

BROUGHAM PARISH COUNCIL

Minutes of the meeting held on 20th November 2024 at 6 Brougham Avenue

Present: Cllr S V Harden (SVH) (Chair), Cllr Peter Ballingham (PB), Cllr Gordon Rigg (GR), Cllr Lorner Baker, (Clerk), Naomi Callaghan (NC) (Clerk)

1. Apologies: Cllr Richard Stables – reasons noted.

2. Declaration of Interests: None

3. Adjournment of the meeting:
No comments

4. Minutes

The minutes of the meeting held on 25th September 2024 were agreed as a true record and were signed by the Chair. Proposed GR, seconded SH, agreed.

5. Matters Arising:
None.

6. Financial Matters

6.1: SH to send passport photo to NC to send to Unity Bank.

6.2: Discussed PAYE and Sickness re: Clerk employment. NC to look into this and report back in November.

6.3: Proposal to authorise payment by GR, seconded by SH. Agreed.

Cheques to Authorise:

Clerk Salary/Expenses (Sept-Oct)	£366.89
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7. Planning Matters

None.

8. Highways, Footpaths & Parish Issues

8.1: Highways Issues – GR attended highways meeting with CALC. New signs installed by W&F.

8.2 A66 – signage under review by W&F. Money sign-off for project in Spring '25.

8.3 Defib – Checks completed by RS.

9. Clerk Pay Scale Update

SH proposed to adopt NALC pay scale update for NC from £15.48 per hour to £16.10, seconded by GR. Agreed. SH proposed NC to look into back pay for CFB (previous clerk), seconded by PB. Agreed.

10. Correspondence

W&F waste consultation survey – agreed Cllrs will complete individually.

Next Meeting Date

Wednesday 8th January at 2 Brougham Hall Gardens.

Meeting closed at 11:03.

Sarah V. Harden
7/1/25