

Minutes of a Parish Council Meeting
Of Broughton Parish Council
Held on Monday 3rd March 2025 at 7.00pm
At St Marys House, Wykham Lane, Broughton

Councillors Present

Cllr Leech (Chairperson), Cllr Byrne and Cllr Howarth

Clerk to the Council, Mrs C Coles

25/14. To receive apologies for absence

Cllr Crawley (personal) and Cllr Hilsdon (personal)

25/15. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda

No interests were declared.

25/16. Public participation session

No members of the public were present.

25/17. To approve and sign the minutes of the meeting held on 13th January 2025

The minutes were approved and signed as a true record of the meeting.

25/18. To note any matters arising from the minutes not included on this agenda

Affinity – The software package has been purchased. It will be used to help produce the newsletter.

25/19. To receive an update from the meeting with the Highways Engagement Officer

A useful on site meeting was held with Kathryn Gash (KG). The following matters were discussed. All blocked drains have been reported to be cleared as standard 28 day defects but may take a bit longer due to the backlog. A drainage technician has been booked for April/May 2025 to visit and unblock all units they find blocked. The link was passed to book the CDC sweeper. The footpath between Laws and Fiennes is an OCC footpath and issues can be raised on FMS. A defect to remove and clear the debris to the side of The Old Rectory has been raised.

Wykham Lane was discussed. KG will ask traffic why a one way sign on the right hand side has not been replaced. Delivery drivers enter and try and turn coming out at the hazardous blind junction. Traffic have been emailed to ask if the one way arrows can be repainted. A request has been put in for a one way reminder sign half way up the lane. The police should be contacted about drivers coming in the wrong way.

The footway between Danvers Cottage and Toll Cottage has been logged for a footway slurry. The drainage technician has been emailed to have a look at the active water at the bottom of Danvers Road. This will either be reported to Thames Water if it is a leak or pass to the Operations Team to investigate and action if it is a spring.

25/20. To receive an update on the work being carried out by Gigaclear

Work continues but the verges are a mess.

25/21. Financial Report

Update on bank balances

a) The Clerk reported an account balance of £12,004.04.

b) *The following payments were approved under statutory powers*
£216.00 to OALC (membership)
£620.79 to R Byrne (website hosting)

£159.99 to Parish Clerk (newsletter software)
£82.02 to S Leech (strimmer service)
£409.16 To Parish Clerk (hours)
£102.40 To HMRC

c) *To consider a quote to replace the noticeboard on the Main Road*

A quote has been received for a two bay noticeboard. The cost is £815.00 & VAT.

Action: The Parish Clerk to get a price for a smaller one bay board.

25/22. To receive an update on planning

No applications had been received.

25/23. To note the following correspondence (circulated)

- CDC, Increase in dog bin emptying charges. The cost is increasing from £1.95 to £2.05 per bin from 1st April 2025.
- CDC, Spring Clean 2025. Noted.
- St Marys House, Thank you email for the donation.
- Highways, Temporary Road closure on Shutford Road, opp Upper Lea Farm 18-20 March 2025. Details to be put on the notice-board.

25/24. To receive Councillors Reports

There is more dog poo in the park.

There is a tree in the closed churchyard overhanging the path which requires attention.

Action: Cllr Howarth to send photos to the Chair. The Chair to get a couple of quotes.

25/25. To note next meeting date and time

Parish Council meeting on 28th April 2025 at 7pm followed by the Annual Parish Meeting at 7.30pm.

The meeting closed at 7.30pm.