

**CHURCH BROUGHTON PARISH COUNCIL**  
**ANNUAL PARISH COUNCIL MEETING HELD ON TUESDAY 4<sup>TH</sup> JUNE 2019**

Those present:

Councillor Henderson-Chairman  
Councillor Spalton-Vice Chairman  
Councillor D Redfern  
Councillor I Redfern  
DCC Councillor Patten  
SDDC Councillor Whittenham

In attendance:

Helena Steeples-Clerk

2 Parishioners present

14.0 APOLOGIES

Apologies were received and accepted from Councillor Wallis, Councillor Tylee and SDDC Councillor Billings.

15.0 CO-OPTION OF PARISH COUNCILLORS

Councillor Spalton was elected to the position of Parish Councillor at the elections held on 2<sup>nd</sup> May 2019. To enable the Parish Council to be quorate, SDDC duly nominated Councillors Patten, Whittenham and Billings onto Church Broughton Parish Council.

It was proposed by Councillor Spalton and seconded by Councillor Patten to co-opt Councillor Danny Redfern; Councillor Ian Redfern and Councillor June Wallis onto the Parish Council.

16.0 ELECTION OF CHAIRMAN

It was unanimously agreed to elect the Chairman at the next meeting.

17.0 ELECTION OF VICE CHAIRMAN

It was proposed by Councillor I Redfern and seconded by Councillor D Redfern to elect Councillor Spalton as Vice Chairman.

18.0 ELECTION OF COUNCILLORS TO COMMITTEES

It was proposed and seconded by all present to elect Councillors to the following committees:

Roads & Flooding	Councillor June Wallis
Footpaths/Minor Maintenance	Councillor I Redfern
New Playing Field	Councillor I Redfern

19.0 SIGN DECLARATION OF ACCEPTANCE OF OFFICE FORMS

All Councillors completed their Declaration of Acceptance Forms. Clerk to ensure Councillor Wallis completes forms at the next meeting. ACTION: CLERK

20.0 COMPLETE REGISTER OF MEMBERS INTEREST FORMS

All Councillors completed their Register of Members Interest Forms. Clerk to ensure Councillor Wallis to complete at next meeting. ACTION: CLERK

## 21.0 PUBLIC PARTICIPATION

Mr Weil and Mr Dan Pedley gave a presentation on the outcomes of the survey held to discuss various options for village meeting places and if there would be any interest of help to organise future activities. The Community Plan committee had looked at current meeting places in the village; new meeting places; possible alterations to venues; demand for meeting places; and what groups are meeting. Options were;

1. To build a new village hall
2. To remove all pews from Church-convert into a useable space
3. To remove several rear rows of pews at Church-convert into a smaller useable space
4. Purchase Methodist Chapel & Schoolroom
5. Do nothing

125 responses were received.

First preference

New village hall 46%

Parish Church large flexible space 23%

Methodist Chapel & Schoolroom 27%

Parish Church small flexible space 13%

Do nothing 10%

The suggestion of building a new village hall on the existing tennis court 58% in favour.

Number of volunteers to organise refurbishment or construction 40

Number of volunteers to help organise the running of a facility 45

Items to consider|:

The school is used for lettings and there would be no option to modify the school.

To build a new village hall or alter the church would-be long-term projects. Approval for altering the church would need to be granted by the Diocese.

A short-term option would be to rent the Methodist Chapel and Schoolroom which has a Community Asset Order placed on it. This gives the community the right to purchase within six months if the Methodist Church wish to sell.

Mr Cliff Lewer from the Methodist Church has advised that after discussions with their surveyor and lawyers they would consider:

1. A 20-year lease to the Parish Council of £5200 per annum payable by equal quarterly instalments in advance.
2. A mutual break on the 10<sup>th</sup> anniversary subject to 6 month's notice and a rent review 5 yearly upward.

3. Repairs and decoration – tenant to put and keep the property in good substantial state of repair and condition. Internal and external decoration to take place every 5<sup>th</sup> year and in the last 3 months of the ter.

Income & expenditure costs for the Methodist Chapel for 17/18

Income from lettings: £826

Expenditure:

Electricity £660.36

Insurance £393.69

Fire Extinguisher service £107.40

Parish Councillors discussed possible annual costs and thought they would be approx. £6500. Councillors felt the rent of £5200 was very high.

Helena Stubbs would need to be contacted to find out if there are any special conditions for rates on rented chapels.

It is understood that 2 valuations of £175,000 and £250,000 have been received for the Methodist Chapel.

A letter had been raised from the residents of Chapel Lane concerning the use of the Methodist Chapel as a village hall and the damage which could be caused to Chapel Lane which is unadopted.

Current lettings held in the Methodist Chapel: Chair based exercise class; Parish Council meetings; village shop.

Lettings currently held in school which could be held in the Methodist Chapel: Yoga; Pilates; Zumba; Table Tennis; and Ballroom Dancing.

Councillors discussed the proposition – From the survey there was a clear preference to have a new village hall built and stated that the cost of renting the Methodist Chapel for 5 years is very expensive when you could hire Sutton on the Hill Schoolroom for a lesser amount. If a new village hall is built general running costs would be significantly lower due to the building being thermally efficient and sustainable.

Councillors asked, “Is the village prepared to provide free labour to run the shop and village hall?”

Mr Weil proposed that the Parish Council negotiate with the owners of the Methodist Chapel for a 10-year lease with a 5-year break. Councillor Henderson offered to undertake this role. ACTION: COUNCILLOR HENDERSON

Councillor Henderson explained that the Parish Council would need to hold an open meeting to discuss renting the Methodist Chapel and ask residents to vote if they

wished the Parish Council to proceed. Funds would need to be raised from the precept.

22.0 OUTSIDE BODIES PARTICIPATION

None.

23.0 REPORTS FROM COUNTY & DISTRICT COUNCILLORS AND POLICE

DDC Councillor Patten reported:

1. Enquiries are ongoing to establish who is responsible for the retaining wall by the public footpath opposite the Holly Bush.
2. Gaynor Richards from SDDC planning department is enquiring about the illegal gate which has been installed on Boggy Lane.
3. DCC have completed remedial work on the sink holes on Boggy Lane. STWA have not yet completed repairs.
4. Gaynor Richards from SDDC is making enquiries about the cutting of the hedge alongside the traveller's site on Sutton Road.

Councillor Henderson enquired if there was any funding available to help a Parish Council rent premises. DDC Councillor Patten replied no.

SDDC Whittenham advised that the Area Forum is to be held on Tuesday 11<sup>th</sup> June at Eggington.

24.0 DECLARATION OF BUSINESS INTERESTS

None.

25.0 MINUTES OF THE LAST MEETING

It was proposed by Councillor Spalton and seconded by Councillor D Redfern to accept the minutes of the meeting held on Tuesday 5<sup>th</sup> April 2019.

26.0 MATTERS ARISING

26.1 RISK MANANGEMENT

No items raised.

26.2 LAND NEXT TO HOLLY BUSH

DDC Councillor Patten reported enquiries are ongoing to establish who is responsible for the retaining wall by the public footpath opposite the Holly Bush.

26.3 VILLAGE MAP

Councillor Henderson informed Councillors that he has been on the Ordnance Survey Maps site and you are only able to access data not maps. When visiting the "Parish online digital data" you are able to access maps, but for a fee £30-£100. After discussion it was agreed by all present to not pursue purchasing a digital village map.  
ACTION: CLERK TO ADVISE MRS LYDON

26.4 HEDGE ALONGSIDE TRAVELERS SITE ON SUTTON LANE

See item 23.0

27.0 CORRESPONDENCE

27.1 LETTER FROM WINE AND ROSES

A letter had been received asking if the mowing which takes place around the village could be extended a short way along Tippers Lane and Church Road in front of the tubs. Councillors discussed this item - the grass cutting is organised by SDDC and it was agreed that they would be unable to help at this time. ACTION: CLERK

27.2 METHODIST CHAPEL LETTINGS & PROPOSAL FROM THE COMMUNITY PLAN GROUP

See item 21.0

27.3 MINOR MAINTENANCE GRANT 19/20

DCC confirmed that Church Broughton will receive a grant of £430.00 for the financial year 2019/20.

27.4 GRANTS

Notice of Action Grants available to be displayed in the village noticeboard.

27.5 NOMINATIONS FOR PLACE ON EXECUTIVE COMMITTEE

Email circulated.

28.0 PLANNING APPLICATIONS

28.1

DATE	PLANNING NUMBER	DETAILS	APPROVED/REJECTED
FEB 2019	REG NO 9/2018/1397	PRIOR APPROVAL OF CHANGE OF USE WITH ASSOCIATED OPERATIONAL DEVELOPMENT AT SHIRE FARM, BADWAY LANE, CB	
FEB 2019	REG NO 9/2019/0070	COTTAGE BOGGY LANE	PENDING

28.2 UPDATE ON BRANDON'S POULTRY

No update received.

28.3 REG NO 9/2019/0333 – THE ERECTION OF ONE DWELLING WITH A DETACHED GARAGE, ASSOCIATED ACCESS & PARKING ON LAND ADJACENT GREENACRE, BENT LANE, CHURCH BROUGHTON, DERBY

No objection.

28.4 REG NO 9/2019/0406- CHANGE OF USE OF PART OF AGRICULTURAL PADDOK FOR THE EXERCISING OF DOGS ALONG WITH THE ERECTION OF BUILDINGS FOR BOARDING KENNELS AND ASSOCIATED STORAGE AND THE CREATION OF A PARKING AREA ON LAND ADJACENT TO GREENACRE, BENT LANE, CHURCH BROUGHTON.

Councillors agreed that the scheme was similar to the previous planning application, and their comments still stood.

28.5 REG NO 9/2019/0514 – THE ERECTION OF MULTIPLE SINGLE STOREY EXTENSIONS AT THE LODGE BADWAY LANE, CHURCH BROUGHTON  
No objections.

29.0 FINANCE

29.1 FINANCE REPORT

A finance report as at 1<sup>st</sup> May was circulated.

29.2 CLERKS SALARY MARCH & APRIL £188.48 LESS TAX = £301.76

It was proposed by Councillor Spalton and seconded by Councillor I Redfern to pay the clerks salary. Cheque serial number 001105 issued.

29.3 H STEEPLES EXPENSES £52.00

It was proposed by Councillor Spalton and seconded by Councillor I Redfern to pay the clerks expenses. Cheque serial number 001106 issued.

29.4 D WALLIS LENGTHSMAN £102.72

It was proposed by Councillor I Redfern to pay Mr Wallis. Cheque serial number 001107 issued.

29.5 J HARDY LENGTHSMAN £108.20

It was proposed by Councillor I Redfern to pay Mr Hardy. Cheque serial number 001108 issued

29.6 CAME & CO £318.73 ANNUAL INSURANCE

It was proposed by Councillor Spalton and seconded by Councillor I Redfern to pay the annual insurance. Cheque serial number 001109 issued.

29.7 FINCH IT SOLUTIONS DOMAIN FEE & OFFICE 365 1 YEAR £162.00

It was proposed by Councillor I Redfern and seconded by Councillor Spalton to pay Finch IT Solutions. Cheque serial number 001110 issued.

29.8 H RICHARDS DONATION £50.00

It was proposed by Councillor Spalton and seconded by Councillor I Redfern to give Mr Richards a donation towards his trip. Cheque serial number issued 001111

29.9 COMMUNITY HEARTBEAT ANNUAL SUPPORT £126.00

It was proposed by Councillor I Redfern and seconded by Councillor Spalton to pay the annual support to the Community Heartbeat. Cheque serial number 001112 issued.

29.10 B WOOD INTERNAL AUDIT FEE £66.30

It was proposed by Councillor Spalton and seconded by Councillor I Redfern to pay the audit fee. Cheque serial number 001113 issued.

29.11 HMRC £100.80

It was proposed by Councillor I Redfern and seconded by Councillor Spalton to pay HMRC. Cheque serial number 001114 issued.

29.12 ADOPTION OF ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN

Copies of the Annual Governance Statement 2018/2019 which are part of the Annual Audit were circulated and approved by all present.

29.13 ADOPTION OF ANNUAL RETURN

The Annual Return has been completed and signed off by the Internal Auditor Mr Brian Wood, for submission to the External Auditor. Councillors approved the Annual Return, and these were duly signed by Councillor Spalton and the Clerk.

29.14 SIGN & APPROVE EXEMPTION CERTIFICATE FOR AUDIT

Parish Councillors passed a resolution that the authority meets its criteria for 2018/19 and wishes to be an exempt authority, not subject to the limited assurance review for that year.

30.0 REPORTS

30.1 ROADS

No items to report.

30.2 FOOTPATHS/MINOR MAINTENANCE

No items to report. Councillor I Redfern to walk the footpaths.

31.0 ITEMS FOR THE CALENDAR

None.

32.0 CHAIRMANS NOTICES

None.

33.0 DATE OF NEXT MEETING

Tuesday 2<sup>nd</sup> July 2019.