham	Moot Hall
<b><u>£11,486.87</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, 13th SEPTEMBER, 2016** at 7.00 p.m.

**PRESENT**

Councillor J. J. Harding (Chairman, in the Chair)  
Councillor Mrs. J. Errington  
Councillor Mrs. J. Warwick

Councillor R. Wood  
Councillor D. Moorat

**IN ATTENDANCE** –Councillor Read-Bone

**APOLOGIES FOR ABSENCE** – Councillors Thompson and Smith

**92/16 MINUTE**

Minute of the Meeting held on 14th June 2016 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 14th June 2016, confirmed as a true and accurate record.

**93/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**93/16 DECLARATIONS OF INTEREST**

Members were invited to declare their interests.

**RESOLVED** to note that no declarations of interest were made.

**94/16 FINANCIAL MATTERS -**

**94/16.1 BANK RECONCILIATIONS TO 31ST AUGUST 2016**

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 reconciliations and balances to 31st August 2016 of £223,439.46.

**94/16.2 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 the 9<sup>th</sup> September 2016 of £17.58.

**94/16.3 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.

**94/16.3.1 RESOLVED** to approve the expenditure of £20,086.63 detailed in the Appendix hereto.

**94/16.3.2 RESOLVED** to note the income of £2,951.50 detailed in the Appendix hereto.

**94/16.4 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 £21,017.76.

**94/16 FINANCIAL ASSISTANCE**

**94/16.1 ST. MARTIN'S CHURCH**

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

**RESOLVED** to grant the sum of £216.00 for the annual clock service.

**95/16 PRECEPT 2017/18**

**RESOLVED** to note that members would give consideration to future projects in order for the 2017/18 precept to be set.

## Expenditure

£	Supplier	Detail
84.00	Carlisle City Council	Rates x 2
290.00	Carlisle City Council	Rates x 2
100.00	J. Morris	Storage rent x 2
40.00	Bounce it around	Website x 2
34.00	Vodafone	Office x 2
7.36	Barclays Bank	Charges x 2
48.00	Plusnet	Visitor Centre x 2
146.53	Daisy Comms	Office x 2
541.20	Maxxia	Photocopier
288.00	S Hillary	Staff x 2
511.20	P Reynolds	Staff x 2
3597.32	A Riddell	Staff x 2
130.56	Good signs & print	Office
5185.00	Cut n' Edge	Grounds Maintenance x 2
155.00	H Graham	Moot Hall
1705.14	P Bell Services	Grass cutting x 2
1790.00	T Ayre	Flowerbeds x 2
695.10	Cumb & Lanc Rehab	Rec/Moat
2179.03	HMR&C	PAYE
357.29	SSE	Moot Hall
497.00	Oakbank Nurseries	Flowerbeds
165.93	ABW	Moot Hall
41.24	SSE	Moot Hall
93.06	Laversdale Timber	Parks x 2
806.53	BRHS	Office
96.00	Jimbars	Parks/Flowerbeds
30.00	J Bell & sons	Parks
86.80	Lyreco	Office
57.99	ABW	Moot Hall
63.36	Orian	Moot Hall
32.01	SSE	Moot Hall
204.00	Carmell Shepher	Gelt Road (to be refunded)
27.98	G Parker	Visitor Centre

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**£20,086.63**

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
126.53	Sales	Visitor Centre
90.00	Rent	Market
250.00	Ian Blair	Cemetery
447.97	Sales	Visitor Centre
15.00	Methodist Church	Moot Hall
135.00	Gardening Club	Moot Hall
970.00	Walkers	Cemetery
250.00	D Warwick	Cemetery
400.00	P Hollywell	Cemetery
15.00	M Granville	Moot Hall
120.00	Carlisle Headstones	Cemetery
45.00	Carlisle City Council	Moot Hall
15.00	Crosby on Eden PCC	Moot Hall
15.00	Irthington WI	Moot Hall
35.00	Visitor Centre	Special Projects
7.00	Visitor Centre	Special Projects
15.00	Crosby on Eden PCC	Moot Hall

**£2,951.50**

## Expenditure To Approve

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
155.00	H Graham	Moot Hall
2830.00	Cut n' Edge	Grounds Maintenance
875.53	P Bell Services	Grass cutting
60.00	Jimbars	Parks
69.78	Laversdale Timber	Parks
30.00	J Bell & sons	Parks
610.00	T Ayre	Flowerbeds
36.00	Jimbars	Flowerbeds
86.80	Lyreco	Office
57.99	ABW	Moot Hall
63.36	Orian	Moot Hall
32.01	SSE	Moot Hall
204.00	Cartmell Shepherd	Gelt Road (will be refunded)
27.98	G Parker	Visitor Centre
630.00	Cut n' Edge	Cemetery
2110.00	Cut n' Edge	Grounds maintenance
875.53	P Bell Services	Grass cutting
20.00	Castle's Keepsakes	Visitor Centre
119.04	Dorrigo	Visitor Centre
11998.44	Kompan	Parks
65.05	Cannon	Moot Hall
61.25	ABW	Moot Hall

**£21,017.76**

**MINUTE** of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 13TH SEPTEMBER, 2016** at 7.30 p.m.

**PRESENT**

Councillor Ms. A. Findon (Chairman, in the chair)  
Councillor I. A. Pennington  
Councillor D. Francis  
Councillor P. Mitchell

Councillor K. Read-Bone  
Councillor D. Moorat  
Councillor B. Teasdale

**ALSO ATTENDING** – Councillors Errington and Harding.

**APOLOGIES FOR ABSENCE – RESOLVED** to note that no apologies for absence were received.

**96/16 MINUTE**

Minute of the Meeting held on 14th June 2016 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 14th June 2016, confirmed as a true and accurate record.

**97/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**98/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that no declarations of interest were made.

**99/16 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:-

**99/16.1 OAKLEIGH, TARN ROAD, BRAMPTON (16/0685)** – Erection of attached garage and formation of balcony at first floor level.

No observations.

**99/16.2 ABBEY BRIDGE INN, LANERCOST, BRAMPTON (16/0699)** – Internal alterations comprising partition of bathroom to form 2 en-suite bathrooms; installation of new foul drainage from bathrooms through boot room below and underground to existing drain to septic tank; installation of double door between kitchen and lobby area (LBC)

No observations.

**99/16.3 LAND BETWEEN ROSE BANK AND HEMBLESWOOD (MACKRETH HOUSE), PAVING BROW, BRAMPTON (16/0733)** – Variation of condition 1 (approved documents) of previously approved permission 16/0503.

No observations.

**99/16.4 LONNINGS END, SANDY LONNING, BRAMPTON (16/0018 TPO)** – Remove three limbs to reduce shading.

No observations.

**99/16.5 THE GRANGE, CRAW HALL, BRAMPTON (16/0052 S211)** – Fell horse chestnut numbered T1903.

Comment – what is the reason for felling the tree?

**99/16.6 22 BERRYMOOR ROAD, BRAMPTON (16/0713)** – Proposed two storey side extension and front extension to provide lounge and WC on ground floor with 2 bedrooms (1 en-suite) and bathroom above.

No observations.

**99/16.7 LAND BETWEEN GELT RISE AND GELT ROAD, BRAMPTON (16/0769)** – Erection of 18 dwellings.

No observations.

**99/16.8 THE BLACKSMITH'S HOUSE, ABBEY BRIDGE, LANERCOST, BRAMPTON (16/0665)** – Erection of single storey extension to provide sun room (LBC)

No observations.

**99/16.9 UNIT 11, OLD BREWERY YARD, CRAW HALL, BRAMPTON (16/0775)** – Change of use from gymnasium (use class D2) to business (use class B1/B2/B8)

No observations.

#### **100/16 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.

#### **101/16 PICNIC BENCH AT RECREATION GROUND**

**RESOLVED** to note a report from Councillor Pennington that the picnic bench had suffered no more vandalism and that either the memorial bench should be relocated on the Recreation Ground or anew bench installed near the area that has been cleared to form a viewpoint.

#### **102/16 PRECEPT 2017/18**

**RESOLVED** that members would give consideration to future projects in order to set the precept for 2017/18.

- new benches

#### **103/16 LAND AT GELT ROAD**

Members were asked to note that due to a conflict of interest it was recommended that Burnett's solicitors act for the Parish Council with regard to the proposed sale of land and access permission for land at Gelt Road.

**RESOLVED** to note the recommendation and inform the Clerk to contact Burnett's.

**PRESENT**

Councillor D. Moorat (Chairman) (in the Chair)  
Councillor J. J. Harding  
Councillor I. A. Pennington  
Councillor K. Read-Bone  
Councillor D. Francis  
Councillor R. Wood

Councillor Mrs. J. Errington  
Councillor Mrs. J. Warwick  
Councillor Mrs. J. Thompson  
Councillor M. Craik  
Councillor M. Berti

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor L. Fisher, Cumbria County Council.  
Councillor S. Layden, Carlisle City Council.  
Miss. J. Brown, Cumberland News.  
1 member of the public

**APOLOGIES FOR ABSENCE** – Councillor Findon (ill), Councillors Mitchell and Teadale (hols)

**104/16 MINUTES**

**104/16.1** Minutes of the Meeting held on 26th July 2016 were submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 26th July 2016, confirmed as a true and accurate record.

**105/16 COMMITTEE REPORTS**

There were submitted Minutes of Meetings of:-

Finance and General Purposes Committee held on 13<sup>th</sup> September 2016  
Property and Environment Committee held on 13<sup>th</sup> September 2016

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

**106/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**107/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that no declarations of interest were made.

**108/16 LOCAL GOVERNMENT ACT 1972, RESIGNATION –**

It was reported that Mrs. M. Smith had resigned from membership of the Parish Council. The statutory advertisement would be published.

Councillor Moorat expressed thanks to Mrs. Smith for her contribution to the Parish Council.

**RESOLVED** to note the resignation.

**109/16 PUBLIC PARTICIPATION**

**RESOLVED** to note that Mr. Wilson who was attending the meeting would speak under item 111/16.2

**110/16 POLICE MATTERS**

**RESOLVED** to note that there were no matters of concern to be passed to PCSO Dawson.



## **111/16 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:-

### **111/16.1 LAND BETWEEN GELT RISE AND GELT ROAD, BRAMPTON (16/0769) –** Erection of 18 dwellings (amended details/further information)

No observations.

### **111/16.2 UNIT 5, CENTURION COURT, TOWNFOOT INDUSTRIAL ESTATE, BRAMPTON (16/0626) –** Installation and operation of gas powered electricity generators and radiators in the building, electricity substation, vents, stacks and gas kiosk.

Mr Wilson attended the meeting and spoke regarding concerns at the planning application, in particular, noise and emissions pollution.

**RESOLVED** to note the residents concerned raised by Mr Wilson and **OBJECT** to the planning application.

**OBJECT** – Inappropriate site bearing in mind the risk of noise and air pollution. A more appropriate site should be found away from residents.

## **112/16 FINANCIAL MATTERS**

### **112/16.1 EXPENDITURE TO APPROVE**

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

**RESOLVED** to authorise payment listed in the Appendix hereto amounting to £2,824.98.

### **112/16.2 ANNUAL RETURN, MARCH 2016, EXTERNAL AUDITOR'S CERTIFICATE AND OPINION**

The Annual return for March 2016 was submitted to the meeting as the external Auditor's certificate and opinion for the Accounts for the year ending March 2016 had been received.

**112/16.2.1 RESOLVED** to approve and accept the Annual Return for March 2016.

**112/16.2.2 RESOLVED** to note the certificate and that no other matters had come to the attention of the external auditor.

### **112/16.3 FINANCIAL ASSISTANCE**

#### **112/16.1 BORDER RAMBLER RURAL TRANSPORT**

There was submitted an application for financial assistance from Border Rambler Rural Transport towards running costs.

**RESOLVED** to donate £200.00.

## **113/16 REPRESENTATIVES' REPORTS**

### **113/16.1 CLAY DUBBS ALLOTMENTS**

A written report was submitted from Councillor Craik.

**RESOLVED** to note the report and to:-

**113/16.1.1** request costings from the Clay Dubbs Allotment Committee regarding the proposed hard surface works;

**113/16.1.2** note that the drainage work is in hand and will be completed by Stephen Hillary;

**113/16.1.3** request the Clay Dubbs Allotment Committee to approach the owner of the overhanging trees and inform them of the work required.

**113/16.2 CUMBRIA COUNTY COUNCILLOR – LAWRENCE FISHER**

Councillor Fisher reported on the following items:-

- TARGA Rally – highly successful event
- William Howard School – talks regarding parking problems are ongoing with the Primary School and a number of other organisations
- Brambles Court – update on the sheltered housing

**113/16.3 SUCCESS REGIME**

Councillor Moorat gave an update on the Success Regime and the proposals for community hospitals in the area, including Brampton. Details of the proposed 4 options were highlighted and that Brampton War Memorial Hospital was being more pro-active in its approach. A meeting with the Success Regime and invited stakeholders would take place in the Moot Hall in the near future.

**RESOLVED** to note the report.

**114/16 WEDNESDAY MARKET**

Councillor Findon submitted a proposed business plan for car boot sales at the Wednesday market.

**RESOLVED** to note the report and to:-

- 114/16.1** hold a car boot monthly at the Wednesday market;
- 114/16.2** that costs would be £8.00 for a car and £10.00 for a van;
- 114/16.3** October 26<sup>th</sup> would be a trial date depending on further assessments;
- 114/16.4** Councillor Wood would produce posters and leaflets to promote the proposals;
- 114/16.5** Councillors Wood and Moorat would take leaflets to existing car boot sales and hand out to traders.

**115/16 THE MOAT**

Councillor Pennington gave an update on clearance work to the Moat. A further assessment had taken place with Charles Bennett and Mike Lowther and a planning application would be submitted in due course to remove further trees.

**RESOLVED** to note the report.

**116/16 PLAY AREA FENCING, KING GEORGE V FIELD**

Councillor Pennington reported that the fencing around the play area at King George V Field was unstable.

**RESOLVED** that the Clerk would contact the contractor to investigate.

**117/16 WRITTEN ROCK OF GELT**

A report was submitted from Mike Collins, Historic England, on proposed work to be carried out at the written rock of Gelt.

**RESOLVED** to note the report and ask whether an interpretive sign could be included in the work.

**118/16 ST. MARTIN'S OAK TREE**

Councillor Moorat reported that a tree had been sourced and the churches were keen to be involved. Consideration would need to be given to an alternative area for the cemetery groundsmen to put waste materials. There would be a cost to landscaping the area, however, John Hopkins had offered to fund a fence around the tree itself.

**RESOLVED** to note the report.

**119/16 CALC**

The following correspondence from CALC was received and noted:-

**119/16.1 CALC CIRCULAR** - September 2016

**119/16.2 BEING A GOOD EMPLOYER** – Email from S. Bagshaw.

**119/16.3 NALC REVISED LTN 59** – Email from S. Bagshaw.

**119/16.4 NOMINATIONS FOR CALC EXECUTIVE COMMITTEE**- Email from S. Bagshaw.

**119/16.5 NEIGHBOURHOOD PLANNING** – Email from S. Bagshaw.

**119/16.6 EMERGENCY PLANS FOR PARISHES** – Email from S. Bagshaw.

**119/16.7 CHANGES TO CALC CONSTITUTION** – Email from S. Bagshaw.

**120/16 CORRESPONDENCE RECEIVED**

**RESOLVED** to note that the following correspondence had been received:-

**120/16.1 FAIRTRADE FLOWERBED AT SANDS** – Email from Kate Allan.

**RESOLVED** that work to the Fairtrade flowerbed would be incorporated into the current schedule of work to flowerbeds around the town, however, Fairtrade Group would be asked to fund bulbs and plants for the bed.

**120/16.2 SPAR DELIVERIES, MARKET PLACE, BRAMPTON** – Email from P. Bell.

**RESOLVED** to note that this complaint was being investigated by Kevin Crawley but no update had been received. Councillor Fisher would chase the matter up at a meeting tomorrow.

**120/16.3 BT CALL BOX REMOVAL CONSULTATION** - Email from Richard Wood.

**120/16.4 SUBMISSION OF THE CUMBRIA MINERALS AND WASTE LOCAL PLAN** – Email from Jonathan Evans.

**120/16.5 CARLISLE DISTRICT LOCAL PLAN 2015-2030 AND LOCAL DEVELOPMENT SCHEME** – Email from Fiona Kenmare.

**121/16 LITERATURE AVAILABLE IN OFFICE**

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

**121/16.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 23rd September 2016.

**122/16 AGENDA ITEMS FOR NEXT MEETING**

**RESOLVED** that any items for the next agenda to be submitted to the Clerk by 18th October 2016.

**123/16 DATE OF NEXT MEETING** – Tuesday 25th October 2016, 7.30pm, Moot Hall. Committee meetings will be held on 11<sup>th</sup> October 2016 in the Moot Hall from 7.00pm.

## Expenditure To Approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
95.92	Carlisle City Council	Allotments
20.00	Carlisle City Council	Misc Services
237.60	S Hillary	Staff
262.80	P Reynolds	Staff
1848.66	A Riddell	Staff
360.00	T Ayre	Flowerbeds
<b><u>£2,824.98</u></b>		

**PRESENT**

Councillor J. J. Harding (Chairman, in the Chair)  
Councillor Mrs. J. Warwick  
Councillor Mrs. J. Thompson

Councillor D. Moorat  
Councillor R. Wood

**IN ATTENDANCE** – Clerk.

**APOLOGIES FOR ABSENCE** – Councillor Errington (work) and Craik (hols)

**124/16 MINUTE**

Minute of the Meeting held on 13th September 2016 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 13th September 2016, confirmed as a true and accurate record.

**125/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**126/16 DECLARATIONS OF INTEREST**

Members were invited to declare their interests.

**RESOLVED** to note that no declarations of interest were made.

**127/16 ELECTION OF VICE-CHAIRMAN**

Due to the resignation of Mrs. M. Smith, a request for nominations for Vice-Chairman was made.

Councillor D. Moorat, seconded by Councillor R. Wood, moved that Councillor J. Warwick be elected to the office of Vice Chairman of the Committee.

There were no other nominations for Vice-Chairman of the Committee.

**RESOLVED**, unanimously, to the election of Councillor J. Warwick as Vice Chairman of the Committee.

**128/16 FINANCIAL MATTERS -**

**128/16.1 BANK RECONCILIATION TO 30TH SEPTEMBER 2016**

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 reconciliations and balances to 30th September 2016 of £198,069.81.

**128/16.2 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 the 7<sup>th</sup> October 2016 of £9.33.

**128/16.3 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.

**128/16.3.1 RESOLVED** to approve the expenditure of £20,275.83 detailed in the Appendix hereto.

**128/16.3.2 RESOLVED** to note the income of £80.00 detailed in the Appendix hereto.

#### **128/16.4 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 £6,822.46.

#### **129/16 CHEQUE SIGNATORIES**

**RESOLVED** that Councillor Warwick would be an additional cheque signatory on the Council's bank accounts.

## Expenditure

£	Supplier	Detail
145.00	Carlisle City Council	Rates
42.00	Carlisle City Council	Rates
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
17.25	Vodafone	Office
3.68	Barclays Bank	Charges
24.00	Plusnet	Visitor Centre
427.10	BRHS	Office
57.43	Daisy Comms	Office
237.60	S Hillary	Staff
262.80	P Reynolds	Staff
1848.66	A Riddell	Staff
204.00	D Tallentire	Xmas lights
630.00	Cut n' Edge	Cemetery
2110.00	Cut n' Edge	Grounds Maintenance
875.53	P Bell Services	Grass cutting
20.00	Castle Keepsakes	Visitor Centre
119.04	Dorrigo	Visitor Centre
11998.44	Kompan	Parks
65.05	OCS Group	Moot Hall
61.25	ABW	Moot Hall
480.00	BDO Stoy Heyward	Audit
20.00	City of Carlisle	Misc services
95.92	City Of Carlisle	Allotments
360.00	T Ayre	Flowerbeds
90.16	Dorrigo	Visitor Centre
10.92	United Utilities	Parks
<b><u>£20,275.83</u></b>		

## Income

£	Detail	Cost centre
<u>80.00</u>	Rent	Market
<b><u>£80.00</u></b>		

## Expenditure To Approve

£	Supplier	Detail
360.00	T Ayre	Flowerbeds
90.16	Dorrigo	Visitor Centre
10.92	United Utilities	Parks
2740.00	Cut n' Edge	Gnds Mnce/Cemetery
875.53	P Bell Services	Grass cutting
72.54	Winged Heart	Visitor Centre
1230.60	R&M Lowther	Moat
93.71	Lyreco	Visitor Centre
458.94	BRHS	Office
129.06	ABW	Moot Hall
40.00	Castle Keepsakes	Visitor Centre
252.00	P Reynolds	Staff
144.00	S Hillary	Staff
325.00	BIG	Misc Services
<b><u>£6,822.46</u></b>		

**PRESENT**

Councillor Ms. A. Findon (Chairman, in the chair)  
Councillor D. Moorat  
Councillor P. Mitchell  
Councillor J. J. Harding

Councillor I. A. Pennington  
Councillor B. Teasdale  
Councillor D. Francis  
Councillor M. Berti

**IN ATTENDANCE** - Clerk

**APOLOGIES FOR ABSENCE** – Councillor Read-Bone (ill)

**130/16 MINUTE**

Minute of the Meeting held on 13th September 2016 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 13th September 2016, confirmed as a true and accurate record.

**131/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**132/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that Councillor Pennington declared an interest in item 136/16

**133/16 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:-

**133/16.1 MURRAY PARK, MOATSIDE, BRAMPTON (16/0057/S211) – Crown reduce beech by 30%**

No observations.

**133/16.2 1 HOWARD ROAD, BRAMPTON (16/0839) – Proposed single storey side extension providing enlarged dining area, WC and utility/boot room.**

No observations.

**133/16.3 1-7 MAIN STREET, BRAMPTON (16/0850) – Proposed new car park layout, replacement of plant equipment and new covered cage store and relocation of trolley store.**

Comment - the Parish Council has no objection to the plans but is concerned that a car parking space is being lost in an area where nuisance and dangerous parking to access the Co-op is ongoing.

**133/16.4 UNIT 5, CENTURION COURT, TOWNFOOT INDUSTRIAL ESTATE, BRAMPTON (16/0626) – Installation and operation of gas powered electricity generators and radiators in the building, electricity substation, vents, stacks and gas kiosk.**

**OBJECT** - Members of Brampton Parish Council feel that the site is inappropriate bearing in mind the risk of air & noise pollution with its close proximity to residential homes. A more appropriate site should be found further away from residents perhaps at the other side of the Industrial Estate near the recycling centre. Although an environmental noise impact assessment has been carried out, a similar survey was carried out for diesel powered generators which are also sited in Brampton. That survey also stated there would be no noise pollution as emissions would be at an acceptable level. Since installation, the levels have been found to be unacceptable and in view of this, wherever this particular site is located (hopefully away from a residential area), sensors should be installed to measure the noise and air pollution for monitoring purposes.



**133/16.5 DANDY LINE, BRAMPTON (16/0060 S211)** – Remove group of seven elms and one beech on the Dandy Line to the rear of Station Road Garage. Crown lift a sycamore on the Dandy Line to the rear of 16 Edmondson Close.

No observations.

**133/16.6 THE MOAT, BRAMPTON (16/061 S211)** – Remove marked trees to create vista.

No observations.

#### **134/16 ST. MARTIN'S OAK TREE**

Consideration was given to the costing of £700.00 for the landscaping work at the proposed site for St. Martin's oak tree. Approximately 60-70 tonne of waste would have to be removed in order to landscape the area properly.

**RESOLVED**, to cover the cost from the Visitor Centre and flowerbed budgets (intra vires) - £350.00 from each budget would go towards the cost, although £100.00 may be secured from the local history group, Councillor Moorat would enquire about this.

#### **135/16 GELT WOODS SSSI**

Emails were submitted from Simon Stainer, Natural England, and Jim O'Neil, Forestry Commission Woodlands Officer, regarding the SSI status of Gelt Woods.

**RESOLVED** to note the emails, the work required and possible future funding.

#### **136/16 CLAY DUBBS ALLOTMENTS -**

##### **136/16.1 DRAFT CLAUSES**

The Allotment Association submitted additional draft clauses for consideration by the Parish Council. The clauses covered grass paths and the orchard and would be added to the Allotment Garden Conditions from 2017 if agreed.

**RESOLVED** to add the two clauses regarding grass paths and the orchard as submitted by the Allotment Association.

##### **136/16.2 WORKS TO THE ALLOTMENTS**

An email was submitted from Councillor Craik regarding works to the allotment site at Clay Dubbs.

**RESOLVED** to note the email and confirm that trees on the Recreation Ground were owned by the Parish Council.

#### **137/16 TREES ON THE RECREATION GROUND, GELT ROAD**

Councillor Pennington reported that trees that were planted on the Recreation Ground several years ago were in need of coppicing.

**RESOLVED** that the work would be considered in the budget for 2017/18.

**PRESENT**

Councillor Mr. D. Moorat (Chairman) (in the Chair)	Councillor J. J. Harding
Councillor P. Mitchell	Councillor I. Pennington
Councillor K. Read-Bone	Councillor D. Francis
Councillor B. Teasdale	Councillor M. Craik
Councillor Mrs. J. Warwick	

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor Fisher, Cumbria County Council  
Miss J. Brown, Cumberland News

**APOLOGIES FOR ABSENCE** – Councillors Findon, Wood and Thompson (hols), Errington (work)  
Councillor Layden (ill)

**138/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**139/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that Councillor Harding declared an interest in item 148/16.

**140/16 MINUTES**

**140/16.1** Minutes of the Meeting held on 27th September 2016 were submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 27th September 2016, confirmed as a true and accurate record.

**141/16 COMMITTEE REPORTS**

There were submitted Minutes of Meetings of:-

Property and Environment Committee held on 11th October 2016  
Finance and General Purposes Committee held on 11th October 2016

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

**142/16 PUBLIC PARTICIPATION**

**RESOLVED** to note that several members of the public had left prior to commencement of the meeting as the matter they were interested in had been considered at the last meeting of the Property & Environment Committee.

**143/16 POLICE MATTERS**

**RESOLVED** to note that there were no matters to be brought to the attention of the PCSO.

## 144/16 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:-

### 144/16.1 LAND BETWEEN GELT RISE AND GELT ROAD, BRAMPTON (16/0769) – Erection of 18 dwellings (amended details/further information)

Councillor Craik was concerned that no-one had looked at the archaeology of the area.

NB: Following the meeting the Clerk contacted the planning office. Every planning application that is submitted is looked at by the County Council's archaeologist for consideration, therefore no observations were submitted by Brampton Parish Council.

### 144/16.2 KNOLL HOUSE, TREE ROAD, BRAMPTON (16/0063 S211) – remove row of trees and replace with laurel.

No observations.

### 144/16.3 17 MOATSIDE, BRAMPTON (16/0065 S211) – Cut back to boundary trees encroaching from Moat View, Moat Side, Brampton. Reduce acer sp. to clear BT lines and summer house.

No observations.

### 144/16.4 LAND SOUTH OF GRANGE HOUSE, AARANSTOWN LONNING, BRAMPTON (16/0906) – Erection of 1 dwelling with double garage, parking and access (outline application)

No observations.

### 144/16.5 PAINT STORES, FALKINS HILL, BRAMPTON (16/0918) – Change of use from redundant storage units to undertakers (revised application)

No observations.

### 144/16.6 1 EARL GREY COTTAGES, LANERCOST ROAD, BRAMPTON (16/0067 S211) – Hard wood at western end of garden 4 lower branches removed, hard wood at centre of garden 4 lower branches removed, hard wood at rear of house removed due to proximity to houses.

No observations.

## 145/16 REPRESENTATIVES' REPORTS -

### 145/16.1 CPCA TRI-PARTITE MEETING

**RESOLVED** to note that Councillor Moorat had attended a recent tri-partite meeting of the CPCA. Minutes from the meeting would be circulated when available.

### 145/16.2 PARKING ISSUES AT LOCAL SCHOOLS

**RESOLVED** to note that Councillors Moorat and Fisher had attended a meeting at Brampton Primary School to discuss problem parking around the schools in Brampton. Although parking signs and zig zags etc. are in place, parents were ignoring these and those attending the meeting, including the police, considered what action could be taken. The traffic management team gave several options to help with the problem parking with the 'walking bus' being the preferred option. The team would meet with parents from the schools and feedback would be given.

## 146/16 WEDNESDAY MARKET

A written report was submitted from Councillor Wood regarding car boot spaces being made available at the Wednesday Market.

**146/16.1 RESOLVED** to note the report and that the matter was still being looked into.

**147/16 THE MOAT**

Councillor Pennington gave an update on the tree clearing work at the Moat.

**RESOLVED** to note the report and thanks were given to Councillor Pennington for overseeing the work.

**148/16 PARKING AT HOWARD GARDENS**

Councillor Harding raised concerns from residents living in Howard Gardens regarding the parking of vehicles by students and teachers which was causing an obstruction on a daily basis.

**RESOLVED** that the Clerk would write a letter to the Head of William Howard School asking students and teachers to make better use of the overflow car park rather than neighbouring streets.

**149/16 CHRISTMAS LIGHTS**

The Clerk reported on the planning for the Christmas lights and that Brampton Business Association had now withdrawn approximately £3,000.00 in funding for the event.

**RESOLVED** to intra vires £1,500.00 from the flowerbed budget for the event.

**150/16 CALC**

The following correspondence from CALC was received and noted:-

**150/16.1 CALC CIRCULAR** – October 2016.

**150/16.2 HEALTHCARE FOR THE FUTURE NEWSLETTER**– Email from S. Bagshaw.

**150/16.3 CALC AGM 12.11.16** - Email from S. Bagshaw.

**151/16 CORRESPONDENCE RECEIVED**

**RESOLVED** to note that the following correspondence had been received:-

**151/16.1 BRAMPTON & BEYOND COMMUNITY TRUST AGM** – Email from Bob Allen.

**RESOLVED** to note that Councillor Harding would attend.

**151/16.2 WWI BEACONS OF LIGHT** – Email from Bruno Peeks.

**RESOLVED** to take part in the event.

**151/16.3 CUMBRIA SUCCESS REGIME** – Email from Stephen Hall.

**152/16 LITERATURE AVAILABLE IN OFFICE**

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

**152/16.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 21st October 2016.

**153/16 AGENDA ITEMS FOR NEXT MEETING**

- **Empty shop** – To consider ideas for the empty shop in the Market Place owned by the County Council.
- **Christmas lights feedback**

Any further items for the next agenda to be submitted to the Clerk by 22nd November 2016.

**154/16 DATE OF NEXT MEETING** – Wednesday 29th November 2016, 7.30pm, Moot Hall.  
Committee meetings 15<sup>th</sup> November 2016, from 7.00pm, Moot Hall.

**155/16 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

**156/16 LAND OFF GELT ROAD, BRAMPTON**

Consideration was given to an email from Sarah Loan, Burnett's Solicitors regarding the land off Gelt Road.

**156/16.1 RESOLVED** to note the email.

**156/16.2 RESOLVED** to note that members were agreeable to a purchase price of 30% of the development value.

**156/16.3 RESOLVED** to invite Sarah Loan to a future meeting to explain the option to purchase part of the land and any other issues relating to the exchange of land.

**MINUTE** of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 15th NOVEMBER, 2016** at 7.00 p.m.

**PRESENT**

Councillor J. J. Harding (Chairman, in the Chair)  
Councillor Mrs. J. Warwick  
Councillor Mrs. J. Thompson

Councillor D. Moorat  
Councillor R. Wood  
Councillor M. Craik

**IN ATTENDANCE** – Clerk.

**ALSO ATTENDING** – Councillors Mitchell, Teasdale, Read-Bone and Findon.

**APOLOGIES FOR ABSENCE** – Councillor Errington (ill)

**157/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**158/16 DECLARATIONS OF INTEREST**

Members were invited to declare their interests.

**RESOLVED** to note that no declarations of interest were made.

**159/16 MINUTE**

Minute of the Meeting held on 11th October 2016 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 11th October 2016, confirmed as a true and accurate record.

**160/16 FINANCIAL MATTERS -**

**160/16.1 BANK RECONCILIATION TO 31ST OCTOBER 2016**

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 reconciliations and balances to 31st October 2016 of £188,342.91.

**160/16.2 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 the 11<sup>th</sup> November 2016 of -£14.87.

**160/16.3 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.

**160/16.3.1 RESOLVED** to approve the expenditure of £11,939.87 detailed in the Appendix hereto.

**160/16.3.2 RESOLVED** to note the income of £2,212.97 detailed in the Appendix hereto.

**160/16.4 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 £13,626.96.

## **161/16 FINANCIAL ASSISTANCE**

### **161/16.1 BRAMPTON PRIMARY SCHOOL**

There was submitted an application for financial assistance from Brampton Primary School towards the annual bonfire and firework display.

**RESOLVED** not to give a donation but to offer free use of the Moot Hall for a fund-raising event.

## Expenditure

£	Supplier	Detail
145.00	Carlisle City Council	Rates
42.00	Carlisle City Council	Rates
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
17.14	Vodafone	Office
3.68	Barclays Bank	Charges
24.00	Plusnet	Visitor Centre
302.40	Maxxia	Office
55.57	Daisy Comms	Office
144.00	S Hillary	Staff
252.00	P Reynolds	Staff
1848.66	A Riddell	Staff
72.54	Winged Heartflowerbed	Visitor Centre
1230.60	R & M Lowther	Moat
2740.00	Cut n' Edge	Grounds Maintenance
875.53	P Bell Services	Grass cutting
93.71	Lyreco	Office
458.94	BRHS	Office
129.06	ABW	Moot Hall
40.00	Castle Keepsakes	Visitor Centre
325.00	BIG	Misc Services
174.00	Cumbria Clock Co	Moot Hall
230.00	Dust the Job	Moot Hall
318.00	Cumbria & Lancs Rehab	Moat/Rec
30.00	Geltsdale Electrical Serv.	Moot Hall
35.00	Information Commissioner	Office
2228.83	HMR&C	PAYE
54.21	Dorrigo	Visitor Centre
<b><u>£11,939.87</u></b>		

## Income

£	Detail	Cost centre
367.97	Sales	Visitor Centre
15.00	Town Twinning Group	Moot Hall
470.00	Co-operative Funeralcare	Cemetery
15.00	St Martins Church	Moot Hall
15.00	Methodist Church	Moot Hall
150.00	Co-operative Funeralcare	Cemetery
45.00	Carlisle City Council	Moot Hall
15.00	Mr D Coates	Moot Hall
250.00	L Hetherington	Cemetery
250.00	J Waugh	Cemetery
120.00	Brampton WI	Moot Hall
450.00	Co-operative Funeralcare	Cemetery
50.00	Co-operative Funeralcare	Cemetery
<b><u>£2,212.97</u></b>		



**Expenditure To Approve**

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
360.00	T Ayre	Flowerbeds
325.00	BIG	Misc Services
174.00	Cumbria Clock Company	Moot Hall
230.00	Dust the Job	Moot Hall
318.00	Cumbria & Lancs Rehab	Moat/Rec
30.00	Geltsdale Electrical Repairs	Moot Hall
35.00	Information Commissioner	Office
2228.83	HMR&C	PAYE
54.21	Dorrigo	Visitor Centre
2140.00	Cut n' Edge	Grounds Mnce
840.00	Shift-It	Special Projects
58.66	United Utilities	Allotments
11.70	Scenic Photos Ltd	Visitor Centre
95.00	J Batey	Internal Audit
600.00	R&M Lowther	The moat
300.00	Pear Technology	Office
338.40	P Reynolds	Staff
144.00	S Hillary	Staff
1848.66	A Riddell	Staff
2137.50	Josephs amazing camels	Christmas lights
1500.00	Rent a reindeer	Christmas lights
150.00	Petty Cash	Office
68.00	Poppy Appeal	Section 137
<b><u>£13,626.96</u></b>		

**PRESENT**

Councillor Ms. A. Findon (Chairman, in the chair)  
Councillor D. Moorat  
Councillor P. Mitchell  
Councillor J. J. Harding

Councillor I. A. Pennington  
Councillor B. Teasdale  
Councillor D. Francis  
Councillor K. Read-Bone

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor Craik

**APOLOGIES FOR ABSENCE** – None received.

**162/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**163/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that Councillor Moorat declared an interest in item 167/16

**164/16 MINUTE**

Minute of the Meeting held on 11th October 2016 was submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 11th October 2016, confirmed as a true and accurate record.

**165/16 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:-

**165/16.1 THE BLACKSMITHS HOUSE, ABBEY BRIDGE, LANERCOST (16/0664 & 16/0665) –**  
Erection of single storey extension to provide sun room (LBC)

No observations.

**165/16.2 TREE HOUSE, TREE ROAD, BRAMPTON (16/0070S211) –** A, C, & E Beech - Fell B. Larch - Fell D. Leyland cypress - Fell F. Field Maple - Fell G, & H. Birch - Crown reduce J. Hawthorn - Fell K. Beech - Clear branches over footpath L. Laburnum - Fell M. Magnolia - Fell N, & O. Evergreens – Fell

Comment - Members are concerned as to the amount of trees being felled in a conservation area and felt that it was important to preserve our heritage in this particular area. Could the Tree Officer report on why so many trees required felling.

**166/16 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.

**166/16.1 RESOLVED** to note the notification of decisions.

**167/16 ORIENTEERING IN GELT WOODS**

A request from Borderliners Orienteering Group was submitted to the meeting regarding the use of Gelt Woods for an orienteering event.

**RESOLVED** to agree the use of Gelt Woods on Saturday 14<sup>th</sup> January 2017.

**168/16 THE MOAT**

Councillor Pennington gave an update regarding the clearing work to the trees on the Moat.

**RESOLVED** to note the update and that Councillor Pennington was being mindful of the budget.

**PRESENT**

Councillor D. Moorat (Chairman) (in the Chair)  
Councillor Ms. A. Findon  
Councillor Read-Bone  
Councillor I. Pennington  
Councillor Mrs. J. Errington  
Councillor D. Francis  
Councillor Mrs. J. Thomson

Councillor P. Mitchell  
Councillor J. J. Harding  
Councillor B. Teasdale  
Councillor R. Wood  
Councillor Mrs. J. Warwick  
Councillor M. Craik

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor S. Layden, Carlisle City Council  
Three members of the public

**169/16 APOLOGIES FOR ABSENCE**

**RESOLVED** to note apologies for absence were received from County Councillor Fisher.

**170/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no dispensation requests were received.

**171/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that the following councillors declared an interest:-

Councillor Harding – item 175/16

**172/16 MINUTES**

**172/16.1** Minutes of the Meeting held on 25th October 2016 were submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 25th October 2016, confirmed as a true and accurate record.

**173/16 COMMITTEE REPORTS**

There were submitted Minutes of Meetings of:-

Finance and General Purposes Committee held on 15th November 2016

Councillor Findon questioned the refusal of the request for financial assistance from the PTA towards the bonfire at the Primary School. Councillor Findon felt that the event was a community event and that the offer of free use of the Moot Hall was of little use to the group who organised fund raising events throughout the year at the school.

Councillor Craik stated that he felt that the application had little information on it, it didn't say what it was for or anything and was submitted for consideration after the event had taken place.

Councillor Harding detailed what financial assistance had been given to the event in previous years.

Councillor Moorat, seconded by Councillor Warwick, proposed that the decision to give the group no financial assistance this year should remain and that a better application should be completed in sufficient time for consideration next year.

**RESOLVED** by a vote of 11 in favour and 2 against.

Property and Environment Committee held on 15th November 2016

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

## **174/16 LOCAL GOVERNMENT ACT 1972 – FILLING OF VACANCY**

There were two vacancies to be filled. A letter of interest was submitted from Mr. C. Lewis who was not in attendance.

Councillor D. Moorat seconded by Councillor Harding, moved that Mr. Lewis be co-opted to the Parish Council.

**RESOLVED**, after a unanimous vote, that Mr. Lewis be co-opted to the Parish Council. The Clerk would inform Mr. Lewis and the Declaration of Acceptance of Office would be signed in due course.

## **175/16 PUBLIC PARTICIPATION – PARKING IN HOWARD GARDENS**

The matter of parking in Howard Gardens was brought forward under public participation.

Mrs. McCutcheon attended the meeting and spoke on behalf of the residents of Howard Gardens and explained the ongoing parking problem in the area and the knock-on effect it was having on residents causing obstructions and near misses. Mrs. McCutcheon would like double yellow lines installed from the junction of Howard Gardens with Longtown Road to 10metres from that point and also opposite the turning circle in Howard Gardens.

Mr. McAree, Head of William Howard School, spoke in support of Mrs. McCutcheon and reported on future improvements to the overflow car park for the school on Church Lane.

**RESOLVED** that the Clerk would contact the County Council and urge that double yellow lines be installed as requested by Mrs. McCutcheon. Mrs. McCutcheon stated that she would contact the Clerk with further information.

## **176/16 POLICE MATTERS**

**RESOLVED** to note that the Clerk would request that the police take a more active role in the problem parking at Howard Gardens by issuing tickets.

## **177/16 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:-

### **177/16.1 THE MOAT, BRAMPTON (16/0074 S211) – Fell ash tree.**

No observations

### **177/16.2 WESTHOLME, TREE ROAD, BRAMPTON (16/0962) – Erection of ground floor rear extension to provide orangery; extension to existing garage. (revised application)**

No observations

### **177/16.3 THE BARLEY STACK, CARLISLE ROAD, BRAMPTON (16/0972) – Replacement of 3 upvc windows to front elevation with timber sliding sash; retention of 3 upvc windows to rear elevation (LBC)**

No observations

### **177/16.4 39 EDMONDSON CLOSE, BRAMPTON (16/0071 S211) – Trim overhanging branches from a sycamore.**

No observations

**177/16.5 TARNWAY, PAVING BROW, BRAMPTON (16/0803)** – Single storey rear extension to provide kitchen with flat roof; raising of roof to provide first floor accommodation comprising 1 en-suite bedroom, dressing room and balcony over kitchen; main roof to be pitched and tiled to match existing.

OBJECT - The site plan submitted is out of date and does not show the correct neighbouring building line and although they are to scale, they do not give any dimensions which can be deceiving when you realise how big the proposed extension is. Due to the size of the extension, the alterations to the existing roof line and the detrimental effect it will have on neighbours, the application contravenes the following planning policies:- Policy HE7 - conservation areas Policy HO8 - house extensions Policy SP6 - securing good design

**177/16.6 LAND TO REAR OF HIRTA, TREE ROAD, BRAMPTON (16/0996)** – Variation of condition 2 (approved documents) of previously approved permission 12/0767 to redesign cellar space; reduce apex height by 450mm and increase eaves height by 500mm.

No observations

**177/16.7 2 COURTYARD COTTAGES, THE KEEP, BRAMPTON (16/0977)** – 2 storey extension to north elevation to provide living room and 1 en-suite bedroom.

No observations

## **178/16 REPRESENTATIVES' REPORTS**

### **178/16.1 VISITORS CENTRE**

**RESOLVED** to note the minutes submitted from the last steering group meeting and that Councillor Craik would attend future meetings.

### **178/16.2 BRAMPTON AND BEYOND**

**RESOLVED** to note that Councillor Harding had attended the AGM of Brampton and Beyond where future plans for the Community Centre were highlighted. Councillor Moorat had asked representatives of the group to attend a future meeting and explain the plans.

### **178/16.3 WALKERS ARE WELCOME**

**RESOLVED** to note that Councillor Findon had attended a recent meeting of the Walkers are Welcome Group where footpath reports had been discussed. Members of the Parish Council agreed that at the next meeting of the Property and Environment Committee the public footpaths in the area would be re-allocated for monitoring purposes.

## **179/16 EMPTY SHOP**

Consideration was given, after a request from Councillor Fisher, to future use of the empty shop in the Market Place owned by the County Council.

**RESOLVED** to note that Councillor Craik suggested a food bank (1 day per week) and would liaise with Councillor Fisher regarding the proposal.

## **180/16 SEQUOIA TREE**

Mr. J. Hopkins attended the meeting to request a suitable place for the planting of a sequoia tree in the area.

**RESOLVED** after discussion that:-

**180/16.1** the tree would be planted at the Recreation Ground on Gelt Road;

**180/16.2** the tree would be planted in commemoration of the Queen;

**180/16.3** changing the name of the area to Queen Elizabeth II Park would be investigated;

**180/16.4** the Chairman would draft a letter asking whether Prince Charles could plant the tree.

#### **181/16 FUNDING FROM MAYORS CHARITY**

The Clerk asked Councillor Layden to clarify a request for funding demanded by a Mr. Barnes from the Wildpatch, Tarn Road, Brampton that had apparently been agreed with Councillor Layden from the Mayors Charity and was to be paid via the Parish Council.

Councillor Layden explained that there was no funding from the Mayors Charity for Mr. Barnes and that it would have to be done through the small scales budget for City Councillors and that it could not be given direct so would have to come through the Parish Council.

Members were not happy that the Parish Council was being used as a 'clearing house' and felt that the money should be given direct.

Councillor Layden was still waiting for further information from Mr. Barnes regarding the funding.

**RESOLVED** to note the situation.

#### **182/16 APPLICATIONS FOR SPEED GUNS**

Councillor Francis reported on how two applications for funding for speed guns had been submitted to the County Council and the Police and Crime Commissioner.

Members felt that there was no need for two speed guns as there were insufficient volunteers in the Speedwatch Group.

**RESOLVED** to accept the County Council's donation for funding and delay the request with the Police and Crime Commissioner until the money from the County Council had been received.

#### **183/16 CARLISLE DISTRICT LOCAL PLAN 2015-2030**

A letter was submitted from Garry Legg, Carlisle City Council, regarding the Local Plan 2015-2030.

**RESOLVED** to note that the Carlisle District Local Plan 2015-2030 had been formally adopted.

#### **184/16 CHRISTMAS LIGHTS**

Feedback from the Christmas lights event was given consideration including the cost of the road closure and provision of hand washing facilities requested by Carlisle City Council, size of collection buckets and the overall impact of the event.

Councillor Harding reported on the vast amounts of positive comments from people in attendance.

Councillor Moorat thanked the Clerk and members for organising the event.

**RESOLVED** to note the report and that Councillor Layden would speak to Sharon Jenkinson regarding the cost of the road closure.

#### **185/16 CALC**

The following correspondence from CALC was received and noted:-

**185/16.1 CALC CIRCULAR** – November 2016.

**185/16.2 DEPENDENT CARERS' SURVEY** – Email from S. Hutchinson.

**185/16.3 CPCA** – Email from S. Bagshaw.

#### **186/16 CORRESPONDENCE RECEIVED**

**RESOLVED** to note that the following correspondence had been received:-

**186/16.1 GREAT NORTH AIR AMBULANCE** – Letter from Harriet Langston.

**RESOLVED** not to give any financial assistance.

**186/16.2 THOMAS EDMONDSON** – Email from Iain Grainger.

**RESOLVED** to contact the Railway Heritage Trust regarding the erection of a blue plaque.

**187/16 LITERATURE AVAILABLE IN OFFICE**

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

**187/16.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 18<sup>th</sup> November 2016.

**188/16 AGENDA ITEMS FOR NEXT MEETING**

- **The Moat** – Councillor Pennington
- **Dog fouling** – Councillor Craik

Any further items for the next agenda to be submitted to the Clerk 7 clear days before the meeting.

**189/16 DATE OF NEXT MEETING** – Tuesday 20th December 2016, 7.30pm, downstairs in Moot Hall.

**190/16 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.

**191/16 EVENTS IN BRAMPTON**

The Clerk reported on an event which may take place in Brampton on April 30<sup>th</sup> 2017.

**RESOLVED** to support the event and await further confirmation before announcing to the public.



**MINUTE** of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 20th DECEMBER, 2016** at 7.30 p.m.

**PRESENT**

Councillor J. J. Harding (Vice-Chairman in the Chair)	Councillor M. Craik
Councillor Mrs. J. Thompson	Councillor Ms. A. Findon
Councillor D. Francis	Councillor B. Teasdale
Councillor I. Pennington	Councillor P Mitchell
Councillor R. Wood	

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillors Mitchelson and Layden, Carlisle City Council

**192/16 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies were received from the following councillors:-

Councillors Lewis/Errington (work), Moorat (prior engagement), Warwick (hols) and Read-Bone (personal).

**193/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**194/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that Councillor Findon declared an interest in item 200/16.4 and Councillor Wood declared an interest in item 207/16.

**195/16 MINUTES**

**195/16.1** Minutes of the Meeting held on 29th November 2016 were submitted.

**RESOLVED** to authorise the Vice-Chairman to sign the minutes of the meetings held on 29th November 2016, confirmed as a true and accurate record.

**196/16 PUBLIC PARTICIPATION**

**RESOLVED** to note that no members of the public were in attendance.

**197/16 POLICE MATTERS**

**RESOLVED** to note that there were no matters to be brought to the attention of the police.

**198/16 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:-

**198/16.1 NEW MILLS TROUT FARM, BRAMPTON (16/0990)** – Change of use of land for the provision of 5 additional timber glamping units with associated access track and parking.

No observations.

**198/16.2 11 & 13 CRAW HALL, BRAMPTON (16/1027)** – Replacement of timber sash windows to upvc double glazed top hung windows.

No observations.

**198/16.3 50 FRONT STREET, BRAMPTON (16/1058)** – Change of use from residential (C3) to business (B1).

No observations.

**198/16.4 TARNWAY, PAVING BROW, BRAMPTON (16/0803)** – Single storey rear extension to provide kitchen with flat roof; raising of roof to provide first floor accommodation comprising 1 en-suite bedroom, dressing room and balcony over kitchen; main roof to be pitched and tiled to match existing.

OBJECT - The site plan submitted is out of date and does not show the correct neighbouring building line and although they are to scale, they do not give any dimensions which can be deceiving when you realise how big the proposed extension is. Due to the size of the extension, the alterations to the existing roof line and the detrimental effect it will have on neighbours, the application contravenes the following planning policies:- Policy HE7 - conservation areas Policy HO8 - house extensions Policy SP6 - securing good design

**198/16.5 3 GREENCROFT, BRAMPTON (16/1071)** – Two storey side extension incorporating garage and utility on ground floor and bedroom en-suite on first floor.

No observations.

**198/16.6 CO-OP, 1-7 MAIN STREET, BRAMPTON (16/1067)** – Installation of 3 internally illuminated logos, 1 non-illuminated acrylic letters, 1 externally illuminated projector and 13 non-illuminated wall mounted aluminium panels.

No observations.

## **199/16 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.

## **200/16 FINANCIAL MATTERS**

### **200/16.1 BANK RECONCILIATION TO 30TH NOVEMBER 2016**

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 reconciliations and balances to 30th November 2016 of £177,674.96.

### **200/16.2 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 the 19<sup>th</sup> December 2016 of -£13.59.

### **200/16.3 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.

**200/16.3.1 APPROVED** the expenditure of £12,577.19 detailed in the Appendix hereto

**200/16.3.2 NOTED** the income of £1,909.24 detailed in the Appendix hereto.

#### **200/16.4 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 £11,333.39.

#### **201/16 REPRESENTATIVES' REPORTS**

##### **201/16.1 CLAY DUBBS ALLOTMENTS**

Councillor Craik reported that the orchard group would be unable to insect the trees at the allotment site, however, he and a friend would carry out an inspection at the allotment site and the Recreation Ground in due course.

**RESOLVED** to note that there were no reports to be submitted.

#### **202/16 THE MOAT**

Councillor Pennington gave an update on work to the Moat and reported that a further planning application for the removal of trees would be submitted in due course as the clearance work was uneven. The Community Payback Scheme had offered to do some work for free in the weeks leading up to Christmas. Due to the nesting season, no further tree clearance would be carried out until September/October 2017.

**RESOLVED** to note the report.

#### **203/16 DOG FOULING**

A written report was submitted from Councillor Craik regarding dog fouling in Brampton.

**RESOLVED**, after discussion, to note the report and that Councillors Mitchelson and Layden would refer the issues to the City Council for help.

#### **204/16 SPEED GUNS**

Councillor Francis reported that both applications for a new speed gun had been successful and the options that were available to the Parish Council.

**RESOLVED**, after discussion, that Councillor Francis should decline the offer from the County Council and accept the one from the Police and Crime Commissioners Fund.

#### **205/16 TARGA RALLY ROAD CLOSURE**

The Clerk reported that a further invoice for advertising costs for the road closure for the Targa Rally had been received from the County Council in the sum of £1,009.70. It had been resolved under minute 250/15 to fund the event by £500-600, as this was the amount that the organisers had been informed a road closure would cost.

**RESOLVED** that the Clerk should not pay the invoice until clarification had been given from Councillor Fisher and Brenda Hebson.

#### **206/16 KING GEORGE V PLAYING FIELD**

Consideration was given to requests from William Howard School and Salutation FC for shared use of the football pitches at King George V playing field.

Councillor Pennington reported that current users were already sub-letting the pitch.

**RESOLVED** to permit William Howard School to use the football pitches with immediate effect, however, the Clerk would investigate current use of the pitches for senior teams before giving permission to Salutation FC.

**207/16 PLAY EQUIPMENT AT ST. MARTIN'S**

Consideration was given to an email from Luke Leathers regarding removal of play equipment at St. Martin's play area.

**RESOLVED** to agree with the removal of the equipment as it was in such a poor condition.

**208/16 CALC**

The following correspondence from CALC was received and noted:-

**208/16.1 CALC CIRCULAR** – December 2016/January 2017.

**208/16.2 BEATRIC POTTER AWARDS** – Email from S Hutchinson.

**209/16 CORRESPONDENCE RECEIVED**

**RESOLVED** to note that the following correspondence had been received:-

**209/16.1 FELLFOOT HLF LANDSCAPE SCHEME** – Email from Chris Woodley-Stewart.

**210/16 LITERATURE AVAILABLE FROM THE CLERK**

**None to date.**

**211/16 AGENDA ITEMS FOR NEXT MEETING**

- Precept 2017/18
- Grass cutting/footpaths tenders
- Parking charges at Talkin Tarn

Any further items for the next agenda to be submitted to the Clerk by 24<sup>th</sup> January 2017.

**212/16 DATE OF NEXT MEETING** – Tuesday 10<sup>th</sup> January 2017, 7.30pm, Moot Hall – to consider the precept.  
Tuesday 31<sup>st</sup> January 2017, 7.30pm, Moot Hall – normal meeting.

**213/16 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw for the following agenda items.

**214/16 LAND OFF GELT ROAD**

Sarah Loan and Helen Hayward from Burnett's solicitors attended the meeting to inform members of the process involved and the options available for the land off Gelt Road.

**RESOLVED** to agree to the proposals put forward by Burnett's solicitors.

Proposed by Councillor J. J. Harding, seconded by Councillor M.Craik, all agreed.

## Expenditure

£	Supplier	Detail
145.00	Carlisle City Council	Rates
42.00	Carlisle City Council	Rates
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
39.96	Vodafone	Office
36.66	Barclays Bank	Charges
24.00	Plusnet	Visitor Centre
55.73	Daisy Comms	Office
144.00	S Hillary	Staff
338.40	P Reynolds	Staff
1848.66	A Riddell	Staff
95.00	J Batey	Internal audit
1500.00	Rent a reindeer	Xmas lights
2137.50	Amazing camels	Xmas lights
47.92	Scene setters	Xmas lights
378.00	Good signs & print	Xmas lights
114.47	Various – A Riddell	Xmas lights
2140.00	Cut n' Edge	Grounds Maintenance
840.00	Shift-it	Special projects
58.66	United Utilities	Allotments
11.70	Scenic Photos	Visitor centre
600.00	R&M Lowther	Moat
300.00	Pear Technology	Office
150.00	Petty Cash	Office
68.00	Poppy Appeal	S137
875.53	P Bell Services	Grass cutting
150.00	Petty Cash	Office
216.00	Dorrigo	Office
150.00	P Hetherington	Xmas lights

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**£12,577.19**

## Income

£	Detail	Cost centre
171.64	Sales	Visitor Centre
15.00	Scaleby PCC	Moot Hall
15.00	Samaritans Purse Charity	Moot Hall
170.00	Ian Robinson	Cemetery
15.00	Stroke Club	Moot Hall
15.00	Flower Club	Moot Hall
15.00	Penrith & N Lakes Sup. grp	Moot Hall
100.00	Local history group	Special Projects
15.00	United Reformed Church	Moot Hall
30.00	Francesca Parness	Moot Hall
15.00	Wilson Memorial Homes	Moot Hall
1332.60	Parish Council	Xmas lights

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**£1,909.24**

## Expenditure To Approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
68.00	Poppy Appeal	S137
875.53	P Bell Services	Grass cutting
150.00	Petty Cash	Office
216.00	Dorrigo	Visitor Centre
150.00	P Hetherington	Xmas lights
2736.20	Cut n' Edge	Grounds Mnce
45.00	E Hutchinson	Open spaces
440.00	T Ayre	Flowerbeds
163.51	Lyreco	Office
93.60	Murrays Printers	Xmas lights
60.00	A Hillary	Xmas lights
110.53	SSE	Moot Hall
480.00	R&M Lowther	Dandy
121.78	ABW	Various
170.00	Dust the job	Moot Hall
549.60	Gala lights	Xmas lights
4194.00	Plantscape	Xmas lights
50.50	SSE	Moot Hall
65.05	Cannon Hygiene	Moot Hall
340.00	BIG	Misc Services
26.00	A Findon	Special projects
170.35	Carlisle City Council	Parks
57.74	J. Errington	Christmas lights
<b><u>£11,333.39</u></b>		

**PRESENT**

Councillor D. Moorat (Chairman) (in the Chair)	Councillor Mrs. J. Errington
Councillor J. J. Harding	Councillor Ms. A. Findon
Councillor Mrs. P. J. Thompson	Councillor R. Wood
Councillor I. Pennington	Councillor M. Craik
Councillor D. Francis	Councillor C. Lewis

**IN ATTENDANCE** – Clerk

**215/16 APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies for absence were received from Councillor Warwick (hols) and Councillors Mitchell, Teasdale and Read-Bone (personal).

**216/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**217/16 DECLARATIONS OF INTEREST**

Councillor Findon declared an interest in item 220/16

**218/16 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw for agenda items 218/16 and 219/16.

**219/16 GRASS CUTTING CONTRACT 2017**

There was submitted a report by the Clerk on the tenders invited and received for the grass cutting contract 2017.

**RESOLVED** to accept the tender submitted by Phil Bell Services in the sum of £6,205.00

Proposed by Councillor J. J. Harding, seconded by Councillor J. Errington, all agreed.

**220/16 FOOTPATHS AND SMALL GRASS CUTTING CONTRACT 2017**

There was submitted a report by the Clerk on the tenders invited and received for the footpaths and small grass cutting contract 2017.

**RESOLVED** to accept the tender submitted by Cut n' Edge in the sum of £5,200.00

Proposed by Councillor J. J. Harding, seconded by Councillor M. Craik, all agreed.

**221/16 PRECEPT 2017/18**

The Clerk had circulated by email, copies of the financial report detailing draft budget costs for the financial year 2017/18 with various precept increases ranging from 0% to 10%. Further revised copies were available at the meeting.

The Clerk reported on the changes made to the first draft budget in order to reach a zero surplus/deficit figure if a 10% increase to the precept was agreed.

Consideration was given in depth to the proposed budgets for work to the Moat, flowerbeds, grounds maintenance and the Christmas lights.

It was resolved to agree the following budgets:-

Flowerbeds - £6,600.00  
Work to the Moat - £3,000.00  
Christmas lights - £17,000.00  
Grounds maintenance – £17,400.00  
Chairman's allowance - £0.00

Fund raising and grants were suggested as ways of helping with costs for the Moat and Christmas lights.

Consideration was given to the reserves held by the Parish Council, previous precept increases and the financial impact to parishioners of an increase in the precept.

After further discussion, Councillor J. J. Harding proposed that the precept be increased by 10% to £115,179.00, this was seconded by Councillor Craik.

**RESOLVED**, after a vote of 9 for and 1 against, to inform Carlisle City Council that the precept request for Brampton Parish Council for the financial year 2017/18 would be £115,179.00. The Chairman would prepare a statement for the BIG magazine detailing the increase.



**PRESENT**

Councillor D. Moorat (Chairman) (in the Chair)  
Councillor J. J. Harding  
Councillor Mrs. J. Errington  
Councillor R. Wood  
Councillor Mrs. J. Warwick  
Councillor B. Teasdale  
Councillor M. Craik

Councillor C. Lewis  
Councillor I. A. Pennington  
Councillor K. Read-Bone  
Councillor D. Francis  
Councillor Ms. A. Findon  
Councillor P. Mitchell

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Mr. P. Ruston, Mr. N. Kennon and Mr. P. Greatorex (To give presentations)

**222/16 APOLOGIES FOR ABSENCE** – Councillor Thompson (hols)  
Councillors Mitchelson and Layden, Carlisle City Council

**223/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**224/16 DECLARATIONS OF INTEREST**

Councillors Findon and Errington declared an interest in item 232/16.3

**225/16 MINUTES**

**225/16.1** Minutes of the Meetings held on 20th December 2016 and 10<sup>th</sup> January 2017 were submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meetings held on 20th December 2016 and 10<sup>th</sup> January 2017, confirmed as a true and accurate record.

**226/16 DIGITAL INCLUSION EVENT**

Phil Ruston, Connecting Cumbria, attended the meeting to give details on a digital inclusion event and Superfast Broadband, which included the following points:-

- 91% Superfast Broadband coverage in Cumbria
- Phase 2 underway which will run until 2018
- Hoping to reach 97-98% coverage in Cumbria
- 52 Digital Inclusion Events held in Cumbria so far
- Benefits to the economy from using Superfast Broadband explained
- 3 of the top computer coders in the world live in Cumbria
- Google is coming to Cumbria to work with businesses
- Coverage of Superfast Broadband in Brampton and the need for households to upgrade

A short question and answer session for members followed.

**RESOLVED** to note the report and that the Digital Inclusion Event would be held in the Moot Hall at 7pm on 16<sup>th</sup> February 2017.

**227/16 BRAMPTON AND BEYOND COMMUNITY TRUST STRATEGIC PLAN**

Philip Greatorex and Nick Kennon, Brampton and Beyond, attended the meeting to give a presentation on the Community Trust's strategic plan, highlighting the following:-

- The Trust is a registered charity and represents 25 parishes
- Details of staff numbers and the activities
- Renovation of community cafe
- Presently 50/50 grant dependent – target is to be 85% funded from sustainable income
- £1.5 million programme over the next 3 years
- Outreach schemes/developing area economically/empower local communities
- Tackle issues about unresponsive services
- Early business case being worked on for hydrotherapy pool

- Anticipating doubling the number of parking bays
- Funding secured for a consultant to start the dialogue on working with other organisations and moving projects forward.

**RESOLVED** to note the report.

## **228/16 PUBLIC PARTICIPATION**

**RESOLVED** to note that no members of the public were present.

## **229/16 POLICE MATTERS**

**RESOLVED** to note that Councillor Mitchell raised the problem of objects being thrown at residents windows on Stanley Road. The matter would be passed to the PCSO.

## **230/16 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:-

**230/16.1 CRAIGENDORAN, 10 TREE GARDENS, BRAMPTON (16/1093)** – Creation of pitched roof over existing flat roofed extension; erection of single storey side extension; erection of open porch to front elevation and erection of open sided covered area to rear.

No observations.

**230/16.2 BRAMPTON COMMUNITY CENTRE, UNION LANE, BRAMPTON (16/1100)** – Link corridor between Bramble Court and reception area of Brampton Community Centre and reordering of existing offices and toilets.

No observations.

**230/16.3 BEECH MOUNT, CAPON TREE ROAD, BRAMPTON (17/0002 TPO)** – removal of 2 TPO trees.

No observations.

**230/16.4 HILLCREST, MILTON, BRAMPTON (17/0035)** – Change of use from agricultural land to domestic garden; widening of driveway, erection of wood store and perimeter fence.

No observations.

## **231/16 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.

## **232/16 FINANCIAL MATTERS -**

### **232/16.1 BANK RECONCILIATION TO 31ST DECEMBER 2016**

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> December 2016 of £158,573.16.

### **232/16.2 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 26th January 2017 of £79.51.

### **232/16.3 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.

**232/16.3.1 RESOLVED** to approve the expenditure of £19,808.50 detailed in the Appendix hereto.

**232/16.3.2 RESOLVED** to note the income of £696.40 detailed in the Appendix hereto.

### **232/16.4 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 £10,648.42.

### **232/16.5 FINANCIAL ASSISTANCE**

A request for financial assistance was submitted from the 1<sup>st</sup> Brampton Scouts to fund attendance at a week-long international activity camp in Lincolnshire.

**RESOLVED** to donate £100.00.

## **233/16 REPRESENTATIVES' REPORTS**

### **233/16.1 CENTRAL CAR PARK**

Councillor Moorat reported on signs that had been erected at Central Car Park stating that public spaces were private property. Carlisle City Council had been contacted 4 times but nothing had been done about the situation to date.

**RESOLVED** to contact the Legal Department at the City Council and request that they move the matter forward.

## **234/16 THE MOAT**

Councillor Pennington gave an update on the Moat. Another planning application had been submitted to the City Council for a few trees that still require pruning and/or felling. The City Council is having to employ a consultant to deal with the matter as Charles Bennett, former tree officer, had been made redundant. Stump grinding will be carried out once the planning application has been decided. The Community Rehabilitation Services are carrying out work free of charge on the Moat during the months of December, January and February, one of the supervisors would be happy to attend a future meeting.

**RESOLVED** to note the report.

## **235/16 FLOWERBEDS**

**RESOLVED** to note a written report submitted by Councillor Findon to discuss various options for the proposed planting schemes for the coming season.

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

**235/16.1** give the choice of colours and plants to Tom and not stick to one specific colour scheme;

**235/16.2** note that ideas for the bed at St. Martin's will be submitted at the next meeting;

**235/16.3** agree to more planting at the Moot Hall to mark its 200<sup>th</sup> anniversary, and

**235/16.4** agree that the bed at the Sand should be a flower bed rather than a specifically designed bed.

## **236/16 PLAY AREAS**

Annual inspection reports were submitted to the meeting for the lay areas at King George V Field, Murray Park and Irthing Park.

**RESOLVED** to note that where possible, Stephen Hillary, would carry out the repairs. A quote from Playdale would be requested for all other repairs to equipment.

## **237/16 PARKING CHARGES AT TALKIN TARN**

**RESOLVED** to note an update from the Clerk on the parking charges at Talkin Tarn.

## **238/16 TARGA RALLY ROAD CLOSURE**

The Clerk reported that as Councillor Fisher was unable to fund the additional costs for the TARGA Rally road closure, the invoice had been paid from the grants budget.

**RESOLVED**, after further discussion, that the Clerk would ask Ian Robinson's rally group if they could contribute towards the cost.

## **239/16 VISITOR CENTRE BROADBAND AND TELEPHONE**

Councillor Moorat reported that the telephone line at the Visitor Centre was no longer working.

Councillor Craik suggested 'piggybacking' the broadband from the County Council's free public wifi at the library and use skype to make phone calls.

**RESOLVED**, after further discussion, for the Clerk to organise a new phone connection.

## **240/16 CALC**

The following correspondence from CALC was received and noted:-

**240/16.1 BATTLE'S OVER** – Email from S. Bagshaw..

**RESOLVED** to participate in the beacon lighting on 11<sup>th</sup> November 2018.

**240/16.2 MINUTES OF THE TRIPARTITE MEETING HELD ON 24/10/16** – Email from S. Bagshaw.

## **241/16 CORRESPONDENCE RECEIVED**

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

**241/16.1 BRAMPTON YOUTH FORUM** – Email from Emma Spedding.

**RESOLVED** that members would contact Emma Spedding direct if interested.

**241/16.2 PUBLIC NOTICE BOARD** – Email from Kate Allan

**RESOLVED** to ask if the County Council could site a noticeboard on the railings near the library.

## **242/16 LITERATURE AVAILABLE FROM THE CLERK**

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

**242/16.1 NOTICE OF EXECUTIVE KEY DECISIONS**– 13th January 2017.

## **243/16 AGENDA ITEMS FOR NEXT MEETING**

- Blackpath
- Community Rehabilitation Services

Any further items to be submitted to the Clerk by 21st February 2017.

**244/16 DATE OF NEXT MEETING** – Tuesday 28th February 2017, 7.30pm, Moot Hall.

## Financial Transactions

## Expenditure

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
145.00	Carlisle City Council	Rates
42.00	Carlisle City Council	Rates
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
17.00	Vodafone	Office
5.52	Barclays Bank	Charges
24.00	Plusnet	Visitor Centre
55.85	Daisy Comms	Office
81.86	United Utilities	Rates
144.00	S Hillary	Staff
392.00	P Reynolds	Staff
1848.66	A Riddell	Staff
211.11	A Riddell	Office/Xmas lights
816.00	D. Tallentire	Xmas lights
780.00	Circus Malabaristas	Xmas lights
7.64	Running Imp	Xmas lights
2736.20	Cut n' Edge	Grounds maintenance
45.00	E Hutchinson	Open spaces
440.00	T Ayre	Flowerbeds
163.51	Lyreco	Office
5170.00	Cut n' Edge	Footpaths tender
93.60	Murrays Printers	Xmas lights
60.00	A Hillary	Xmas lights
161.03	SSE	Moot Hall
480.00	R&M Lowther	Dandy
121.78	ABW	Moot Hall
170.00	Dust the job	Moot Hall
549.60	Gala lights	Xmas lights
4194.00	Plantscape	Xmas lights
65.05	OCS Group	Moot Hall
340.00	BIG	Misc services
170.35	Carlisle City Council	Parks
57.74	J Errington	Xmas lights
150.00	Petty cash	Office
<b><u>£19,808.50</u></b>		

3.2 The following income receipts require to be noted:-

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
110.00	Market	Sales
15.00	Stroke Club	Moot Hall
170.00	Ian Robinson	Cemetery
105.00	Brampton town Club	Moot hall
120.00	Ian Robinson	Cemetery
20.00	Co-operative Funeralcare	Cemetery
50.00	Border Kitchens	Xmas lights
15.00	Red Squirrel Group	Moot Hall
91.40	Electricity Northwest	Open spaces
<b><u>£696.40</u></b>		

## Expenditure To Approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
1770.00	Cut n' Edge	Cem/Grounds Maintenance
404.66	BRHS	Office
1552.82	HMR&C	Staff – PAYE
12.51	United Utilities	Parks
27.85	United Utilities	Allotments
31.82	ABW	Moot Hall
2176.43	PAYE	Staff
348.01	SSE	Moot Hall
1009.70	Cumbria County Council	Special projects
90.00	Cumbria Clock Company	Moot Hall
54.00	Office Technology	Office
398.00	Home PC	Office
144.00	S Hillary	Staff
492.80	P Reynolds	Staff
1744.18	A Riddell	Staff
251.64	NEST	Staff pension
140.00	Helen Graham	Moot Hall
<b><u>£10,648.42</u></b>		

**PRESENT**

Councillor D. Moorat (Chairman) (in the Chair)  
Councillor J. J. Harding  
Councillor Read-Bone  
Councillor Ms. A Findon  
Councillor Mrs. J. Thompson  
Councillor R. Wood  
Councillor C. Lewis

Councillor P. Mitchell  
Councillor I. A. Pennington  
Councillor Mrs. J. Errington  
Councillor D. Francis  
Councillor B. Teasdale  
Councillor M. Craik  
Councillor Mrs. J. Warwick

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – Councillor M. Mitchelson, Carlisle City Council  
Mr. M. Bell, Cumbria and Lancashire Community Rehabilitation Programme  
Wing Commander Henderson-Begg MA, RAF Spadeadam

**245/16 APOLOGIES FOR ABSENCE** – Councillor Fisher (ill)

**246/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**247/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that Councillor Findon declared an interest in item 256/16.4

**248/16 MINUTES**

**248/16.1** Minutes of the Meeting held on 31st January 2017 were submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meetings held on 31st January 2017, confirmed as a true and accurate record.

**249/16 FREEDOM OF BRAMPTON**

Councillor Moorat gave background information on how the Freedom of Brampton being awarded to RAF Spadeadam had been reached. Councillor Moorat welcomed Wing Commander Henderson-Begg to the meeting.

Wing Commander Henderson-Begg thanked members for the invitation to the meeting and the honour of being offered the freedom of the town. He explained that RAF Spadeadam has appointed a programme officer for the event and that the date and how the day runs had no particular set format and could be organised to suit. RAF Spadeadam would organise a marching band for the event.

Councillor Moorat explained that the service personnel would assemble in Showfield car park, march down Gelt Road, along Front Street and then assemble outside the Moot Hall. Members were asked to consider a suitable date for the event.

**RESOLVED** to note the report and that Sunday June 11<sup>th</sup> would be the preferred date but the Sunday each side of this would be checked by Wing Commander Henderson-Begg for availability of a marching band.

## **250/16 CUMBRIA AND LANCASHIRE COMMUNITY REHABILITATION COMPANY (CLCRC)**

Mark Bell attended the meeting on behalf of CLCRC to report on work to the Moat and Recreation Ground carried out by the company, highlighting the following:-

- Projects deemed ideal as they both met the company's criteria, gave background detail on work
- service users are low to medium risk & are risk assessed
- main bulk of those working on projects are aged 18-24, going up to age 65
- gave previous work experience on the supervisor team
- to date, 636 service users have worked on the Moat/Rec with a total of 2,757 man hours at a total cost of £1696.50 to the Parish Council making it very cost effective
- helps service users gain a work ethic and is social interaction for the over 50's
- you can submit possible future projects online e.g. unadopted areas

**RESOLVED** to note the report and members thanked Mark Bell and the team for the outstanding results achieved at the Moat and Recreation Ground.

## **251/16 THE MOAT**

A letter from Mrs. J. Morgan was submitted to the meeting complaining about the tree clearance work carried out at the moat.

An email was submitted from Mr & Mrs Fotheringham praising the work carried out at the Moat.

Councillor Moorat stated that Mrs. Morgan's complaint was the only one that he had seen or heard. The email from the Fotheringham's was typical of the supportive comments from other people regarding the work.

**RESOLVED** to note the correspondence and that Councillor Moorat would write to Mrs. Morgan.

## **252/16 PUBLIC PARTICIPATION**

**RESOLVED** to note there was no public participation.

## **253/16 POLICE MATTERS**

**RESOLVED** to note that PCSO Dawson had not returned Councillor Mitchell's call regarding recent incidents on Stanley road.

## **254/16 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:-

**254/16.1 HILLCREST, MILTON, BRAMPTON (17/0035)** – Change of use from agricultural land to domestic garden; widening of driveway, erection of wood store and perimeter fence.

No observations.

**254/16.2 LAND AT THE MOAT, BRAMPTON (17/0002/S211)** – Removal of trees in conservation area.

No observations.



**254/16.3 FORMER TARN END HOUSE HOTEL, TALKIN (17/0119)** – Conversion, alteration and extensions to former hotel to provide 12 residential units; incorporating landscaping and parking. (revised application)

Comments –

Members of Brampton Parish Council are of the understanding that the hotel was sold on the grounds that it would continue to be for some sort of business use and not residential. Members are disappointed that the owner has let such a significant local asset fall into disrepair. Concerns have been raised that the public and planning authority will eventually rather have some sort of development at the site than nothing. The site should remain as some sort of business use.

- The proposed development does not contribute towards a sustainable pattern of development
- The proposed development would harm the character and appearance of the area
- The proposed development does not fulfil the criteria for new housing in open countryside

All the above points conflict with CDLP Policy HO 6

The proposed development also conflicts with CDLP Policy SP2 parts 7 & 8.

Members are also concerned that the proposed bollards on the verge are an obstruction to users of the highway. Furthermore, is the proposed development of the car park opposite the Hotel going to be on what is known as 'highway waste'? If that area in question is not owned by the developer then the highways authority has a duty to assert and protect the rights of the public to the use and enjoyment of any highway for which they are the highway authority, including any roadside waste which forms part of it - Highways Act 1980 Section 130.

**254/16.4 2 BECK ORCHARD, BRAMPTON (17/0009/S211)** – To fell 2 small birch trees in conservation area.

No observations.

## **255/16 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.

## **256/16 FINANCIAL MATTERS -**

### **256/16.1 BANK RECONCILIATION TO 31ST JANUARY 2017**

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> January 2017 of £152,443.77.

### **256/16.2 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 24th February 2017 of £44.93.

### **256/16.3 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.

**256/16.3.1 RESOLVED** to approve the expenditure of £10,536.64 detailed in the Appendix hereto

**256/16.3.2 RESOLVED** to note the income of £4,379.27 detailed in the Appendix hereto.

#### **256/16.4 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 £18,187.48.

#### **257/16 REPRESENTATIVES' REPORTS**

##### **257/16.1 DIGITAL INCLUSION EVENT**

Councillor Francis reported that although the Digital Inclusion Event had been very informative, it was poorly attended with only 3 people there.

**RESOLVED** to note the report.

##### **257/16.2 SPEEDWATCH GROUP**

Councillor Francis reported that the group has managed to get the Police Commissioner to attend a relaunch of the Speedwatch scheme, with new radar gun, at the Moot Hall on Wednesday March 8th, at 2.00pm. Press and parish councillors are invited. Potential new volunteers will be sought in this week's Cumberland News, and they will be invited too. The Police Commissioner's office will be doing a media release next week.

**RESOLVED** to note the report.

##### **257/16.3 BRAMPTON PRIMARY SCHOOL**

Councillor Craik reported that the school was recruiting a new head teacher.

**RESOLVED** to note the report.

##### **257/16.4 ST. MARTIN'S OAK**

Councillor Moorat reported that the oak tree had now been planted and thanked those who had attended the event.

**RESOLVED** to note the report.

##### **257/16.5 BLACKPATH**

Councillor Moorat reported on the poor state of the Blackpath due to horses using the area.

**RESOLVED** that the Clerk would ask the County Council to have a site visit and improve the path.

#### **258/16 FLOWERBEDS**

Councillor Findon submitted a written report regarding the various flowerbeds in the parish.

**258/16.1 RESOLVED** to note the report;

**258/16.2 RESOLVED** to have a board written sign for the bed at St. Martin's that will celebrate the 200<sup>th</sup> anniversary of the Moot Hall;

**258/16.3 RESOLVED** to place tubs on the cobbled area at St. Martin's to prevent cars parking;

**258/16.4 RESOLVED** that Councillor Findon would investigate the cost of a new slanted bed at the Sands.

**258/16.5 RESOLVED** that Councillor Findon would investigate sponsorship from local businesses for the flowerbeds.

#### **259/16 ITEMS FOR EVENT COMMITTEE**

Councillor Moorat submitted a written report on items for consideration by the Events Committee.

**RESOLVED** to note that the Events Committee would organise an event similar to the 'Light's Out' one to be held on Sunday July 30<sup>th</sup> to commemorate the Battle of Passchendaele.

## **260/16 SIGN AT TOWNFOOT**

Councillor Findon submitted a written report regarding the progress of a sign at Townfoot to incorporate the businesses that each had their own sign out on the verge.

**RESOLVED** to note the report and to withdraw the offer of a sign due to a lack of response from the businesses and increased costs to the Parish Council.

## **261/16 KING GEORGE V FIELD**

Councillor Pennington reported on complaints received regarding motorised scooters using King George V Field.

**RESOLVED** that Councillor Pennington should report the matter to the police.

## **262/16 PRESS AND SOCIAL MEDIA –**

### **262/16.1 COMPLAINT REGARDING PRESS ARTICLE**

An email from Alison Cheetham, Halfmoon Wholefoods, regarding concern over a recent article in the Cumberland News 'encouraging people to shop elsewhere as Brampton is too expensive' was submitted to the meeting.

Councillor Moorat reported that he had also received complaints regarding the article and that he had compared various like for like purchases, such as basic food shopping, key cut, haircut etc in Brampton and Carlisle. The results were in some cases cheaper to shop in Brampton and that on the whole, like for like purchases were a similar cost.

Councillor Craik had undertaken a similar task with food shopping, comparing the Spar and Co-op in Brampton with Aldi, Morrisons and Asda in Carlisle. The results were that the items purchased (bread, milk, eggs, potatoes) were cheaper in all the Carlisle stores but were not like for like. Councillor Craik didn't know anyone that shopped only in Brampton for food and that if everyone did, the shops wouldn't be able to cope. Councillor Craik stated that he was supporting local people who were struggling with the cost of food and who wanted a food bank in Brampton.

Several members stated that they actually did all their food shopping in Brampton and also that 2 of the local churches have small food banks.

Councillor Craik read out a letter to the Parish Council and although there had been insufficient time to include it with this agenda, he wanted it to be included on the next agenda to consider training on complaints received and the council's position on supporting local businesses.

**262/16.1 RESOLVED** to include the matter on the agenda for the next meeting.

**262/16.2 RESOLVED** that the Clerk would respond to Alison Cheetham and state that she has misunderstood the article and that a significant amount of people in Brampton struggle to make ends meet and want a food bank.

### **262/16.2 COMMUNICATIONS WITH THE PRESS AND THE PUBLIC**

General Principles on communications with the Press and Public from CALC were submitted to the meeting.

**RESOLVED** to note the information and that the Parish Council's own policy on dealing with the press was available from the Clerk or the council's website.

### **262/16.3 SOCIAL NETWORKING CONNECTED COUNCILLORS GUIDE**

Information from CALC on social networking was submitted to the meeting.

**RESOLVED** to note the information.

## **263/16 CALC**

The following correspondence from CALC was received and noted:-

**263/16.1 CALC CIRCULAR – FEBRUARY 2017**

**263/16.2 PRE-ELECTION GUIDANCE FOR TOWN AND PARISH COUNCILS** – Email from S. Bagshaw.

**263/16.3 COMMISSIONERS PROPERTY FUND** – Email from S. Bagshaw.

**263/16.4 TRAINING INFORMATION** – Email from S. Hutchinson.

## **264/16 CORRESPONDENCE RECEIVED**

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

**264/16.1 BRAMPTON COMMUNITY CONSULTATION** – Email from Brampton Partnership.

**264/16.2 FLY A FLAG FOR THE COMMONWEALTH** – Email from Bruno Peeks.

**264/16.3 BOUNDARY REVIEW NORTH WEST REGION** – Email from Jason Gooding.

**RESOLVED** to note that the Clerk would attend a briefing at the Civic Centre on 10<sup>th</sup> April regarding the electoral boundary review for Carlisle.

## **265/16 LITERATURE AVAILABLE FROM CLERK**

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

**265/16.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 10<sup>th</sup> February 2017.

## **266/16 AGENDA ITEMS FOR NEXT MEETING**

- **Training/supporting local businesses** –Councillor Craik
- **Howard Gardens car parking** – member of the public to attend

Any further items to be submitted to the Clerk on or before March 21st 2017.

**267/16 DATE OF NEXT MEETING** – Tuesday 28th March 2017, 7.30pm, Moot Hall.

## Expenditure

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
145.00	Carlisle City Council	Rates
42.00	Carlisle City Council	Rates
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
427.10	BRHS	Office
17.41	Vodafone	Office
5.52	Barclays Bank	Charges
24.00	Plusnet	Visitor Centre
55.07	Daisy Comms	Office
302.40	Maxxia	Photocopier
144.00	S Hillary	Staff
492.80	P Reynolds	Staff
1744.18	A Riddell	Staff
250.00	SLCC	Subscriptions
251.64	NEST	Pension
398.00	Home PC	Office
1770.00	Cut n' Edge	Gnds mnce/cemetery
404.66	BRHS	Office
12.51	United Utilities	Parks
27.85	United Utilities	Allotments
31.82	ABW	Moot Hall
2176.43	HMR&C	Staff
348.01	SSE	Moot Hall
1009.70	Cumbria County Council	Special projects
140.00	H Graham	Moot Hall
90.00	Cumbria Clock Company	Moot Hall
54.00	Office Technology	Office
102.54	SSE	Moot Hall
<b><u>£10,536.64</u></b>		

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
75.11	Visitor Centre	Sales
340.00	PCC	Speedwatch
970.00	Co-operative Funeralcare	Cemetery
15.00	Methodist Church	Moot hall
15.00	Churches Together	Moot Hall
970.00	Co-operative Funeralcare	Cemetery
50.00	Co-operative Funeralcare	Cemetery
50.00	Leonard Scott	Donation
1894.16	Carlisle City Council	Burial grant
<b><u>£4,379.27</u></b>		

## Expenditure To Approve

<b>£</b>	<b>Detail</b>	<b>Cost Centre</b>
2095.00	Cut n' Edge	Grounds Maintenance
530.00	Cut n' Edge	Cemetery
662.50	Cut n' Edge	Cemetery
170.00	BIG	Misc Services
108.92	Instock	Moot Hall/open spaces
200.00	Off the Wall	Visitor Centre
368.00	Oakbank	Flowerbeds/xmas
44.15	SSE	Moot Hall
13732.09	Gala lights	Christmas lights
24.82	ABW	Moot Hall
<u>252.00</u>	Brampton Skips	Cemetery
<b><u>£18,187.48</u></b>		

**MINUTE** of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 28th MARCH, 2017** at 7.30 p.m.

**PRESENT**

Councillor D. Moorat (Chairman) (in the Chair)	Councillor B. Teasdale
Councillor K. Read-Bone	Councillor I. A. Pennington
Councillor Mrs. J. Errington	Councillor J. J. Harding
Councillor C. Lewis	Councillor D. Francis
Councillor Mrs. J. Thompson	Councillor R. Wood

**IN ATTENDANCE – Clerk**

**ALSO ATTENDING** – Councillor S. Layden, Carlisle City Council  
Alison and Tim Cheetham

**268/16 APOLOGIES FOR ABSENCE** – Councillors Mitchell & Findon (work), Craik (attending other meeting) and Warwick (ill).

**269/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**270/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note that no declarations of interest were made.

**271/16 MINUTES**

**271/16.1** Minutes of the Meeting held on 28th February 2017 were submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meetings held on 28th February 2017, confirmed as a true and accurate record.

**272/16 PUBLIC PARTICIPATION**

Alison Cheetham reported that Brampton Business Association had just held a meeting to re-establish the group. The Business Association wanted to work together with the Parish Council for the benefit of the town.

Alison Cheetham went on to say how concerned she was at the lack of diplomacy in the Cumberland News article that she had formally complained about under minute 262/16.1, and that although she was aware that the Parish Council did not represent the businesses of the town, it did represent the people of the town as a whole. The article and response from Councillor Craik had been very upsetting.

Councillor Moorat detailed the origins of the article and that the Parish Council's press and media policy had not been adhered to when the article was written. Councillor Moorat felt that the views in the article did not reflect the views of the Parish Council and that the role of the Parish Council was to support parishioners and develop the town as a good place to live, work and visit in order to make it sustainable. Councillor Moorat stated that the Parish Council would work with the Business Association wherever it could and was sorry that Alison Cheetham had been offended by the article and response.

Several members agreed that the Parish Council should support local businesses as best it could.

Alison Cheetham gave information on a parking survey that had been carried out every 2 hours over a 2 week period in Brampton. The survey revealed that parking is not really an issue, most of the time there were several free spaces in the town centre itself although Showfield was usually full by early morning and there was little movement throughout the day.

**RESOLVED** to note the issues raised.

## **273/16 POLICE MATTERS**

Members raised concern at the graffiti around the town and that although it had been reported to the police, the response had been that they were too busy.

**RESOLVED** that the Clerk would report the matter again to PCSO Dawson.

## **274/16 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:-

**274/16.1 1 EDMONDSON CLOSE, BRAMPTON (17/0199)** – Proposed single storey extension creating lounge, enclosure of existing canopy to form porch and replacement of boundary fencing with stone wall.

No observations.

**274/16.2 THE SYCAMORE GAP HOLIDAY COTTAGE, MAIN STREET, BRAMPTON (17/0011/S211)** – Removal of a willow tree and reduction of crown on small cherry tree by 25%.

No observations

**274/16.3 BELMORE, STATION ROAD, BRAMPTON (17/0012/S211)** – Works to trees in conservation area.

No observations.

**274/16.4 2 COURTYARD COTTAGES, TURNING COURSE LONNING, BRAMPTON (17/0226)** – Variation of conditions 2 (approved documents) and 3 (materials and finishes) of previously approved permission 16/0977 to change wall finish from stone to light grey render with stone quoins.

No observations.

## **275/16 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.

## **276/16 FINANCIAL MATTERS**

### **276/16.1 BANK RECONCILIATION TO 28TH FEBRUARY 2017**

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 reconciliations and balances to 28th February 2017 of £137,029.03.

### **276/16.2 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 the 24<sup>th</sup> March 2017 of £21.00.



### **276/16.3 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.

**276/16.3.1 APPROVED** the expenditure of £21,322.24 detailed in the Appendix hereto

**276/16.3.2 NOTED** the income of £5,907.50.00 detailed in the Appendix hereto.

### **276/16.4 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 £3,885.73.

### **277/16 REPRESENTATIVES' REPORTS**

#### **277/16.1 SPEEDWATCH**

**RESOLVED** to note a report from Councillor Francis on the Speedwatch group highlighting the following points:-

- Presentation from Police Commissioner and simulated session shown on Border TV
- 2 new volunteers to be trained
- Group has had a couple of sessions but people do tend to slow down if they see someone in a hi-vis jacket

#### **278/16 PRESS AND SOCIAL MEDIA TRAINING**

**RESOLVED** to defer the item to the next meeting as Councillor Craik was not in attendance.

#### **279/16 SUPPORTING LOCAL BUSINESSES**

**RESOLVED** to defer the item to the next meeting as Councillor Craik was not in attendance.

#### **280/16 FLOWERBEDS**

**RESOLVED** to create a large flowerbed on the Sands similar to that at St. Aidan's Church on Warwick Road.

#### **281/16 PIRELLI RALLY**

**RESOLVED** to note an update from the Clerk on the Pirelli Rally, highlighting the following points:-

- Funding to pay for road closure secured through Councillor Fisher
- Cars will not race through Brampton but will line up on Front Street
- Finish line with podium will be situated outside the Moot Hall
- The Pirelli simulator will be situated on the cobbled bays outside the Conservative Club
- A giant TV screen will be situated in the parking bays outside the doctors
- The Clerk would ask the organisers whether a local child could wave the finish flag

#### **282/16 ST. MARTIN'S PLAY AREA**

The Clerk reported on a recent meeting with 2 representatives from the action group which had been set up to organise a new play area on St. Martin's estate. The Clerk had given the representatives details of setting up a committee, setting up a community bank account, list of funding organisations, list of equipment suppliers and had secured £2,000.00 of funding for the group from City Councillors Layden and Mitchelson. An approximate costing for annual maintenance of refuse collection, grass cutting and insurance was also given to the group. Ongoing maintenance of the play area would probably be requested of the Parish Council at some point as the City Council and Riverside will not bear the cost of this. The group was due to meet with a supplier and hold a public meeting in due course. Councillor Shepherd (Carlisle City Council) has stated that he has secured a £10,000.00 grant from a local company.

**RESOLVED**, after further discussion, to continue to help the group where possible in liaising with an organised committee and that Councillors Moorat and Errington would attend meetings with the group if requested.

## **283/16 BLACKPATH**

### **283/16.1 BLACKPATH**

An email from Christopher Graham, Cumbria County Council, regarding improvements to the surface of the Blackpath was submitted to the meeting.

**RESOLVED** to note that the Clerk would arrange a site meeting with Christopher Graham.

### **283/16.2 BLACKPATH/PAVING BROW**

An anonymous letter was submitted to the meeting regarding the state of the Blackpath, highways issues on Paving Brow and parking in Brampton.

All of the issues raised were the responsibility of the City/County Council or police and had already been passed to the relevant authority.

**RESOLVED** to note the letter.

## **284/16 CLAY DUBBS ALLOTMENTS**

An email was submitted from Wendy Griffiths regarding the progress of work at Clay Dubbs allotment site.

**RESOLVED** to note the email and that Stephen Hillary would carry out the drainage work and cut the trees within the next few weeks.

## **285/16 CALC**

The following correspondence from CALC was received and noted:-

### **285/16.1 CALC CIRCULAR – MARCH 2017**

**285/16.2 PARISH SUPPORT OFFICER** – Email from S. Bagshaw.

**285/16.3 FARMER FLOOD GROUP** – Email from S. Hutchinson.

## **286/16 CORRESPONDENCE RECEIVED**

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

**286/16.1 SKIP PERMIT REQUEST** – Email from Mr & Mrs Parness

**RESOLVED** to give permission for the skip to be sited on Showfield car park providing that it is locked, is sited on the grass verge and does not occupy a parking bay.

**286/16.2 FELLFOOT FORWARD QUESTIONNAIRE** – Email from Alex Kaars Sijpesteijn, North Pennines AONB Project Development Officer.

## **287/16 LITERATURE AVAILABLE IN OFFICE**

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

**287/16.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 15<sup>th</sup> March 2017.

## **288/16 AGENDA ITEMS FOR NEXT MEETING**

**RESOLVED** to note that further items for the next agenda should be submitted to the Clerk on or before 18th April 2017.

**289/16 DATE OF NEXT MEETING** – Tuesday 25th April 2016, 7.30pm, Moot Hall. The Annual Parish Meeting will take place first at 7.00pm.

## Expenditure

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
18.16	Vodafone	Office
5.52	Barclays Bank	Charges
24.00	Plusnet	Visitor Centre
57.20	Daisy Comms	Office
201.66	Barrington International	Speedgun
288.00	S Hillary	Staff
536.40	P Reynolds	Staff
1833.82	A Riddell	Staff
2095.00	Cut n' Edge	Gnds mnce
530.00	Cut n' Edge	Cemetery
662.50	Cut n' Edge	Cemetery
170.00	BIG	Misc services
44.15	SSE	Moot Hall
368.00	Oakbank	Flowerbeds/lights
24.82	ABW	Moot Hall
13732.09	Gala lights	Christmas lights
200.00	Off the Wall	Visitor Centre
108.92	Instock	Moot Hall
252.00	Brampton Skip Hire	Cemetery
100.00	Brampton Scouts	Grant
<b><u>£21,322.24</u></b>		

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
3640.00	Ian Blair	Cemetery
250.00	Mr Pattison	Cemetery
17.50	Farlam PC	SLCC contribution
2000.00	City Council	Grant
<b><u>£5,907.50</u></b>		

Expenditure To Approve

£	Supplier	Detail
130.32	Winged Heart	Visitor Centre
56.56	ABW	Moot Hal/Parks
140.86	Lyreco	Office
235.99	Dorrigo	Visitor Centre
49.01	E-on	Christmas lights`
1212.00	Gala lights	Christmas lights
60.00	E Hutchinson	Cemetery
49.36	SSE	Moot Hall
718.19	T Ayre	Flowerbeds
549.60	Gala lights	Christmas lights
496.00	Oakbank	Flowerbeds/Moat/Gelt Woods
65.05	Cannon Hygiene	Moot Hall
12.39	United Utilities	Parks
110.40	Plantscape	Flowerbeds
<b><u>£3,885.73</u></b>		

**PRESENT**

Councillor D. Moorat (Chairman) (in the Chair)  
Councillor D. Francis  
Councillor Ms. A. Findon  
Councillor K. Read-Bone  
Councillor M. Craik  
Councillor B. Teasdale  
Councillor Mrs. J. Warwick

Councillor J. J. Harding  
Councillor I. A. Pennington  
Councillor Mrs. J. Errington  
Councillor Mrs. J. Thompson  
Councillor P. Mitchell  
Councillor R. Wood

**IN ATTENDANCE** – Clerk

**ALSO ATTENDING** – 4 representatives from RAF Spadeadam

**APOLOGIES FOR ABSENCE** – Councillor Lewis (work)  
Councillors Mitchelson and Layden, Carlisle City Council - City Council meeting.

**290/16 REQUESTS FOR DISPENSATION**

**RESOLVED** to note that no requests for dispensation were received.

**291/16 DECLARATIONS OF INTEREST**

**RESOLVED** to note the following declarations of interest:-

Councillor Findon declared an interest in item 298/16.4  
Councillor Moorat declared an interest in item 296/16.2

**292/16 MINUTES**

**292/16.1** Minutes of the Meeting held on 28th March 2017 were submitted.

**RESOLVED** to authorise the Chairman to sign the minutes of the meeting held on 28th March 2017, confirmed as a true and accurate record.

**293/16 PUBLIC PARTICIPATION**

**RESOLVED** to note there was no public participation.

**294/16 FREEDOM OF BRAMPTON**

Representatives from RAF Spadeadam attended the meeting to update members on the proposed Freedom of Brampton taking place on 18<sup>th</sup> June 2017. The update included the following points:-

- RAF Spadeadam was appreciative of the support from the town of Brampton and honoured to have the Freedom of Brampton bestowed on the personnel
- Parade route through town, starting at William Howard School at 2.00pm
- Parade would be made up of 2 flights of personnel (51 in total) with marching band in front
- Station Commander and Chairman of Parish Council to be on dais situated outside Barclays Bank
- Personnel to be inspected and Chairman to give a speech
- After the parade a function would be held in the Community Centre to include all RAF personnel, families of personnel and dignitaries
- It was hoped that there would be some sort of police presence
- Heidi Garstang to draw up press release and liaise with the Clerk

**RESOLVED** to note the update and that the Clerk would send a list of councillors to Heidi Garstang.

**295/16 POLICE MATTERS**

**RESOLVED** to note that there were no issues to be passed to the police.

## **296/16 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:-

**296/16.1 BRAEMORE, CAPON TREE ROAD, BRAMPTON (17/0242)** – Part replacement of existing flat roof with pitched to provide 1 bedroom at first floor level; removal of porch; replacement of existing render and roof tiles.

No observations

**296/16.2 HORIZON, CAPON TREE ROAD, BRAMPTON (17/0295)** – Outline permission for erection of single swelling house with garage and shared access.

No observations

## **297/16 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.

## **298/16 FINANCIAL MATTERS -**

### **298/16.1 BANK RECONCILIATION TO 31ST MARCH 2017**

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 March 2017 of £132,152.03

### **298/16.2 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 the 21st April 2017 of £12.10.

### **298/16.3 FINANCIAL TRANSACTIONS**

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

**298/16.3.1 APPROVED** the expenditure of £9,671.60 detailed in the Appendix hereto

**298/16.3.2 NOTED** the income of £4,794.60 detailed in the Appendix hereto.

### **298/16.4 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 £6,344.70.

## **298/16.5 FINANCIAL ASSISTANCE -**

### **298/16.5.1 BRAMPTON CLASSICAL**

A request for financial assistance was submitted from Brampton Classical.

**RESOLVED** to donate £350.00

### **298/16.5.2 EPM EVENTS**

A request for financial assistance was submitted from EPM Events.

**RESOLVED** to note that the request had been withdrawn as the event was no longer taking place.

### **298/16.5.3 BRAMPTON ARTS AND CRAFTS CLUB**

A request for financial assistance was submitted from Brampton Arts and Crafts Club.

**RESOLVED** to donate £250.00

## **299/16 REPRESENTATIVES' REPORTS**

### **299/16.1 ST. MARTIN'S AGM**

Councillor Harding reported that he had attended the AGM for St. Martin's Church, pointing out that there was less than £4,000.00 in the bank account at the year end.

**RESOLVED** to note the report.

### **299/16.2 BRAMPTON PRIMARY SCHOOL GOVERNORS**

Councillor Craik reported that an appointment for the head of the school had been made with a start date of September 2017.

**RESOLVED** to note the report.

### **299/16.3 SPEEDWATCH GROUP**

Councillor Francis reported that the new volunteers had been trained and that the group had carried out a couple of sessions but would wait for the better weather.

**RESOLVED** to note the report.

## **300/16 PRESS AND SOCIAL MEDIA TRAINING**

Councillor Craik stated that he felt annoyed and disappointed at the way the complaint made regarding the Cumberland News article on a possible food bank in Brampton had been handled, that he had had no training in dealing with the press and that he would no longer speak to the press.

Councillor Pennington stated that training courses through CALC were regularly detailed on the agenda and it was up to the individual councillor to attend such courses.

Councillor Findon stated that the CALC website had lots of useful information for councillors including the Good Councillor Guide.

The Clerk stated that details of the CALC website were in the new councillor pack given to members and that the parish council had its own press and media policy.

**RESOLVED** to note the report and the information and training available to councillors.

### **301/16 SUPPORTING LOCAL BUSINESSES**

Councillor Craik reported on a referendum that had been held in Hexham which resulted in businesses paying a levy to promote business in the local area. It was felt that the City Council could do something similar.

**RESOLVED** to note that Councillor Craik would present a report on the matter at the next meeting.

### **302/16 PIRELLI RALLY**

The Clerk gave an update on the programme for the Pirelli Rally being held on Sunday 30<sup>th</sup> April 2017. The group was happy for a child/children to wave the chequered flag at the finish line as requested by the parish council.

**RESOLVED**, after further discussion, that the primary school, scouts, youth group and Lorraine Robinson would be contacted for children to participate.

### **303/16 REVIEW OF ELECTORAL BOUNDARIES IN CARLISLE**

Briefing information on the electoral boundary review in Carlisle was circulated to members by email prior to the meeting.

**RESOLVED** to note the information.

### **304/16 STREET TRADING ORDER AND POLICY**

Councillor Moorat and the Clerk reported on the review that the City Council was carrying out on the local street trading order and policy. If implemented, it would permit street trading in the centre of Brampton for those who held a street trading license and had permission from the Parish Council. The Parish Council would set any relevant charges. A draft policy from the City Council would be circulated in due course.

**RESOLVED** to note the report.

### **305/16 CALC**

The following correspondence from CALC was received and noted:-

#### **305/16.1 CALC CIRCULAR – APRIL 2017**

**305/16.2 HIMS LAUNCH COMMUNICATION** – Email from S. Bagshaw.

**305/16.3 GOVERNANCE AND ACCOUNTABILITY FOR LOCAL COUNCILS**– To adopt updated sections 1-5.

**RESOLVED**, after review, to adopt the updated financial regulations.

**305/16.4 TRAINING DATES** – Email from S. Hutchinson.

### **306/16 CORRESPONDENCE RECEIVED**

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

**306/16.1 CHARITY CLOTHING CONTAINER** – Letter from Lynne Cully, Cumbria Cerebral Palsy.

**RESOLVED** that a charity clothing container for Cumbria Cerebral Palsy could be placed at Showfield car park if it was on the grass verge and collections were made weekly.



**306/16.2 RIVER IRTHING PEDESTRIAN CROSSING** – Email from Richard Kershaw.

The Clerk after speaking with Chris Graham, Footpaths Officer Cumbria County Council, reported that a crossing over the River Irthing had first been suggested in 2008. It was not something that the County Council would be in a position to fund and any scheme would require the diversion of 1 if not both of the rights of way or a creation/dedication agreement from the landowners. Any bridge crossing would require planning and a potential span of 110m. It would be very costly and not straight forward to deliver.

**RESOLVED** to note the information and that members did not feel the proposal was a good idea. The Clerk would reply to Richard Kershaw and forward the request to the County Council.

**306/16.3 FELLFOOT FORWARD BOARD MEETING** – Email from Alex kaars Sijpesteijn.

**307/16 LITERATURE AVAILABLE FROM THE CLERK**

**RESOLVED** to note that the following literature was available from the Clerk:-

**307/16.1 NOTICE OF EXECUTIVE KEY DECISIONS** – 7th April 2017.

**308/16 AGENDA ITEMS FOR NEXT MEETING**

- Self appraisal of Brampton Parish Council – Councillor Moorat to report.

**RESOLVED** to note that any further agenda items for the next meeting should be submitted to the Clerk by 16th May 2017.

**309/16 DATE OF NEXT MEETING** – Tuesday 23rd May 2017, 7.30pm, Moot Hall.

## Expenditure

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
50.00	J. Morris	Storage rent
20.00	Bounce it around	website
17.97	Vodafone	Office
3.68	Barclays Bank	Charges
16.92	Plusnet	Visitor Centre
58.57	Daisy Comms	Office
2.57	British Telecom	Office
144.00	S Hillary	Staff
233.20	P Reynolds	Staff
1833.82	A Riddell	Staff
2677.50	Cut n' Edge	Gnds mnce/cemetery
539.70	C&LCR	The Moat
49.36	SSE	Moot Hall
130.32	Winged Heart	Visitor Centre
56.56	ABW	Moot Hall
140.86	Lyreco	Office
235.99	Dorrigo	Visitor Centre
49.01	E-on	Christmas lights
1212.00	Gala Lights	Christmas lights
60.00	E Hutchinson	Cemetery
718.19	T Ayre	Flowerbeds
549.60	Gala lights	Christmas lights
496.00	Oakbank	Flowerbeds/Moat
65.05	OCS Group	Moot Hall
12.39	United Utilities	Parks
110.40	Plantscape	Flowerbeds
187.94	A Findon	Flowerbeds
<b><u>£9,671.60</u></b>		

## Income

<b>£</b>	<b>Detail</b>	<b>Cost centre</b>
30.00	Rent	Market
182.22	Sales	Visitor Centre
970.00	Ian Blair	Cemetery
970.00	Ian Blair	Cemetery
100.00	Fletchers Fair	Christmas lights
150.00	Town Club	Moot Hall
664.89	Irthington PC	Office
15.00	Scaleby PCC	Moot Hall
30.00	Brampton Arts & Crafts	Moot Hall
15.00	Solway Singers	Moot Hall
50.00	Co-operative Funeralcare	Cemetery
519.85	BRHS	Office
15.00	Bowling Club	Moot Hall
15.00	Fairtrade Group	Moot Hall
45.00	Old People's Ass'n	Moot Hall
120.00	Ian Robinson	Cemetery
15.00	United Reformed Church	Moot Hall
120.00	Ian Robinson	Cemetery
120.00	Ian Robinson	Cemetery
74.74	Cards for good causes	Visitor centre
217.19	Kirkandrews on Esk PC	Office
333.21	Farlam PC	Office
22.50	Irthington PC	SLCC contribution
<b><u>£4,794.60</u></b>		

## Expenditure To Approve

<b>£</b>	<b>Supplier</b>	<b>Detail</b>
1910.00	Cut n' Edge	Grounds maintenance
580.00	Cut n' Edge	Cemetery
220.00	H Graham	Moot Hall
300.00	BIG	Misc services
24.00	City of Carlisle	Christmas lights
344.86	Lyreco	Office
208.85	ABW	Cemetery/Flowerbeds
9.79	SSE	Moot Hall
651.97	BRHS	Office
2095.23	HMR&C	Staff - PAYE
<b><u>£6,344.70</u></b>		