

CALDBECK PARISH COUNCIL

Minutes of the meeting held at Caldbeck Parish Hall on Monday 16 October 2017 at 7:30pm.

Cllrs Present: Norman Atkinson (Chairman), Paul Doherty, Angela Glendinning, Colin Smithson, Alistair MacFadzean, Christina Coulthard, Tim Cartmell & Alan Tyson.

Also Present: Simon Smith (Clerk).

16/10/17 - 1. Apologies

Apologies for absence were received from Cllr Ian Shaw, holiday, and Cllr Richard Hellon, family illness.

Cllr Duncan Fairbairn (County & Borough Councillor) and PCSO Kerry Harris sent their apologies.

16/10/17 - 2. Minutes

The Chairman was authorised to sign the minutes of the ordinary Parish Council meeting held on 4 September 2017 as a true record.

16/10/17 - 3. Declaration of Interest

There were no declarations by members of interests in respect of items on the agenda.

16/10/17 - 4. Confirmation of appointment of Clerk

The appointment of Simon Smith as Clerk and Responsible Financial Officer was confirmed following completion of the probationary period.

16/10/17 - 5. Public Participation.

- a) It was reported that Cllr Duncan Fairbairn was in hospital but would be chasing up any issues by email. The Parish Council expressed its thanks and sent its best wishes.
- b) The report from PCSO 5326 Harris was noted along with the invitation to attend a meeting at Cockermouth Police Station. It was agreed the Clerk would attend. At that meeting concerns about timely reporting of local incidents would be raised. The Clerk would also look into the information provided by Cumbria Community Messaging.

16/10/17 - 6. Planning decisions and applications

a) Applications

- i) **7/2017/2203** - Demolition of porch and rebuild and alterations, extensions to existing store Croft Head, Caldbeck, CA7 8HA. **No objection.**
- ii) **7/2017/2249** - Removal of local occupancy clause Old Map Shop, Caldbeck, CA7 8HF. Following discussion it was agreed to **object**. There remains a pressing need for housing to meet local needs and the local occupancy condition is an important safeguard in helping the Parish Council to support a sustainable community. Holiday homes and second homes already comprise 13% of Caldbeck properties. In the Parish Council's opinion the local occupancy restriction is not the factor which limits interest in the owners' bid to sell the property. It has no curtilage outside its four walls and the adjoining land is used as a car park so cars regularly park within 3 or 4 feet of the walls; and the land is registered as a Common subject to grazing rights.
- iii) **Appeal Reference APP/Q9495/W/17/3178771** - Dalebeck Barn, Caldbeck, Wigton, CA7 8HB. The **objection** sent 5 October was noted: Caldbeck Parish Council confirms its objection to the original planning application and fully endorses the argumentation put forward by the Lake District National Park in opposing the relaxation of the local occupancy condition. There remains a pressing need for housing to meet local needs and the local occupancy condition on Dalebeck Barn is an important safeguard in helping the Parish Council to support a sustainable community.

b) **Decisions notified by Lake District National Park**

- i) **7/2017/2183** - Extension of partly converted office space Syke House, Hesket Newmarket, CA7 8LA . **Approved with Conditions**

16/10/17 - 7. **Hesket Lonning Footpath**

Cllr Cartmell updated the Parish Council on developments. Whilst sympathetic to the merits of the project, County Council officers are unwilling to support the project: the County Council has a power not a duty in relation to Footpath Creation Orders and officers face significant constraints on their time and budget pressures. Following discussion it was agreed to press the County Council to support the footpath project through pursuit of a Footpath Creation Order, including being prepared to fund Enquiry costs and work in collaboration with the National Park. The Parish Council would therefore seek a meeting with County Council Lead Members, engage in purposeful lobbying of MPs and others with local connections and influence, and make use of the County Council's public participation scheme. The Parish Council would write to landowners where agreements have been reached explaining the position and asking them to extend options. The aim remained to establish a collaborative approach between the County Council, National Park and the Parish Council.

16/10/17 - 8. **Lake District National Park land transfers**

It was reported that the National Park Authority is to discuss transfers at its meeting on 13 December following assessment of valuations as part of its due diligence work. It was hoped to progress transfers in the new year.

16/10/17 - 9. **Community Led Affordable Housing**

It was agreed that the Clerk would attend the Allerdale Community Led Housing workshop on 19 October and report to the December meeting.

16/10/17 - 10. **Allotments**

It was reported that invoices and the revised agreement had been circulated and rents were being paid, some by bank transfer which helped reduce costs. Confirmation was awaited on the interest expressed in the vacant allotment.

16/10/17 - 11. **Parish Maintenance**

Updates from the September meeting

- i) Restoration of sign at Brewery Lane - it was reported that the finger posts are complete, and the roundel almost complete. The post would be shot blast and painted week beginning 23 October, weather permitting.
- ii) Newlands Bridge tree and debris clearing - Cllr Cartmel reported that one tree has still to be cleared but progress was weather dependent.
- iii) Warning signs at Wath and Faulds Brow, Highway drainage at Commercial Row/B5299, Hesket Newmarket to Newlands Road, Hesket Lonning road, particularly near Throstle Hall - Cllr Tyson reported limited success in contacting Highways and was awaiting returned phone calls. Given other maintenance problems, including Hesket Newmarket Bridge, Bridge House and Bridge House, Upton, it was agreed the Clerk would contact Highways in an attempt to pull together information and responses.
- iv) Reporting via HIMS, including Church Bridge - Cllr Doherty reported continuing difficulties with HIMS, both in logging problems and tracking action. Comments such as 'Fault assessed - awaiting update' did not provide helpful information. Issues with HIMS had also been raised at the Allerdale 3 Tier meeting.
- v) Possible cost of grass cutting Fellview School - Cllr MacFadzean had received an oral quote and it was agreed to discuss options when tenders were invited for 2018.
- vi) Repairs to Caldbeck car park - Cllr Tyson and Cllr MacFadzean had completed the repair work which was holding up well in the recent bad weather.

- vii) Possible disturbance to a bench by Caldbeck pond - Cllr Smithson reported he had fixed the bench with new brackets to sleepers. It was thought the bench had been disturbed by cattle.
- viii) Volunteer group to help tidy the villages - Cllr Cartmell reported the volunteer response and would draw up a plan with Cllr MacFadzean.

Other urgent matters regarding parish maintenance brought to attention.

- ix) Heskett Newmarket Bridge - Highways have been made aware of the issues and an update is expected. The Clerk will follow up as part of iii)
- x) Bridge House and Bridge House, Upton. Gully/drain problems have been reported, The Clerk will follow up as part of iii).

16/10/17 - 12. **Signage when entering Caldbeck and Heskett Newmarket villages**

Cllr Tyson reported that he had explored possible options, with welcome signage costing from £400 to c£2,000 per sign which was considered too costly.

16/10/17 - 13. **Preparations for Parish Council Planning and Budgeting**

A draft Council Plan update had been circulated to provide the backcloth for next year's budgeting. A short summary of progress against the original Council Plan, together with future actions and timetable, helped provide focus for the Parish Council and promote accountability to council tax payers. It was agreed to circulate comments and additions so that a revised draft would be available for the December meeting. A draft budget for 2018-19 was also discussed to highlight the proposed presentation and draw attention to balances. It was agreed to review the balances with the intention of creating earmarked reserves where the Parish Council has set budgets for likely commitments such as street lighting, snow clearance and elections.

16/10/17 - 14. **Monthly Accounts**

The following financial reports were noted.

- a) The Audited Statements for 2016/17 were approved and it was noted that arrangements have been put in place for their publication, display and inspection.
- b) Receipts
 - i) Precept 2nd instalment £5,949.99
 - ii) Interest August and September £11.00
- c) Payments
 - i) JE Foster & Son Finger post repair work £56.40
 - ii) BDO external audit £156.00
 - iii) CALC Transparency Guide £2.50
- d) Bank Balances
 - i) Current Account £7,443.68, excluding Precept 2nd instalment, payments reported above and unrepresented cheques 1,074.50
 - ii) Deposit account £107,990.71 including £98,627.80 for Heskett Lonning footpath
- e) Bank Mandates
 - i) It was reported that HSBC had received all the necessary information to update the Bank Mandate.
 - ii) HSBC were now able to action the request for on line banking for the Clerk which would provide much more timely financial information. Following discussion it was agreed to move to on line banking for actioning payments. On receipt of authorisation from two signatories, the Clerk would action payments up to £2,000. The regular reporting of bank reconciliations would provide an effective control regime. The Clerk would also check with the bank whether there were controls to prevent multiple payments to the same account.
- f) It was reported that the insurance broker was moving from Aon to BHIB for 2018-19 following Aon's decision to withdraw from the local authority insurance market. No major change was expected in insurance previous and services.

16/10/17 - 15. **Correspondence**

The following items of correspondence received since the last meeting were noted:

- i) LDNPA Parish Forum Ambleside 10 October
- ii) Allerdale Community Led Housing Workshop Embleton 10:00 19 October
- iii) West Cumbria Bus Users' Group 2017 AGM 31 October
- iv) CALC AGM 18 November
- v) Notifications of Thefts
- vi) Delay in clearing Hesket Newmarket Village Pond

National Park volunteers have found it virtually impossible to clear the weed by hand. When a long reach arm digger is available the work will be undertaken but this may well take some time and it is unlikely that the village pond work will be done in 2017.

- vii) Cumbria Falls Prevention Awareness Week
- viii) Royal Air Force Centenary Celebrations
- ix) Geoff Davies Revised LDNPA August Report
- x) Geoff Davies LDNPA September Report

16/10/17 - 16. **Meeting Date**

Date of next meeting 4 December 2017.

The meeting ended at 9:15pm.