

## HELINGTON PARISH COUNCIL

### Minutes of the meeting held on Wednesday 2 November 2016 in the Helsington and Brigsteer Village Hall at 7.30 pm

**Present:** Cllrs A Davies, (Chairman), B Mansbridge, S Carman, R Park, K Ritchie, S Savasi and J Seddon.  
Also present were County Cllr J Bland, Ms J Saunders (Clerk) and 5 members of the public.

#### 59/16 Apologies

District Cllr A Rawlinson.

#### 60/16 Declarations of Interest / Dispensation Requests

None.

#### 61/16 Minutes

It was resolved for the Chairman to sign the minutes of the Meeting held on Wednesday 7 September 2016 as a true record.

#### 62/16 Public Participation

Prior to the commencement of Public Participation, the Chairman announced that agenda item 16 (Finance) would be brought forward as the next agenda item to allow plenty of time for consideration of the Budget for 2017/18.

Mr Andy Clifford spoke about a further vehicle strike at Scar House and The Old Barn. He advised that there have been a number of similar incidents at this location in the last two years. Mr Clifford had contacted Tony Beaty at Cumbria Highways and requested the siting of a 6'6" width restriction sign and white lines at the south end of Low Lane. He suggested that signage was also required to prevent HGV drivers travelling from north to south from using the lane.

Mr Mike Fleetwood advised that a tree root was causing a danger to drivers and cyclists on Brigsteer Road just before Whetstone Lane. He also commended the clearance work on the footpath up to Church field. The latter had been reported to LDNPA, but it was thought that the work had been undertaken by a local person.

#### 63/16 Finance

- a) Receipt of Transparency Fund Grant of £716.86 was noted.
- b) The following payments were authorised:
  - i. Jane Saunders (Clerk's salary, Nov 2016 - Jan 2017, by monthly SO) £821.10
  - ii. Jane Saunders (Clerk's expenses, 1 Sept - 31 October 2016) £53.00
  - iii. Jane Saunders (purchase of laptop and software for Council) £459.90
  - iv. Steve Carman (room hire, meeting with LDNPA officers 29 July 2016) £15.60
  - v. Helsington and Brigsteer Village Hall (room hire 2016) £136.50
  - vi. Viking (ink cartridges/stationery for Clerk and CLP) £121.04
  - vii. CALC (Councillor and Clerk training courses) £92.00
- c) A grant of £1,325.00 to Helsington and Brigsteer Village Hall (as allocated in the 2016/17 Budget) was considered and approved.
- d) A grant of £100.00 towards defibrillator maintenance costs was considered. As it was understood that sufficient funds had already been raised to cover the costs

for the current financial year, it was agreed to defer consideration of the award of a grant towards defibrillator maintenance costs to the following financial year.

e) A Financial Report including Bank Reconciliation 7 October 2016 and Budget Monitoring Report 2016/17 (copies circulated previously) was received and noted.

f) A draft Budget for 2017/18 (copy circulated previously) was considered.

Following consideration of a number of savings proposals, the following revisions to the draft Budget were agreed:

i. Reduction in the amount allocated to Parish Maintenance to £0.00, as it was noted that there was already £500.00 earmarked for maintenance in reserves, to which any underspend from the current financial year would be added;

ii. Reduction in the amount allocated to the Community Led Plan to £0.00, as receipt of grant funding was anticipated and any underspend would be earmarked for the Community Led Plan in reserves.

It was noted that the revised Budget would give rise to a provisional precept of £7,201.44, which would represent an increase of 4.6% (subject to amendment when SLDC expenses and grant were known).

It was subsequently resolved to approve the revised Budget for 2017/18. The Clerk was authorised to complete the precept form when received, obtain the required councillors' signatures and submit the form to SLDC.

g) Clerk reported that she had not proceeded with an application to Lloyds Bank for a new business current account on being advised that as a non-signatory she would be unable to access account information. It was therefore resolved that banking arrangements would remain with Barclays and the current signatories were authorised to sign the relevant instruction to Barclays to permit the Clerk to be authorised to obtain account information and make funds transfers (excluding third party payments). It was further resolved that the current signatories would register for online banking, and that once this was in place, additional signatories would be added as previously agreed. It was resolved to retain the Business Savings Account, and to use this for surplus funds including earmarked reserves.

## 64/16 Planning

### Lake District National Park Authority

The following planning applications, updates and decisions were received and considered or noted:

(LDNPA applications, responses and decisions may be viewed online at

<http://www.lakedistrict.gov.uk/swiftlg/apas/run/wphappcriteria.display>)

- i. 7/2016/5544 - Kerswell, Brigsteer, Kendal - Garage conversion to accommodation annexe with garden kitchen extension and new build replacement double garage.  
**Decision noted - Grant with Conditions.**
- ii. 7/2016/5561 - 1 Low Chambers, Brigsteer, Kendal - Creation of first floor extension over existing garage comprising master bedroom and ensuite bathroom including projecting corner bay window.  
**Decision noted - Grant with Conditions.**
- iii. 7/2016/5725 - 1 Low Chambers, Brigsteer, Kendal - Amend condition no 3 on approval 7/2016/5561 to omit the words "non-opening" in relation to the window.  
**Correspondence from the applicant had been received and was noted.**  
**No comments or observations.**
- iv. SL/2016/0703 - Land to the East of Helsington and Brigsteer Village Hall, Brigsteer, Kendal.  
**Planning update noted - Amended Plans and further consultation expected.**  
**Earliest decision date - 1 February 2017.**

### South Lakeland District Council

(SLDC applications, responses and decisions may be viewed online at

<http://applications.southlakeland.gov.uk/planningapplications/welcome.asp>):

- i. SL/2016/0909 - Low Sizergh Farm, Low Lane, Sizergh - The siting of a portable building and associated hardstanding and access path.  
It was noted that following email consultation the Clerk had responded on behalf of members under delegated powers, and that Cllr R Park had declared an interest in this application and taken no part in the consultation: **No objections or observations. Decision noted - Grant with Conditions.**

#### **65/16 Parish Land**

- a) Registration of parish land.

Cllr B Mansbridge advised that an acknowledgement of the application to register the land at Crooked Gate had been received.

- b) Parish land adjacent to Syke House near the Watering Place, Brigsteer.  
Clerk reiterated that the Land Agent for the Levens Estate had requested a copy of the wording the Council intended to use in registering a caution on the land adjacent to Syke House. Cllr S Savasi agreed to supply a suitable form of wording.

- c) Parish land lying to the south west of Low Barrow House, Low Lane, Brigsteer.  
It had recently been confirmed that the access lane was registered in the name of Ena Holmes. However, in the last few days conflicting information had been received about the ownership of the lane following the sale of Lane House Barn. Consideration on applying for a right of access by prescription over the lane was deferred, as it was felt that the Council would wish to contact the landowner as a courtesy and it would therefore be necessary to confirm ownership of the lane by checking with the Land Registry again in about a month's time. Cllr S Savasi agreed to undertake this check. Clerk confirmed she had contact details for the new owner of Lane House Barn. Cllr A Davies advised that he had received letters from two other landowners confirming that they have enjoyed unfettered access over the lane for more than twenty years.

- d) Register of assets and asset valuation.

Clerk advised that she had not been able to find any land valuations in Council records. Cllr A Davies advised that he had copies of land valuation information and advice originally supplied by Jon Shaw prior to registration and would pass these to the Clerk. Clerk would use these to produce a draft asset register for consideration at the February meeting.

- e) There were no other matters regarding parish land.

#### **66/16 Highways/Footpaths**

- i. It was noted that the signs on the hill into Brigsteer had been reversed as requested, but that Cumbria Highways had declined to provide an additional 'reduce speed now' sign. County Cllr J Bland agreed to request a 'reduce speed now' sign on the hill and signage re Low Lane (as requested in Public Participation).
- ii. Cllr B Mansbridge agreed to chase the provision of a speed indicator device on the hill as previously proposed.
- iii. Cllr A Davies advised that the transfer of responsibility for Public Rights of Way from Cumbria County Council to LDNPA had still not taken place.
- iv. It was suggested that HGVs should not be using the road between Underbarrow and Brigsteer and that signage was required at the Underbarrow end of the road.

#### **67/16 Community Led Plan**

It was reported that the Working Group is currently producing a draft Plan. This will then be sent to ACT to ensure that it meets its criteria. The draft Plan will then be circulated to councillors for comment.

#### **68/16 LDNPA Local Plan Review**

It was recognised that the priority was to convey a copy of the Community Led Plan to LDNPA as soon as possible.

#### **69/16 Reports**

- a) Meetings attended - no reports were received.
- b) Helsington Community Land Trust Ltd - no report was received.
- c) Helsington & Brigsteer Village Hall. It was reported that Highways approval for the work to improve the overflow car park had been obtained. It was anticipated that the work would require the road to be under traffic light control for one day. Cllr A Davies agreed to circulate information by email once the works programme was confirmed.
- d) District Councillor A Rawlinson was not in attendance.
- e) County Councillor J Bland mentioned a number of highways matters. It was confirmed that the Council had still not received a request from Cumbria Highways re assistance with the mapping of drains and gullies, though reference to this was noted in the latest LAP minutes. Cllr J Bland agreed to chase this matter. Cllr Bland was asked to seek clarification re TROs (traffic restrictions) in place in Brigsteer. He confirmed he would look into the provision of signage re Low Lane, including the suggestion of a 'Do not follow sat nav' sign.

#### **70/16 Electoral review of South Lakeland District Council: Final Recommendations**

The Final Recommendations on new electoral arrangements for South Lakeland District Council were received and noted.

#### **71/16 National Grid North West Coast Connections Project Consultation**

Notification of the NWCC consultation was received, along with CALC's consultation response requesting an extension to the deadline, and information about CALC's Parish Council workshops on 21 November 2016. It was resolved not to participate in the consultation.

#### **72/16 Cumbria County Council Budget Saving Proposals for 2017/18**

The Budget Consultation was noted. It was resolved not to submit a response.

#### **73/16 Battle's Over - A Nation's Tribute & WW1 Beacons of Light 11 November 2018**

Cllr S Carman reported on correspondence received re this commemorative event. He advised that the Wheatsheaf had been responsible for organising the Queen's 90<sup>th</sup> Birthday Beacon event but this would be an event rather different in tone. It would also fall very soon after Bonfire Night celebrations. Cllr S Carman agreed to discuss the proposed event with the Wheatsheaf.

#### **74/16 Clerk's Report and Correspondence**

A number of items of correspondence had been received by email and circulated previously to members. A hard copy of Clerks and Councils Direct was available. A letter had been received from the Independent Remuneration Panel acknowledging the Council's comments requesting clarification regarding travel and subsistence expenses, and agreeing to look at the wording of the report to ensure that it is clear.

Correspondence was also received from The Pensions Regulator regarding changes to the law on workplace pensions. Clerk agreed to look into this further.

#### **75/16 Future meetings**

Dates of future meetings were confirmed as Wednesday 1 February 2017 and Wednesday 5 April 2017.

The meeting closed at 21.18pm.

Signed: .....  
(Chairman)  
Date: 1 February 2017