

## HELINGTON PARISH COUNCIL

### Minutes of the Annual Meeting of the Parish Council held on Wednesday 6 May 2015 in the Helsington and Brigsteer Village Hall commencing at 7.15 pm

**Present** : Cllrs J Seddon (Chairman), S Carman, A Davies, B Mansbridge, S Steer, B Sykes and G Wilson, County Cllr J Bland, Mrs J Davidson (Clerk) and 6 members of the public.

#### 01/15 Election of Chairman

*Cllr Seddon took the position of Chairman during this item.*

It was proposed and seconded for Cllr Seddon to be the Chairman for 2015/16 and Cllr Seddon was unanimously elected.

#### 02/15 Declaration of Acceptance

Cllr Seddon signed the Declaration of Acceptance of Office form which was witnessed by the Clerk.

#### 03/15 Election of Vice Chairman

It was proposed and seconded for Cllr Mansbridge to be the Vice-Chairman for 2015/16 and Cllr Mansbridge was unanimously elected.

#### 04/15 Apologies

All members of the Parish Council were present at the meeting.

#### 05/15 Declarations of Interest/Dispensation Requests

None.

#### 06/15 Minutes

It was resolved for the Chairman to sign the minutes of the meeting held on 1 April 2015 as a true record.

#### 07//15 Appointment of Representatives

The following representatives on outside bodies were appointed for 2015/16 :

- **South Westmorland Local Area Partnership** – Cllr Mansbridge & Cllr Seddon (Deputy)
- **South Westmorland Village Maintenance Association** – Cllr Steer
- **Helsington & Brigsteer Village Hall Committee** – Cllr Carman
- **Broadband** – Cllr Davies
- **Community Led Plan Working Group** – Cllr Carman (Chairman), Cllr Mansbridge, Cllr Seddon, Cllr Steer & Mr P Hodson

#### 08/15 Policies and Procedures

The Standing Orders, Financial Regulations, Complaints Procedure, Press/Media Policy, Data Protection Policy and procedure for requests made under the Freedom of Information Act 2000 were noted.

#### 09/15 Planning

a) The following planning application which had been submitted to SLDC since the last meeting was received and considered .

**SL/2015/0361 – Helsington and Brigsteer Village Hall, Brigsteer, Kendal**  
Upgrading and improvements to car park

It was resolved that the Parish Council is in full support of this proposal as long as no deviations are made to what is proposed.

b) It was resolved that during 2015/16 in the eventuality of there not being a scheduled meeting of the Parish Council before a planning consultation deadline then either :

- i) a meeting of a Planning Committee comprising of all members of the Parish Council would be convened at the Chairman's discretion. If the eventuality occurred of the Chairman being unavailable then this decision would be delegated to the Vice-Chairman; if neither the Chairman nor the Vice-Chairman were available then the remaining members of the Parish Council would have the delegated authority to make the decision; or :
- ii) the Clerk would have the delegated responsibility to be able to respond to small scale planning applications on behalf of member's observations.

**10/15 Community Led Plan**

Cllr Carman reported it had not been feasible to call a meeting of the Community Led Plan Working Group since the last meeting of the Parish Council. It was agreed to try and arrange a meeting of the Working Group before the next scheduled meeting of the Parish Council to be held on 1 July 2015.

**11/15 Highways/Footpaths**

Correspondence from a member of the public regarding the deteriorating condition of the road leading to the viewpoint and Helsington Church was received. Numerous deep potholes have developed over recent months to the extent that it is felt it is now necessary to weave between them when driving to the Church car park. It is not certain as to whether this is the responsibility of Cumbria Highways or the landowner but it was agreed that in the first instance this matter should be brought to the attention of Cumbria Highways (Ref : 62/WEB151353638).

**12/15 Finance**

- i) Correspondence regarding a request for grant funding for the Brigsteer & Underbarrow Children's Christmas Party was received and considered. It was resolved that a grant payment of £100 should be awarded.
- ii) It was resolved for the following payments to be approved :
 

Zurich Municipal - Insurance	£185.50
Cumbria Association of Local Councils – Annual Subscription	£130.00
Helsington & Brigsteer Village Hall – Meeting Room Hire	£ 56.25
Helsington & Underbarrow Children's Christmas Party Committee	£100.00
Data Protection Agency ( <i>paid by Standing Order</i> )	£ 35.00

**13/15 Correspondence**

Any other correspondence, circulars and publications received since the last meeting and not included as an item on this agenda was noted.

**14/15 Items for consideration for a future agenda**

- Community Led Plan
- Car Parking in Brigsteer
- Parish Notice Board
- Office Facilities

**15/15 Dates of Meetings for 2015/16**

It was confirmed the dates of the meetings of the full Council for 2015/16 will be : 1 July, 2 September, 4 November, 3 February and 6 April. All meetings usually commence at 7.30pm and will be held in the Helsington and Brigsteer Village Hall.

*The meeting closed at 7 45 pm and was then followed by the Annual Parish Meeting*

Signed : ..... (Chairman)  
 Date : 1 July 2015