

## CALDBECK PARISH COUNCIL

Minutes of the 'virtual' Ordinary Meeting held via Zoom on Monday 6 April 2020 at 7:30pm.

**Cllrs Attending:** Tim Cartmell (Chairman), Paul Doherty, Norman Atkinson, John Brown, Paul Graham, Angela Glendinning, Alastair MacFadzean, Alan Tyson, Alison Young Poole

**Also Attending:** Mike Johnson, County Councillor, for Items 1 to 10; Simon Smith (Clerk).

### 1. Apologies

Apologies were received from Ian Shaw and Tony Annison, Allerdale Borough Councillor.

### 2. Minutes

The Chairman was authorised to sign the Minutes of the Ordinary Meeting of the Parish Council held on 10 February 2020. The Parish Council's informal discussions on 26 March were noted. In the circumstances it was agreed that the Clerk would sign the minutes on behalf of the Chairman and that the note of the informal discussions would be included in the minute book.

### 3. Declaration of Interest

Declarations were received from the Chairman and Paul Graham in relation to planning applications (Items 10 a ii) and iii); the Chairman in relation to earmarked reserves and an additional payment to the Northern Fells Group (Item 17); and Alison Young Poole and Alastair Macfadzean in respect of payments made (Items 17 b ii) and iii).

### 4. Public Participation

No members of the public attended although there had been favourable comment that Parish Council meetings were proceeding, with the public invited to attend and participate.

### 5. Coronavirus

Mike Johnson provided an update on coronavirus pandemic from the County Council and Allerdale Borough Council. He thought the newsletters were now fully up and running and comprehensive. He considered that the Parish Council was supporting local arrangements for ensuring that vulnerable people were looked after and that the community was well served by Caldbeck Surgery, the Northern Fells Group, and other community action.

### 6. Waste management arrangements

Mike Johnson reported that Allerdale's in house waste collection operations were now operating and that 100% of bins had been collected on the first day. Garden waste collections had been suspended in order to protect household waste collections as these were the top priority. There had been some further absences as a result of coronavirus but services were operating and at present plastic/glass and paper collections were expected to continue.

In light of coronavirus restrictions, it would not be possible for Allerdale staff to visit Caldbeck to agree on the siting of additional waste bins across the Parish and the purchases/installation of new bins is likely to take some time to progress.

### 7. Caldbeck Public Toilets

Mike Johnson reported that as a result of coronavirus restrictions, all public toilets in Allerdale have been shut. The transfer of the Caldbeck public toilets was progressing but Allerdale was focusing on coronavirus priorities. The Clerk reported that he had written to the adjoining landowners about the public toilets but had not received a reply. It was agreed that the Parish Council would continue paying for the disabled facilities at the Chapel but that when it assumes full responsibility for public toilets, alternative arrangements would be investigated to ask St Kentigern's and the Parish Hall if they might offer disabled facilities. The Chairman would make inquiries.

### 8. Street Lighting

Alison Young Poole reported that Hesket Newmarket residents had received letters about street lighting asking for views on which street lights should remain and which were not required. Responses would be examined in the next few weeks. Alastair Macfadzean reported that Caldbeck survey work would be undertaken when possible and in accordance with coronavirus restrictions.

## 9. Parish Maintenance

### a) Survey of local lanes

Angela Glendinning reported that she had managed to photograph potholes as part of her allowed coronavirus exercise and Alison Young Poole had also photographed highways defects, Paul Doherty had duly added a number of reports to the County Council's HIMS, albeit reporting was time consuming and the system remained difficult to use. Mike Johnson reported that the County Council was considering purchasing a new system but that for the time being defects should be reported via HIMS.

### b) Other issues

i) Heskett Newmarket surface water/flood mitigation including work around the Green and

ii) Warning signs at Faulds Brow and Wath Brow

Given coronavirus priorities, Highways has focused on emergency work and understandably other work has not been progressed.

iii) Street lighting issues - reinstallation of light near Calva;

The Clerk reported that he had written to the owners asking for their proposals for reinstallation of the street light. The owners had asked for a copy of the Parish Council's complaints procedures which the Clerk has supplied. Mike Johnson agreed that Allerdale would expect internal processes to be exhausted prior to its involvement. During discussion it was thought that the street light survey might identify a surplus column and light but connection charges were the most significant element of the costs. The Parish Council agreed that the Clerk should ask for any complaint to be made for Parish Council investigation and that he should again request proposals for reinstallation of the street light.

iv) National Park signage at Millhouse;

The Clerk had not had a reply from the National Park where it was noted that a number of staff were furloughed.

v) John Peel Shelter and Fair Trade Shop - essential repairs;

The Parish Council thanked Norman and Matthew Atkinson for their work to date and agreed that it would be prudent to set up an earmarked reserve, with a £200 contribution at 31 March to be built up over the next two years.

vi) Parking at the Parish Hall.

The Parish Council considered that whilst there had been occasional difficulties, emergency vehicles were not obstructed and no action was required.

There were no urgent matters regarding parish maintenance.

## 10. Planning applications and decisions

### a) Applications

- i) [7/2020/2058](#) **Cumbria Outdoors, Fellside Centre, CA7 8HA** Change of use from a residential activity centre to 3 no local occupancy dwellings including access, open space and landscaping. Revised application. The Clerk had submitted the Parish Council response, **opposing** the application.
- ii) [7/2020/0030](#) **The Old Rectory, Caldbeck, CA7 8DP** Fell 1 lime tree; remove branch from 1 ash tree. The Clerk had submitted the Parish Council's response in **support** of the application.
- iii) [7/2020/0033](#) **Clay Dubs, Caldbeck, CA7 8ER** Horse Chestnut: Combination of crown thinning/reduction works. The Clerk had **requested further information** regarding the rationale and the scope of the work and whether any reference had been made to the tree when granting the original planning application. A reply was awaited. Following discussion it was agreed that the Parish Council would **oppose** the application as it was considered that the work appeared unnecessary: the tree appeared healthy and stood in a prominent position.

### b) Decisions notified

- i) [7/2019/2331](#) **Bonnars Farm, Caldbeck, CA7 8HB** Extend dwelling into barn and extension to gable end of dwelling. New timber clad outbuilding. New drive. Improvements to courtyard. **Approved with conditions**
- ii) [7/2020/2002](#) **Crest Hills, Heskett Newmarket, CA7 8JG** **Note new application** Proposed formation of new door openings and modification of existing window openings **Approved with conditions**
- iii) [7/2020/2012](#) **Beech Cottage, Caldbeck, CA7 8DU** Demolition of buildings attached to main dwelling and erection of new extension **Approved with conditions**
- iv) [7/2020/0022](#) **Midtown House, Caldbeck, CA7 8EL** Fell 1 No. Beech tree. **No objection**
- v) [7/2020/2025](#) **Fellview Primary School, Caldbeck, CA7 8HF** Outdoor shelter for children to use at playtime and for learning. **Permission Granted**
- vi) [7/2020/2028](#) **Land to the East of the children's playground, Heskett Newmarket** Erection of dwellinghouse in accordance with planning permission reference 7/2016/2092. **Approval of Certificate of Lawful proposed use or development Note: Notification of approval came after Agenda was circulated**

The Parish Council noted the recent decisions.

c) **Ongoing applications**

i) **Old Map Shop** - Outcome of appeal to Secretary of State **Approved with conditions**  
The Parish Council noted the decision and considered that no further action was possible. The conditions for development will be monitored and the Parish Council will therefore have further opportunities to comment.

ii) **Midtown Cottage, Camping Barn.**

The Clerk had asked Kevin Richards, National Park, for an update and was awaiting a response.

11. **Hesket Lonning Footpath**

The Chairman reported that Counsel had accepted the Parish Council's Instructions and £900.00 is to be paid in April (£750 plus VAT). A Zoom conference is scheduled for 9 April. A positive opinion from Counsel may help persuade Allerdale and the National Park to support the footpath.

12. **Community Led Affordable Housing**

The Clerk reported that he was awaiting the draft pre planning advice submission from Stuart Woodall.

13. **Lake District National Park land disposals**

The Chairman reported on his discussions with the Clerk to the Barrister. The Clerk had suggested a fee of £3,600 (£3,000 plus VAT) to advise on regularising the status of the car parks, which were all on common land, and extending the car park at Hesket Newmarket. It was considered that a more junior barrister would be an option and that the Parish Council should set a budget. Following discussion it was agreed that the Parish Council should set a budget of £1,200 (£1,000 plus VAT) and the Chairman would discuss options with the Clerk. The Chairman was also pressing the National Park for clarity on its progress with the transaction as it had not moved forward since the end of January. It was pointless instructing Counsel if the National Park had changed its mind on the deal.

14. **Community Payback**

The Clerk reported that Community Payback proposals have not been progressed given the coronavirus pandemic. He would check with the Carlisle manager when it would be sensible to develop proposals.

15. **Proposals for sharing Parish Council responsibilities**

The Parish Council noted the proposals for sharing responsibilities and considered that arrangements were working effectively. The Clerk reported that to date there had been no expressions of interest for the contract for the services of a Lengthsman. Following discussion, it was agreed that the Clerk should look to advertise the contract more widely.

16. **Parish Council Internal controls and audit arrangements**

Following discussion, the Parish Council approved the assessment of internal controls for 2019-20 and related documentation comprising:

- a) Assessment of Internal Controls
- b) Risk Management
- c) Standing Orders
- d) Code of Conduct
- e) Complaints Procedure
- f) General Data Protection Regulations Policy
- g) Coronavirus Policy
- h) Asset Register

17. **Monthly Accounts 2019-20**

The Parish Council: approved the receipts and payments since the last meeting; noted the bank balances; and reviewed the final budget monitoring report for 2019-20.

a) Receipts

- i) Interest March - £20.68
- ii) Allotment rentals - £22.00 (£10 arrears)
- iii) Lake District National Park contribution to Hesket Newmarket grass cutting - £100.00
- iv) County Council contribution to Caldbeck Green grass cutting - £860.00

b) Payments

- i) Edwin Thompson for Isel Hall Estate Allotment - £90.00
- ii) Alison Young Poole Storage Bins for hydrosacks and locks - £71.26
- iii) Alastair Macfadzean contribution for Caldbeck carpark streaming etc - £100.00
- iv) HMRC - £207.20
- v) Simon Smith net salary and expenses January to March - £903.74

- c) Bank Balances as at 31 March 2020
- i) Current Account £13,293.31
  - ii) Deposit account £108,489.66 including £98,627.80 for Hesket Lonning footpath

The Clerk reported that the figures to end March were confirmed save for interest due on the £6,541.11 held with the Cumberland Building Society. That will be reported when possible as he needed to visit the branch.

Following discussion it was agreed to earmark the following reserves at 31 March:

Elections	£1,000
Street Lighting	£6,000
Winter Gritting	£2,000
Hedge Cutting	£1,000
Footpath	£4,000
Benches	£1,000
Allotments (pre payment)	£6
National Park (grass cutting pre payment)	£50
Allerdale Affordale Housing Grant	£1,940
Legal Costs (Footpath advice £750; National Park car park advice £1,000; and solicitors' purchase costs))	£2,300
Northern Fells Group (additional contribution)	£500
John Peel Shelter	£200
<b>Sub Total</b>	<b>£19,996</b>
<b>General Reserves</b>	<b>£10,135</b>
<b>Total</b>	<b>£30,131</b>

## 18. Correspondence

The Parish Council noted items of correspondence received since the last meeting:

- i) CALC: various coronavirus updates including arrangements for Local Government meetings
- ii) Lake District National Park: Geoff Davies February and March reports
- iii) Mark Binney

The Clerk reported that Mark Binney had provided a risk assessment for grass cutting during the coronavirus pandemic. Following discussion the Parish Council approved the proposed control measures and thanked Mark Binney for all his work. It was agreed that Parishioners would welcome the restarting of grass cutting making the villages tidier and the greens more attractive when venturing out.

## 19. Date of next Meeting

The next meeting is on 18 May 2020, the Annual Parish Meeting and Annual Meeting of the Parish Council.

The meeting ended at 9:05 pm.