

BRAMPTON PARISH COUNCIL

MINUTES of the Meeting of **BRAMPTON PARISH COUNCIL** held in the **MOOT HALL, MARKET PLACE, BRAMPTON** on **TUESDAY, 29th JULY, 2021** at **7.30 p.m.**

PRESENT

Councillor J. Errington (in the chair)
Councillor M. Blake
Councillor V. Patrick-Jones
Councillor I. Rodley
Councillor M. Spears

Councillor S. Angland
Councillor J. J. Harding
Councillor S. Quinn
Councillor J. Spears
Councillor J. Thompson

IN ATTENDANCE – Clerk

097/21 APOLOGIES FOR ABSENCE

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

Councillors Charlton and Logie.

City Councillor Tinnion.

098/21 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

099/21 DECLARATIONS OF INTEREST

RESOLVED to note the following declarations of interest were made:-

- Councillors J Spears & M Spears declared a non-pecuniary interest in item 115/21 (Story Homes site)

100/21 MINUTES -

MINUTES OF THE MEETING HELD ON 29TH JUNE 2021 WERE SUBMITTED.

RESOLVED to authorise the Chair to sign the minutes of the meeting held on 29th June 2021, confirmed as a true and accurate record.

101/21 COMMITTEE REPORTS

There were submitted Minutes of Meetings of:-

Finance and General Purposes Committee held on 15th July 2021

Property and Environment Committee held on 15th July 2021

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

102/21 LOCAL GOVERNMENT ACT 1972 – FILLING OF VACANCIES

An email was submitted expressing an interest in membership of the Parish Council from Ms. V. Patrick-Jones who was in attendance.

Councillor Blake seconded by Councillor Harding proposed that Ms. V. Patrick-Jones be co-opted to the Parish Council.

RESOLVED, unanimously, to co-opt Ms. Patrick-Jones to membership of the Parish Council. Ms. Patrick-Jones signed the Declaration of Acceptance of Office and took her place in the meeting.

(Signed) Chair.....
Date

103/21 PUBLIC PARTICIPATION SESSION -**103/21.1 PUBLIC PARTICIPATION**

Members of the public were invited to make representations to the Council in relation to any item on the agenda.

RESOLVED to note there were no members of the public present.

103/21.2 CITY AND COUNTY COUNCILLOR REPORTS

RESOLVED to note that Councillor Mitchelson updated members on the following:-

- Local Government reform – elections will take place May 2022 for a shadow authority
- Restarting Communities Funding – suggested that the parish council submits 2 bids
- Hadrian's Wall bus – hopefully the bus route will be extended to include Brampton next year

104/21 TOWN AND COUNTRY PLANNING – APPLICATIONS -

Applications for planning consent were considered.

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

104/21.1 MANOR HOUSE, BOOTHBY, BRAMPTON (21/0706) – sub-division and extension of manor house to create 1 additional dwelling within the former school rooms.

No observations.

104/21.2 ROWAN TREE COTTAGE, STATION ROAD, BRAMPTON (21/0033/S211) – Removal of 2 trees; pruning of 1 rowan tree; coppice overgrown hawthorn to existing hedgerow height in Brampton Conservation Area.

No observations.

ACTION: Clerk

105/21 FINANCIAL MATTERS –**105/21.1 EXPENDITURE TO APPROVE**

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

RESOLVED to authorise payment of the accounts listed in the Appendix hereto amounting to £4,323.01.

105/21.2 VICTIM SUPPORT

RESOLVED not to support a request for funding from Victim Support.

106/21 REPRESENTATIVES' REPORTS -**106/21.1 WALKERS ARE WELCOME**

RESOLVED to note a written report from Councillor Angland detailing the group trying to raise its profile, August 28th 2021 coffee morning in the Moot Hall and attendance at the community centre open day on 29th August 2021.

106/21.2 INCREDIBLE EDIBLE

RESOLVED to note a written report from Councillor Angland and that the group would give a presentation to the parish council at the September meeting. The group is interested in 3 areas of land owned by the parish council as part of its project.

(Signed) Chair.....
Date

107/21 MOOT HALL –**107/21.1 VISITOR CENTRE**

Councillor Blake reported on the following:-

- All shifts now covered.
- Volunteer meeting had taken place on 28th July 2021, issues raised included updating the 'Town Trail' and work on additional leaflets such as Birdoswald, Border Reivers and a children's town trail.
- Some volunteers were concerned at the key collection situation and would prefer to collect the key from the Post Office.
- Looking at risk assessments.
- Looking into the relocation of the bin outside the Moot Hall.
- Looking into introducing more saleable items.

RESOLVED to note the report.

107/21.2 TOWN TRAIL

Councillor Blake read out an extract from text she had been working on to improve the Town Trail leaflet. It had been agreed at the recent meeting of the visitor centre volunteers that a separate historical leaflet on the town could be produced as there was too much information for the Town Trail leaflet alone.

RESOLVED to note the report.

107/21.3 WORK TO THE MOOT HALL

The Clerk gave members an update on work to the Moot Hall including the following:-

- Delay to work on the flat roof due to the hot weather as heat can affect how the materials adhere to surfaces during installation.
- The ongoing scraping out of old mortar had shown that at some point previously white cement had been used rather than lime mortar.
- Cleaning of stonework ongoing. The process was slow as it caused the least damage to the stone.
- Additional stones had been ordered where required.

RESOLVED to note the report.

108/21 WEBSITE

RESOLVED to purchase an SSL certificate for additional security for the parish council's website at a cost of £97 + VAT.

109/21 SHOWFIELD CAR PARK – CHARGING POINTS

Consideration was given to the ongoing problem of the contractor being unable to connect the charging points, due to vehicles being parked in the bays and vehicles parked on Gelt Road making it impossible to set up traffic lights and lay a new power cable. Although signage and leafleting of cars and nearby properties had been undertaken, it hadn't solved the issue.

RESOLVED to inform the contractor that placing barriers at the bays might help and to contact highways to help with the traffic light situation.

(Signed) Chair.....
Date

110/21 KING GEORGE V FIELD -**110/21.1 PLAYING GOLF**

Consideration was given to a request to play golf on King George V field.

RESOLVED to continue with the agreement from 1998, that golf is prohibited in all parks.

110/21.2 USE OF PITCH

RESOLVED to ratify the use of the second pitch on King George V field by the Crusader U14 team. There would be no charge for use of the pitch but the team would be responsible for white lining, purchase of nets and the collection of litter. If any complaints were received regarding littering following matches, permission for use of the pitch would be reviewed.

ACTION: Clerk

111/21 COMMUNITY CENTRE OPEN DAY

Consideration was given to the promotion of the parish council at the community centre open day scheduled for 29th August 2021.

RESOLVED that the following members would attend the event and discuss requirements nearer the time – Councillors Angland, Blake, Errington, Patrick-Jones and J. Spears.

ACTION: SA/MB/JE/VPJ/JS

112/21 ONE WAY SYSTEM

Following concerns raised at the safety of pedestrians and other road users, consideration was given to request highways to consider the implementation of a one-way system along High Cross Street and Front Street.

RESOLVED to request that highways reviews the implementation of a one-way system on High Cross Street and Front Street alongside improvements to the junctions at St. Martin's and High Cross Street.

ACTION: Clerk

113/21 SOCIAL MEDIA

Consideration was given to setting up a Parish Council Facebook page, mainly for information only.

RESOLVED that a social media policy should be drafted for further consideration.

ACTION: Clerk

114/21 PROBLEM PARKING TREE ROAD/TREE GARDENS

Consideration was given to supporting the installation of waiting restrictions to protect the visibility at the junction of Tree Gardens/Tree Road following several complaints from residents.

RESOLVED not to support the installation of waiting restrictions but to ask highways to survey the whole of Tree Road as it was felt that other areas also had problems.

115/21 CLERK'S REPORT

RESOLVED to note a Report from the Clerk detailing the following:-

- **DRAIN AT RECREATION GROUND** – Estimated date of October 2021 when the work will be carried out by Rod Hind Drainage. (ongoing)
- **PHOTOCOPIER** – New copier installed at the office. Old copier stored at the moment as there is disagreement about the title. (to note)

(Signed) Chair.....
Date

- **CHRISTMAS LIGHTS** – Gala Lights informed of proposed scheme and council is now waiting for ideas/costings for St. Martin's area. (to note)
- **FIRE ALARM** – Should be installed next month, lead time for equipment was 4-5 weeks. (to note)
- **WELCOME BACK FUND** – As of 23rd July, no feedback from the City Council meeting held on the 20th July 2021. (ongoing)
- **COMMUNITY CENTRE OPEN DAY** – Date deferred to August 29th 2021. (to note)
- **CCTV** – Cumbria County Council is minded to grant request for the installation of a camera at Moot Lodge subject to License Term being agreed. CCC is currently liaising with the police. (to note)
- **BURIAL ACCOUNTS 2020/21**– Submitted to City Council. (to note)
- **LITTER AT LIBRARY** – Concerns raised have been passed to the City Council's cleaning team. (to note)
- **QR CODE CHANGE** – From 19th July 2021, venues are no longer legally required to ask customers/visitors/staff to "check in". Although it is not a requirement, venues are strongly encouraged to retain the QR poster and maintain a logbook of visitors. (to note)
- **STORY HOMES SITE** – Complaints received regarding the noise and vibrations from the piling of foundations had been passed to the planning authority. The response was that there was nothing much they could do, if a noise nuisance occurs it is a matter for Environmental Health. Complainants had been informed. (to note)

116/21 CALC

The following correspondence from CALC was received and noted:-

116/21.1 **CALC NEWSLETTER** – June/July 2021

116/21.2 **LOCAL GOVERNMENT REORGANISATION**

116/21.3 **CPCA EXECUTIVE MEETING** – Draft minutes

116/21.4 **DIGITAL, CULTURE, MEDIA AND SPORTS SURVEY**

116/21.5 **ACT GAZETTE** – Summer 2021

116/21.6 **FRIENDS OF THE LAKE DISTRICT LANDSCAPE GRANT FUND**

RESOLVED that the Clerk would contact the group regarding funding for improvements to the Moat.

ACTION: Clerk

116/21.7 **CUMBRIA ADULT LEARNING**

117/21 CORRESPONDENCE RECEIVED BY THE CLERK –

RESOLVED to note the following correspondence had been received: -

117/21.1 **PUBLIC TOILETS** – Email from visitor.

RESOLVED to note that Councillor Mitchelson was lobbying that the public toilets should be maintained better and that the Clerk had forwarded the complaint to property services at the City Council.

(Signed) Chair.....
Date

117/21.2 SPEEDING AT MOATSIDE – Email from resident

RESOLVED that the Clerk would include Moatside in the request for a survey by highways and ask the police to use the speed camera in the area.

ACTION: Clerk.

117/21.3 CARLISLE PLAN 2021-2023 – Email from Carlisle City Council.

RESOLVED that a response should be made that there should be more focus on economic activity for Brampton and support for enhancing the town centre and other rural settlements.

117/21.4 NSPPC FUNDRAISING – Email from Community Fundraiser.

RESOLVED not to support the request.

ACTION: Clerk.

118/21 LITERATURE AVAILABLE FROM CLERK –**068/21.1 NOTICE OF EXECUTIVE KEY DECISIONS – 2nd July 2021****119/21 AGENDA ITEMS FOR NEXT MEETING**

RESOLVED to note that any further items for the next agenda should be submitted to the Clerk on or before 23rd September 2021.

- Incredible Edible – Presentation by the group

120/21 DATE OF NEXT MEETING - Thursday 30th September 2021, Moot Hall, 7.30pm. Committee meetings to take place on 16th September 2021 from 7.00pm in the Moot Hall.**121/21 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, (contract terms) it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.****122/21 DISCOVER BRAMPTON**

Consideration was given to the tenders invited and received for the provision of digital marketing services to raise the profile of Brampton as a tourist destination.

RESOLVED, after agreeing to a shortlist of 2 of the companies, that a zoom meeting would be arranged to discuss the project further with each company in order to reach a final recommendation for full council.

ACTION: Councillor Angland/Clerk.

123/21 CEMETERY

Consideration was given to the tenders invited and received for the required drainage work at the cemetery.

RESOLVED to accept the tender submitted by Rod Hind Drainage in the sum of £5,150.60 (excl. VAT), proposed by Councillor Errington, seconded by Councillor M. Spears, agreed unanimously.

(Signed) Chair.....
Date

Expenditure To Approve

Amount £	Payee	Detail	Chq number/FP
1500.00	Andrew Riddell	Moot Hall – masonry work (interim payment)	F/P
770.00	Tom Ayre	Flowerbeds	F/P
736.78	BRHS	Office	F/P
595.20	Rod Hind Drainage	Cemetery – exploratory work	F/P
630.00	Easby Orwell Ltd	Advertising (market)	F/P
52.30	SLCC	Office/CiLCA	F/P
38.73	SSE	Moot Hall – gas	F/P
<u>£4,323.01</u>			

(Signed) Chair.....
Date