

BRAMPTON PARISH COUNCIL

Clerk: Allison Riddell
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26 April, 2021

Dear Councillor,

You are summoned to attend a Virtual Meeting of the **BRAMPTON PARISH COUNCIL** which will be held on **TUESDAY, 27th APRIL, 2021 at 7.00 p.m.**

The meeting is accessible by logging on to www.zoom.us and using Meeting ID 886 7818 9212 with the passcode **379568**. The meeting can also be joined by telephone by dialling one of the following numbers - 0203 481 5240 or 0131 460 1196 or 0203 051 2874 or 0203 481 5237. Please aim to arrive at the meeting by 6.50pm in case of connectivity problems.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



Clerk

AGENDA

1. **APOLOGIES FOR ABSENCE** - To receive apologies and approve reasons for absence.
2. **REQUESTS FOR DISPENSATION** - The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
3. **DECLARATIONS OF INTEREST** – To receive declarations of interests by elected and co-opted members in respect of items on this agenda.

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.)

4. **MINUTES** -

MINUTES OF THE MEETING HELD ON 30TH MARCH 2021- To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 30th March 2021. (copy herewith – minutes will be signed in a safe manner as soon as possible)

5. **PUBLIC PARTICIPATION** –

5.1 PUBLIC PARTICIPATION - To receive comments and representation from members of the public in relation to any item on the Agenda. (*15 minutes is set aside for public participation and each member of the public is permitted to speak on any Agenda item for up to 3 minutes. Those items not on the agenda will not be debated but referred, if appropriate, to the next meeting. Members of the public are not permitted to speak at any other time during the meeting unless invited to do so by the Chairman.*)

5.2 CITY AND COUNTY COUNCILLOR REPORTS – To receive reports from City and County Councillors on issues relating to the parish.

6. **INCREDIBLE EDIBLE PROJECT** – To receive a presentation on the project.
7. **TOWN AND COUNTRY PLANNING APPLICATIONS** – To consider the following:-
- 7.1 **GLENRIDDING HOUSE, STATION ROAD, BRAMPTON (21/0206)** – Erection of single storey rear extension to provide garden room and verandah for outdoor seating area.
- 7.2 **THE PADDOCK, PAVING BROW, BRAMPTON (21/0267)** – Change of use from dwelling to 1 holiday let (retrospective)
- 7.3 **ROSEWOOD HOUSE, STATION ROAD, BRAMPTON (21/0273)** – Erection of single storey rear and side extension to provide 1 en-suite bedroom together with rendering of whole house.
- 7.4 **1 MOAT STREET, BRAMPTON (21/0316)** – Installation of new composite door and 2 PVCu sliding sash windows to south elevation, 3 PVCu sliding sash windows to east elevation, 2 infill sections at ground floor level on the east elevation comprising vertical timber boarding and 5 PVCu sliding sash windows to west elevation and 2 PVCu sliding sash windows and door to north elevation; rendering of front elevation and partial render of south elevation (revised/part retrospective application)
- 7.5 **LAND ADJACENT OAKFIELD, MILTON, BRAMPTON (21/0328)** – Erection of 1 dwelling house with detached garage; access improvements at junction with A689; upgrading of drainage arrangements (revised application)
- 7.6 **LAWSON MASONIC HAL, CRAW HALL, BRAMPTON (21/0029/S211)** – Works to 12 trees in Brampton Conservation Area.

(Information available on Carlisle City Council website, links sent via email to members)

8. **NOTIFICATION OF DECISIONS** – To note a report from the Clerk. (copy herewith)
9. **FINANCIAL MATTERS** –
- 9.1 **BANK RECONCILIATION TO 31ST MARCH 2021** – To note the information in the Scribe Report. (copy herewith)
- 9.2 **FINANCIAL TRANSACTIONS** - To note the income and expenditure detailed from the Scribe Report. (copy herewith)
- 9.3 **EXPENDITURE TO APPROVE** – That the Council approves the expenditure detailed. (copy herewith)
- 9.4 **CHANGE OF BANK ACCOUNT** – To consider setting up a small working group (Clerk and 2 councillors) to investigate, and report back to full council for consideration, alternative banking facilities for the parish council.
10. **CLERK'S REPORT** – To receive and note a Report from the Clerk. (copy herewith)
11. **LOCAL GOVERNMENT REORGANISATION** – To note the Report and ratify the response made by Brampton Parish Council to the consultation. (copy herewith)
12. **POLICIES** –
- 12.1 **DRAFT MEMORIAL BENCH POLICY** – To further consider the selection of benches for purchase as the local supplier suggested by members (Min. 179/20) has confirmed that they no longer do memorial benches. (information on bench suppliers circulated previously)
- 12.2 **ADDITIONAL POLICIES** – To consider the addition of the following draft policies:-
- Training Policy
 - General Reserves Policy (members to agree the policy and either 3-6 or 6-9 months predicted expenditure as the level of General Reserves)

(copies herewith)

- 13. WEDNESDAY MARKET –**
- 13.1 STALL HOLDER DOCUMENTATION –** To ratify that all stall holders must hold public liability insurance and any registration or certification relevant to each stall, for example, food stalls must be registered with their local environmental health service and hold food hygiene certificates etc.
- 13.2 FREE STALL -** To consider the availability of a free stall to registered local charities and local branches of national charities, amateur sporting, local organisations (excluding political parties) and schools. If agreed, members to further consider a limit on the amount of times such a stall would be available per annum to each charity/organisation.
- 14. REPRESENTATIVES' REPORTS –** To receive reports from representatives on Outside Bodies.
- 15. MOOT HALL/VISITOR CENTRE –** To receive an update from Councillor Blake and consider the following for agreement:-
- **OPENING HOURS –** To consider the opening hours of the Visitor Centre (daily and seasonal)
 - **ADVERTISING -** To consider what type of advertising should continue in the Moot Hall and whether there should be a charge applied. (previously agreed under min. 122/13.3 in September 2013 that businesses pay £10.00 per annum to advertise in the VC (has never been implemented) and that the displaying of posters would not be charged).
 - **SOCIAL MEDIA/WEBSITE CONTRACT –** To review and consider the proposed requirements for a social media and website contract. (copy to follow)
- 16. CLIMATE EMERGENCY –** To consider the recent information received from CALC and the SLCC and consider what action, if any, to take.
- 17. ROWBANK WOOD –** To receive a report from Councillor Quinn regarding what action if any can be taken on the tree protectors which are laying about in the area.
- 18. CALC -** To receive, note and where applicable respond to the following correspondence:-
- 18.1 COASTAL ACCESS UPDATE (To note)**
- 18.2 PREPARING FOR FACE TO FACE MEETINGS (To note)**
- 18.3 ACT NEWS UPDATE (To note)**
- 19. PARKING PROVISION –** To consider the location of overnight parking in Brampton (4 nights, chargeable or free) for Hadrian's Wall walkers. Clerk to report.
- 20. CORRESPONDENCE RECEIVED -** To note items of correspondence received since the last meeting and take actions as appropriate:-
- 20.1 LITTER PICK –** Email from Arden Explorers, 1st Brampton Scout Group
- 20.2 WASTE ON LAND NEAR HEMBLESGATE COURT –** Email from resident.
- 20.3 USE OF MOAT AND MURRAY PARK –** Email from Brampton Army Cadets.
- 20.4 USE OF MOOT HALL AND SURROUNDING AREA FOR CHARITY CLASSIC MINI CAR RUN –** Email from resident.
- 20.5 MOTORISED BIKE IN MURRAY PARK –** Email from resident.
- 20.6 PUBLIC FOOTPATH 105014 – UNITY FARM –** Email from Cumbria County Council.
- (information circulated to members by email, correspondence list report herewith)
- 21. LITERATURE AVAILABLE FROM CLERK -** To note items of literature received since the last meeting:-

21.1 None to date.

- 22. DATE OF NEXT MEETING** – To confirm that the next meeting will be held on Tuesday 18th May 2021 at 7.00pm, Moot Hall. The maximum number able to attend a face-to-face meeting downstairs in the Moot Hall is 18 under current covid-19 restrictions.
- 23 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.
- 24. LOVERS LANE** – To consider the response from Wellers Hedley on the contribution to repairs on Lovers Lane. (circulated to members by email).