

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 28th MAY, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor Mrs. S. D. Brown
Councillor J. D. Hendry
Councillor R. A. Moffat
Councillor Mrs. J. L. Pattinson
Councillor J. L. Tweddle

Councillor Mrs. M. E. Smith (Vice Chairman)
Councillor P. J. Guy
Councillor P. C. W. Howard
Councillor D. S. Moorat
Councillor S. R. Robinson
Councillor D. J. Waugh

5

IN ATTENDANCE – Clerk

APOLOGIES FOR ABSENCE - Councillors Firth, Latimer and Read-Bone

1 ELECTION OF CHAIRMAN

Councillor Pattinson, seconded by Councillor Moorat, moved that Councillor Ridley be re-elected to the office of Chairman of the Council

AGREED unanimously to the election of Mrs. C. Ridley as Chairman of the Council.

2 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

Councillor Ridley, in the presence of the Council, signed the Declaration of acceptance of Office of Chairman of the Council.

3 ELECTION OF VICE CHAIRMAN

Councillor Howard, seconded by Councillor Moffat, moved that Councillor Moorat be re-elected to the office of Vice Chairman of the Council

Councillor Pattinson, seconded by Councillor Robinson, moved that Councillor Firth be re-elected to the office of Vice Chairman of the Council

AGREED, following a vote, to the election of Mrs. M. Firth as Vice Chairman of the Council.

N.B. Councillor Hendry joined the meeting during the discussion of the preceding item.

4 NEW COUNCILLOR

The Chairman welcomed Councillor J. D. Hendry to the meeting following his co-option.

5 COUNCIL ADMINISTRATION - COMMITTEE STRUCTURE AND MEMBERSHIP

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

AGREED

5.1 to remit consideration of the review of the Committee structure to the Finance and General Purposes Committee; and

5.2 to note, following the election of Councillor Firth to the office of Vice Chairman of the Council, that the membership of the Standing Committees was as follows:-

Property and Rights of Way Committee - 9 Members

Mrs. S. D. Brown	Mrs. M. Firth	P. J. Guy
D. F. Latimer	R. A. Moffat	Mrs. C. Ridley
Mrs. S. R. Robinson	J. L. Tweddle	D. J. Waugh

Planning and Environment Committee - 9 Members

Mrs. M. Firth	P. J. Guy	D. F. Latimer
R. A. Moffat	Mrs. C. Ridley	Mrs. S. R. Robinson
Mrs. M. E. Smith	J. L. Tweddle	D. J. Waugh

Finance and General Purposes Committee - 8 Members

Mrs. M. Firth	J. D. Hendry	P. C. W. Howard
D. S. Moorat	Mrs. J. L. Pattinson	K. T. Read-Bone
Mrs. C. Ridley	Mrs. M. E. Smith	

5.3 to appoint the following substitutes:-

Property and Rights of Way Committee Councillors Moorat and Pattinson

Planning and Environment Committee Councillors Moorat and Pattinson

Finance and General Purposes Committee Councillors Brown and Guy

6 OUTSIDE BODIES - REPRESENTATION

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

AGREED that the following appointments be made:-

AIRPORT CONSULTATIVE COMMITTEE	Councillor K. T. Read-Bone
BRAMPTON COMMUNITY ASSOCIATION	Councillor S. D. Brown
BRAMPTON TOWN TWINNING ASSOCIATION	Councillor M. Firth
CARLISLE EARLY YEARS PANEL	Councillor M. Firth
CARLISLE PARISH COUNCILS ASSOCIATION	Councillor C. Ridley Councillor M. E. Smith
CARLISLE POLICE COMMUNITY LIAISON FORUM	Councillor C. Ridley
ENVIRONMENT FORUM	Councillor J. D. Hendry
FOOTBALL CLUB (2 representatives)	Councillor C. Ridley Councillor M. E. Smith
HOSPITAL LEAGUE OF FRIENDS	Councillor S. R. Robinson
IRTHING VALE CRICKET CLUB (2 representatives)	Councillor R. A. Moffat Councillor M. Firth
LAUREL HOUSE	Councillor J. L. Tweddle
NEIGHBOURHOOD FORUM (2 representatives)	Councillor D. S. Moorat Councillor M. E. Smith
OLD BREWERY HALL MANAGEMENT COMMITTEE (3 representatives)	Councillor R. A. Moffat Councillor K. T. Read-Bone Councillor M. E. Smith
WILLIAM HOWARD GOVERNORS COMMUNITY USE COMMITTEE	Councillor J. L. Tweddle

7 INSPECTION OF DEEDS AND TRUST INSTRUMENTS

There was submitted a report by the Clerk advising of the deeds and trust instruments held by the Parish Council and available for inspection.

7.1 **NOTED** the position.

7.2 **APPROVED** the current arrangements for the custody of the deeds and records.

8 MINUTE

Minute of the Meeting held on 30th April, 2002 was submitted.

APPROVED.

9 COMMITTEE REPORTS

There were submitted Minute of Meeting of

Property and Rights of Way Committee held on 7th May, 2002

Finance and General Purposes Committee held on 21st May, 2002.

9.1 **NOTED** the Minutes.

9.2 **APPROVED**, except as indicated below, the recommendations for implementation.

10 TOWN AND COUNTRY PLANNING- APPLICATIONS

Applications for planning consent were submitted.

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

10.1 **140 DACRE ROAD, BRAMPTON** - First floor bedroom extension.

No comment

10.2 **RIDGE VALE, LANERCOST ROAD, BRAMPTON** - Erection of 2 storey extension to provide kitchen and utility extension on the ground floor with bathroom and 2 bedrooms at first floor.

No comment

10.3 **LAND ADJACENT TO GELT FELL, CAPON TREE ROAD, BRAMPTON** - Erection of dwelling (outline consent)

No comment

10.4 **4 IRTHING WALK, BRAMPTON** - Erection of garage.

No comment

10.5 **19 ASH LEA, BRAMPTON** - erection of conservatory

No comment

10.6 **PARK BARNES, RULEHOLME, BRAMPTON** - Extension over existing utility room to provide play room

No comment

10.7 **LAND AT PART GARDEN, DANDY HOW, STATION ROAD, BRAMPTON** - Erection of a dwelling

No objection subject to there being no felling of trees subject to a Tree Preservation Order.

11 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.

11.1 APPROVED the expenditure of £5,724.15 detailed in the Appendix hereto.

11.2 NOTED the income of £1,378.00 detailed in the Appendix hereto

12 PROPOSED HOUSING DEVELOPMENT

There was submitted a letter from Mitre Housing Association regarding development in Brampton and seeking a meeting with the council to explain the proposals.

AGREED to meet with representatives of the Association..

13 REPRESENTATIVES' REPORTS

13.1 BRAMPTON COMMUNITY ASSOCIATION

NOTED a report by Councillor Brown on a recent meeting regarding *inter alia* the future management and development of Brampton Community Centre.

13.2 BRAMPTON & DISTRICT NEIGHBOURHOOD FORUM

NOTED a report by Councillor Moorat on the recent meeting of the forum which had discussed *inter alia* grants to schools to assist with the purchase of Jubilee Commemorative mugs, etc. and the Brampton Town Centre Development proposals.

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

14 EXTENSION OF CAR PARKING FACILITIES AT UNION LANE, BRAMPTON - PETITION

There was submitted a petition regarding the extension of car parking facilities on Union Lane, Brampton.

AGREED to investigate the matter further and to remit consideration to the Property and Rights of Way Committee.

15 POLICE MATTERS - QUARTERLY MEETINGS

There was submitted a letter from the Brampton Community Beat Manager, Cumbria Constabulary proposing quarterly meetings with the Parish Council to discuss matters of mutual interest and concern.

AGREED.

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

16 APPOINTMENT OF INTERNAL AUDITOR

There was submitted a report by the Clerk regarding responses to enquiries as to interest in appointment as internal auditor to the Parish Council authorised by the Finance and General Purposes Committee at its meeting earlier in the month.

16.1 NOTED that only one of the persons approached had indicated an interest in appointment

16.2 AGREED to appoint Sqd. Ldr. R. Ellis as internal auditor and to authorise the Clerk to negotiate with Mr. Ellis as to an appropriate fee for his services.

17 PURCHASE OF REPLACEMENT VEHICLE

There was submitted a report by the Clerk on the recommendation of the Property and Rights of Way Committee to purchase an Iveco Daily Medium Wheelbase Van to replace the existing van.

17.1 APPROVED the purchase of the vehicle as recommended by the Property and Rights of Way Committee in the sum of £11,100.00; and

17.2 AUTHORISED the purchase of the vehicle by means of an interest free loan provided by the supplier repayable over a twelve month period.

EXPENDITURE TRANSACTIONS

Ledger Ref.	Amount	Payee	Details
	500.00	Carnival Committee	grant
	10.00	CALC	seminar fee
	25.00	Wetheral Parish Council	shared book purchase
	43.48	Brampton Skip Hire	skip hire
	257.74	ARCO	protective clothing
	9.54	United Utilities	water supply
	2860.00	Carlisle City Council	TIC contribution
	30.87	ABW Hardware	tools, materials
	143.20	S C Shipley	fuel, oil
	126.75	EPL Access	Lift hire
	54.67	L&P Peat	compost
	307.69	Rowntree Electrical	workshop rewiring
	64.37	Chandlers	Moot Hall supplies
	155.00	Employers' Organisation	subscription
	46.99	WCF	supplies
	65.46	Staples	office sundries
	200.00	Oakbank Nurseries	flower tubs
	63.00	SLCC	subscription
	147.26	S C Shipley	fuel, oil
	30.00	Hadrian Sugarcraft Guild	refund - Moot Hall hire
	23.00	K. Taylor	window cleaning
	23.00	D Herschy	window cleaning
	52.18	R Whally	casual labour
	156.11	Inland Revenue	tax/NI
	146.47	Cumbria County Council	superannuation
	48.00	TXU Energi	electricity supply
	34.37	C Ridley	travelling expenses
	100.00	Cash	protective clothing

INCOME TRANSACTIONS

Ledger Ref.	Amount	Debtor	Cost Centre
	15.00	Town Twinning	Moot Hall
	15.00	Garden Club	Moot Hall
	220.00	M Walsh	cemetery
	15.00	A Mitchell	Moot Hall
	30.00	Justice/Peace Group	Moot Hall
	15.00	Garden Club	Moot Hall
	30.00	Children's Support Group	Moot Hall
	5.00	Angling Association	woodlands
	334.00	Market Tolls	market
	100.00	market Tolls	market
	13.00	Beattie & Co	cemetery
	62.00	J W F Watson	cemetery
	15.00	Brampton WI	Moot Hall
	509.00	Market Tolls	market

MINUTE of the Meeting of the **PLANNING AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 11th JUNE, 2002** at 7.30 p.m.

PRESENT

Councillor P. J. Guy (in the Chair)
Councillor Mrs. C. Ridley
Councillor J. L. Tweddle

Councillor Mrs. M. Firth
Councillor Mrs. S. R. Robinson
Councillor D. J. Waugh

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Latimer, Moffat and Smith

18 MINUTE

Minute of the Meeting held on 12th March, 2002 was submitted.

APPROVED.

19 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted for consideration.

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

19.1 19 ASH LEA, BRAMPTON - Erection of conservatory and boundary wall

No comment.

19.2 BPI FILMS, TOWNFOOT INDUSTRIAL ESTATE, BRAMPTON - Erection of silo for storage of polymer granules

No comment.

20 NOTIFICATION OF DECISIONS

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

NOTED the decisions as follows:-

Location	Proposal	Decision
4 Townfoot Park	2 storey extension to form utility with 1 en-suite bedroom on first floor	Refused on grounds of not being in character with surrounding buildings
Brampton Cottage Hospital, Tree Road	Erection of stores for general storage purposes	Granted
St Martins Cottage, Main Street,	Installation of 2 velux windows and omission of 1 window to WC (Listed Building Consent) (revised application)	Granted
Land to the rear Oulton House, 66 Carlisle Road	Erection of dwelling and garage	Granted subject to conditions regarding acceptability of materials, provision of screening and allowing archaeological watching brief

Location	Proposal	Decision
Land at part field 4966 adjacent to Braeside, Milton	Erection of 2 dwellings (Reserved matters)	Granted
Croft House Cottage	Conversion of flat and outbuilding to form one residential unit	Granted subject to conditions regarding acceptability of materials, preservation of character, proliferation of garages/carports, protection of amenity of adjacent residents
Land at plot 4, The White House, Main Street	Erection of detached double garage	Granted
Land adjacent to Croft House	Erection of 2 dwellings	Granted subject to conditions regarding acceptability of materials, flood prevention, allowing archaeological watching brief, and protection of trees and hedges.
Tree House, Tree Road	Extension to northern gable to form link between utility room and dairy	Granted
Tree House, Tree Road	Extension to northern gable to form link between utility room and dairy (Listed Building Consent)	Granted
Milton Mains farm, Milton	Erection of general purpose agricultural building	Granted
HSBC Bank, 1 Front Street	Erection of CCTV camera and bracket to be fixed to corner of building (Listed Building Consent)	Granted
HSBC Bank, 1 Front Street	Erection of CCTV camera and bracket and associated cabinet at ground level	Granted
2 Four Gables	Demolition of existing garage and erection of replacement	Granted
Claybanks Field, Cotehill Lonning	erection of domestic stable and garage	Granted subject to conditions restricting use to domestic only and requiring harmonisation with existing building
Land adjacent to Gelt fell, Plot 2, Capon Tree Road	Erection of detached dwelling with integral garage	Granted
Land at Aaronstown, Gelt Road	Erection of replacement dwelling and garage	Granted subject to conditions regarding acceptability of materials, protection of the right of way and provision of screening.

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

21 EXTENSION OF CONSERVATION AREA

There was submitted a letter from Mr. N. Ritson regarding the extension of the Brampton Conservation Area to include Station Road.

AGREED to request a meeting with a representative of the Planning Department of Carlisle City Council to discuss the possibility of extending the Conservation Area.

MINUTE of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 18th JUNE, 2002** at 7.30 p.m.

PRESENT

Councillor D. S. Moorat (in the Chair)
Councillor Mrs. M. Firth
Councillor Mrs. C. Ridley

Councillor P. C. W. Howard (Vice Chairman)
Councillor K. T. Read-Bone

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Hendry, Pattinson and Smith

22 ELECTION OF OFFICE BEARERS - CHAIRMAN

Councillor Ridley, seconded by Councillor Firth, moved that Councillor Moorat be re-elected to the office of Chairman of the Committee.

AGREED unanimously to the election of Councillor Moorat as Chairman of the Committee.

23 ELECTION OF OFFICE BEARERS - VICE CHAIRMAN

Councillor Read-Bone, seconded by Councillor Ridley, moved that Councillor Howard be re-elected to the office of Vice Chairman of the Committee.

AGREED unanimously to the election of Councillor Howard as Vice Chairman of the Committee.

24 FINANCIAL ASSISTANCE - BRAMPTON FIRST RESPONSE TEAM

Mrs. Vanessa Bamkin, Chairman of the Brampton First Response Team attended the meeting and explained the aims and objectives of a first response team and the current situation regarding funding, local consultation and establishment of the team.

AGREED to continue consideration for further information on the Team's constitution, funding and arrangements for co-operating with local emergency services.

25 QUEEN'S GOLDEN JUBILEE - COMMEMORATION

Mr. Robert Allan, Chairman of the Brampton Preservation Trust attended the meeting to discuss appropriate commemoration of the Queen's Golden Jubilee and the co-operation and involvement of the Trust in any initiative.

AGREED to continue consideration to a meeting with representatives of this Committee, the Trust and representatives of the planning department of Carlisle City Council.

26 MINUTE

Minute of the Meeting held on 21st May, 2002 was submitted.

APPROVED.

27 MATTERS ARISING

27.1 AUDIT - APPOINTMENT OF INTERNAL AUDITOR

NOTED that the Parish Council had approved the appointment of Mr. R. Ellis as internal auditor and authorised the Clerk to negotiate an appropriate fee.

27.2 FINANCIAL ASSISTANCE - BRAMPTON METHODIST CHURCH

NOTED that because of the receipt of additional alternative funding the required contribution from the Parish Council was only £85.00 and not £100.00 as previously agreed.

27.3 REPLACEMENT VEHICLE - FUNDING OF PURCHASE

27.3.1 NOTED that because of restrictions on the funding of moveable assets it was not possible to borrow over a period of more than nine months to fund the purchase of the replacement vehicle.

27.3.2 AGREED that the payments for purchase of the vehicle be completed in the current financial year.

28 CONDUCT OF COUNCILLORS - LOCAL INVESTIGATION AND DETERMINATION OF MISCONDUCT ALLEGATIONS

There was submitted a Consultation Paper from the Department of Transport, Local Government and the Regions inviting the Council's views on proposals for the framework within which allegations about misconduct by Councillors could be handled by authorities.

AGREED to offer no comment on the Paper.

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

29 LOVERS LANE, BRAMPTON

Councillor Read-Bone made reference to the condition of Lovers Lane and the boundary walls there.

AGREED to raise the matter with Carlisle City Council.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 25th JUNE, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor S. D. Brown
Councillor J. D. Hendry
Councillor D. S. Moorat
Councillor Mrs. S. R. Robinson

Councillor Mrs. M. Firth (Vice Chairman)
Councillor P. J. Guy
Councillor R. A. Moffat
Councillor K. T. Read-Bone
Councillor J. L. Tweddle

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor K. Wilkinson, Cumbria County Council

APOLOGIES FOR ABSENCE - Councillors Howard, Latimer, Pattinson, Smith and Waugh

30 MINUTE

Minute of the Meeting held on 28th May, 2002 was submitted.

APPROVED.

31 ACCOUNTS 2001/2002

There were submitted Income and Expenditure Account and Balance Sheet for the year ended 31st March, 2002.

31.1 APPROVED the Accounts and Balance Sheet as reflecting the Parish Council's financial position at the 31st March, 2002;

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

31.3 CONFIRMED that, to the best of the members' knowledge and belief, the Accounts for the year ended 31st March 2002 had been prepared in accordance with the requirements of the Accounts and Audit Regulations 1996 and proper accounting practice and met the requirements of the Audit Commission as to internal controls, ability to conduct the Council's business, risk assessment, action on previous Audit recommendations, the exercise of electors' rights and liabilities and commitments.

32 COMMITTEE REPORTS

There were submitted Minute of Meeting of

Planning and Environment Committee held on 11th June, 2002

Finance and General Purposes Committee held on 18th June, 2002

32.1 NOTED the Minutes.

32.2 APPROVED the recommendations for implementation, including, in particular, the appointment of Squadron Leader Ron Ellis as Internal Auditor.

33 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

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

33.1 1-11 MAIN STREET, BRAMPTON - Demolition of garage and dwelling (Conservation Area Consent)

No comment.

33.2 1-11 MAIN STREET, BRAMPTON - Demolition of existing garage and house and erection of new retail store and associated parking and service area.

- ☞ the granite sets on the existing forecourt should be retained or reused
- ☞ the brick details on the edge of the new building should be in a similar style to the stonework detail on the adjoining building
- ☞ late night opening hours should be restricted to 8.00 p.m.
- ☞ the overall design of the development should be in keeping with the area and as vernacular as practicable.

33.3 37 GREENCROFT, BRAMPTON - Erection of 2 storey extension to provide garage, WC, morning room, bedroom and en-suite.

No comment.

34 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.

34.1 APPROVED the expenditure of £14,891.14 detailed in the Appendix hereto.

34.2 NOTED the income of £51917.00 detailed in the Appendix hereto

35 MILITARY TRAINING ON PRIVATE LAND - THE MOTE AND GELT WOODS

There was submitted a letter from the Cumbria Army cadet Force (Brampton Division) requesting the extension of the Council's consent to use the Mote and Gelt Woods for military training.

AGREED that the consent be continued at the Council's pleasure.

36 REPRESENTATIVES' REPORTS

36.1 BRAMPTON AND DISTRICT TOWN TWINNING ASSOCIATION

36.1.1 NOTED a report by Councillor Firth on the success of the recent to Brampton's twin towns Berry Bouy and Marmagne and the resignation of the Association's Chairman.

36.1.2 AGREED, in response to a letter from the Association, to confirm the appointment of Councillor Firth as the Parish Council's representative on the Association and its Management Committee.

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

37 BRAMPTON IN BLOOM

The Chairman reported that the judging for the Cumbria in Bloom Competition was to take place on Wednesday, 24th July, 2002 and encouraged local business and individuals to participate in the competition.

NOTED the report.

EXPENDITURE TRANSACTIONS

Ledger Ref.	Amount	Payee	Details
5	229.57	Hillary	wages
6	171.97	Davidson	wages
7	368.43	Hillary	wages
8	334.44	Davidson	wages
9	654.96	Garnes	salary
10	68.50	British Gas	gas supply
11	289.45	Carlisle City	rates
12	19.02	Orange	mobile phone charges
13	250.00	BRHS	office - rent
14	140.26	Eng Partnerships	brewery hall - rent & insurance
15	180.56	Eng Partnerships	workshop - rent & insurance
16	33.50	TXU Energi	electricity supply
17	48.00	British Gas	gas supply
18	22.47	Orange	mobile phone charges
47	191.70	Terralec	disco lights
48	2,162.22	Cornhill Ins	insurance
49	87.50	Cumbria Turf	display flower bed
50	668.00	R Forster	machine repairs
51	84.27	J Bell & Sons	plumbing repair - King George Field
52	34.79	Staples	office sundries
53	23.54	Ashgrove	office sundries
54	22.91	Carruthers	timber
55	412.80	H Swan	newsletter
56	28.18	Chandlers	Moot Hall supplies
57	23.99	WCF	grass seed
58	108.69	Premier Paper	copier paper
59	28.20	Cochranes	plants
60	362.33	Hillary	wages
61	312.67	Davidson	wages
62	367.59	Hillary	wages
63	327.43	Davidson	wages
64	397.27	Hillary	wages
65	351.55	Davidson	wages
66	693.64	Garnes	salary
67	68.50	British Gas	gas supply
68	48.00	British Gas	gas supply
69	299.00	Carlisle City	rates
70	140.26	Eng Partnerships	brewery hall - rent & insurance
71	180.56	Eng Partnerships	workshop - rent & insurance
72	22.90	Current A/c	bank charges
72	8.07	Wages A/c	bank charges
73	33.50	TXU Energi	electricity supply
74	48.00	British Gas	gas supply
75	21.97	Orange	mobile phone charges
76	3,523.83	J Nicholson	cemetery fence
77	113.55	Lakeland Minerals	top soil
78	446.42	Cumbria CC	superannuation
79	27.64	Cannon Hygiene	Moot Hall supplies
80	224.37	Canon UK	copier charges
81	158.58	S C Shipley	fuel, oil
82	10.29	TXU Energi	electricity supply
83	15.56	Staples	office sundries

INCOME TRANSACTIONS

Ledger Ref.	Amount	Debtor	Cost Centre
1	36.00	Potts Plant hire	Newsletter
2	31.00	D Taylor	Newsletter
3	30.00	Scotia Framing	Newsletter
15	51,500.00	Carlisle City	Precept
16	25.00	Carlisle City	Moot Hall
20	25.00	Cranstons	Open spaces
21	121.00	Walkers	Cemetery
22	15.00	Christian Aid	Moot Hall
23	25.00	Inisfree Kennels	Newsletter
24	19.00	Town Twinning	Office
25	15.00	Wilson Homes	Moot Hall
26	30.00	Kirby Moor	Newsletter
27	0.00	Market Tolls	Market
28	30.00	Carruthers Timber	Newsletter
29	15.00	Garden Club	Moot Hall

MINUTE of the Meeting of the **PLANNING AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 9th JULY, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. M. E. Smith (in the Chair)
Councillor D. F. Latimer
Councillor Mrs. C. Ridley
Councillor D. J. Waugh

Councillor Mrs. M. Firth
Councillor R. A. Moffat
Councillor Mrs. S. R. Robinson

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Guy and Tweddle

38 ELECTION OF CHAIRMAN

Councillor Ridley, seconded by Councillor Robinson, moved that Councillor Smith be appointed Chairman of the Committee.

AGREED, unanimously, to the appointment of Councillor Smith as Chairman of this Committee.

39 ELECTION OF VICE CHAIRMAN

Councillor Moffat, seconded by Councillor Latimer, moved the appointment of Councillor Guy, if he were so agreed, as Vice Chairman of the Committee.

AGREED, following a vote, to the appointment of Councillor Guy, subject to his agreement, as Vice Chairman of this Committee.

40 MINUTE

Minute of the Meeting held on 11th June, 2002 was submitted.

APPROVED.

41 MATTERS ARISING

41.1 EXTENSION OF CONSERVATION AREA

NOTED that the Finance and General Purposes Committee had an interest in the proposal to extend the Brampton Conservation Area and that the meeting with representatives of the Planning Authority would now be a joint meeting.

42 TREE PRESERVATION ORDERS - IDENTIFICATION OF TREES FOR INCLUSION IN FUTURE ORDERS

Ms. J. Hale, Principal Local Plans Officer, Carlisle City Council, attended the meeting and spoke on the policies and procedures for the making of Tree Preservation Orders and the process for the identification and notification of trees for consideration for inclusion in a Protection Order.

42.1 NOTED the information.

42.2 AGREED that appropriate training be arranged for members of the Council and the public who wished to assist in the project.

43 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted for consideration.

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

43.1 17 HIGH CROSS STREET, BRAMPTON - change of use from residential flat to office.

No comment.

43.2 RAVENS BURN, LANERCOST ROAD, BRAMPTON - Extension to provide porch.

No comment.

43.3 THE WESLEY MANSE, THE SANDS, BRAMPTON - Sun room extension together with detached double garage.

No objection subject to the works' being in keeping with the Conservation Area and the use of matching materials.

43.4 BRAMPTON JUNIOR SCHOOL, SAWMILL LANE, BRAMPTON - Change of use of grass play area into multi use play area.

No comment.

43.5 THE VIDEO SHOP, BECK, LANE, BRAMPTON - change of use from video shop to taxi office.

No comment.

44 NOTIFICATION OF DECISIONS

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

NOTED the decisions as follows:-

Location	Proposal	Decision
4 Townfoot Park	2 storey extension to form utility with 1 en-suite bedroom on first floor	Refused on grounds of not being in character with surrounding buildings
Brampton Cottage Hospital, Tree Road	Erection of stores for general storage purposes	Granted
St Martins Cottage, Main Street,	Installation of 2 velux windows and omission of 1 window to WC (Listed Building Consent) (revised application)	Granted
Land to the rear Oulton House, 66 Carlisle Road	Erection of dwelling and garage	Granted subject to conditions regarding acceptability of materials, provision of screening and allowing archaeological watching brief
Land at part field 4966 adjacent to Braeside, Milton	Erection of 2 dwellings (Reserved matters)	Granted
Croft House Cottage	Conversion of flat and outbuilding to form one residential unit	Granted subject to conditions regarding acceptability of materials, preservation of character, proliferation of garages/carpports, protection of amenity of adjacent residents
Land at plot 4, The White House, Main Street	Erection of detached double garage	Granted

Location	Proposal	Decision
Land adjacent to Croft House	Erection of 2 dwellings	Granted subject to conditions regarding acceptability of materials, flood prevention, allowing archaeological watching brief, and protection of trees and hedges.
Tree House, Tree Road	Extension to northern gable to form link between utility room and dairy	Granted
Tree House, Tree Road	Extension to northern gable to form link between utility room and dairy (Listed Building Consent)	Granted
Milton Mains farm, Milton	Erection of general purpose agricultural building	Granted
HSBC Bank, 1 Front Street	Erection of CCTV camera and bracket to be fixed to corner of building (Listed Building Consent)	Granted
HSBC Bank, 1 Front Street	Erection of CCTV camera and bracket and associated cabinet at ground level	Granted
2 Four Gables	Demolition of existing garage and erection of replacement	Granted
Claybanks Field, Cotehill Lonning	erection of domestic stable and garage	Granted subject to conditions restricting use to domestic only and requiring harmonisation with existing building
Land adjacent to Gelt fell, Plot 2, Capon Tree Road	Erection of detached dwelling with integral garage	Granted
Land at Aaronstown, Gelt Road	Erection of replacement dwelling and garage	Granted subject to conditions regarding acceptability of materials, protection of the right of way and provision of screening.
Land to the rear of Townfoot Industrial Estate	Extension of existing Industrial Estate and provision of estate roads and sewers plus use of two sites as lorry park and trailer park.	Deferred in order to await submission by the applicant of a flood risk assessment and its assessment by the Environment Agency.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 30th JULY, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor Mrs. S. D. Brown
Councillor P. C. W. Howard
Councillor D. S. Moorat
Councillor Mrs. M. E. Smith
Councillor D. J. Waugh

Councillor Mrs. M. Firth (Vice Chairman)
Councillor J. D. Hendry
Councillor D. F. Latimer
Councillor Mrs. S. R. Robinson
Councillor J. L. Tweddle

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor K. Wilkinson, Cumbria County Council

APOLOGIES FOR ABSENCE - Councillors Guy, Pattinson and Read-Bone

45 COUNCILLOR R. A. MOFFAT

The Chairman made reference to the recent death of Councillor R. A. Moffat, paying tribute to his service to the community and to the Parish Council, both as a member and a former Chairman.

45.1 CONCURRED with the sentiments expressed.

45.2 APPROVED the sending of a bouquet of flowers to Mrs. N. Moffat and the making of a donation of £50.00 to the British Heart Foundation.

46 MINUTE

Minute of the Meeting held on 25th June, 2002 was submitted.

APPROVED.

47 LOCAL GOVERNMENT ACT 1972 - VACANCY FOR A COUNCILLOR

The Clerk reported on the arrangements for the filling of the vacancy resulting from the death of Mr. R. A. Moffat.

47.1 NOTED that the statutory notice regarding the holding of a bye election was to be published shortly.

47.2 AGREED that a notice be published inviting persons interested in serving on the Parish Council to make written application to be considered for co-option.

48 POLICE MATTERS - AREAS OF CONCERN AND INTEREST

PC M. Crawley attended the meeting to advise on recent police initiatives and discuss matters of concern and interest to the Parish Council.

NOTED the position regarding
greater police presence in the parish
alcohol related problems in areas of the town
abuse of disabled parking spaces and parking restriction enforcement arrangements
vandalism at the end of the school year
the playing of football in the town centre
the benefit of CCTV
police action following reports to the crime desk.

49 COMMITTEE REPORTS

There was submitted Minute of Meeting of

Planning and Environment Committee held on 9th July, 2002

49.1 NOTED the Minutes.

49.2 APPROVED the recommendations for implementation.

50 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

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

50.1 6 THE GROVE, BRAMPTON - Erection of 2 storey extension to side of dwelling with provision for garage/utility room/WC, 1st floor store and 2 bedrooms

No comment.

50.2 PARK BARNs RULEHOLME, IRTHINGTON - Extension over existing utility room to provide playroom.

No comment.

N.B. Councillor Howard declared an interest in the following item, left the chamber and took no part in the deliberations thereon.

50.3 LAND AT THE BARNES-NAWORTH, NAWORTH, BRAMPTON - Redevelopment of former coach house to dwellinghouse.

No comment.

50.4 LAND AT SHIPLEY'S GARAGE, LONGTOWN ROAD, BRAMPTON - erection of 2 dwellings and formation of domestic yard and lanes for 10 & 12 Longtown Road.

No comment.

51 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.

51.1 APPROVED the expenditure of £16,483.78 detailed in the Appendix hereto.

51.2 NOTED the income of £2,081.68 detailed in the Appendix hereto

52 AUDIT 2001/02

There was submitted a report by the Internal Auditor advising that following an audit of the Council's activities for the financial year 2001/02 he had completed and signed the audit certificate confirming his satisfaction with the activities and arrangements and recommending

- ☞ review of Standing Orders and Financial Guidelines,
- ☞ issue of a statement of terms and conditions of employment to the Clerk,
- ☞ review of insurance cover and arrangements,
- ☞ review of storage arrangements for computer data,
- ☞ review of the Assets Register,
- ☞ improvement of financial reporting to Committee and the Council,
- ☞ monitoring of bank holdings and the imprest account by a member, and
- ☞ bank reconciliation monitoring by a member.

52.1 NOTED the report.

52.2 AGREED that the recommendations of the Internal Auditor be implemented as soon as practicable.

53 EXTENSION OF CONSERVATION AREA - QUEEN'S GOLDEN JUBILEE

There was submitted a report by the Clerk on the discussions at and recommendations of a meeting of members with representatives of the Brampton Preservation Trust and the Conservation Officer of Carlisle City Council.

53.1 AGREED to progress the projects for the restoration of drinking fountains at Market Place, The Sands and Low Cross Street.

53.2 NOTED a report by Councillor Kevan Wilkinson on the programme for the Brampton Town Centre Improvement works.

54 INTERIM HOUSING POLICY STATEMENT

There was submitted a letter from Carlisle City Council inviting the Parish Council's comments on the Interim Housing Policy Statement.

AGREED to offer no comments.

55 RACE RELATIONS ACT 1976 (as amended) - DUTY TO PROMOTE RACE EQUALITY

There was submitted a letter from the Commission for Racial Equality and extracts from the Statutory Code of Practice and Guide for Public Authorities.

55.1 CONFIRMED the Council's policy for racial equality.

55.2 AGREED to receive a report on implementation of the statutory requirements at a future meeting.

56 LICENSING ACT 1964 - DISCOUNT WAREHOUSE, 18 FRONT STREET, BRAMPTON

There was submitted an application by Ian and Karen Bain for a licence to sell intoxicating liquor by retail from the Discount warehouse, 18 Front Street, Brampton.

AGREED to object to the granting of a licence on the grounds that

☞ the grant of a licence would result in over provision of licensed retailers in the town centre; and

☞ the location was inappropriate due to the proximity to the premises of a care home.

57 VACATION REMIT

AGREED to authorise the Clerk, in consultation with the Chairmen and Vice Chairmen of the Parish Council and the appropriate Committees, to deal with matters of urgency arising during the vacation period.

58 REPRESENTATIVES' REPORTS

58.1 BRAMPTON & DISTRICT TOWN TWINNING ASSOCIATION

NOTED a report by Councillor Firth on her appointment to the management committee of the Association and the election of Mr. D. Kemp as Interim Chairman.

58.2 WILLIAM HOWARD SCHOOL GOVERNORS COMMUNITY USE COMMITTEE

NOTED a report by Councillor Tweddle on a recent meeting of the William Howard School governors Community Use Committee which discussed *inter alia* adult education plans, funding and the provision of an Astroturf pitch.

58.3 CUMBRIA IN BLOOM

58.3.1 NOTED a report by Councillor Ridley on the judging of Brampton's entry in the Cumbria in Bloom Competition.

58.3.2 **AGREED** that a letter expressing the Council's displeasure with the behaviour of one of the judges be sent to the lead judge.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - The Council resolved, in terms of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order No. 64, that, in view of the confidential nature of the business about to be transacted, (i.e. contract terms), it was advisable, in the public interest, that the public be temporarily excluded and that they be instructed to withdraw but that Councillor Kevan Wilkinson, Cumbria County Council, be invited to remain because of his involvement with the project.

59 **YOUTH SHELTER**

There was submitted a report by the Clerk regarding the tenders received for the supply and installation of a youth shelter from Audek, Longtown and Carruthers Timber, Brampton.

59.1 **AGREED**, following a vote, to accept the tender from Carruthers Timber, Brampton in the sum of £1,200 exclusive of VAT.

59.2 **AGREED** to make application to the Brampton and District Neighbourhood Forum for financial assistance towards the costs of supply and installation of the shelter and associated planning consent fees.

59.3 **AUTHORISED** the Chairman and Vice Chairman of the Parish Council and the Vice Chairman of the Property and Rights of Way Committee to agree the site of the shelter within Murray Park

EXPENDITURE TRANSACTIONS

Ledger Ref.	Amount	Payee	Details
84	200.00	C Ridley	office sundries
85	70.00	Oakbank	plants
86	88.00	Tarn Rd Nursery	plants
87	89.19	ABW Hardware	tools, materials
88	86.62	Lyreco	office sundries
89	85.00	D Frith	grant
90	6.82	Prontaprint	binding
91	15.00	M Granville	Moot Hall refund
92	446.34	S Hillary	wages
93	386.43	T Davidson	wages
94	440.45	S Hillary	wages
95	389.12	T Davidson	wages
96	674.30	W Garnes	salary
97	68.50	British Gas	gas supply
98	48.00	British Gas	gas supply
99	219.00	Carlisle City	rates
100	217.63	Eng Partnerships	workshop - rent & insurance
101	330.96	Eng Partnerships	workshop - rent & insurance
102	140.26	Eng Partnerships	brewery hall - rent & insurance
103	53.60	United Utilities	water supply
104	35.45	United Utilities	water supply
105	20.19	Current a/c	bank charges
105	6.15	Wages a/c	bank charges
106	81.88	BT	phone charges
107	33.50	TXU Energi	electricity supply
108	20.27	Orange	phone charges
109	53.54	T P Broombys	wheelbarrows
110	37.60	Playdale	play equipment repair
111	79.79	Lyreco	office sundries
112	37.61	ABW Hardware	tools, materials
113	7,492.50	Iveco	van
114	185.00	Dept of Transport	road fund licence
115	6.00	CALC	book
116	85.08	S C Shipley	fuel, oil
117	93.06	Cochranes Nurseries	plants
118	5.57	Staples	office sundries
119	112.00	Robt Forster	machine repairs
120	200.00	Cash	petty cash
119	296.47	Cumbria CC	superannuation
120	2,260.75	Inland Revenue	tax/NIC
121	324.56	TXU Energi	electricity supply
122	95.95	WCF	fencing, grass seed
123	88.13	Centric Office	filing cabinet
	396.30	S Hillary	wages
	346.19	T Davidson	wages
	28.23	Current a/c	bank charges
	6.79	Wages a/c	bank charges

INCOME TRANSACTIONS

Ledger Ref.	Amount	Debtor	Cost Centre
28	3.82	Bus Premium a/c	bank interest
28	166.86	Bus Reserve a/c	bank interest
31	25.00	Cumberland BS	open spaces
32	15.00	Garden Club	Moot Hall
33	150.00	J Slater	parks
34	15.00	Stroke Club	Moot Hall
35	70.00	J Henderson	Open spaces
36	15.00	Reform Church	Moot Hall
37	30.00	Lady Jane's Tearoom	Newsletter
38	232.00	I Robinson	Cemetery
39	75.00	Market Tolls	Market
40	6.00	Sportsman Inn	Newsletter
41	121.00	I Robinson	Cemetery
42	100.00	Returned cheque	Misc Services
43	430.00	Market Tolls	Market
44	257.00	G Hudson	Cemetery
45	13.00	J T Watson	Cemetery
46	4.00	Beattie & Co	Cemetery
47	353.00	I Robinson	Cemetery

MINUTE of the Special Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 3rd SEPTEMBER, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor Mrs. S. D. Brown
Councillor P. C. W. Howard
Councillor D. S. Moorat
Councillor K. T. Read-Bone
Councillor Mrs. M. E. Smith
Councillor D. J. Waugh

Councillor Mrs. M. Firth (Vice Chairman)
Councillor J. D. Hendry
Councillor D. F. Latimer
Councillor Mrs. J. L. Pattinson
Councillor Mrs. S. R. Robinson
Councillor J. L. Tweddle

IN ATTENDANCE – Clerk

APOLOGIES FOR ABSENCE - Councillor Guy

60 CUMBRIA IN BLOOM 2002

The Chairman reported that the Garden of Remembrance at Craw Hall had received an award in the Cumbria in Bloom Competition 2002 and congratulated Ian Robinson, Funeral Directors, on their success.

CONCURRED with the Chairman's congratulations.

61 LICENSING ACT 1964 - MITCHELSON, NEWSAGENT, MAIN STREET, BRAMPTON

There was submitted an application by M and C. Mitchelson for a licence to sell intoxicating liquor by retail from the newsagents shop, Main Street, Brampton.

AGREED to object to the granting of a licence on the grounds that

☞ there are vandalism, noise and anti social incident problems in the town centre caused, in the majority of cases, by young persons, (many of whom are under the age of 18), who have consumed alcohol and an increase in the number of outlets selling alcohol in the town centre will only serve to exacerbate the situation by making it more readily available and make the task of tracing the source of the alcohol for the under age drinkers more difficult; and

☞ there are already eleven outlets in the town centre selling alcohol for consumption off the premises for an urban population of approximately 3,150 adults, which is already a sufficient number to meet the current requirements and demands of the public and, in the absence of guidance in legislation or government circulars as to an appropriate ratio of outlets to population, to increase the current number of off sales licences will result in over provision in the area.

62 LICENSING ACT 1964 - HOWARD ARMS HOTEL, FRONT STREET, BRAMPTON

There was submitted a letter and plans from Jennings Brothers plc in connection with an application to the Licensing Justices for consent to undertake internal alterations to the lounges in the Howard Arms Hotel, Front Street, Brampton.

AGREED to offer no objection.

MINUTE of the Meeting of the **PLANNING AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 10th SEPTEMBER, 2002** at 7.30 p.m.

PRESENT

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

Councillor Mrs. M. Firth
Councillor Mrs. S. R. Robinson
Councillor D. J. Waugh

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Guy and Latimer.

63 ELECTION OF VICE CHAIRMAN

It was reported that Councillor Guy had declined election as Vice Chairman of this Committee and the office was currently vacant.

AGREED, in the light of the forthcoming review of Standing Committees to take no action meantime.

64 MINUTE

Minute of the Meeting held on 9th July, 2002 was submitted.

APPROVED.

65 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted for consideration.

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

65.1 16 HIGH CROSS STREET, BRAMPTON - Erection of satellite dish.

No comment.

65.2 37 GREENCROFT, BRAMPTON - Two storey extension to provide garage, WC, morning room, bedroom and ensuite. (Amended plans)

No comment.

N.B. Councillor Smith declared an interest in the following item, left the Chamber and took no part in the deliberations thereon. Councillor Firth took the chair for that item only.

65.3 WILLIAM HOWARD SCHOOL, LONGTOWN ROAD, BRAMPTON - Resurfacing of rear access road together with formation of car park spaces and erection of fence.

No comment.

65.4 HOWARD ARMS HOTEL, FRONT STREET, BRAMPTON - Internal alterations to 2 lounges. (Listed Building Consent)

No comment.

66 VACATION REMIT

There was submitted a report by the Clerk advising of the decisions which had been taken on planning applications during the vacation period.

NOTED that the following responses had been made:-

Location	Proposal	Comments
25 Greencroft	Erection of extension to form garage, kitchen, utility and WC	No comment.
The Glen, Main Street	Change of use from fabric shop to a chiropody practice	No comment.
4 Manor Gardens, Main Street	Works to trees subject to a Tree Preservation Order	Object to the felling of a sycamore on the grounds that the reason for the works was cosmetic and for amenity purposes only, there being no safety nor tree health considerations the raising of the crown of another sycamore should only be permitted to the minimum extent to achieve the allowing of more light into the property
Low Geltbridge Farm,	Erection of a cubicle shed	No comment.
6 Longtown Road	Conversion of existing ground floor from offices/vets surgery to flat	No comment.
37 Greencroft	Two storey extension to provide garage, WC, morning room, bedroom and ensuite	No comment.

67 NOTIFICATION OF DECISIONS

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

NOTED the decisions as follows:-

Location	Proposal	Decision
Land at Brackenside, Milton	Change of use from agricultural land to domestic garden and erection of 1.2m high boundary wall	Granted
4 Irthing Walk	Erection of a garage	Granted subject to conditions relating to road safety.
19 Ash Lea	Erection of a conservatory and boundary wall	Granted subject to conditions requiring harmonisation with existing building
Land adjacent to Gelt Fell, Capon Tree Road	Erection of a dwelling (outline consent)	Granted subject to conditions relating to submission of detailed plans, harmonisation with existing buildings, acceptability of materials, safeguarding of right of way, adequate parking/garaging accommodation, and screening, incorporation of existing hedgerows/trees single storey construction only.

Location	Proposal	Decision
Land at part garden, Dandy How, Station Road	Erection of new Dwelling	Granted subject to conditions relating to acceptability of materials, protection of existing trees during works screening.
The Wesley Manse, The Sands	Sun room extension together with detached double garage	Granted subject to conditions relating to harmonisation with existing building, restriction of use to non-business only protection of privacy of adjacent properties.
Land at the Barnes-Naworth, Naworth	Redevelopment of former coach house to dwelling house	Granted subject to conditions relating to acceptability of materials, preservation of character and appearance and restriction of garage/carport development.

MINUTE of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 17th SEPTEMBER, 2002** at 7.30 p.m.

PRESENT

Councillor D. S. Moorat (in the Chair)
Councillor J. D. Hendry
Councillor Mrs. C. Ridley

Councillor Mrs. S. D. Brown (substitute)
Councillor K. T. Read-Bone
Councillor Mrs. M. E. Smith

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Firth, Howard and Pattinson

68 MINUTE

Minute of the Meeting held on 18th June, 2002 was submitted.

APPROVED.

69 MATTERS ARISING

69.1 REPLACEMENT VEHICLE - FUNDING OF PURCHASE (Min. 27.3)

NOTED that the replacement vehicle had been purchased and the Leyland DAF van had now been sold for £450.00.

70 COUNCIL ADMINISTRATION - COMMITTEE STRUCTURE

There was submitted a report by the Clerk regarding the arrangements for the disposal of Council business and the Standing Committee structure , remits and delegation.

AGREED to recommend that

70.1 there be two Standing Committees;

70.2 these Committees be named the Property and Environment Committee and the Finance and General Purposes Committee; and

70.3 the remits for each Committee be as detailed in the Appendix hereto.

71 RISK ASSESSMENT AND MANAGEMENT

There was submitted a report by the Clerk regarding the assessment of risks, other than those relating to health and safety matters, which concern the Parish Council and their management.

71.1 NOTED the report.

71.2 APPROVED the current insurance arrangements subject to a review of cover.

71.3 APPROVED the proposed programme of reports on other matters of risk assessment and management.

72 AUDIT

There was submitted a report by the Internal Auditor on his audit of the Parish Council's activities for the period to 30th June, 2002.

NOTED the report and that the recommendations therein had already been implemented.

73 FINANCIAL POSITION

There was submitted a report by the Clerk detailing the current position with income received and expenditure incurred to 31st August, 2002 compared to the budget together with an indication of the anticipated income and expenditure at 31st March, 2003.

NOTED.

74 IMPREST

There was submitted a report by the Clerk advising of the income and expenditure which had occurred since the commencement of the current financial year using the imprest system.

NOTED.

75 FINANCIAL ASSISTANCE

There were submitted applications for financial assistance from the various voluntary organisations.

AGREED to make the following grants:-

Brampton & District First Response Team	£350.00 in respect of establishing the service within the parish
Laurel House	£145.00 in respect of the maintenance of the central heating system
WRVS	£100.00 in respect of the provision of the "Meals on Wheels" service within the parish

76 FUNDING - FIRST AID FOR CUMBRIA

There was submitted a letter from Community, Economy and Environment, Cumbria County Council giving details of a funding scheme to provide immediate support to community led projects seeking to tackle social, environmental and economic recovery in Cumbria.

AGREED

- 76.1 to refer details of the scheme to the organisations which had applied to the Parish Council for financial assistance;
- 76.2 to make application for assistance towards the cost of a second youth shelter; and
- 76.3 to make application for assistance towards the cost of establishing the arts facility to be created as a result of the bequest from the late Mrs. Allison.

77 TRADING ACCOUNTS - FUEL, OIL, ETC.

There was submitted a report by the Clerk regarding arrangements for the obtaining of fuel, oil, etc. supplies following the cessation of business by the previous supplier.

AGREED to award the contract for the supply of fuel, oil, etc. annually on a rotating basis between the Sands Garage, The Sands and J. & M. Ivinson, Carlisle Road, Brampton, commencing with the Sands Garage and to review the arrangements for the financial year 2004/05

78 STAFFING - TYPOGRAPHICAL/CLERICAL ASSISTANT

There was submitted a report by the Clerk on the perceived need for and costs of employing a part time typographical/clerical assistant.

AGREED to recommend

- 78.1 that a typographical/clerical assistant be appointed at a salary equivalent to NJC spinal column point 4 for six hours per week, and

78.2 that dictation transcription unit at an estimated cost of £180.00 be purchased

79 ARTS FACILITY - ESTABLISHMENT OF TRUST

There was submitted a letter from the Council's Solicitors regarding the establishment of a trust to manage and promote arts within the parish.

AGREED to continue consideration for a report on the asset and financial position of the bequest by Mrs. M. Allison.

80 CARLISLE AREA TRANSPORT REVIEW

There was submitted a letter from Community, Economy and Environment, Cumbria County Council inviting the Council's views on the improvement of the local bus services.

AGREED to advise the County Council that the bus service no. , operating in Dacre Road, Brampton, was a popular and well used service and should be retained.

81 BRAMPTON CHAMBER OF TRADE - FUTURE AND REMIT

There was submitted a letter from the Brampton Chamber of Trade inviting the support and participation of the Parish Council in the Chamber's activities.

AGREED to indicate to the Chamber that the Parish Council wished

81.1 to affiliate to the Chamber;

81.2 to seek election of the Council's representative to the Chamber's management committee;

81.3 to have closer co-operation with the Chamber; and

81.4 to meet with a representative of the Chamber to discuss matters of mutual interest.

82 CHRISTMAS LIGHTS - SWITCHING ON CEREMONY

Consideration was given to the arrangements to be made for the ceremony for the switching on of the Christmas lights.

AGREED

82.1 to approve, in principle, similar arrangements as obtained in the previous year; and

82.2 to remit further consideration to the Parish Council for a report by the Chairman on detailed arrangements.

83 VACATION REMIT

There was submitted a report by the Clerk advising of the action taken during the vacation period in terms of the vacation remit.

NOTED that there had been no objection to the proposal to include the name "Ridley" in the name of the housing development to be constructed in Union Lane.

STANDING COMMITTEE REMITS

PROPERTY AND ENVIRONMENT COMMITTEE

The Committee shall be responsible for:-

1. The management, maintenance and improvement of all Council property.
2. The income, charges, etc. for the use of that property or services connected therewith.
3. The preparation of a budget.
4. The preparation of a programme of work.
5. The implementation of works within the approved programme.
6. Responsibility for equipment owned, leased or otherwise acquired by the Council, other than that within the remit of the Finance and General Purposes Committee.
7. Monitoring the condition of the footpath and bridleway network in the Parish
8. Establishing and protecting public footpaths and bridleways
9. Ensuring the maintenance of footpaths and bridleways (including signing) by the appropriate owner/authority.
10. Consideration of applications for planning consent and building warrant.
11. The formulation of proposals for the improvement of the Town Centre, its operation, amenity and appearance.
12. The quality of the Parish environment
13. Co-operation with other local authorities, landowners, etc., and other interested parties for the development and implementation of approved proposals.

The Committee shall have delegated to it:-

The power to make observations direct to the Planning Authority on any application referred to the Parish Council, where there is unanimity in the Committee's decision.

FINANCE AND GENERAL PURPOSES COMMITTEE

The Committee shall be responsible for:-

1. The preparation of a budget for the functions within its remit.
2. Initial consideration of the Council's overall budget and precept.
3. The monitoring of expenditure against the approved budget.
4. Investigation of funding and financing arrangements.
5. Manpower and other logistical matters, including equipment.
6. The review of income, charges, etc.
7. The review of the acquisition and disposal of assets.
8. The organisation of Council business and administration, Standing Orders and Committee Structure.
9. The promotion of Brampton as a tourist or other centre.
10. The provision and delivery of tourist information.
11. The oversight of the Council's finances.
12. Licensing matters.
13. Twinning matters.
14. All other matters not falling with the remit of the Property and Planning Committee or specifically reserved to the Parish Council.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 24th SEPTEMBER, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor J. D. Hendry
Councillor D. S. Moorat
Councillor Mrs. M. E. Smith

Councillor Mrs. S. D. Brown
Councillor D. F. Latimer
Councillor Mrs. S. R. Robinson
Councillor J. L. Tweddle

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor K. Wilkinson, Cumbria County Council

APOLOGIES FOR ABSENCE - Councillors Firth, Guy, Howard, Pattinson, Read-Bone and Waugh.

84 MINUTES

Minutes of the Meetings held on 30th July and 3rd September, 2002 were submitted.

APPROVED.

85 TOURISM INITIATIVES

Mr. J. Bell, Marketing and Tourism Manager, Carlisle City Council reported on

- ☞ the success of the current tourism season
- ☞ the receipt of additional funding to promote the region following the outbreak of foot and mouth disease
- ☞ the initiatives for the forthcoming tourism season including, the production of a new leaflet, a direct mailing campaign in the spring of 2003, an audio/visual tour for the Brampton area, a cycle trail, a Hadrian's Wall project with Brampton as the Cumbrian gateway and a pathways initiative.

NOTED the information.

86 LOCAL GOVERNMENT ACT 1972 – FILLING OF VACANCY

There was submitted an intimation from Mr. A. Sloan, Carrick's Yard, Main Street, Brampton of his interest in filling the vacancy on the Parish Council resulting from the death of former councillor R. A. Moffat.

AGREED, unanimously, to elect Mr. Sloan to the vacancy.

87 COMMITTEE REPORTS

There were submitted Minute of Meeting of

Planning and Environment Committee held on 10th September, 2002
Finance and General Purposes Committee held on 17th September, 2002

87.1 NOTED the Minutes.

87.2 APPROVED the recommendations for implementation.

87.3 NOTED that the Assent to the transfer of ownership of the property at 32/34 Main Street, Brampton had been signed by the Chairman and Vice-Chairman of the Parish Council.

88 COUNCIL ADMINISTRATION – COMMITTEE STRUCTURE

There was submitted a report by the Clerk regarding the membership and meeting scheme of the Standing Committees following the changes to the Committee Structure.

AGREED

88.1 that membership of the Standing Committees be as follows:-

Property and Environment Committee

Councillor S. D. Brown
Councillor D. F. Latimer
Councillor J. L. Tweddle
Councillor C. Ridley (*ex officio*)
Councillor D. S. Moorat (*ex officio*)

9 Members

Councillor P. J. Guy
Councillor S. R. Robinson
Councillor D. J. Waugh
Councillor M. Firth (*ex officio*)

Substitutes – Councillors Pattinson and Smith

Finance and General Purposes Committee

Councillor J. D. Hendry
Councillor D. S. Moorat (Chairman)
Councillor K. T. Read-Bone
Councillor M. E. Smith
Councillor M. Firth (*ex officio*)

9 Members

Councillor P. C. W. Howard (Vice-Chairman)
Councillor J. L. Pattinson
Councillor A. Sloan
Councillor C. Ridley (*ex officio*)

Substitutes – Councillors Guy and Brown

88.2 that, in normal circumstances, the meetings be held as follows:-

Property and Environment Committee	2nd Tuesday in the month
Finance and General Purposes Committee	3rd Tuesday in the month
Parish Council	last Tuesday in the month

89 OUTSIDE BODIES – APPOINTMENT OF REPRESENTATIVES

There was submitted a report by the Clerk on the appointment of representatives to the outside bodies on which the late Councillor Moffat had represented the Council.

AGREED to make the following appointments:-

Irthing Vale Wanderers Cricket Club	Councillor A. Sloan
Old Brewery Hall Management Committee	Councillor J. D. Hendry

90 CHRISTMAS LIGHTS – SWITCHING ON CEREMONY

There was submitted a report by the Chairman of the Finance and General Purposes Committee recommending draft arrangements for the Christmas Lights Switching on Ceremony.

AGREED

- 90.1 to approve the draft arrangements and to remit consideration of the details to the Finance and General Purposes Committee;
- 90.2 to approach the Brampton Infant School regarding the possibility of a pupil performing the switching on;
- 90.3 to make an application to the Brampton and District Neighbourhood Forum for grant towards the cost of purchasing replacement lights;
- 90.4 to hold the ceremony, if possible, on Friday, 22 November, 2002;
- 90.5 to request the assistance of the Longtown and Brampton Round Table with the provision of a person to play the part of Father Christmas; and
- 90.6 to invite Mr. J. Rimmer to again act as Town Crier.

91 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

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

91.1 THE LODGE, MILTON HALL, MILTON, BRAMPTON – Kitchen extension.

No comment.

91.2 THE LODGE, MILTON HALL, MILTON, BRAMPTON – Kitchen extension.

No comment.

91.3 GARTHOWEN, LANERCOST ROAD, BRAMPTON – Extension to provide living room, utility and shower room

No comment.

92 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.

92.1 APPROVED the expenditure of £9,904.12 detailed in the Appendix hereto.

92.2 NOTED the income of £13,912.99 detailed in the Appendix hereto

93 FINANCIAL ASSISTANCE

There was submitted an application for financial assistance from Brampton Community Association towards the costs of a Development Officer project.

AGREED to make a grant of £100.00.

94 BRAMPTON, ONTARIO, CANADA – FRIENDSHIP ARRANGEMENTS

There was submitted a letter from the Executive Director of Business Development and Public Relations, Corporation of the City of Brampton, Ontario, Canada advising of the celebration of the one hundred and fiftieth anniversary of its incorporation as a municipality in 2003 and proposing a visit by a delegation from the City Council to present the Parish Council with a ceremonial friendship package.

94.1 WELCOMED the proposals by the City Council;

94.2 AGREED

94.2.1 to host an informal reception for the delegation on the evening of 15th October, 2002; and

94.2.2 to reciprocate the proposal to present a friendship package.

95 TALKIN TARN COUNTRY PARK – FUTURE MANAGEMENT ARRANGEMENTS

Councillor Kevan Wilkinson spoke on the proposals by Cumbria County Council for the future management of the Talkin Tarn Country Park, indicating that these proposals were part of a review of service provision within the County Council and that no decision on these arrangements had yet been made.

NOTED the information.

96 FREEDOM OF INFORMATION ACT 2000 – PUBLICATION SCHEMES

There was submitted a letter from the Deputy Information Commissioner and extract from a Guidance and Methodology booklet published by the Commission advising of the requirement in terms of the Freedom of

Information Act 2000 for the Parish Council to publish a scheme detailing the arrangements for public access to its records.

NOTED that a draft Publication Scheme would be submitted to a future meeting for approval.

97 BRAMPTON CCTV – VISIT TO CONTROL ROOM

There was submitted a letter from the Leader of Carlisle City Council inviting members of the Parish Council to visit the Brampton CCTV Control Room.

AGREED to authorise attendance by those members who wished to participate in the visit.

98 REPRESENTATIVES' REPORTS

98.1 LEAGUE OF FRIENDS

NOTED a report by Councillor Robinson on a recent meeting of the Brampton War Memorial Hospital League of Friends.

99 COMMUNITY STRATEGY

There was submitted a letter from the Community Engagement Officer inviting Parish Council representation at a Community Strategy meeting to be held on 6th November, 2002.

AUTHORISED the attendance of the Chairman or her nominee.

EXPENDITURE TRANSACTIONS

Ledger Ref.	Amount	Payee	Details
126	28.44	Prontaprint	binding
127	396.30	S Hillary	wages
128	346.19	T Davidson	wages
129	399.26	S Hillary	wages
130	364.98	T Davidson	wages
131	674.30	W Garnes	salary
132	68.50	British Gas	gas supply
133	48.00	British Gas	gas supply
134	219.00	Carlisle City	rates
135	330.96	Eng Partnerships	workshop - rent & insurance
136	140.26	Eng Partnerships	brewery hall - rent & insurance
137	250.00	BRHS	office rent
138	28.23	Current a/c	bank charges
138	6.79	Wages a/c	bank charges
139	33.50	TXU Energi	electricity supply
140	18.78	Orange	mobile phone charges
141	10.58	Carruthers	timber
142	13.46	United Utilities	water supply
143	57.13	TXU Energi	electricity supply
144	19.00	Cumbria CC	
145	19.13	E & N Farrer	gravel
146	21.20	Playfields Assoc	subscription
147	192.00	CALC	subscription
148	10.99	CALC	subscription
149	66.03	United Utilities	water supply
150	366.89	S Hillary	wages
151	322.07	T Davidson	wages
152	366.87	S Hillary	wages
153	324.73	T Davidson	wages
154	674.30	W Garnes	salary
155	165.77	Carlisle City	rates
156	5.38	United Utilities	water supply
157	68.48	British Gas	gas supply
158	48.00	British Gas	gas supply
159	219.00	Carlisle City	rates
160	330.96	Eng Partnerships	workshop - rent & insurance
161	140.26	Eng Partnerships	brewery hall - rent & insurance
162	22.75	Current a/c	bank charges
163	0.36	Wages a/c	bank charges
164	19.43	Wages a/c	bank charges

INCOME TRANSACTIONS

Ledger Ref.	Amount	Debtor	Cost Centre
48	12,744.00	Carlisle CC	precept
49	4.00	I Robinson	Cemetery
50	15.00	Cats Protection	Moot Hall
51	232.00	I Robinson	Cemetery
52	4.00	I Robinson	Cemetery
53	289.99	Eng Partnerships	Workshop
54	434.00	Market Tolls	Market
55	15.00	Swim Pool Group	Moot Hall
56	5.00	F Finlay	Newsletter
57	40.00	Carnival Ctte	Moot Hall
58	15.00	Methodist Church	Moot Hall
59	15.00	Wilson Homes	Moot Hall
60	100.00	Howard Arms FC	Parks

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, 22nd OCTOBER 2002** at 7.30 p.m.

PRESENT

Councillor D. S. Moorat (in the Chair)
Councillor Mrs. M. Firth
Councillor K. T. Read-Bone
Councillor A. Sloan

Councillor P. C. W. Howard (Vice Chairman)
Councillor Mrs. J. L. Pattinson
Councillor Mrs. C. Ridley
Councillor Mrs. M. E. Smith

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillor Hendry

100 NEW COUNCILLOR

The Chairman welcomed Councillor Andrew Sloan to his first meeting of this Committee following his co-option

101 MINUTE

Minute of the Meeting held on 17th September, 2002 was submitted.

APPROVED.

102 MATTERS ARISING

102.1 ARTS FACILITY – ESTABLISHMENT OF TRUST

102.1.1 NOTED that the property at 32/34 Main Street, Brampton was now in the ownership of the Parish Council and that appropriate insurance cover had been arranged.

102.1.2 AGREED that valuations of the property and details of charges for professional services be obtained from Butterworths, Solicitors, Cumberland Building Society and First Move and that advice be sought on acceptable procedures.

103 AUDIT

There was submitted a report by the Internal Auditor on his audit of the Parish Council's activities for the period from 1st June to 31st August, 2002.

NOTED the report.

104 FINANCIAL POSITION

There was submitted a report by the Clerk detailing the current position with regard to income received and expenditure incurred to 30th September, 2002 compared to the budget, together with an indication of the anticipated income and expenditure at 31st March, 2003.

NOTED.

105 IMPREST

There was submitted a report by the Clerk advising of the income and expenditure which had occurred since the last meeting using the imprest system.

NOTED.

106 NATIONAL PAY AWARD 2002 AND 2003

There was submitted a report by the Clerk detailing the implications for this Council of the agreement reached by the National Joint Council for Local Government Services on rates of pay applicable in the current and forthcoming financial year.

106.1 NOTED that the following rates were payable:-

	With effect from 1/4/02	With effect from 1/10/02	With effect from 1/4/03
Clerk	£11,557.00	£11671.00	£12,079.00
Typist	n/a	£1,594.00	£1,667.00
Caretaker	£11,202.00	£11,310.00	£11,706.00
Assistant Caretaker	£10,209.00	£10,308.00	£10,668.00

106.2 APPROVED their implementation.

107 FINANCIAL ASSISTANCE

There was submitted an application for financial assistance from Cumbria Crimestoppers towards the costs of leaflet distribution.

AGREED to make no donation.

108 BUDGET 2003/04

There was submitted a report by the Clerk and draft budget for this Committee for the financial year 2003/04.

108.1 NOTED the report.

108.2 AGREED, following votes

108.2.1 to increase the provision for the Chairman's Allowance to £300;

108.2.2 to reduce the provision for financial assistance to £1,650 (Community Association to £650 and Miscellaneous to £1,000)

109 BUS SERVICES – BRAMPTON BUS PACKAGE

There was submitted a letter from the Countryside Agency regarding a proposal to continue the Brampton Bus Package Project for a trial period of a further two years and inviting the Parish Council to make a contribution thereto.

AGREED to make a contribution of £200.00 over the two year period.

110 RECREATION GROUND/CLAY DUBBS – PROPOSED NATURE RESERVE

There was submitted a letter from the East Cumbria Countryside Project detailing proposals and costs for the creation of a Nature Reserve at the Recreation Ground/ Clay Dubbs.

110.1 APPROVED the planting, landscaping and wildlife proposals.

110.2 AGREED to invite tenders for the various works from:-

East Cumbria Countryside Project, Warwick Bridge, Carlisle
Ian Kyle, Church View, Roweltown, Carlisle
Carlisle Works, Carlisle City Council, Bousteads Grassing, Carlisle

111 STAFFING – POST OF CLERK/AUDIO TYPIST – INTERVIEW ARRANGEMENTS

Consideration was given to the composition of a panel to undertake interviews for the post of Clerk/Audio Typist.

AGREED to authorise the Clerk, in consultation with the Chairman of the Parish Council, to interview and make an appropriate appointment.

112 CHRISTMAS LIGHTS – ERECTION

It was reported that because of the current uncertainty regarding the position of the Brampton Chamber of Trade, the arrangements for the erection of the Christmas Lights had not been finalised.

AGREED to seek

112.1.1 an urgent meeting with a representative of the Brampton Chamber of Trade to discuss arrangements;
and

112.1.2 the assistance of the City Council herein.

113 CHRISTMAS LIGHTS - SWITCHING ON CEREMONY

There was submitted a report by the Chairman recommending the detailed arrangements for the switching on of the Christmas lights.

APPROVED the proposals as submitted.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 29th OCTOBER, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor P. J. Guy
Councillor P. C. W. Howard
Councillor D. S. Moorat
Councillor K. T. Read-Bone
Councillor A. Sloan
Councillor J. L. Tweddle

Councillor Mrs. S. D. Brown
Councillor J. D. Hendry
Councillor D. F. Latimer
Councillor Mrs. J. L. Pattinson
Councillor Mrs. S. R. Robinson
Councillor Mrs. M. E. Smith

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor K. Wilkinson, Cumbria County Council

APOLOGIES FOR ABSENCE - Councillors Firth and Waugh

114 MINUTE

Minute of the Meeting held on 24th September, 2002 was submitted.

APPROVED.

115 MATTERS ARISING

115.1 BRAMPTON CCTV – VISIT TO CONTROL ROOM (Min. 97)

AGREED to authorise the attendance of Councillors Brown, Hendry, Moorat, Ridley, Robinson, Sloan and Smith on a visit to the CCTV Control Room at the Civic Centre, Carlisle.

116 COMMITTEE REPORTS

There were submitted Minute of Meeting of

Finance and General Purposes Committee held on 22nd October, 2002.

116.1 NOTED the Minutes.

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

117 FINANCE AND GENERAL PURPOSES COMMITTEE

117.1 RECREATION GROUND/CLAY DUBBS – PROPOSED NATURE RESERVE (Min. 110.2)

117.1.1 NOTED that Carlisle City Council would not wish to tender for the Creation of a Nature Reserve at the Recreation Ground/Clay Dubbs.

117.1.2 AGREED to suspend Standing Order No. 71 to allow the submission of tenders by only two contractors.

117.2 CHRISTMAS LIGHTS (Mins. 112 & 113)

117.2.1 NOTED that a number of the Christmas Lights cables had been condemned as being unsafe.

117.2.2 AGREED to suspend Standing Order No. 71 and to **AUTHORISE** the Clerk to purchase sufficient lighting cable, bulbs and accessories to allow the erection of the lights to be complete.

117.2.3 NOTED a report by the Chairman of the Finance and General Purposes Committee on the arrangements for the Switching On Ceremony

118 POLICE MATTERS – AREAS OF CONCERN AND INTEREST

P.C. Mike Crawley attended the meeting to advise on recent Police initiatives and discuss matters of concern and interest to the Parish Council.

NOTED the position regarding
police role in liquor licensing applications
action against HGV drivers failing to observe the restriction on use of Station Road
licensing requirements for the sale of alcohol and fireworks
the presence of community beat officers and their now possessing mobile telephones.

119 STREET LIGHTING – IMPROVEMENT OF LIGHTING IN TOWN CENTRE

Mr. Ian Harker, Capita db, spoke on the proposals for the replacement and upgrading of street lighting in the town centre, including the possibility of customising the lighting columns, mounting lights on buildings and improving the floodlighting of the Moot Hall.

NOTED

- 119.1 the extent of the funding agreed by the Cumbria County Council for the project;
- 119.2 the possibility of making provision for the fixing of Christmas lights;
- 119.3 that consultation would also be undertaken with the Brampton Preservation Trust on design, luminance, etc.; and
- 119.4 that design and style options would be provided for the Parish Council so that its views on suitable equipment could be ascertained.

120 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

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

120.1 COTEHILL FARM, BRAMPTON – Erection of livestock building.

No comment.

120.2 4 MANOR GARDENS, MAIN STREET, BRAMPTON – Proposed works to 2 trees subject to a tree preservation order.

Consent to fell the two beech trees should be refused on the following grounds:-

1. the trees are, so far as is known, healthy and not diseased;
2. there are, so far as is known, no tree health or public safety reasons for the works;
3. the trees were on site at the time of development design and construction and the potential problem, (the Parish Council does not believe there is a problem) must have been known and considered to be insignificant; and
4. to grant consent for mere cosmetic reasons will bring the Tree Preservation Order system into contempt.

The Parish Council is of the opinion that the garage should be resited rather than the trees felled.

120.3 ROSEWOOD HOUSE, STATION ROAD, BRAMPTON – 2 storey extension to provide utility room and bathroom with bedroom above.

No comment.

120.4 1-11 MAIN STREET, BRAMPTON – Demolition of existing garage and adjoining house and erection of new retail store and associated parking and service area.

the design of the corner stones on the new building should be the same as on the adjoining Oddfellows Arms public house

A condition should be imposed to prohibit the deposit and/or storage of pallets/trolleys, etc outside the building on the Main Street or Moatside frontages.

120.5 15 MILLFIELD, BRAMPTON – Erection of detached garage and stores.

No comment.

120.6 42 BECKRIGGS, BRAMPTON – 2 storey extension to provide garage and en suite bedroom at first floor

No comment.

120.7 12 DACRE ROAD, BRAMPTON – Extension to provide porch, dining room and external store with 1 bedroom and bathroom above.

No comment.

120.8 LAND AT PLOTS 7 & 8 OAK PARK, JOCK'S HILL, BRAMPTON – Erection of 2 dwellings

No comment.

121 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.

121.1 APPROVED the expenditure of £20,382.88 detailed in the Appendix hereto.

121.2 NOTED the income of £1,760.31 detailed in the Appendix hereto

122 COMMUNITY GRANTS

There was submitted a report by the Chairman advising of the funding sources available to the Parish Council to assist with the promotion and development of community projects.

122.1 NOTED the report.

122.2 AGREED to make application for assistance with the replacement of Christmas Lights.

123 REMEMBRANCE SUNDAY – PARISH COUNCIL PARTICIPATION

The Council considered the arrangements for the laying of a wreath on behalf of the Parish Council and the reading of a lesson at the official ceremony on Remembrance Sunday.

AGREED that Councillor Ridley read the lesson and Councillor Tweddle lay the wreath.

124 TREE PLANTING

There was submitted a letter from the owner of Dandy How, Station Road, Brampton outlining his proposals for tree planting at Dandy How and inviting the Parish Council's comments on the proposals.

AGREED

124.1 to welcome the tree planting proposals and express the Council's appreciation therefore;

124.2 to indicate that the Council had no preferences for the species to be planted; and

124.3 to meet with the owner to discuss the proposals.

125 MATTERS OF GENERAL PUBLIC CONCERN

There was submitted a letter from Mr. D. Moore drawing to the Parish Council's attention his concerns about litter in the town, grass cutting, public conveniences, vandalism and the erection of a youth shelter at Murray Park and the police presence in Brampton.

125.1 NOTED the comments and a report by the Clerk indicating that those matters which were the initial responsibility of other authorities had already been passed to those authorities for their attention.

125.2 AGREED

125.2.1 whilst not fully agreeing with the comments relating to litter and street sweeping, to refer discussion of the provision of litter bins in the town centre to a future meeting of the Finance and General Purposes Committee;

125.2.2 to recognise the assistance of the owner of the Spar supermarkets in litter prevention by providing litterbins adjacent to the shops;

125.2.3 to request Carlisle City Council to give urgent attention to the repair and future maintenance of the public conveniences;

125.2.4 to have regard to the comments regarding grass cutting and Murray Park when next considering these matters.

126 R. A. MOFFAT – LEGACY TO THE PARISH COUNCIL

There was submitted a letter from Cartmell Shepherd, Solicitors, advising of a legacy by the late R. Alf Moffat bequeathing to the Parish Council the Dandy footpath and grass cutting equipment.

AGREED

126.1 to accept with pleasure the legacy;

126.2 to convey to Mrs. N. Moffat the Council appreciation of the generosity of her late husband; and

126.3 to approach the Probation Service with a view to promoting a Community service project to enhance the footpath.

127 BRAMPTON, ONTARIO, CANADA – FRIENDSHIP AGREEMENT

The Chairman reported on an informal reception which had taken place earlier in the month for a delegation from Brampton, Ontario, Canada at which gifts and Friendship Agreements had been exchanged and displayed the Friendship Certificate from The Corporation of the City of Brampton and the plaque.

AGREED

127.1 to accept, formally, on behalf of the parish of Brampton the Friendship Certificate and plaque;

127.2 to display these items in the ground floor of the Moot Hall, Market Place, Brampton, subject to appropriate security arrangements; and

127.3 to write to the Corporation expressing this Council's appreciation of the presentations and good wishes for the success of its anniversary celebrations.

128 REPRESENTATIVES' REPORTS

128.1 CARLISLE PARISH COUNCILS' ASSOCIATION

NOTED a report by Councillor Read-Bone on a meeting of the Carlisle Parish Council's Association held on 7th October, 2002.

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

129 VISIT TO RAF SPADEADAM

The chairman made reference to the invitation from RAF Spadeadam to attend a presentation at the Station and the need to co-ordinate travel arrangements.

AGREED to approach the Brampton Community Association regarding the use of its minibus for the event.

EXPENDITURE TRANSACTIONS

Amount	Payee	Details
9.50	TXU Energi	electricity supply
84.70	BT	phone charges
20.41	United Utilities	water supply
616.72	Iveco Finance	van
19.87	Orange	phone charges
27.64	Cannon Hygiene	Moot Hall supplies
15.00	Nags Head Hotel	Hospitality
25.00	Flower Power	Flowers
241.76	S C Shipley	fuel, oil
8.67	ABW Hardware	tools, materials
17.98	Staples	office sundries
261.40	Canon UK	photocopier charges
9,690.30	Sovereign	play equipment
50.76	Carruthers	timber
23.07	C Ridley	expenses
20.00	CALC	seminar fees
592.89	Cumbria CC	superannuation
22.02	United Utilities	water supply
369.84	S Hillary	wages
324.74	T Davidson	wages
369.84	S Hillary	wages
327.43	T Davidson	wages
322.06	T Davidson	wages
674.30	W Garnes	salary
68.50	British Gas	gas supply
48.00	British Gas	gas supply
219.00	Carlisle City	rates
151.00	Carlisle City	rates
330.96	Eng Partnerships	workshop - rent & insurance
140.26	Eng Partnerships	brewery hall - rent & insurance
21.93	Current a/c	bank charges
0.17	Wages a/c	bank charges
18.79	Wages a/c	bank charges
616.72	Iveco Finance	van
9.50	TXU Energi	electricity supply
330.96	Eng Partnerships	workshop - rent & insurance
140.26	Eng Partnerships	brewery hall - rent & insurance
19.54	Orange	phone charges
25.00	C Ridley	Brampton gift
69.98	PC World	PC Equipment & discs
200.00	Petty Cash	petty cash
296.45	Cumbria CC	superannuation
2,613.68	Inland Revenue	tax/NIC
14.11	Playdale	play equipment
18.00	Scotia Framing	Brampton gift
39.00	Carlisle City	rates
8.20	United Utilities	water supply
54.75	White Lion Hotel	Brampton hospitality

Amount	Payee	Details
47.50	Carlisle City	planning fee
350.00	First Response	grant
145.00	Laurel House	grant
100.00	WRVS	grant
207.20	CEF	Christmas lights
5.00	CALC	seminar fee
7.50	Carlisle City	planning fee

INCOME TRANSACTIONS

Amount	Debtor	Cost Centre
204.88	Business Reserve	bank interest
5.43	Business Premium	bank interest
359.00	Market Tolls	Market
150.00	Market Tolls	Market
31.00	Beattie & Co	Cemetery
20.00	First Response	Moot Hall
31.00	F W Bull	Cemetery
18.00	Thoroclean	Newsletter
309.00	Market Tolls	Market
15.00	Stroke Club	Moot Hall
15.00	Garden Club	Moot Hall
146.00	Tuddenhams	Cemetery
6.00	S Stewart	Newsletter
450.00	R Forster	sundry

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 5th NOVEMBER, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. S. R. Robinson (in the Chair)
Councillor P. J. Guy
Councillor D. S. Moorat
Councillor D. J. Waugh

Councillor Mrs. S. D. Brown
Councillor D. F. Latimer
Councillor Mrs. C. Ridley

ALSO PRESENT

For Brampton Preservation Trust:-
Mr. R. N. Allan
Mr. G. Purdy

Mr. T. Brown

IN ATTENDANCE – Clerk

Mr. P. Messenger, Conservation Officer, Carlisle City Council

APOLOGIES FOR ABSENCE - Councillors Firth and Tweddle

130 CHAIRMAN

AGREED, in the absence of the Committee Chairman and Vice-Chairman, that Councillor Ridley take the Chair until the election of a Chairman of the Committee.

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

131 ELECTION OF CHAIRMAN

Councillor Ridley, seconded by Councillor Moorat moved that Councillor Firth be elected Chairman of this Committee.

AGREED, unanimously, to the appointment of Councillor Firth as Chairman of the Property and Environment Committee.

132 ELECTION OF VICE-CHAIRMAN

Councillor Latimer, seconded by Councillor Brown moved that Councillor Robinson be elected Vice-Chairman of this Committee.

AGREED, unanimously, to the appointment of Councillor Robinson as Vice-Chairman of the Property and Environment Committee.

N.B. Following the election of the Committee's office bearers and in the absence of its Chairman, Councillor Robinson took the Chair.

133 BRAMPTON CONSERVATION AREA REVIEW

Mr. Peter Messenger, Conservation Officer, Carlisle City Council outlined the proposed procedure for public consultation on the review of the area of the Brampton Conservation Area and the powers available for the control of development therein, including the further protection of trees and unlisted historic buildings, the enhancement of the area by local initiatives and the possibility of the removal of development rights in respect of specific buildings. He also explained the proposals for a public exhibition in Brampton to indicate the options for the extension or reduction of the existing Conservation Area, the provision of guidance on enhancement of the area, the provision of protection for unlisted buildings and their implications and to invite the comments of the public thereon by the use of a questionnaire/response sheet.

Mr. Allan of the Brampton Preservation Trust, indicated that it would advise the Planning Department of the City Council of its views so that these might be incorporated into the exhibition and requested that it be permitted to publicise the Trust, its objectives and work there.

AGREED

- 133.1 that the exhibition be held in the ground floor of the Moot Hall, Market Place, for a period of approximately two days in late January/early February 2003;
- 133.2 that the exhibition be advertised in the Parish Council's Newsletter;
- 133.3 that the Trust be invited to participate in the exhibition by publicising its existence and work; and
- 133.4 that representatives of the Trust be invited to attend the meeting of the Parish Council to be held on 26th November, 2002 to discuss which, if any, comments should be sent to the Planning Authority prior to the exhibition for inclusion therein.

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 12th NOVEMBER, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. M. Firth (in the Chair)
Councillor D. F. Latimer
Councillor Mrs. C. Ridley

Councillor Mrs. S. D. Brown
Councillor D. S. Moorat
Councillor J. L. Tweddle

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Robinson and Waugh.

134 MINUTES

Minutes of the Meetings of the following Committees were submitted:-

Property and Rights of Way Committee held on 7th May, 2002
Planning and Environment Committee held on 10th September, 2002
Property and Environment Committee held on 5th November, 2002

APPROVED.

135 TOWN AND COUNTRY PLANNING – APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the Planning Authority of the Parish council's comments as follows:-

135.1 LAND ADJACENT TO GREENLEA, GREENFIELD LANE, BRAMPTON – Erection of two semi-detached dwellings.

new buildings should be in keeping with Greenlea.

136 KING GEORGE V PLAYING FIELD – PLAY EQUIPMENT – AERIAL RUNWAY

There was submitted an estimate for the repair of the aerial runway at the King George V Playing Field from Playdale Playgrounds in the sum of £379.00 exclusive of VAT.

AGREED to instruct Playdale Playgrounds to undertake the necessary works .

137 REVIEW OF CHARGES

There was submitted a report by the Clerk advising of the current charges made for the use of the Moot Hall, the market and burial ground services and recommending levels for the forthcoming financial year.

AGREED

137.1 to retain the current standard charges for the Moot Hall;

137.2 to retain the current Market Tolls;

137.3 to amend the fees for the right to erect a memorial to a single fee regardless of the size of the memorial (but subject still to the maximum sizes specified by the Parish Council); and

137.4 to increase the burial ground fees by approximately 20% as indicated in the Appendix hereto.

138 BUDGET 2003/04

There was submitted a report by Clerk on provisional estimates of income and expenditure for the financial year 2003/04.

138.1 NOTED the report.

138.2 NOTED the possibility that savings may have to be made to the estimated expenditure.

138.3 NOTED estimated income of £14,225.00 and estimated expenditure of £28,020.00

138.4 AGREED to approve the budget as submitted,

139 UNIT 5 (BREWERY HALL), THE OLD BREWERY, CRAW HALL, BRAMPTON – MANAGEMENT ARRANGEMENTS

There was submitted a report by Clerk advising that since the death of former Councillor R. A. Moffat, arrangements for the maintenance and management of Unit 5 (Brewery Hall), The Old Brewery, Craw Hall, Brampton were in abeyance, the Clerk to the Parish Council acting in a caretaker capacity until new arrangements could be implemented.

139.1 NOTED the position and current arrangements.

139.2 AUTHORISED the Clerk to call a meeting of representatives of the Brampton & District Silver Band, the Brampton Scouts and Guides and the Parish Council's appointees to the Management Committee.

140 MARKET PLACE, BRAMPTON – RATING

There was submitted a letter from United Utilities advising of the new policy for assessing rateable values for various properties including the Market Place.

NOTED the policy and that the assessed rateable value of the Market Place for surface water and highways drainage charges was RV155.

141 MARKET PLACE, BRAMPTON – FARMERS' MARKET – PARKING

There was submitted a letter from Miss C. Hillary, 27 Market Place, Brampton regarding perceived problems with parking arising from the holding of a Farmers' Market in the Market Place on 21st December, 2002.

141.1 NOTED the comments.

141.2 AGREED

141.2.1 that an approach be made to the Belted Will Masonic Lodge regarding the possible use of its car park on Craw Hall for public parking on that day only.

141.2.2 that concerns regarding the presence of traffic wardens in Brampton be raised with Carlisle City Council.

142 NOTIFICATION OF DECISIONS

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

NOTED the decisions as follows:-

Location	Proposal	Decision
Brampton Junior School, Sawmill Lane	Change of use of grass play area into multi-use play area	Granted
Park Barns, Ruleholme	Extension over existing utility room to provide playroom	Granted subject to conditions regarding harmonisation with existing building, safeguarding environmental amenity and ensuring satisfactory development.
37 Greencroft	2 storey extension to provide garage, WC, morning room, bedroom and en suite	Granted subject to conditions regarding harmonisation with existing building and protection of privacy and amenity of proximate resident
17 High Cross Street	Change of use from residential flat to office	Granted.

Location	Proposal	Decision
Ravens Burn, Lanercost Road	Extension to provide porch	Granted subject to conditions regarding harmonisation with existing building.
The Video Shop, Beck Lane	Change of use from video shop to taxi office	Granted subject to conditions regarding use of premises and prevention of disturbance
6 The Grove, Gelt Road	2 storey extension to side of dwelling with provision for garage/utility room/WC, 1st floor store and 2 bedrooms	Granted subject to conditions regarding harmonisation with existing building.

APPENDIX

EFFECTIVE FROM 1ST APRIL, 2003 UNTIL 31ST MARCH, 2004 OR FURTHER NOTICE

Purchase of exclusive right of burial	
in the graves section (Sections A & B)	£120.00
in the cremated remains section (Section C)	£60.00

Burials - coffins	Monday to Friday	Saturday	Sunday or Public Holiday
1st burial in new grave for child under 5 years of age	£30.00	£45.00	£60.00
1st burial in new grave for child 5 to 15 years of age inclusive	£50.00	£75.00	£100.00
1st burial in new grave for adult (16 years of age and over) resident in parish at time of death	£160.00	£240.00	£320.00
1st burial in new grave for adult (16 years of age and over) not resident in parish at time of death	£190.00	£290.00	£380.00
2nd and subsequent burials in grave for child under 5 years of age	£15.00	£22.00	£30.00
2nd and subsequent burials in grave for child 5 to 15 years of age inclusive	£38.00	£57.00	£76.00
2nd and subsequent burials in grave for adult (16 years of age and over) resident in parish at time of death	£145.00	£220.00	£290.00
2nd and subsequent burials in grave for adult (16 years of age and over) not resident in parish at time of death	£180.00	£270.00	£360.00
Burials - cremated remains			
1st burial of cremated remains of resident of parish at time of death	£45.00	£68.00	£74.00
1st burial of cremated remains of non resident of parish at time of death	£52.00	£78.00	£104.00
2nd and subsequent burials of cremated remains of resident of parish at time of death	£30.00	£45.00	£60.00
2nd and subsequent burials of cremated remains of non resident of parish at time of death	£36.00	£54.00	£72.00

Memorials and Inscriptions	
right to erect a memorial	£38.00
right to have an additional inscription on an existing memorial	£5.00

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, 19th NOVEMBER, 2002** at 7.30 p.m.

PRESENT

Councillor D. S. Moorat (in the Chair)
Councillor J. D. Hendry
Councillor Mrs. C. Ridley
Councillor Mrs. M. E. Smith

Councillor Mrs. M. Firth
Councillor K. T. Read-Bone
Councillor A. Sloan

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Howard and Pattinson

143 MINUTE

Minute of the Meeting held on 22nd October, 2002 was submitted.

APPROVED.

144 MATTERS ARISING

144.1 ARTS FACILITY – ESTABLISHMENT OF TRUST (Min. 102.1.2)

NOTED that only two of the Estate Agencies approached were in a position to provide valuations and professional services for the proposed sale of the property at 32/34 Main Street, Brampton.

144.2 STAFFING – POST OF CLERK/AUDIO TYPIST – INTERVIEW ARRANGEMENTS

NOTED the position with regard to the advertising of the vacancy for a Clerk/Audio typist and the response to date.

144.3 CHRISTMAS LIGHTS – SWITCHING ON CEREMONY

NOTED

145.3.1 that the cost of purchasing replacement Christmas lights was £1,212.30; and

145.3.2 that all arrangements for the switching on ceremony were in place

145 FINANCIAL POSITION

There was submitted a report by the Clerk detailing the current position with regard to income received and expenditure incurred to 31st October, 2002 compared to the budget together with an indication of the anticipated income and expenditure at 31st March, 2003.

NOTED.

146 IMPREST

There was submitted a report by the Clerk advising of the income and expenditure which had occurred since the last meeting using the imprest system.

NOTED.

147 COUNCIL TAX 2003/04 – PARISH PRECEPTS

There was submitted a letter from the City Treasurer, Carlisle City Council and note by the Clerk advising respectively of the approximate tax base for the parish and the implications of various levels of precept.

NOTED the information.

148 BUDGET 2003/04

There were submitted a report by the Clerk and draft budget for the financial year 2003/04 advising of the amendments to this Committee's draft budget previously approved, recommending approval of the amended budget, advising of the recommendations of the Property and Environment Committee with regard to its budget and recommending approval of the overall budget for the Parish Council.

148.1 NOTED the amended budget.

148.2 APPROVED

148.2.1 this Committee's budget as submitted;

148.2.2 for its interest as financial monitor, the budget approved by the Property and Environment Committee; and

148.2.3 the overall budget for the Parish Council subject to the increase of expenditure on audit fees by £200.00.

148.3 NOTED that the precept had remained at £51,500.00 for the last 3 financial years.

148.4 AGREED, unanimously, to recommend to the Parish Council that the precept for the financial year 2003/04 be increased to £56,680.00, equivalent to an annual increase on a Band D property of £3.48.

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

149 PARISH NEWSLETTER – WORK TO TREES SUBJECT TO A TREE PRESERVATION ORDER

It was reported that following publication of the Parish Council's November Newsletter containing an article on the Council's comments on an application for consent to fell two trees which were the subject of a Tree Preservation Order, the applicant had received a threatening letter.

149.1 NOTED the circumstances regarding the Council's comments on the application.

149.2 AUTHORISED the Clerk to clarify the Council's position.

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

150 RECREATION GROUND/CLAY DUBBS – NATURE RESERVE

There was submitted a report by the Clerk advising that only one tender for the works had been received by the appointed time for the delivery of tenders for the works to create a Nature Reserve at the Recreation Ground/Clay Dubbs together with a letter from the owners of Rose Cottage which adjoined the area regarding the tree planting proposals and requesting that the proposed planting area adjacent to their property be reduced in size and confined to the area to the north of their property.

AGREED

150.1 to approve the request by the adjoining owners for the planting area adjacent to their property to be reduced in size and relocated to the north; and

150.2 to accept the tender from the East Cumbria Countryside Project in the sum of £2,827.50 subject to adjustment in the light of the foregoing decision.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 26th NOVEMBER, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor Mrs. S. D. Brown
Councillor P. C. W. Howard
Councillor D. S. Moorat
Councillor Mrs. S. R. Robinson
Councillor Mrs. M. E. Smith
Councillor D. J. Waugh

Councillor Mrs. M. Firth (Vice Chairman)
Councillor J. D. Hendry
Councillor D. F. Latimer
Councillor Mrs. J. L. Pattinson
Councillor A. Sloan
Councillor J. L. Tweddle

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor K. Wilkinson, Cumbria County Council

APOLOGIES FOR ABSENCE - Councillor Read-Bone

151 BRAMPTON CONSERVATION AREA REVIEW – PROPOSED EXHIBITION

The Council welcomed Messrs. R. N. Allan and G. Purdy from Brampton Conservation Trust to the meeting and invited them to indicate the Trust's comments on the proposed exhibition on the review of the Conservation Area. Members also expressed their views on the content thereof.

AGREED

- 151.1 to support the Trust's comments regarding
- ☛ the inclusion of extensions to the existing area, the trust having no further extensions to suggest,
 - ☛ the importance of trees in the character of the town and the desire to include more tree areas in the Conservation Area or promote further Tree Preservation Orders,
 - ☛ the perceived failure of control of the existing Conservation Area and Tree Preservation Orders,
 - ☛ the provision of guidance on the enhancement of the Area and the extension of the policies to open spaces;
- 151.2 to recommend the inclusion of photographs of the former appearance of the area to allow informed judgement of the benefit of the proposals; and
- 151.3 to recommend the illumination of significant buildings

152 MINUTE

Minute of the Meeting held on 29th October, 2002 was submitted.

APPROVED.

153 LOCAL GOVERNMENT ACT 1972 – RESIGNATION

It was reported that Mr. P. J. Guy had resigned from the Parish Council and that the statutory by-election advertisement had been published.

153.1 NOTED the report.

153.2 HOMOLOGATED the publication of the statutory advertisement.

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

153.4 AGREED to appoint Mrs. M. Smith to the vacancy on the Property and Environment Committee and to appoint the new member to resulting vacancy on the Finance and General Purposes Committee.

154 MATTERS ARISING

154.1 VISIT TO RAF SPADEADAM (Min. 129)

AGREED to express the Council's appreciation to the RAF Spadeadam for the recent presentation attended by members of the Council.

155 COMMITTEE REPORTS

There were submitted Minute of Meeting of

Property and Environment Committee held on 5th November, 2002

Property and Environment Committee held on 12th November, 2002

Finance and General Purposes Committee held on 19th November, 2002

155.1 NOTED the Minutes.

155.2 APPROVED the recommendations for implementation.

156 PROPERTY AND ENVIRONMENT COMMITTEE

156.1 MARKET PLACE, BRAMPTON - FARMERS' MARKET – PARKING (Min. 141)

NOTED that the Belted Will Masonic Lodge had been unable to accede to the Parish Council's request to allow the use of its car park on Craw Hall for public parking on 21st December, 2002.

157 FINANCE AND GENERAL PURPOSES COMMITTEE

157.1 CHRISTMAS LIGHTS – SWITCHING ON CEREMONY (Min. 144.3)

AGREED to express the Council's appreciation for the assistance of volunteers from the public and the Parish Council and the Council's Caretakers in the replacement and erection of the lights and at the switching on ceremony.

N.B. Councillor Hendry expressed an interest the immediately following item and left the meeting during the discussion thereof.

158 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

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

158.1 3 ASH LEA, BRAMPTON – Alteration of garage to form dwelling

objection on the grounds of:-

- ☛ likely damage to boundary trees
- ☛ loss of amenity for residents of the scheme
- ☛ inappropriate development
- ☛ loss of privacy

opposition to the principle of allowing the conversion of detached garages into separate dwelling units.

158.2 8 ST MARTINS CLOSE, BRAMPTON – Ground floor front and rear extension to provide bedroom

No comment.

159 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.

159.1 APPROVED the expenditure of £15,112.21 detailed in the Appendix hereto.

159.2 NOTED the income of £10,641.3 detailed in the Appendix hereto

160 BUDGET 2003/04 – PROVISIONAL ESTIMATES

There was submitted a report by the Clerk

AGREED, following votes,

160.1 to increase the provisional expenditure by £1,000 in respect of contributions towards the CCTV scheme in Brampton to £90,385.00;

160.2 to make further savings of £200 to be identified by the Clerk; and

160.2 otherwise to approve the Budget, as submitted.

161 PRECEPT 2003/04

The Council considered the level of precept to be levied for the forthcoming financial year.

AGREED, following a vote, to approve a precept of £56,680.

162 ST MARTINS ASSOCIATION OF RESIDENTS AND TENANTS – TENANT MANAGEMENT ORGANISATION - ASSISTANCE WITH BALLOT AND COUNT

There was submitted a request from SMART for assistance from members of the Council and the Clerk in the collection of votes and the count thereof in connection with the formation of a Tenant Management Organisation.

AGREED to assist as requested, authorising Councillors Latimer and Pattinson to assist with the collection of voting papers.

163 THE STANDARDS BOARD FOR ENGLAND – ROADSHOW

There was submitted a letter from the Chairman of the Standards Boards for England inviting members to attend a meeting to discuss the effects of the Code of Conduct.

AGREED to take no action herein.

164 REPRESENTATIVES' REPORTS

164.1 CUMBRIAN WOMAN OF THE YEAR 2002

NOTED a report by Councillor Pattinson on the nomination of Mrs. A. Laird, Unity Farm for the Cumbrian Woman of the Year award.

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

165 POST BOX AT UNION LANE

There was submitted a copy of a letter from the users of the Ella Thomson Centre to the Post Office for the provision of a post box on Union Lane adjacent to the Centre.

AGREED to support the request.

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

There was submitted a report by the Clerk on the quotations received for acting on behalf of the Parish Council in the sale of the premises at 32/34 Main Street, Brampton.

AGREED, having heard Councillor K. Wilkinson, to appoint Your Move to act for the Parish Council in the sale of the property, a the sole agent at a rate of 1.2% of the sale price.

APPENDIX**EXPENDITURE TRANSACTIONS**

Ledger Ref.	Amount	Payee	Details
	23.00	Carlisle City	books
	516.51	S Hillary	wages
	389.02	S Hillary	wages
	466.98	T Davidson	wages
	795.84	W Garnes	salary
	68.50	British Gas	gas supply
	48.00	British Gas	gas supply
	198.00	Carlisle City	rates
	151.00	Carlisle City	rates
	250.00	BRHS	office rent
	14.97	Current a/c	bank charges
	6.15	Wages a/c	bank charges
	616.66	Iveco Finance	van
	9.50	TXU Energi	electricity supply
	21.91	Orange	mobile phone charges
	1,015.31	Turnock	Christmas lights
	82.25	T I Armstrong	tree works
	466.00	R Forster	machine repairs
	222.32	John Pieri	insurance
	60.00	C H Toth	catering
	77.76	Staples	office sundries
	46.99	WCF	weedkiller
	126.25	United Utilities	water supply
	89.00	Carlisle City	rates
	2,932.80	Cumbria CC	grass cutting
	111.54	Sands Garage	fuel, oil
	65.12	Chandlers	cleaning materials, sacks
	42.34	TXU Energi	electricity supply
	190.21	W Ridley & Sons	Moot Hall repair
	305.64	Cumbria CC	superannuation
	409.13	Turnock	Christmas lights
	50.00	Fruits n Roots	flower bulbs
	200.00	W Craig	grass rolling
	28.00	Struts	costume hire
	5,000.00	Barclays Bank	play equipment
	15.51	Prontaprint	binding

INCOME TRANSACTIONS

Ledger Ref.	Amount	Debtor	Cost Centre
	359.00	Market Tolls	Market
	18.00	Tarn Road Nurseries	Newsletter
	15.00	Oxfam	Moot Hall
	15.00	Fair Trade Group	Moot Hall
	6.00	Conservative Club	Newsletter
	60.00	Howarth	Moot Hall
	15.00	Garden Club	Moot Hall
	150.00	Market Tolls	Market
	31.00	I Robinson	Cemetery
	4.00	Beattie & Co	Cemetery
	124.00	I Robinson	Cemetery
	15.00	Wilson Homes	Moot Hall
	15.00	Fair Trade Group	Moot Hall
	12.00	Conservative Club	Newsletter
	12.00	K France	Newsletter
	100.00	T Mercer	Cemetery
	9,690.30	Cancelled cheque	Parks

MINUTE of the Special Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 10th DECEMBER, 2002** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor J. D. Hendry
Councillor D. F. Latimer
Councillor K. T. Read-Bone
Councillor A. Sloan
Councillor J. L. Tweddle

Councillor Mrs. M. Firth (Vice Chairman)
Councillor P. C. W. Howard
Councillor D. S. Moorat
Councillor Mrs. S. R. Robinson
Councillor Mrs. M. E. Smith
Councillor D. J. Waugh

IN ATTENDANCE – Clerk

APOLOGIES FOR ABSENCE - Councillors Brown and Pattinson

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

167 RESIGNATION OF CLERK

It was reported that the Clerk to the Parish Council had tendered his resignation with effect on 9th March 2003.

167.1 NOTED the resignation.

167.2 AUTHORISED, following a vote, advertisement of the vacancy in the Cumberland News.

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

168 WORK PROGRAMME

There was submitted a report by the Clerk

168.1 NOTED the offer of grant from the Brampton Neighbourhood Forum towards the cost of providing a Youth Shelter at Murray Park.

168.2 AGREED to postpone the December meeting of the Parish Council to 7th January, 2003 and to hold a meeting of the Finance and General Purposes Committee on 17th December, 2002.

168.3 APPROVED the revised work programme for the current year.

MINUTE of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 17th DECEMBER, 2002** at 7.30 p.m.

PRESENT

Councillor D. S. Moorat (in the Chair)
 Councillor Mrs. M. Firth
 Councillor Mrs. J. L. Pattinson
 Councillor Mrs. C. Ridley

Councillor P. C. W. Howard (Vice Chairman)
 Councillor J. D. Hendry
 Councillor K. T. Read-Bone
 Councillor A. Sloan

IN ATTENDANCE - Clerk

169 MINUTE

Minute of the Meeting held on 19th November, 2002 was submitted.

APPROVED.

N.B. Councillor Howard joined the meeting before discussion of the following item.

170 FREEDOM OF INFORMATION ACT 2000 – PUBLICATION SCHEME

There was submitted a draft Publication Scheme in terms of the Freedom of Information Act 2000 detailing the arrangements for allowing and encouraging public access to the Council’s documents and papers and specifying the documents and papers to which the Scheme referred.

APPROVED the Scheme.

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

171 BRAMPTON TOWN CENTRE – ENVIRONMENTAL ENHANCEMENT

There was submitted a letter from CAPITA dbs inviting the Council’s comments on the proposals for the undertaking of environmental enhancements in the town centre.

AGREED to respond, as a Committee, as follows:-

Proposed Works identified in CAPITA dbs letter	Committee Response
Signalised pedestrian crossing on Main Street, west of Falkins Hill. (loss of 2 parking spaces)	The Committee is opposed to the proposal as it will result in the loss of parking spaces which are at a premium in Brampton. The proposed Puffin Crossing should replace the existing Zebra Crossing on or about the same site. The likely development of a large retail outlet on the site of the former Shipley’s garage suggests that a crossing to the east of High Cross Street will be better used.
Signalised pedestrian crossing on Carlisle Road adjacent to Police Station	The Committee fully supports this proposal
Removal of the Doctors’ bays outside the surgery and displacement to the Central Car Park	The Committee opposes this proposal most strongly. The area should be enhanced but the reserved parking facility for the doctors should remain
Improved footway, width and surface through High Cross Street	The pavements should be of a construction able to withstand HGVs making deliveries and should be sensitive to the area. The Committee objects to the proposal to lose the parking spaces at the “Daisy Chain” shop.
Improved footway surface on the south side of Front Street between Gelt Road and High Cross Street and around Market Place	The Committee fully supports this proposal

Proposed Works identified in CAPITA dbs letter	Committee Response
One way system in Market Place	The Committee fully supports this proposal but objects to the proposed reduction in parking spaces on the cobbled area around the Moot Hall.
One way system on access road next to Post Office	The Committee fully supports this proposal
Falkins Hill to be block paved to improve the pedestrian route from Union Lane car park to town centre	The Committee has no comments.
Improved street lighting throughout Brampton	The Committee supports the proposal.

ADDITIONAL PROPOSALS	
Main Street	Consideration should be given to ☞ introducing speed control/restriction/ reminders, although the Committee appreciates that the provision of Puffin Crossings are likely to have a calming effect ☞ introducing a weight/HGV restriction except for access because of the increased housing provision to the North of the street and the consequent increase of pedestrian and vehicular traffic crossing to the south side.
Telephone kiosks in Front Street	The kiosks should be relocated outwith the car parking area and a review of the need for 2 kiosks should be undertaken
On street parking in Front Street	Further parking spaces could be created on Front Street if the bus stop at the Co-operative supermarket was relocated and the existing provision in front of Barclays Bank extended to the west. A complete review of the parking provision on Front Street should be undertaken
<i>CITY COUNCIL RESPONSIBILITIES</i>	
General parking provision	As the availability of town centre parking spaces is considered essential to the economic well being of the town, the possibility of providing additional new car parking areas nearby should be undertaken and the improvement of lighting in car parks should be considered.
Town centre public conveniences	The existing conveniences are perceived to be detrimental to the amenity of the area due to vandalism, etc. and consideration should be given to their enhancement including the provision of vandal resistant fittings.

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

172 FINANCIAL POSITION

There was submitted a report on the current financial position of the Parish Council and the current work programme.

172.1 NOTED the position.

172.2 AGREED to recommend that the Parish Council consider making application for borrowing consent in respect of the play equipment at Murray Park.

172.3 AGREED to delay progress on the work programme to allow a review thereof.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 7th JANUARY, 2003** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor S. D. Brown
Councillor P. C. W. Howard
Councillor Mrs. J. L. Pattinson
Councillor S. M. Ritchie
Councillor A. Sloan
Councillor J. L. Tweddle

Councillor Mrs. M. Firth (Vice Chairman)
Councillor J. D. Hendry
Councillor D. F. Latimer
Councillor K. T. Read-Bone
Councillor Mrs. S. R. Robinson
Councillor Mrs. M. E. Smith

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor K. Wilkinson, Cumbria County Council

APOLOGIES FOR ABSENCE - Councillor Moorat.

173 MINUTE

Minutes of the Meetings held on 26th November and 10th December, 2002 were submitted.

APPROVED.

174 COMMITTEE REPORTS

There were submitted Minute of Meeting of

Finance and General Purposes Committee held on 17th December, 2002

174.1 NOTED the Minutes.

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

175 FINANCE AND GENERAL PURPOSES COMMITTEE

175.1 FREEDOM OF INFORMATION ACT 2000 – PUBLICATION SCHEME (Min. 170)

HOMOLOGATED approval of the Publication Scheme by the Committee.

175.2 BRAMPTON TOWN CENTRE – ENVIRONMENTAL ENHANCEMENT (Min. 171)

175.2.1 NOTED a report by Councillor Pattinson that BT proposed to remove both telephone kiosks from their location in Front Street.

175.2.2 AGREED to request that 1 public telephone facility remain in the town centre.

N.B. Councillor Howard joined the meeting immediately before discussion of the next item.

176 LOCAL GOVERNMENT ACT 1972 – FILLING OF VACANCY

There were submitted an intimations from Mr. R. N. Allan and Mrs. S. M. Ritchie of their interest in filling the vacancy on the Parish Council resulting from the resignation of former councillor P. J. Guy.

AGREED

176.1 to fill the vacancy caused by Mr. Guy's resignation by secret ballot; and

176.2 following a vote, to elect Mrs. Ritchie to the vacancy.

177 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

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

177.1 THE HOLLIES, MAIN STREET, BRAMPTON – Building up of doorway on right hand elevation and bricking up of doorway to rear of main hall. (Listed Building Consent)

No comment.

177.2 18 CAMBECK CLOSE, BRAMPTON – Change of use from residential to housing office to service St Martins Estate incorporating a disabled access facility.

No comment.

177.3 CAPON TREE LODGE, CAPON TREE ROAD, BRAMPTON – Extension to form kitchen, utility, en suite bedroom and garage

No comment.

177.4 JOBSONS CHEMIST, FRONT STREET, BRAMPTON – Extension within rear yard. (Listed Building Consent) (N.B. Under the Council's expedited procedure no comments were offered on the previous application for planning consent)

No comment.

178 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.

178.1 APPROVED the expenditure of £12,855.29 detailed in the Appendix hereto.

178.2 NOTED the income of £4,490.55 detailed in the Appendix hereto

179 ACCOUNTS 2001/2002 – AUDIT

There was submitted External Auditor's Certificate in respect of the audit of the Council's accounts for the financial year ended 31st March, 2002.

NOTED that the External Auditor had no comments and that the Accounts had been approved.

180 STAFFING – POST OF CLERK TO THE PARISH COUNCIL – SHORT LISTING AND INTERVIEW ARRANGEMENTS.

There was submitted a report by the Clerk on arrangements for the short listing and interview of applicants for the post of Clerk to the Parish Council.

AGREED to remit, with full powers, the selection of a short list, the interviewing of candidates and the appointment of a Clerk to the Parish Council, to a Sub Committee consisting of the Chairman of the Parish Council, the Vice Chairmen of the Parish Council and Finance and General Purposes Committee and Councillor J. D. Hendry.

181 WILDLIFE AND COUNTRYSIDE ACT 1981 – PUBLIC FOOTPATH MODIFICATION ORDER – PUBLIC ENQUIRY

There was submitted a letter from the Planning Inspectorate advising that a public enquiry into a Public Footpath Modification Order in respect of a footpath through Milton Rigg Wood was to be held on 21st January, 2003 and inviting the Parish Council to be represented thereat.

AGREED to invite Mr. D. Ritson, Milton to represent the Parish Council's interest.

182 32/34 MAIN STREET, BRAMPTON – ALLISON BEQUEST

There was submitted a letter from the executor of the estate of the late Mrs. Mary Allison advising that the Council's share of the balance of Mrs. Allison's estate was £38,400.

182.1 NOTED the information with pleasure.

182.2 AGREED to request that these funds be paid to the Parish Council now rather than withheld until the establishment of a trust as provisionally agreed.

183 CARLISLE FUNDING FAIR

There was submitted a letter from Carlisle City Council advising of an event to be held on 29th January, 2003 in Carlisle to advise voluntary and community groups of funds/grants available.

AGREED to authorise the attendance of Councillors Ridley and Ritchie.

184 REPRESENTATIVES' REPORTS

184.1 CARLISLE PARISH COUNCILS' ASSOCIATION

NOTED a report by Councillor Pattinson on the event celebrating the 25th Anniversary of the founding of the Association.

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

185 FINANCIAL POSITION

There was submitted a report by the Clerk advising of the Council's current financial position, anticipated year end balances and the position with regard to the sale of the property at 32/34 Main Street, Brampton.

185.1 NOTED the position.

185.2 AGREED to make application for borrowing consent for £11,000 over a period of 5 years.

185.3 AGREED to accept the offer for the premises at 32/34 Main Street from the tenant of the shop there.

EXPENDITURE TRANSACTIONS

Ledger Ref.	Amount	Payee	Details
	30.75	C Ridley	Christmas lights catering
	3,690.30	Barclays Bank	play equipment
	392.20	S Hillary	wages
	336.63	T Davidson	wages
	471.98	S Hillary	wages
	417.72	T Davidson	wages
	425.93	S Hillary	wages
	378.55	T Davidson	wages
	696.36	W Garnes	salary
	68.50	British Gas	gas supply
	48.00	British Gas	gas supply
	198.00	Carlisle City	rates
	151.00	Carlisle City	rates
	330.96	Eng Partnerships	workshop - rent & insurance
	140.26	Eng Partnerships	brewery hall - rent & insurance
	22.01	Current a/c	bank charges
	6.79	Wages a/c	bank charges
	616.66	Iveco	van
	9.50	TXU Energi	electricity supply
	86.49	BT	phone charges
	12.50	Bus Reserve A/c	bank charges
	22.19	Orange	mobile phone charges
	44.42	Cumbrian Exting	extinguisher servicing
	42.77	Solway Signs	signs
	22.71	ABW Hardware	tools, materials
	15.00	Brit Legion	wreath
	44.77	Premier Paper	paper
	93.00	Sands Garage	fuel, oil
	27.64	Cannon Hygiene	equipment hire
	341.34	CEF	Christmas lights
	580.56	EPL Access	lift hire
	25.76	Staples	office sundries
	16.02	TXU Energi	electricity supply
	90.53	Carlisle City	rates
	56.97	Brampton News	confectionery
	172.42	Cornhill Ins	insurance
	1,000.00	Barclays Bank	play equipment
	463.71	Cumbria CC	superannuation
	9.97	Brampton News	confectionery
	79.90	St Martins Church	clock grant
	18.90	Community Assoc	mini bus hire
	31.36	ABW Hardware	tools, materials
	411.25	Audit Commission	audit fee
	189.54	Canon UK	copier charges
	84.00	Sands Garage	fuel, oil

Ledger Ref.	Amount	Payee	Details
	179.50	Henry Swan	newsletter printing
	7.64	Brampton Skip Hire	gravel
	116.33	Cumbrian News	advertisement
	47.00	Interfire Systems	newsletter template
	89.00	Carlisle City	rates

INCOME TRANSACTIONS

Ledger Ref.	Amount	Debtor	Cost Centre
	146.00	M Walsh	Cemetery
	50.00	Market Tolls	Market
	270.00	Moat Antiques	sundry
	15.00	Garden Club	Moot Hall
	232.00	I Robinson	Cemetery
	257.00	Walkers	Cemetery
	10.61	Bus Premium a/c	bank interest
	148.92	Bus Reserve a/c	bank interest
	182.00	Market Tolls	Market
	15.00	Lees Hill PTA	Moot Hall
	30.00	Save the Children	Moot Hall
	90.00	Elim Pentecostal	Moot Hall
	12.00	IT Centre	Newsletter
	75.00	Market Tolls	Market
	31.00	JWF Watson	Cemetery
	4.00	WW Memorials	Cemetery
	132.00	G Kennedy	Cemetery
	31.00	I Robinson	Cemetery
	2,759.02	Customs & Excise	vat

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 14th JANUARY, 2003** at 7.30 p.m.

PRESENT

Councillor Mrs. M. Firth (in the Chair)
Councillor D. F. Latimer
Councillor M. E. Smith
Councillor D. J. Waugh

Councillor Mrs. S. D. Brown
Councillor Mrs. C. Ridley
Councillor J. L. Tweddle

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillor Moorat

186 MINUTE

Minute of the Meeting held on 12th November, 2002 was submitted.

APPROVED.

187 TOWN AND COUNTRY PLANNING – APPLICATIONS

Applications for planning consent were submitted.

AGREED to advise the Planning Authority of the Parish council's comments as follows:-

187.1 LAND AT SAWMILL, SAWMILL LANE, BRAMPTON – Residential development. (outline) (amended plans)

- ☞ Consent should only be granted if it is possible to provide footpaths on both sides of Sawmill Lane and still maintain a road width sufficient to allow the free passage of two-way vehicular traffic.
- ☞ The Parish Council still has concerns about road safety for schoolchildren arising from the increased number of cars from the development site and the construction traffic during the development period.
- ☞ The Parish Council is of the opinion that efforts should be made to open Sawmill Lane at its eastern end to connect with Stanley Road to allow one-way traffic on the lane.

187.2 LAND AT UNION LANE, BRAMPTON – Redevelopment of site to provide 9 residential flats in a 3 storey building

The application should be refused on the grounds of –

- ☞ Overdevelopment of the site in that the building is too close to the site boundaries;
- ☞ The proposed building is out of proportion to the size of the site;
- ☞ A development of 9 dwellings in this area with associated cars, etc. will exacerbate the road safety situation on Union Lane at the brow of the hill.

187.3 LAND ADJACENT TO TARN LEA, PAVING BROW, BRAMPTON – Erection of bungalow

The application should be refused on the grounds of –

- ☞ Overdevelopment of the site in that the building is too close to the site boundaries;
- ☞ The proposed building is out of proportion to the size of the site;
- ☞ The proposed dwelling will create another vehicular access/exit on to a road which has no pavements and will aggravate the road safety situation; and

☞ The public drainage/sewerage system in the area is insufficient to cope with further development.

188 NOTIFICATION OF DECISIONS

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

NOTED the decisions as follows:-

Location	Proposal	Decision
Murray Park, Moatside	Erection of Wooden Shelter	Granted subject to approval of materials
1-11 Main Street	Demolition of existing garage and adjoining house and erection of new retail store and associated parking and service area	Granted subject to conditions regarding acceptability of materials, protection of the visual amenities of the area, prevention of disturbance to residents, archaeological examination prior to development pedestrian safety and flood prevention.
1-11 Main Street	Demolition of garage and dwelling (conservation area consent)	Granted
6 Longtown Road	Conversion of existing ground floor from offices/vets' surgery to flat	Granted subject to conditions regarding provision of car parking space
Cotehill Farm	Erection of milking parlour	Granted subject to conditions regarding harmonisation with existing buildings and landscaping.
Greenlane House, Greenhill	Extension to existing residential home for the elderly to provide 8 new bedrooms and associated shared facilities including a landscaped courtyard. (Listed Building Consent)	Granted subject to conditions regarding harmonisation with existing buildings, incorporation of existing hedges/trees and drainage facilities
Greenlane House, Greenhill	Extension to existing residential home for the elderly to provide 8 new bedrooms and associated shared facilities including a landscaped courtyard	Granted subject to conditions regarding harmonisation with existing buildings, incorporation of existing hedges/trees and drainage facilities
42 Beckriggs	2 storey extension to provide garage and en suite bedroom at first floor	Granted subject to conditions regarding harmonisation with existing buildings.
Land adjacent to Greenlea, Greenfield Lane	Erection of 2 semi detached dwellings	Granted subject to conditions regarding harmonisation with existing buildings, acceptability of materials, preservation of privacy and amenity, incorporation of existing hedges/trees and drainage facilities.

Location	Proposal	Decision
15 Millfield	Erection of detached garage and store	Granted subject to conditions regarding prevention of use for inappropriate purposes.
Rosewood House, Station Road	2 storey extension to provide utility room and bathroom with 1 bedroom above	Granted subject to conditions regarding harmonisation with existing buildings.
Garthowen, Lanercost Road	Extension to provide living room, utility and shower room	Granted subject to conditions regarding harmonisation with existing buildings
Oulton House, 66 Carlisle Road	Demolition of outbuildings. (Listed Building Consent)	Granted
The Lodge, Milton Hall, Milton	Kitchen extension. (Listed Building Consent)	Granted subject to conditions regarding harmonisation with existing buildings, acceptability of materials
The Lodge, Milton Hall, Milton	Kitchen extension.	Granted subject to conditions regarding harmonisation with existing buildings, acceptability of materials
37 Greencroft	2 storey extension to provide garage, WC, morning room, entrance porch, bedroom and en suite (revised proposals)	Granted.
Land at Barn A, Easby Farm, Great Easby	Conversion of redundant barn to form dwelling	Granted subject to conditions regarding withdrawal of development rights, screening, enclosure, vehicular access, drainage facilities and protection of nesting of barn owls.

189 SHOWFIELD CAR PARK – CLOSURE OF STEPS AND REINSTATEMENT OF WALL

There was submitted a letter and plans of proposed works to the retaining wall, railings and steps at the Showfield car park.

189.1 APPROVED the plans as submitted.

189.2 AGREED to the continuation of the existing railings and to investigate the feasibility of the providing wrought iron railings in their place.

190 COUNTRYSIDE AND RIGHTS OF WAY ACT 2000 – OPEN COUNTRY AND COMMON LAND

There were submitted a letter and plan from The Countryside Agency inviting the Council's comments on a draft map identifying open country and registered common land in the parish.

AGREED to continue consideration to the meeting of the Parish Council to allow all members the opportunity to comment thereon.

MINUTE of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 21st JANUARY, 2002** at 7.30 p.m.

PRESENT

Councillor P. C. W. Howard (in the Chair)
Councillor J. D. Hendry
Councillor S. M. Ritchie
Councillor S. D. Brown (substitute)

Councillor Mrs. M. Firth
Councillor Mrs. C. Ridley
Councillor A. Sloan

IN ATTENDANCE - Clerk

APOLOGIES FOR ABSENCE - Councillors Moorat, Pattinson and Read-Bone

191 MINUTE

Minute of the Meeting held on 17th December, 2002 was submitted.

APPROVED.

192 MATTERS ARISING

192.1 BRAMPTON TOWN CENTRE – ENVIRONMENTAL ENHANCEMENT (Min. 171)

AGREED

- 192.1.1 to request the highways authority to investigate the feasibility of providing car parking spaces in front of the shops to the rear of the Moot Hall;
- 192.1.2 to meet with the Brampton Chamber of Trade to discuss town centre car parking requirements and ways of meeting the perceived demands; and
- 192.1.3 to meet with representatives of the City and County Councils to discuss the development of further car parking facilities adjacent to the town centre.

193 FAIR TRADE TOWN

There was submitted a letter from the Brampton Fair Trade Group requesting the support of the Parish Council for the registering of the town as a Fair Trade Town, the commitment of the Council to the promotion of awareness of fair trade to the people of Brampton and its agreement to serving only Fair Trade tea and coffee at council functions.

193.1 NOTED the letter.

193.2 AGREED to wish the Group success in its efforts.

193.3 DECLINED to agree to the serving of only Fair Trade tea and coffee at council functions.

194 FINANCIAL POSITION

There was submitted a report by the Clerk detailing the current position with regard to income received and expenditure incurred to 31st December, 2002 compared to the budget together with an indication of the anticipated income and expenditure at 31st March, 2003.

NOTED.

195 AUDIT

There was submitted a report by the Internal Auditor on his audit of the Parish Council's activities for the period to 30th November, 2002.

195.1 NOTED the report.

195.2 AGREED that bank reconciliation be undertaken by the Chairman or Vice Chairman of this Committee, whom failing the Chairman or Vice Chairman of the Parish Council.

196 ARTS FACILITY FOR BRAMPTON

There was submitted a report by the Chairman identifying one of the ways in which an arts facility might be provided for the benefit of Brampton by the erection of sculptures in the town centre.

196.1 NOTED the report.

196.2 AGREED to continue consideration to a future meeting when the funds available for such a project had been ascertained.

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

197 32/34 MAIN STREET, BRAMPTON – POSITION REPORT

The Clerk reported on the current position regarding the sale of the premises at 32/34 Main Street, Brampton.

197.1 NOTED the report.

197.2 AGREED, noting the terms of the agreement between the Parish Council and the Surveyors who had undertaken the survey, not to make its contents available to a prospective purchaser.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 28th JANUARY 2003** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor J. D. Hendry
Councillor D. F. Latimer
Councillor K. T. Read-Bone
Councillor Mrs. S. R. Robinson
Councillor Mrs. M. E. Smith
Councillor D. J. Waugh

Councillor S. D. Brown
Councillor P. C. W. Howard
Councillor Mrs. J. L. Pattinson
Councillor S. M. Ritchie
Councillor A. Sloan
Councillor J. L. Tweddle

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor K. Wilkinson, Cumbria County Council;

APOLOGIES FOR ABSENCE - Councillor Moorat

198 STAFFING – POST OF CLERK TO THE PARISH COUNCIL

The Chairman reported that Mr K Hind had been appointed to the post of clerk to the Parish Council, would commence duties on a full time basis on 17 February 2003 and introduced him to the meeting.

198.1 NOTED.

198.2 WELCOMED Mr. Hind to the meeting.

199 MINUTE

Minute of the Meeting held on 7th January 2003 was submitted.

APPROVED.

200 MATTERS ARISING

200.1 FINANCIAL POSITION (Min. 185.2)

NOTED that the proposed borrowing level was below the statutory minimum and that it was not permitted to aggregate project costs to achieve that statutory minimum.

201 COMMITTEE REPORTS

There were submitted Minute of Meeting of

Property and Environment Committee held on 14 January 2003

Finance and General Purposes Committee held on 21 January 2003

201.1 NOTED the Minutes.

201.2 APPROVED the recommendations for implementation.

202 PROPERTY AND ENVIRONMENT COMMITTEE

202.1 COUNTRYSIDE AND RIGHTS OF WAY ACT 2000 – OPEN COUNTRY AND COMMON LAND (Min. 190)

AGREED to offer no comment

203 FINANCE AND GENERAL PURPOSES COMMITTEE

203.1 FAIR TRADE TOWN (Min. 193)

AGREED, following a vote, to decline the request to serve only Fair Trade tea and coffee at Council functions.

204 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

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

N.B. Councillors Hendry, Pattinson and Smith declared an interest in the following item, and Councillors Hendry and Smith, having a prejudicial interest, withdrew from the chamber during the discussion of the matter.

204.1 WILLIAM HOWARD SCHOOL , LONGTOWN ROAD, BRAMPTON – Amendment to condition 7 of Application No. 00/0571 (All weather sports pitch and external lighting including fence) to extend time to 22.00 hours from 21.30 hours and to permit use on Sundays and public holidays.

Application should only be granted if conditions are imposed requiring the site to be cleared by 22.30 hours

204.2 LOW GELT FARM, BRAMPTON – Erection of cubicle shed

No comment.

205 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.

205.1 APPROVED the expenditure of £7,560.18 detailed in the Appendix hereto.

205.2 NOTED the income of £1,365.03 detailed in the Appendix hereto

206 COMMITTEE ADMINISTRATION – SUBSTITUTES

There was submitted a report by the Clerk inviting members to appoint substitutes to the Service Committees following the resignation of Councillor Guy and the transfer of Councillor Smith to the Property and Environment Committee.

AGREED to make the following appointments:-

Property and Environment Committee – Councillor Ritchie.

Finance and General Purposes Committee – Councillor Smith

207 TRAFFIC ORDER CONSULTATION – PEDESTRIAN CROSSING NOTICE

There was submitted a letter from Capita dbs inviting the Councils comments on proposals to provide 2 Puffin crossings on Main street, Brampton and to remove the existing Zebra Crossing there.

AGREED to support the proposals

208 REPRESENTATIVES' REPORTS

208.1 PUBLIC ENQUIRY INTO PUBLIC FOOTPATH

NOTED a report by Councillor Ritchie on the position regarding the Public Enquiry into the modification of a Footpaths Order in respect of a Footpath at Milton Rigg Wood

208.2 BRAMPTON COMMUNITY ASSOCIATION

NOTED a report by Councillor Brown on a recent meeting of the Community Association which considered the implementation of Discipline and Grievance Procedures.

APPENDIX

EXPENDITURE TRANSACTIONS

LEDGER Ref.	AMOUNT	PAYEE	DETAILS
	416.74	S Hillary	wages
	367.38	T Davidson	wages
	376.85	S Hillary	wages
	333.81	T Davidson	wages
	696.58	W Garnes	salary
	68.50	British Gas	gas supply
	48.00	British Gas	gas supply
	198.00	Carlisle City	rates
	151.00	Carlisle City	rates
	330.96	Eng Partnerships	workshop - rent & insurance
	140.26	Eng Partnerships	brewery hall - rent & insurance
	40.45	United Utilities	water supply
	36.20	Current a/c	bank charges
	6.15	Wages a/c	bank charges
	616.66	Iveco	van
	34.00	TXU Energi	electricity supply
	19.15	Orange	mobile phone charges
	670.11	J Pieri	van insurance
	309.15	Cumbria CC	superannuation
	2,600.69	Inland Revenue	tax/NIC
	99.54	British Gas	gas supply

INCOME TRANSACTIONS

Ledger Ref.	Amount	Debtor	Cost Centre
	10.00	Market Tolls	Market
	7.77	United Utilities	Parks
	31.00	Beattie & Co	Cemetery
	1,009.26	Scouts	Brewery Hall
	15.00	MacMillan relief	Moot Hall
	15.00	Infant School PTA	Moot Hall
	232.00	I Robinson	Cemetery
	45.00	St Martins Church	Moot Hall

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 11 FEBRUARY, 2003** at 7.30 p.m.

PRESENT

Councillor Mrs. S. R. Robinson (in the Chair)
Councillor M. E. Smith
Councillor D. J. Waugh

Councillor Mrs. C. Ridley
Councillor J. L. Tweddle

IN ATTENDANCE - Clerk

APOLOGY FOR ABSENCE - Councillor D. S. Moorat

209 MINUTE

Minute of the Meeting held on 14 January 2003 was submitted.

APPROVED.

210 MATTERS ARISING

210.1 CROGLIN, GREENFIELD LANE, BRAMPTON – This application was discussed and Councillors Robinson and Ridley to attend a site meeting with Carlisle City Council.

210.2 SHOWFIELD CAR PARK – Clerk has liaised with the Architect and asked him to specify mild steel as opposed to wrought iron on the basis of cost.

211 TOWN AND COUNTRY PLANNING APPLICATIONS

Applications for planning consent were submitted

AGREED to advise the Planning Authority of the Parish council's comments as follows:

211.1 LAND AT BRAMLEIGH, TREE ROAD, BRAMPTON - Erection of 1 bungalow with 3 bedrooms and detached garage (outline consent).

No comment.

211.2 LAND AT HOWGATE HEAD (OFF A6071), BRAMPTON - Proposed 3 Airwave MM02 antennae onstand off steelwork at 31.0 m mast, Airwave MM02 microwave dish at 21.2 m height, Elliot medium equipment cabin and ancillary equipment within existing compound.

No comment.

211.3 PROPOSED ERECTION OF ILLUMINATED FASCIA SIGN, SOUTER HOWE, MARKET PLACE, BRAMPTON

No objection in principle but concern regarding size of proposed sign which should be in keeping with the conservation area.

212 EXPEDITED PROCEDURE - COMMENTS FORWARDED TO THE PLANNING AUTHORITY

There was submitted report by clerk advising of the applications for planning consent on which the Parish council was invited to comment and which were dealt with in terms of the Council's expedited procedures.

LOCATION	PROPOSAL	APPLICANT	RESPONSE
Cotehill Farm, Brampton	Erection of milking parlour	Mr. P. D. Johnson	No comment.
8 St Martins Close, Brampton	Ground floor front & rear extension to provide bedroom	Mr & Mrs Foster	No comment.

LOCATION	PROPOSAL	APPLICANT	RESPONSE
Land at Union Lane, Brampton	Erection of 10 houses and associated access road and landscaping	Senator Homes Ltd	No comment.
3 Ash Lea, Brampton	Alteration of garage to form dwelling	Mr & Mrs D Cameron	application should be refused on the grounds of:- likely damage to trees adjacent to site boundary loss of amenity for residents inappropriate development and overdevelopment of the site loss of privacy for neighbours Parish Council is opposed to principle of allowing conversion of separate garage into dwelling and thereby creating an additional unit where a scheme has been approved with a specified number of units
4 The Courtyard, Carlisle Road, Brampton	2 storey extension to form front elevation	Mr. I. Armstrong	overdevelopment of the site proposed development out of proportion to the existing building
Croglin, Greenfield Lane, Brampton	2 storey extension to side elevation to provide garage, kitchen extension on the ground floor & 2 bedrooms above	Mr. M. Calvert	No comment.
Land to the rear of Oulton House, 66 Carlisle Road, Brampton	Erection of 4 bed dwelling and garage (revised application)	Mr & Mrs I Noble	No comment.
Jobsons Chemist, Front Street, Brampton	Extension to rear to provide enlarged pharmacy	H. Jobson	No comment.
12 Irthing Park, Brampton	Conversion of garage to dining room and first floor extension over with bedroom & bathroom	Mr & Mrs J Hellowell	No comment.
William Howard School, Longtown Road, Brampton	Amendment to condition 7 of application no. 00/0571 to extend time to 22.00 hours from 21.30 hours	School Governors	Application should only be granted if conditions are imposed requiring the site to be cleared by 22.30 hours

LOCATION	PROPOSAL	APPLICANT	RESPONSE
Land at Sawmill, Sawmill Lane, Brampton	Residential development (outline) (amended plans)	per Architects plus	Consent should only be granted if it is possible to provide footpaths on both sides of Sawmill Lane and still maintain a road width sufficient to allow the free passage of two way vehicular traffic. The Parish Council still has concerns about road safety for school children arising from the increased number of cars from the development site and the construction traffic during the development period. The Parish Council is of the opinion that efforts should be made to open Sawmill Lane at its eastern end to connect with Stanley Road to allow one way traffic on the lane.

HOMOLOGATED the comments made.

213 NOTIFICATION OF DECISIONS

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

NOTED the decisions as follows:-

Location	Proposal	Decision
4 The Courtyard, Carlisle Road, Brampton	2 storey extension to provide dining room on ground floor with bedroom and en suite above	Granted subject to conditions regarding harmonisation with existing buildings, and protection of privacy and amenities.
12 Irthing Park, Brampton	Conversion of garage to dining room and first floor extension over with bedroom and bathroom	Granted subject to conditions regarding harmonisation with existing buildings provision of parking facilities
Capon Tree Lodge, Capon Tree Road, Brampton	Extension to form kitchen, utility, en suite bedroom and double garage	Granted subject to conditions regarding harmonisation with existing buildings.
Land at Union Lane, Brampton	Erection of 10 houses and associated access road and landscaping	Granted subject to conditions regarding harmonisation with existing buildings, acceptability of materials, satisfactory landscaping, road, lighting and footpath design.

214 DOG FOULING – THE MOTE, BRAMPTON

There was submitted a letter from a local resident regarding the possibility of including the Mote in the area to which the dog fouling designated area order applies.

AGREED.

214.1 To provide a bin at top of Moat

214.2 To make provision to include the Moat in Carlisle City Council's Dog Fouling Designated Areas Order 1997

215 LAND AT CLAY DUBBS – REQUEST TO PURCHASE

There was submitted a letter from owner of 2 Oulton Terrace requesting to purchase ground at Clay Dubbs to the rear of 2 Oulton Terrace for use as garden ground.

AGREED in principle to the sale of the ground subject to conditions preventing the development of the ground.

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

216 FALKINS HILL, BRAMPTON – REPLACEMENT OF COBBLES AND PROVISION OF STREET LIGHTING

There was submitted a letter from CAPITA dba advising of the replacement of the cobbles at Falkins Hill with bituminous materials and inviting the Committee's comments on the type of street lighting to be installed.

AGREED

216.1 To protest at the proposed removal of the cobbles on Falkins Hill requesting that they be retained; and

216.2 To provide the installation of Victoria Lanterns with Cast Frogs as the street lighting there.

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

217 ACQUISITION OF LAND

There was submitted a letter from landowner's agent enquiring if the Parish Council was interested in acquiring land to the North of The Mote.

AGREED in principle to pursue an interest in acquiring the ground.

218 32/34 MAIN STREET, BRAMPTON – SALE

There was submitted a Quotation from Cartmell Shepherd the Council's Solicitors in respect of charges for the sale of this property in the sum of £589.63 inclusive of VAT.

AGREED to accept the quotation.

MINUTE of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 25 FEBRUARY 2003** at 7.30 p.m.

PRESENT

Councillor Mrs. C. Ridley (in the Chair)
Councillor J. D. Hendry
Councillor Moorat
Councillor K. T. Read-Bone
Councillor Mrs. S. R. Robinson
Councillor J. L. Tweddle

Councillor S. D. Brown
Councillor D. F. Latimer
Councillor D. J. Waugh
Councillor S. M. Ritchie
Councillor Mrs. M. E. Smith

IN ATTENDANCE – Clerk

ALSO ATTENDING – Councillor K. Wilkinson, Cumbria County Council.

APOLOGIES FOR ABSENCE - Councillors Howard & Pattinson.

219 MINUTE

Minute of the Meeting held on 28th January 2003 was submitted.

APPROVED.

220 MATTERS ARISING - TO APPOINT A VICE CHAIRMAN

NOTED that after a secret ballot Councillor Hendry was elected as Vice Chair

221 ATTENDANCE OF COUNCILLORS AT MEETINGS

The chair expressed concern regarding the poor attendance at Council meetings particularly subcommittees and asked the council to consider reducing the number of meetings per month.

AGREED Present arrangements will continue and be reviewed in September 2003.

Councillor Hendry and Clerk to submit a report to September Council meeting with alternatives.

222 COMMITTEE REPORTS

There were submitted Minute of Meeting of the Property and Environment Committee held on 11 February 2003:

222.1 APPROVED the recommendations for implementation.

222.2 NOTED that the Finance and General Purposes Committee to be held 18 February was cancelled being inquorate.

223 TOWN AND COUNTRY PLANNING - APPLICATIONS

Applications for planning consent were submitted.

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

223.1 11 CAPON HILL, BRAMPTON – formation of dormer window to form first floor study.

No comment

223.2 L/A, UNION LANE, BRAMPTON – redevelopment of site to provide 9no residential flats in a 3-storey building.

Council to express reservations regarding adequacy of car parking arrangements.

223.3 SANDS HOUSE HOTEL, BRAMPTON – Change of use of part hotel to 1no single dwelling.

No comment

223.4 FORMER CANNON HYGIENE BUILDINGS, TOWNFOOT INDUSTRIAL ESTATE, BRAMPTON – change of use to carpet/bed/sundry warehousing with offices and pattern book showroom.

No comment

223.5 53 TOWNFOOT PARK, BRAMPTON – conversion of garage to dayroom, together with construction of 2 storey extension to provide double garage and utility, with 1no ensuite bedroom above.

No comment

224 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.

224.1 APPROVED the expenditure of £3978.40.

224.2 NOTED the income of £1764.60

224.3 HEATING BOILER AT THE MOOT HALL – following a total breakdown a replacement boiler was installed at a cost of £1129.00 + Vat under emergency procedures.

225 VACANCY FOR A COUNCILLOR

Following the resignation of Councillor Mary Firth the vacancy notices have been posted.

226 BRAMPTON RAILWAY STATION

Letter from CAPITA dbs outlining suggestions for measures to encourage more people to use the station and inviting comments from the Council.

AGREED Clerk to submit comments to CAPITA dbs.

227 HIGHWAYS RELATED WORKS

A list of works previously identified were discussed and prioritised.

AGREED Clerk to submit the approved document for CAPITA dbs.

228 REGIONAL GOVERNMENT – GUIDANCE ON SEEKING AND SOUNDINGS.

Clerk showed a report from The Town Clerk & Chief Executive, Carlisle City Council, requesting a Council response by 4 March 2003.

AGREED

No official response from Council due to tight timescales involved.

Councillors may respond individually should they so wish.

229 LICENSING BILL - A LETTER FROM DEPUTY PRIME MINISTER - NO COMMENTS

230 CLINICAL GOVERNANCE REVIEW OF THE CUMBRIA PRIMARY CARE TRUSTS

A letter from Commission for Health Improvement.

AGREED Councillor Moorat to prepare a response on behalf of Council.

231 REPRESENTATIVES' REPORTS - To receive reports by representatives on Outside Bodies.

A report by Councillor Smith regarding the newly formed Old Brewery Management Committee

NOTED

232 BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT

232.1 CAR PARKING The chair read out a letter from Mrs Lewry of 4 St Martins Court expressing her concern regarding a proposed new car park to be sited near her home. The chair has written to Mrs Lewry explaining that the Council has not yet approved this project and local residents would be consulted if it did progress. Copies to CAPITA and Carlisle City Council

NOTED

232.2 CCCT VISIT TO CIVIC CENTRE – will be at 6.30 pm 17 March 2003

232.3 BUS SERVICE NO. 96 LONGTOWN – BRAMPTON – this service will be withdrawn from 27 March 2003.

NOTED

MINUTE of the Meeting of the **PROPERTY AND ENVIRONMENT COMMITTEE** of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 11 MARCH, 2003** at 7.30 p.m.

PRESENT

Councillor Mrs. S. R. Robinson (in the Chair)
Councillor M.E. Smith
Councillor D S Moorat
Councillor F Latimer

Councillor Mrs. C. Ridley
Councillor J. L. Tweddle
Councillor D. J. Waugh
Councillor J Hendry

IN ATTENDANCE – Clerk. Councillor S Ritchie.

APOLOGIES FOR ABSENCE - NONE

TO ELECT A CHAIR - Cllr Smith was proposed and seconded. There being no other nominations Cllr Smith was duly elected as chair. Cllr Robinson was asked to Chair this meeting.

233 MINUTE

Minute of the Meeting held on 14 January 2003 was submitted.

APPROVED.

234 MATTERS ARISING FROM MINUTES - NONE

235 TOWN AND COUNTRY PLANNING APPLICATIONS

Applications for planning consent were submitted

AGREED to advise the Planning Authority of the Parish council's comments as follows:

235.1 L/ADJ TO TARN LEA, PAVING BROW BRAMPTON – Erection of bungalow, amended plans.

Comment: over development of site as per original comments

235.2 L/A, HOWARD ARMS LANE - Removal of steps between Howard Arms Lane and Showfield Car Park and repair of walls and railings on behalf of Brampton Parish Council.

No Comment

235.3 3 TOWNFOOT PARK, – Conversion of day room, together with construction of 2 storey extension to provide garage and utility, with bedroom above

No comment

235.4 L/A KING GEORGE V PLAYING FIELDS, DACRE ROAD Renewal of permission of siting of portacabin used as a changing room

No comment

235.5 10 IRTHING PARK – conversion of garage into dining room with new bedroom and bathroom over and erection of conservatory

No comment

235.6 8 CRAW PARK – two storey extension above existing garage to provide utility/playroom and enlarged garage with 2 No bedrooms and bathroom above

No comment

235.7 7A CRAW PARK – Extension to existing garage to provide utility, shower room and enlarged garage with 1no bedroom and 1no ensuite bedroom

No comment

235.8 BRIDGE END COTTAGE, LANERCOST BRAMPTON extension to provide porch

Comment to be in stone in keeping with the character of the building

235.9 ABBEY BRIDGE HOTEL, LANERCOST, BRAMPTON INTENAL ALTERATIONS SEE APPLICATION

No Comment

235.10 PUBLIC FOOTPATH ORDER NO 2, 2001. MILTON RIGG WOODS - Cllr Ritchie provided an update on the planning Inspectors Interim Decision

Noted

236 NOTIFICATION OF PLANNING DECISIONS – None.

237 MILLENIUM AVENUES OF TREES

The Clerk explained that following a site meeting with CAPITA and East Cumbria Countryside Project there were serious underground obstructions, which preclude tree planting at some selected sites. The Council needed to move swiftly to catch this year tree-planting season. Townfoot would progress at a cost of £750 and other sites may be considered in the future.

NOTED

238 RECREATIONAL GROUND PROJECT

This would be started within the next two weeks with minor modifications at a cost not exceeding £2828.

RESOLVED: Clerk to look at grazing rental agreements

239 MOOT HALL MAINTENANCE

The clerk raised a number of maintenance issues. Namely: internal and external painting, roof flashing and wall repairs. Carlisle City council have agreed to carry out a brief inspection and provided a total cost to carry out the work.

RESOLVED to await report.

240 REPAIR & MAINTENANCE OF OTHER PROPERTY

The clerk issued a list of repair and maintenance work to all councillors and asked them to append any more that they thought necessary and return the list to the Clerk. A definitive list would then be prepared and work prioritised on the basis of cost and desirability.

NOTED

241 MILLENIUM TIME CAPSULE

The time capsule and contents to date were on display

RESOLVED

241.1 The capsule would be sited in Murray Park under an existing flagged area with possible enhancements

241.2 C.llr Robinson would organise the contents, including the approaching local organisations and bodies.

242 LOVERS LANE

The clerk issued a letter from C.llr Keith Read-Bone concerning a number boundary issues brought about as a result of the housing development

RESOLVED The Clerk would contact Storeys the builders in the first stage regarding the footpath and adjacent land.

243 GATE FROM SHOWFIELD CAR PARK

Cllr Tweddle submitted a suggested plan on behalf of Brampton Bowling Club.

AGREED The Chair and clerk would approach the owner of Howard Arms Lane to discuss the situation.

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

244.1 32/34 MAIN STREET, BRAMPTON

The Clerk explained that contracts had been exchanged and the balance would be brought before the next meeting of Finance & GP.

244.2 DOG FOULING – THE MOTE, BRAMPTON

There was submitted a letter from a local resident regarding the possibility of including the Mote in the area to which the dog fouling designated area order applies.

AGREED

244.2.1 To provide a bin at top of Moat

244.2.1 To make provision to include the Moat in Carlisle City Council's Dog Fouling Designated Areas Order 1997

244.3 YOUTH SHELTER

Clerk explained that work would start before end of March

244.4 PITCH ROLLING, KING GEORGE PLAYING FIELD

The contract for £300 per annum is vacant following. C.llr Waugh expressed an interest in doing this work and expressed a prejudicial interest and was asked to leave the room. No one else has expressed any interest in doing this work.

AGREED C.llr Waugh to be asked to carry out the pitch rolling at £300 per annum.

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, 18 MARCH 2002** at 7.30 p.m.

PRESENT

Councillor D Moorat (in the Chair)
Councillor J. D. Hendry
Councillor S. M. Ritchie
Councillor P C W Howard

Councillor Mrs. J Pattinson
Councillor Mrs. C. Ridley
Councillor A. Sloan
Councillor K Read-Bone

IN ATTENDANCE - Clerk

ABSENCES - none

245 MINUTE

Minute of the Meeting held on 21 January 2003 were deferred to next meeting.

246 MATTERS ARISING FROM THE MINUTES

BRAMPTON TOWN CENTRE – ENVIRONMENTAL ENHANCEMENT (Min. 191)

246.1 Clerk to request the highways authority to investigate the feasibility of providing car parking spaces in front of the shops to the rear of the Moot Hall before the next meeting

246.2 C.llr Howard to meet with the Brampton Chamber of Trade to discuss town centre car parking requirements and ways of meeting the perceived demands before next meeting.

247 BANKING ARRANGEMENTS – ACCOUNT SIGNATORIES

Report by clerk. This is progressing and most Councillors had signed the forms but the Bank has now introduced a new mandate specifically for parish councils. The Council will continue with the present signatories until then.

248 FINANCIAL MATTERS -

248.1 IMPREST - Report by Clerk

NOTED

248.2 FINANCIAL POSITION

There was submitted a report by the Clerk detailing the current position with regard to income received and expenditure incurred to 31st January 2002 compared to the budget together with an indication of the anticipated income and expenditure at 31st March 2003.

The clerk commented that the cost of the replacement vehicle and some play equipment should have not been shown in this forecast.

NOTED

249 AUDITORS REPORT

There was submitted a report by the Internal Auditor on his audit of the Parish Council's activities for the period up to 30th November, 2002.

249.1 That the bank reconciliation be undertaken by the Chairman or Vice Chairman of this Committee, whom failing the Chairman or Vice Chairman of the Parish Council.

AGREED C.llr Moorat would reconcile the statement for February before next meeting

- 249.2** Obtain Sage Accounting or another suitable programme to improve accounting and forecasting
AGREED Clerk to source select a suitable programme to meet needs of the Council.

250 432/34 FRONT STREET UPDATE & ARRANGEMENTS FOR INVESTMENT

The Clerk reported that a cheque of £73,156 had been received for the sale of 32/34 Front Street. This would be placed with Barclays Bank in a special account paying 2.8% per annum.

AGREED:

- 250.1 The legacy would not become a charitable trust and the responsibility to administer the legacy would stay within the Council
- 250.2 A sub- committee would be set up to manage the sum
- 250.3 Consider worthy projects bearing in mind the spirit of the will
- 250.4 Report to full Council with recommendations for approval
- 250.5 Implement such agreed recommendations
- 250.6 The money to “ring fenced” bearing in mind the spirit of the will
- 250.7 Council to provide an *aide memoir* of agreed points and send to executor in advance of addressing the council meeting

251. CARLISLE HOUSING ASSOCIATION

C.llr Ridley raised the possibility of a joint venture with Carlisle City Council to acquire some Carlisle Housing Association land on Gelt Road for a car park. To ease the car parking problem in Brampton.

RESOLVED To wait reply from Carlisle City Council and Clerk to express our interest for such a joint project in writing.

252 ACQUISITION OF BUILDING – GELT ROAD

A building for sale at approximately £100,000 to provide parking for approximately 14 cars was thought not feasible, particularly having regard to additional demolition costs. Other sites around Brampton were discussed. Councillors discussed a number of possibilities to improve the car parking arrangements in Brampton, which may involve the council acquiring or using Council land

AGREED

- 250.1** Clerk to examine Car Parking Survey done approximately 5 years ago and highlighting Carlisle City Council and Council property.
- 250.2** Clerk to examine deeds for Murray Park

253 PURCHASE OF FIELD

2.8 acres at front part of moat has been offered to the Council at a preferential rate on condition that no development is carried out on the land. C.llr Howard expressed a financial interest and left the room.

AGREED

- 253.1** To proceed in principal with a view to purchase, and
- 253.2** Clerk to obtain a valuation
- 253.3** Matter to be then referred to Property & environment Committee.

254 BUSINESS WHICH IN THE OPINION OF THE CHAIRMAN IS URGENT

254.1 PLAYGROUND RE-SURFACING

Total cost of project £6,000 with grants available of £1500.

AGREED To start this financial year in order to secure grants from Carlisle Parish Council Association

254.2 HOWARD ARMS LANE

Cllr Ridley and clerk will meet the owner of the Lane with a view to a settlement.

PROPOSAL That Call Ridley is empowered to offer owner up to £500 per annum towards the maintenance of the lane in exchange for public access from Showfield car park to Front Street.

APPROVED

