

**BROUGHAM PARISH COUNCIL**

4 Chapel Lodge, Gaisgill, Penrith, CA10 3DN

Clerk: Naomi Callaghan

Email: [clerk@broughamparishcouncil.co.uk](mailto:clerk@broughamparishcouncil.co.uk)

There was an Ordinary Meeting of the Parish Council held immediately after the Parish Annual Meeting on Friday 16<sup>th</sup> May at Brougham Hall Farm; the meeting commenced at 11:24.

Present at the meeting were:

Councillors: Sarah Harden (SH), Richard Stables (RS), Peter Ballingall (PB) and Chris Rogers (CR)

Clerk: Naomi Callaghan (NC)

No members of the public were present.

1/25	<b>Previous Meeting Minutes</b> SH proposed to sign the Minutes of the meeting held on 11 <sup>th</sup> of March as a true record; seconded by PB. Agreed.																																			
2/25	<b>Declaration of Interests</b> None.																																			
3/25	<b>Financial Matters</b> <b>3.1.</b> Cllrs noted that the transfer to Unity Bank is now complete. PB proposed that CR be added to the account signatories; seconded by SH. Agreed. PB proposed that a savings account be opened transferring a balance of £7,500.00 from the current account; seconded by CR. Agreed. <b>3.2.</b> Cllrs noted banking reconciliations; signed by SH, PB and NC. <b>3.3.</b> Cllrs noted payments for authorisation; PB and RS to authorise online. <table><tr><th>Date</th><th>Payee</th><th>Budget Head</th><th>Amount</th></tr><tr><td>31/03/2025</td><td>N. Callaghan</td><td>Clerk Salary</td><td>£157.82</td></tr><tr><td>30/04/2025</td><td>N. Callaghan</td><td>Clerk Salary</td><td>£139.62</td></tr><tr><td>16/05/2025</td><td>G. Rigg</td><td>Misc</td><td>£29.99</td></tr><tr><td>16/05/2025</td><td>R. Kelly</td><td>Internal Audit</td><td>£75.00</td></tr><tr><td>16/05/2025</td><td>Zurich</td><td>Insurance</td><td>£84.00</td></tr><tr><td>28/05/2025</td><td>N. Callahan</td><td>Clerk Salary</td><td>£139.62</td></tr><tr><td>28/05/2025</td><td>HMRC</td><td>Clerk Salary</td><td>£69.60</td></tr></table> <b>3.5.</b> Cllrs noted precept <b>£5,000.00</b> received into account on 24.04.25. <b>Current balance of BPC Bank Account: £9.357.25</b>				Date	Payee	Budget Head	Amount	31/03/2025	N. Callaghan	Clerk Salary	£157.82	30/04/2025	N. Callaghan	Clerk Salary	£139.62	16/05/2025	G. Rigg	Misc	£29.99	16/05/2025	R. Kelly	Internal Audit	£75.00	16/05/2025	Zurich	Insurance	£84.00	28/05/2025	N. Callahan	Clerk Salary	£139.62	28/05/2025	HMRC	Clerk Salary	£69.60
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4/25	<b>AGAR 2025-2026</b> <b>4/25/1.</b> Cllrs received and approved the Internal Auditors statement and report. <b>4/25/2.</b> Cllrs received the AGAR Governance Statement; signed by SH and NC. <b>4/25/3.</b> Cllrs received the AGAR Accounting Statement; signed by SH and NC. <b>4/25/4.</b> Cllrs received the AGAR Certificate of Exemption; signed by SH and NC.																																			
5/25	<b>Planning Matters</b> <u>2024/2194/OPA</u> - Land off Cliburn Road Cliburn Penrith Cllrs discussed the matter in depth; SH proposed that Planning be contacted to reopen the consultation on this application as the letter from PFK, dated 21 <sup>st</sup> March, suggests a new statement of intent that needs review. Seconded by CR. Agreed. <u>2025/0812/REG77</u> – Keepers Cottage, Brougham																																			

	<p>Cllrs discussed the application and submitted the following comment to Planning during the meeting; proposed by CR and seconded by SH. Agreed.</p> <p><i>'Brougham Parish Council would like to raise concerns regarding the site as the current plans don't include any facilities that would allow for clean and waste water.</i></p> <p><i>The Parish Council also have concerns regarding the agricultural status of the land; does it have a diversification limit. Also, there is a public footpath that goes through this field; will this be protected.'</i></p>
6	<p><b>Highways, Footpaths &amp; Parish Issues</b></p> <p><b>6/25/1:</b> Highways - Cllrs attended the National Highways information presentation regarding the Clifton and Lowther Bridge replacement scheme. Cllrs discussed with residents in the Electors meeting issues regarding speeding in Clifton Dykes; see Electors meeting minutes.</p> <p><b>6/25/2:</b> A66 – still awaiting decision from the government. If the A66 project goes ahead National Highways have indicated that there will be impact consultation meetings with BPC. BPC will be suggesting that there is also a consultation for the residents.</p> <p><b>6/25/3:</b> Defib – monthly checks completed with no issues raised. NC to arrange training session for a Wednesday evening at 5pm in Brougham Hall café.</p>
7	<p><b>Correspondence</b></p> <p>None.</p>
8	<p><b>Next Meeting Date</b></p> <p>Next meeting set for 10:00 on 26<sup>th</sup> June 2025 at 5 Brougham Hall Gardens.</p>
	<p><b>Meeting Closed at 12:14</b></p>

*Sarah V. Harden*

*26 June 2025*