

## UPPER BROUGHTON PARISH COUNCIL

Minutes of a meeting of the parish council held on Tuesday 21<sup>st</sup> March 2017 in the Upper Broughton Village Hall which commenced at 7.52pm after the conclusion of the Annual Parish Meeting.

Councillors: Copley(Chair) Flood Parkinson  
Bailey Hill

Also in attendance: Borough Cllr. Combellack, the Clerk – Jo Cartmell and two members of the public.

1. Apologies: NC Councillor Cottee, Cllr. Barry and Cllr. Watson.
2. Declarations of Interest: Cllr. Flood relating to Item 8.
3. Acceptance of minutes of meetings held on 7<sup>th</sup> February 2017: Cllr. Hill proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr. Bailey and passed.
4. Open session for the public **limited to 15 minutes**: None – the objection to planning application 16/03037/VAR had been voiced in the open session of the Annual Parish Meeting.

### 5. Planning matters.

#### Applications:

**17/00412/NMA** Cairn's Heritage. Church Farm, Rectory Drive, Upper Broughton.

Construction of two dwellings – reduction in balconies to both plots, new open roof structure over part of rear balcony to both plots, timber fence panel forming part of boundary to plot 2.

No comments.

**16/03037/VAR** Cairns Heritage, Tennis Court at Sulney Fields, Colonels Lane, Upper Broughton.

Vary Condition 2 of 15/02394/FUL relating to new brick wall to SE boundary.

The parish council voted to object to the proposals outlined in this application as members felt that as a rural conservation area, the design of this additional wall does not preserve and enhance the character or appearance of the area as it is required to do. The design is too urbanised and has a detrimental impact on this area of the village. Members questioned why these amendments are being considered as the Appeal Decision from the Planning Inspectorate clearly states that 'the development hereby permitted shall be carried out in accordance with the following approved plans' and these amendments are retrospective so the work has not been carried out in accordance with the Planning Inspectors report. The Parish Council felt this was a compliance issue and the applicant should be instructed to remove the wall and replace it with the holly hedge. The loss of the hedge has also led to a reduction in the level of screening. The screening was highlighted by the planning inspector as one of the reasons that this development was permitted.

The Parish Council also wished to raise concerns about the tarmac that has been laid on the public land outside the pedestrian access. This seemed to have been done to create a service access to the property and the parish council would like to see the Borough Council force the applicant to return the land to the soft verge as it was prior to work on the development commencing. The applicant should not be allowed to create a convenient car parking space for pedestrian access. The loss of the soft verge has led to a drainage issue due to the gradient of the road. The soft verge was important as it allowed surface water to drain away rather than following down Church Lane and into other properties. The Parish Council requests that the Borough Council refuse this application and pass this to the Enforcement Team for the works to be made good as per the Inspectorate approved application.

As noted in the Annual Parish Meeting, the Clerk was asked to invite Mr A. Pegram and Mr J. Hall to a meeting to provide answers as to why the development had been supported by the planning department and why the enforcement team was not taking action against the applicant despite a number of incidents of not sticking to the approved plans.

**17/00344/FUL** Mr C Batty, Hillside Farm, Station Rd, Upper Broughton

Erection of an agricultural barn. Application Withdrawn.

#### Tree Works:

17/00016/CONARE Mrs E Scarborough, Riggside, Station Rd.

**Action: Clerk to forward the response to RBC and invite Mr's Pegram and all to a public meeting.**

6. Correspondence.  
RBC: Local Plan Consultation: No comments at this time.  
NALC: Best Kept Village Competition: Members decided not to enter the competition this year.
7. Neighbourhood plan – The Clerk was asked to move this item up the agenda so that it was listed straight after the Open Session.  
Cllr. Parkinson updated members that he was waiting for news of a survey of households from David Russell so he had nothing to report at this time but wished to note that he felt that should the sub-committee commit to progress with the plan by appointing a Planning Consultant, then a greater representation was needed from the parish council. Cllr. Copley noted that both Cllrs Watson and Barry had previously expressed an interest in participating in the production of the neighbourhood plan, it was decided to approach them to see if they were still interested.  
Cllr. Combellack updated members that after a meeting at Hickling with Urban Imprint, the Hickling Sub-committee had decided to look at other options for hiring consultants and had a meeting set up with a company called Planit-X which was based in Burton Lazars and initial impressions were the director would intend on being a lot more involved in the production of the plan. Cllr. Combellack hoped that David Russell would attend an initial interview with Planit-X.

8. Village Hall.  
 New windows: Repair or replacement - Preliminary discussions took place relating to the condition of the 6 windows in the main hall and the one in the kitchen which were known to be 117 years old and a decision relating to the repair or replacement of these windows would need to be made in the coming months. Previous attempts to insulate the windows with secondary glazing had initially worked but after a cleaning project, the secondary glazing had needed to be removed. Cllr. Parkinson agreed to carry out a survey of the windows to find out if there was rotting of all the wooden frames and that would enable members to decide on how the council would like to progress. Cllr. Parkinson would report back at the next meeting.

**Action: Cllr. Parkinson to carry out an inspection of the windows.**

9. Village Pump: Repairs: The Clerk was asked to arrange a meeting with highways officer to discuss putting a surround around the pump. The outcome of the meeting would be discussed at the next meeting.

**Action: Clerk to contact NCC**

10. Highways & Footpaths.

Traffic Calming measures on Station Rd – Update was given by Cllr. Copley and Cllr. Parkinson with regard to the meeting with NCC. The Highways officer was going to arrange to have new more prominent 30mph signs at the entrance to the village and a new road marking reading SLOW.

Cllr. Parkinson was still keen to see other options explored; including village entry gates and electronic speed signs. Cllr. Copley preference would be to wait and see if the modifications by the County Council had any effect on the speed of traffic passing down Station Rd but Cllr. Parkinson requested that all options remain open and that an item relating to Village Entry Gates and interactive speed signs be added to the agenda for the next meeting.

**Action: Clerk to add item to next agenda.**

11. Cross Green:

Maintenance contract review: A quote for the annual maintenance contract for Cross Green and the two areas around the village hall was received from K. Wadkin and Son. The estimate had remained the same as last year at £1,311.00+VAT. Cllr. Hill proposed that the quote be accepted; this was seconded by Cllr. Bailey and passed.

**Action: Clerk to notify K. Wadkin and Son that the quote had been accepted.**

12. Clerk's matters – CiLCA training £125.00

The Clerk notified the council that she was considering attending the CiLCA training course and asked if the council would support this training at a cost of £250.00 split with Hickling Parish Council. Cllr. Flood proposed that the Council pay half of the cost towards the training totalling £125.00; this was seconded by Cllr. Copley and passed.

13. Finance: 28<sup>th</sup> February 2017 - Business Account balance: £19,496.98

Internal auditor: Quote for £45.00 was received from Mr Dixon to carry out the annual audit. Cllr. Copley proposed that the quote be accepted and Mr Dixon be appointed as internal auditor; this was seconded by Cllr. Flood and passed.

Payments due:

Cheque No.	Payee	Description	Amount
528	Jo Cartmell	Salary	£520.00
529	NALC	CiLCA	£125.00

Cllr. Copley proposed that the above payment be made; this was seconded by Cllr. Bailey and passed.

14. Items from members for the next agenda: Grant aid, drains, village gateways and signs.

15. Late items and Chairman's matters: None.

16. Date of next meeting: 16<sup>th</sup> May(AGM), 11<sup>th</sup> Jul

Meeting closed: 8.45pm