

# BROUGHAM PARISH COUNCIL

Minutes of the meeting held on 30<sup>th</sup> July 2024 at Brougham Hall Farm

Present: Cllr S V Harden (SVH) (Chair), , Cllr P Ballinghall (PB), Cllr Richard Stables (RS), Caroline Fancott-Beynon (CFB) (Clerk), Naomi Callaghan (NC) (New Clerk)

**1. Apologies:** Cllr Gordon Rigg (GR), Cllr N Ellery (NE) – reasons noted.

**2. Declaration of Interests:** None

**3. Adjournment of the meeting:**  
No comments

## **4. Minutes**

The minutes of the meeting held on 8<sup>th</sup> May 2024 were agreed as a true record and were signed by the Chair

## **5. Matters Arising:**

NC to take handover from Caroline and update the relevant information on the computer and website.

## **6. Financial Matters**

**6.1:** The clerk presented the bank reconciliation to the councillors which was agreed

**6.2:** Change to Unity Bank discussed, form still to be completed online by new Clerk for ease of transition.

**6.3:** To note any receipts & authorise necessary payments:

### **Cheques to Authorise:**

Clerk Salary/Expenses (May -July)	£452.35
Rachel Rigg (SSL)	£30.00
Domain Renewal	£44.48

## **7. Planning Matters**

**7.1:**23/0696: Now APPROVED.

## **8. Highways, Footpaths & Parish Issues**

**8.1:** Highways Issues – Clifton railway bridge has been condemned, repair likely late 2025.

**8.2** A66 – update

**8.3** Defib – rota needed for monthly checking. NC to print out monthly check sheet.

## **9. Clerk Vacancy**

Filled by Naomi Callaghan

Pay point to match Crosby Ravensworth, point 19 on the NJC pay spine.

NC to contact CALC to inform them vacancy is filled so they can remove job advertisement.

## **10. Co-option Policy**

Proposal to accept the co-option policy by SVH, seconded by RS. Agreed.

## **11. Correspondence**

None noted.

Next meeting: Wednesday 25<sup>th</sup> September at 5 Brougham Hall Gardens.

Meeting closed at 10.43

*Sarah V. Harden.*

*25<sup>th</sup> September 2024*