Broughton Parish Council

Minutes of the meeting of Broughton Parish Council held on Monday 5th January 2026 at the Village Hall, School Road, Broughton, PE28 3AT commencing at 7.00pm

Present: Cllr Michael O'Donovan (Chairman), Cllr Roger Clark, Cllr Dave Cobby, Cllr Kay Coope, Cllr Rob Marsden, Cllr Nick Moulton, Cllr Mark Ray and Ann Nixon (Parish Clerk)

In Attendance: 10 members of the public

2025/26-61. Receive apologies for absence. None

2025/26-62. To accept declarations of interest for matters on the agenda.

Cllr Moulton and Cllr Coope declared their interest in relation to the Broughton Village Hall (Item 2025/26-70). Cllr Ray declared his interest, as a neighbouring land owner, in relation to the Planning Application items 2025/26-68 and 2025/26-69 (dispensation given to vote on both planning applications) and because the proposed contractor for the 2026 churchyard mowing is a client (item 2025/6-72).

2025/26-63. Report from County Councillor. The Chairman read out County Cllr Lowe's report on her behalf, as she was unable to attend. The report stated there would be an extra ordinary full Council meeting at HDC to discuss the reply to be sent to Government on whether the District Council Elections should be held or not due to the Unitary elections due to take place in 2027, ready for the new Unitary Authorities to start on 1st April 2028.

Comments from the members of the public.

In relation to the planning applications (item 2025/26-68) a member of the public raised a number of concerns including; the applications' compliance with LP 33 regarding the use of rural buildings; the impact of the development on the structural integrity of the adjacent listed house; the discovery a seventh century conduit running under the piggery between the adjacent house and the medieval fish pond, which it was believed helped to control the water table around the listed building; and pointed out the drawings of plot 3 indicated that gutters and downpipes appeared to be on neighbouring property and running into that property.

The Chairman noted BPC had been sent letters from two villagers, addressed to HDC, regarding the planning application expressed concern about Bull Lane. He encouraged those with concerns to write formally to HDC. Another villager raised concerns about flooding causing access issues to the potential development. Further comments were raised by another member of the public about; the proposed orchard failing outside the framework of the development; the fragmentary development of the site and questioned the benefit of building on the current footprint. He also noted that the proposed site was within the curtilage of a listed building so could have an impact on it. Another villager commented that the development could have been more sympathetic to the heritage, and noted the likely increase in traffic and its potential damage to the historic holloway. The landowner commented that it was the second application which responded to comments on the first application about the removal of the new build and the request for a linear building. He commented that they had considered earlier maps to develop the plans.

2025/26-64. Approval of minutes of the Parish Council Meeting on 24th November 2025.

It was **proposed** by Cllr Moulton, **seconded** by Cllr Cobby and **resolved** to approve by unanimous vote the minutes of the Parish Council Meeting held on 24th November 2025.

2025/26-65. Matters arising:

- BPC Cemetery Memorial Tree Policy sent to requestor (item 2025/26-38.ii and item 2025/26-48.ii.d). The clerk reported an application had been received and would be circulated to Councillors for informal consideration, in advance of formal response at the March meeting.
- Contact defibrillator guardian about check list (item 2025/26-48.iv). Cllr Cobby confirmed the guardian has the checklist.
- BPC response sent to HDC Draft Local Plan to 2046. The Chairman confirmed this had been submitted to HDC and that formal approval of the response would be approved at item 2025/26-66.
- Phil Brannigran Ground Works Ltd: The Chairman confirmed the church path's repair had been completed with the invoice included in the clerk's report for formal approval.
- Purchase a paediatric pad for the defibrillator (item 2025/26-56).

- Contractor contacted about the cemetery approach wall (item 2025/26-56). The clerk reported that a quote had been received and would be circulated to Councillors for approval to go ahead with the work, which would be funded from the CIL fund.
- Speed restrictions included on January's agenda (item 2025/26-59) – for discussion at item 2025/26-71. There was a discussion pointing out that data (current and historic) would be useful in supporting any application and that canvassing public support and gathering evidence would be important. It was proposed that the evidential requirements and options should be considered and developed during 2026, so a proposal can be put to Broughton Parish Council, which can then be submitted for the 2027 round.

2025/26-66. Planning Application: HDC Draft Local Plan to 2046: It was **proposed** by Cllr Moulton, **seconded** by Cllr Ray and **resolved** by unanimous vote to approve to retrospectively formally approve the BPC response to the consultation.

2025/26-67. Planning Applications: The Cottage, Illings Lane (Ref 2502322FUL) and (Ref 2502323LBC): It was **proposed** by Cllr Clark, **seconded** by Cllr Coope and **resolved** by unanimous vote to retrospectively formally approve the recommendation to approve the application.

2025/26-68. Planning Applications: Farm Office, Manor Farm, Bull Lane ((2502351FUL and 2502352LBC):
Cllrs raised a number of points, including; about increased traffic on Bull Lane, an historic holloway, its potential damage and safety with vehicles meeting; the use of the existing footprint (particularly plot 3) being detrimental to the Manor Farm House; the height of the building replacing the grain barn; the current site offered nothing to the village whereas suitable development could be beneficial; concerns about flooding and service vehicle access; proximity the current building; the orchard and how this would be managed and maintained; subsidence on the site was raised; that the replacement building for the piggery was not conservation of an historic building. Concerns were raised about building away from an existing building and if this would set a precedent.
It was **proposed** by Cllr Marsden, **seconded** by Cllr Clark and **resolved** by a vote of six, with one abstention, to approve the recommendation to refuse the planning application.

2025/26-69. Planning Application: The Briars, School Road, Broughton (ref 2502442HHFUL).
Cllrs raising concerns about; the plans which did not show the elevation in the current context; the proximity to the existing property; that this was proposed as a self-contained dwelling; and if approved there should be a clause to prevent the new build from be separated from the original dwelling.
It was **proposed** by Cllr Moulton, **seconded** by Cllr Clark and **resolved** by a vote of four to recommend the refusal of the planning application (two votes to recommend approval and one abstention).

2025/26-70. Clerk's Report: The clerk set out the details in the clerk's report (Appendix A).
It was **proposed** by Cllr Ray, **seconded** by Cllr Marsden and **resolved** by unanimous vote to approve the clerk's report.

2025/26-71. Speeding restrictions for Broughton: This was discussed at item 2025/26-65.

2025/26-72. Churchyard mowing contract: The contractor for 2026 was agreed as part of the budget discussion.

2025/26-73. Risk Assessment: Risk Update – January 2026**.** Cllr Moulton asked Councillors if risks identified and any mitigations that have not been noted and are the mitigations being implemented.

2025/26-74. BPC's Play Area Ride-On Lawnmower: There was a discussion about selling it or to give it for free, given its age. Given this was donated, Chairman offered to speak to the donor's family in the first instance about what action should be taken.

2025/26-75. Matters for information only (decisions cannot be made under this item)

2025/26-76. Close of meeting – date of next meeting: Monday 2nd March 2025. It was **proposed** by Cllr Marsden, **seconded** by Cllr Clark and **resolved** by unanimous vote to approve the closure of the meeting at 8.14pm.

Actions from meeting:

Item	Description	Action by	Completion date
2025/26-34.iii	Arrange working party for playpark maintenance to complete RoSPA inspection actions (item 25/26-15).	MR	By end 03/2026
2025/26-38.i.	Draft a BPC Biodiversity Policy for consideration at March meeting.	AN / MR	21/02/26

Initials:

2025/26-56	Purchase a paediatric pad for the defibrillator. Get quotes for a new / refurbished laptop and printer for purchase in the new financial year.	AN	12/01/26 27/04/26
2025/26-65	Circulate Memorial Tree application to Councillors for consideration, in advance of formal response at next meeting.	AN	12/01/26
2025/26-65	Circulate quote from contractor about cemetery approach wall for formal approval to carry out works.	AN	12/01/26
2025/26-74.	Speak to family of the donor of the ride-on lawn mower regaining its disposal.	MO'D	31/01/26

Approved on: 2/03/2026
Signed by: Michael O'Donovan
A signed copy of these minutes is available from the Clerk

Initials:

Broughton Parish Council - Clerks Report 5th January 2026 **Appendix A**

Receipts and payments between 1st November 2025 to 22nd December 2025

Current account receipts

Date	Received From	Details		Amount
20/11/2025	BVHMC	Village Hall cleaning (Aug)	£	41.22
		Total	**£**	**41.22**

Current account payments

Invoice date	Paid to	Details		Amount
18/09/2025	Nixon, A	Amazon - Apple Airtag (Defibrillator)	£	28.00
03/09/2025	Barlow, D	Village Hall cleaning (Sep)	£	13.74
01/10/2025	Barlow, D	Village Hall cleaning (Oct)	£	13.74
03/11/2025	Nixon, A	Clerk's wages & backdated pay (Sep)	£	405.85
03/11/2025	Nixon, A	Clerk's wages (Oct)	£	250.15
04/11/2025	Fisher, M	Tesco - petrol for playpark grass mowing	£	14.62
30/10/2025	Badcock, M	Churchyard mowing (May-Sept)	£	350.00
18/11/2025	Lloyds	Service charges*	£	4.25
16/12/2025	Lloyds	Service charges*	£	4.25
		Total	**£**	**1,084.60**

Deposit account receipts

Date	Received From	Details	Amount
10/11/2025	Lloyds	Interest	6.61
09/12/2025	Lloyds	Interest	5.84
		Total £	**12.45**

Payments for approval at this meeting

Date	To be paid to	Details		Amount
05/11/2025	Barlow, D	Village Hall cleaning (Nov)	£	13.74
04/12/2025	Barlow, D	Village Hall cleaning (Dec)	£	13.74
22/12/2025	P Brannigang Grd Works	Church path resurfacing	£	1,854.00
24/12/2025	Nixon, A	Clerk's wages (Nov)	£	361.46
24/12/2025	Nixon, A	Clerk's wages (Dec)	£	322.87
29/12/2025	BVHMC	Village Hall use fee	£	74.80
Total for approval			**£**	**2,640.61**

Confirmation of authorised payments - Chair to initial box.

Bank reconciliation

Balance in accounts on		22/12/2025	
Current account statement	£	377.15	Also the book balance - no uncleared transactions
Deposit account statement	£	11,461.36	Also the book balance - no uncleared transactions
Total money	£	11,838.51	
Less to be approved	-£	2,640.61	at this meeting
Balance after payments	**£**	**9,197.90**	

Signed by Mark Ray to confirm the bank reconciliation is correct.

* Bank charges pre-approved for 2025/26 on 13/05/2025, if for the expected amount.

Initials: