

CALDBECK PARISH COUNCIL

Minutes of the ordinary meeting held at Caldbeck Parish Hall on Monday 23rd February 2015

PRESENT

Norman Atkinson, Chairman Ann Armstrong
Roy Knowles Angela Glendinning
Audrey Noble . Colin Smithson
Alan Armstrong Alan Tyson
Anne Cartmell

Antoinette Ward (Clerk)

Duncan Fairbairn (District and County Councillor)

23/02-109 APOLOGIES

Apologies for absence were received from Councillor William Cowx, Paul Doherty (Northern Fells Broadband Group) the Police who sent a report and Cath Johnston (LDNP Ranger) who had recently attended a Working Group meeting re Heskett Lonning path.

23/02-110 MINUTES

The minutes of the ordinary meeting held on 26th January 2015 were **agreed** and signed as a correct record.

23/02-111 DECLARATION OF INTEREST

No pecuniary, personal or prejudicial interests were declared.

23/02-112 PUBLIC PARTICIPATION

1. The Police Community Support Officer had sent her apologies but sent a report stating there had been no incidents reported in the parish since the last meeting.
2. Duncan Fairbairn said that he had alerted the Clerk to debates and decisions within Allerdale Borough Council regarding street and footway lighting. The Clerk had then got further information from Councillor Marion Fitzgerald who is on the Footway Lighting Sub Group and had circulated it to the Parish Councillors. It was agreed that the Clerk would ask CALC to investigate further and to put the topic on the agenda for the next CALC Allerdale meeting.

23/02-113 PLANNING DECISIONS AND APPLICATIONS

- a) **Decisions:** 7/2014/2306 High Row Hall, Heskett Newmarket, CA7 8JT. Single storey extension and alterations to existing garage to form utility room. Approved with Conditions.
Allerdale, 2/2014/0227, Land at Carwath, Rosley: Proposed wind farm comprising of three wind turbines up to 115m tip height, with associated crane pads, substation building, anemometer mast, new tracks, new entrance plus temporary construction compound. Full Plans Refused.
- b) **Applications:** None
- c) **LDNPA Development Control Committee 4th March.** Application 7/2014/2299 (Domestic Storage Barn to the west of East View, Upton, Caldbeck, CA7 8EU. Proposed conversion of domestic storage barn and extension to provide annexed accommodation to existing dwelling) will be on the agenda for DCC decision on 4th March. It was **agreed** that the Clerk should ensure that the full text of the Council's response to the application, and the text of the Clerk's further explanation to the Planning Officer sent on 18th January, is received by all members of the Development Control Committee before the 4th March.

23/02-114 PROPOSED FOOT AND CYCLE PATH ALONG HESKETT LONNING

- a) The Council received the reports of the Working Group re their meetings of the 30th January and the 11th February (emailed to Councillors prior to the meeting). Alick Grieve of Lower Height, Land Agent, has agreed to do the detailed plans for the path on a "no fee, expenses only" basis. The Clerk was asked to write and thank Alick Grieve, Tim Cartmell and David Ward for the time and experience they are giving to the project.
- b) Tim Cartmell has emailed information regarding legal and technical recommendations from himself, David Ward and Alick Grieve. It was **agreed** that this information would be emailed to Councillors for their consideration and comments to the Chairman and Clerk before the next Working Group meeting in

mid March.

23/02-115 BUS SERVICES

- a) The Council received the report from the Clerk re the residents and interested parties' meeting to discuss the 73/73A bus service on 29th January and her subsequent email sent when the timetable for the service had been received a few days later (emailed to Councillors before the meeting).
- b) The Council considered the proposal for expenditure of £60 for a poster design to publicise the 73 bus and explain its route more clearly than the timetable, a computer generated design that could be emailed, printed, and altered if circumstances changed. The proposal was **approved**.

23/02-116 PROTECTION OF COMMUNITY ASSETS

The School Field, the Allotments, Heskett Newmarket Play Area and the Parish Hall are the Assets still being considered for registration. It was **agreed** that this issue would be left for the time being and followed up when the Clerk has more time.

23/02-117 PARISH COUNCIL ELECTION

- a) The Clerk gave details of the timetable for the parish council election on 7th May. It was **agreed** that she should put a notice in the April Parish Magazine inviting interested residents to put their names forward for election as parish councillors in May.
- b) The Clerk reported on her telephone discussion with Steve Phillips, Allerdale Elections Consultant, regarding parish council election costs and the diminishing grant that District Councils receive depending on the number of elections held on the same day. The Returning Officer had confirmed to Mr Phillips that Allerdale would charge parish councils proportionately for election costs depending on the number of elections held on May 7th.
- c) Councillors had received a copy of the Clerk's email to Rory Stewart MP reiterating the high costs of an election in proportion to a parish's precept, and a copy of his reply. Mr Stewart is going to take the matter up once again with the Dept of Communities and Local Government. The Clerk was asked to send Mr Stewart's email to CALC and to NALC.

23/02-118 ANNUAL PARISH MEETING

The Chairman asked the Council for members to think about possible topics of interest for the Annual Parish Meeting and to bring their ideas to the next meeting on March 30th.

23/02-119 GRASSCUTTING TENDERS FOR CALDBECK AND HESKET NEWMARKET

- a) The tender documents were considered and discussed. The Council **resolved** (proposed by Audrey Noble, seconded by Angela Glendinning) to keep the grass cutting to the same schedule as last year.
- b) It was **agreed** that the Clerk would send the tender documents to all past and interested contractors, and would advertise them on the parish noticeboards, on the website, and in the parish magazine.
- c) The deadline for tenders was **agreed** as midnight on the 9th April and a sub group of Councillors, Norman Atkinson, Roy Knowles and Alan Tyson will meet at 9.30am on 10th April to decide the contracts.

23/02-120 PARISH MAINTENANCE

- a) **Drainage problems and ice Wath Brow.** The Clerk reported that she was waiting to hear from the Highways Engineers about their visit to Wath Brow to assess the problems and plan a solution.
- b) **Winter gritting and snow clearance.** Following the snowfall towards the end of January Fellside had still been blocked in by snow drifts after three days. The Chairman Norman Atkinson and Councillor Alan Tyson had approved the use of the parish snow clearing scheme and Michael Bell quickly responded the same evening and cleared the snowdrifts to enable residents to drive out.
- c) **Noticeboards, Caldbeck.** Councillor Anne Cartmell asked the Council to consider replacing the notice boards in Caldbeck because the door had blown off one of them in a gale and residents find the top opening doors on the other difficult to manage. The Clerk and Councillors have tried to find a joiner to repair and realign the notice board doors but have failed. Anne Cartmell had researched the cost of a new notice board and it would be in the region of £1,800.00. The Clerk was asked to find out if there would be a possibility of any grants for notice boards.
- d) **Allotments.** The Clerk reported that another allotment had changed hands and that there is now only one person on the allotment waiting list, waiting for a small allotment. The Clerk will advertise the waiting list for the allotments in the next parish magazine.

- e) **New bench, the Green, Caldbeck.** The Clerk reported that the new bench for Caldbeck Green being donated by Mr and Mrs Bowen is about to be ordered. The Bowling Club are happy for it to be sited near their hedge as long as it does not obstruct the wicket gate. Colin Smithson has agreed to install the bench once it arrives and Alan Tyson offered to store the bench between its arrival and its installation.
- f) **Application to Lake District Communities Fund.** The Clerk reported that she had sent in the application to the Lake District Communities Fund, for funding for a strimmer for use by volunteers in the public areas of the parish.
- g) **Other Parish maintenance matters.** 1. The Clerk was asked to follow up with Steph Davis-Johnston at Cumbria County Council as to when the cycle stands are to be installed; 2. Councillor Colin Smithson said he has the materials for repairing the bench at Fellside and hopes to complete the work soon; 3. The Clerk was asked to report a pothole on Hesket Lonning on the Hesket side of Throstle Hall. This pothole had been mended but had quickly reoccurred.

23/02-121 RETIREMENT OF CLERK AND APPOINTMENT OF NEW CLERK

- a) The Clerk reported on the advertising of the post in the parish magazine, on the website and in the CALC Circular. Applications are to be in by 5pm on Friday 27th February.

23/02-122 MONTHLY ACCOUNTS AND ANNUAL AUDIT

- a) Standing Orders were reviewed and two amendments suggested: to clarify that members of the public may raise any question relevant to the parish council during public participation although discussion of an issue may then have to be put on the agenda of the following meeting, and to move the date set for review of standing orders, inventory of assets and financial regulations, to between January and March each year. It was **agreed** that the amended Standing Orders would be presented for approval on 30th March.
- b) The Risk Assessment Document was considered, the second sentence of number 8 was amended to read: ‘The Clerk is aware of his/her responsibilities in respect of financial and other matters relating to risk management’, and the amended document was **approved**.
- c) The Effectiveness of Internal Audit document was considered and **approved**.
- d) The Asset Register was considered and **approved**.
- e) It was **agreed** that the Fidelity Guarantee was sufficient for this year at £25,000.00. The Clerk will find out if a change will be needed in the next financial year when the Council will be holding funds for the proposed footpath along Hesket Lonning. The Insurance will be due for renewal in June and the Clerk will bring quotes for the Insurance to the meeting in May.
- f) It was **resolved** to approve the monthly expenditure and record of income:
Receipts: David Bowen: donation for new bench on Caldbeck Green, including the cost of installation: £475.00.
Payments: Memorial Benches UK, for bench and delivery: £484.95 (includes VAT £80.83)
The Council was notified of the current financial position:
 HSBC Current A/C 8th Feb 2015: £865.11
 HSBC Deposit A/C 8th Feb 2015: £10,606.05 Interest 8th Feb 2015: £0.63p
- g) The Budget spend in 2014 – 2015 was reviewed and agreed to be within expected limits.

23/02-123 CORRESPONDENCE

1. R Bowen: re dog fouling around the Green. It was **agreed** that the Clerk would put a notice in the parish magazine again reminding residents that dog fouling is not permitted by law in Allerdale. Residents who witness dog fouling are asked to contact Allerdale Council and provide as much information as possible.
2. Sebergham Parish Council, via CALC: Re proposed wind turbine at Roundhill Farm. Allerdale Planning Reference 2/2015/0026. Emailed to Councillors 17.2.15. It was **agreed** to respond individually to this application rather than as a parish council.
3. G Davies. Report from Allerdale Member of the LDNPA, January 2015. Emailed to Councillors 31.1.15. Noted with thanks.
4. CALC Circular, Feb 2015. Emailed to Councillors 3.2.15. Noted with thanks.
5. CALC Allerdale, Three-tier meeting, Thursday 26th March at 7:00pm at Embleton Village Hall. The Chairman plans to attend. The Clerk was asked to request that Footway Lighting be put on the agenda for the meeting.
6. LDNP Parish Forum, Monday 1st June at 7:00pm. Venue to be confirmed.
7. CALC, Local Council Precepts. Emailed to Councillors 17.2.15
8. CALC, MRWS: Implementing Geological Disposal. Emailed to Councillors 17.2.15
9. Citizens Advice Allerdale. Request for grant assistance. (It was agreed to give a grant of £50 to CAB when the Budget was finalised in December).

10. CALC, Affordable Rural Housing: A practical guide for parish councils produced by the Rural Housing Alliance. The Clerk will keep for reference.
11. Local Council Review magazine, Winter 2014.
12. Rural Services Network, weekly email newsletter, emailed to Councillors 2.2.15, 9.2.15, 16.2.15

23/02-124 NEXT MEETING

The date of the next meeting: 30th March 2015, 7:30pm in Caldbeck Parish Hall.

The meeting closed at 9.25pm.