

HELINGTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 5 July 2017 in the Helington and Brigsteer Village Hall at 7.30 pm

Present: Cllrs A Davies (Chairman), B Mansbridge, S Carman, K Ritchie.
Also present were Ms J Saunders (Clerk) and 10 members of the public.

23/17 Apologies

Apologies with reasons given from Cllrs R Park and S Savasi were noted and accepted. Apologies were also received from District Cllr A Rawlinson and County Cllr J Bland who had advised he would be late.

24/17 Declarations of Interest / Dispensation Requests

None.

25/17 Minutes

It was resolved for the Chairman to sign the minutes of the Annual Meeting held on Wednesday 3 May 2017 as a true record.

26/17 Public Participation

Andy Clifford reported that a resident's bicycle had been damaged on the road down to Brigsteer Causeway. He advised that there was a gully on one side of the road, and that the road appeared to have been surface dressed to a poor standard. Brian and Susan Cooper spoke regarding their letter to the Council about the deteriorating condition of Causeway Road and their request that the road is properly resurfaced.

27/17 Co-option of a councillor

Two written applications for the councillor vacancy had been received and circulated prior to the meeting. One applicant had conveyed apologies for being unable to attend due to prior commitments; the second applicant was in attendance but left the meeting during the discussion and vote.

It was agreed that the Council was fortunate to have received two outstanding applications from excellent candidates, and was therefore presented with a very difficult decision. It was suggested that in future a face to face discussion or interview with candidates would be helpful. After further discussion, a vote took place and it was subsequently resolved to co-opt Marion Cheesbrough to the vacancy. It was resolved to write to the unsuccessful candidate conveying the Council's thanks and encouragement to consider applying again should another vacancy arise in the future.

28/17 Planning

The following planning applications and decision were received and noted:

Lake District National Park Authority

(LDNPA applications, responses and decisions may be viewed online at <http://www.lakedistrict.gov.uk/swiftlg/apas/run/wphappcriteria.display>)

- i. 7/2017/5294 - Four Walls, Brigsteer, Kendal - Construction of Construction of a new, replacement 2 storey extension.
It was noted that following email consultation the Clerk had responded on behalf

of members under delegated powers: **Helsington Parish Council has no objections to the above planning application.**

South Lakeland District Council

(SLDC applications, responses and decisions may be viewed online at <http://applications.southlakeland.gov.uk/planningapplications/welcome.asp>):

- i. SL/2017/0295 - Prizet Filling Station (Southbound), Helsington - Extension to forecourt shop.

Decision - Grant with conditions.

29/17 Parish Land

- a) Registration of parish land at Crooked Gate: discussion deferred to next meeting as Cllr S Savasi had been dealing with this but was not in attendance;
- b) Application for a right of access by prescription over the lane to Parish land lying to the south west of Low Barrow House, Low Lane, Brigsteer: all forms had been completed and signed, and approval would be sought for the fee of £40.00. Clerk was authorised to send the application to the Land Registry;
- c) Resident's request for permission to concrete the Parish Road; discussion deferred to next meeting as Cllr S Carman had not yet met with resident who was currently away;
- d) Parish land adjacent to Syke House near the Watering Place - to receive and consider a request from Mr Cheesbrough to buy or rent this land for parking. This request had subsequently been withdrawn. It was reported that the Council had advised Mr Cheesbrough that ownership of the land is unclear; it is thought that the Levens Estate owns it, and is happy for the parish to manage it. He had been further advised to discuss the use and maintenance of the land with his neighbours, and to contact the Levens Estate as appropriate. It was noted that any further action regarding this land would require legal advice.

30/17 Highways

- i. It was noted that there had been no work undertaken to the bridge at Mill Ghyll, the road surface at Crooked Gate, nor the lane descending to Brigsteer Causeway. A letter from Mr and Mrs Cooper regarding the deteriorating condition of the road between Brigsteer Causeway and the village, and the danger posed by the potholes to cyclists and motorists was received and noted. The letter also referred to a recent accident involving a cyclist falling off his bike on this stretch of road. **It was resolved to write to Cllr Jim Bland regarding all outstanding highways issues in the parish, and to request a site visit including Cllr Bland, a Highways engineer and a Parish Council representative;**
- ii. It was noted that there had been no progress regarding the provision of a speed indicator device on Brigsteer Brow. It was resolved that this matter would be raised in the letter to Cllr Bland.
- iii. Correspondence from Mr Cheesbrough was received and noted re flooding on the highway in the vicinity of Honey Bee House, Brigsteer. It was understood that a recently repaired gully drains into a more restricted section, which causes the highway to flood in heavy rain. Clerk had reported the problem to Highways, but that the system still stated 'fault assessed, awaiting update.' It was resolved that this matter would also be raised in the letter to Cllr Bland.
- iv. Correspondence from Sedgwick Parish Council regarding signage on the road between Brettargh Holt and Force Bridge was received and noted. It was resolved to write to Sedgwick Parish Council expressing support for the action it was taking.
- v. Correspondence regarding a visibility problem on the Brigsteer - Levens Road between Park End Farm and Park End Cottage was received and noted. Correspondents had suggested solutions including reducing the width of hedge

and widening the lane to create a passing place to improve visibility. The proposals were considered, but it was felt that the road was not particularly busy, and there were concerns about protecting the appearance of the lane and the hedges. Incidents of damage to vehicles caused by rocks and stones protruding into the road on the section through the wood were also reported. The concerns of residents were noted, but it was resolved to take no action regarding this road at present.

- vi. There were no other matters raised regarding highways.

31/17 Public Rights of Way

It was noted that confirmation had not yet been received from Graham Standring, LDNPA Area Ranger, that LDNPA has taken over responsibility for the maintenance of Public Rights of Way from Cumbria County Council. An email on 23 May 2017 stated that the authorities were 'near to reaching agreement.'

32/17 Reports

- a) Meetings and events attended - none.
- b) Helsington Community Land Trust Ltd – a letter dated 17 June 2017 and a report dated 29 June 2017 on the Trust's June meetings were received and considered. It was resolved to offer continued support to HCLT and its mission statement, but to advise that the proposed development on Land to the east of the Village Hall was not supported as originally submitted (SL/2016/0703). It was felt that the Council would require more information about the proposed development in order to re-consider its view.
- c) Helsington & Brigsteer Village Hall - a letter from a Trustee of the Village Hall about a tree on the Village Hall car park had been sent to the former Clerk in error. It was noted that the letter would be re-sent.
- d) District Councillor A Rawlinson was not in attendance.
- e) County Councillor J Bland was not in attendance.

33/17 Cumbria Constabulary

Correspondence from Cumbria Police re engagement with parish councils was received and noted. It was noted that the Council does not currently receive any regular communication, either newsletter or ad hoc updates, from the local police team. It was resolved to request both newsletters and ad hoc updates from the local police team.

34/17 Community Led Plan

Cllr S Carman advised that he needed to reconvene the Working Group, and agreed that an updated copy of the CLP would be supplied to the Clerk for upload to the website.

35/17 Household Emergency Planning

Information from ACTion with Communities in Cumbria re its new Household Emergency Plan leaflet was received and noted. A copy of the leaflet had been uploaded onto the Council's website. It was resolved to request 130 free copies of the leaflet, which would then be distributed with the Action Plan.

36/17 Clerk's Report and Correspondence

A number of items of correspondence had previously been circulated to members by email.

- i. LDNPA election of a parish member (Louise Waterhouse of Lakes Parish Council);
- ii. The completion of the repair to the toposcope. It was resolved to write to Howard Robinson to thank him for his work;
- iii. A request from SLDC's Monitoring Officer to councillors to review their Declarations of Interest was received and councillors were asked to check that these were up-to-

- date and to advise the Clerk accordingly. It was noted that the annual review of Parish Registers would be presented to the Standards Committee in September;
- iv. Clerk gave an update on compliance with the Transparency Code compliance and it was resolved to authorize the Clerk to submit a Transparency Fund application for 2017/18 in respect of staffing costs.
 - v. Rural Services Network 'Growing a Rural Community' Survey for Cumbria, circulated by email 28 June 2017.
 - vi. SLCC membership pack received by Clerk. Access to the Advice Library had already proved useful, and it was agreed to include consideration of the purchase of a publication on Local Council Administration at a cost of £78.40 on a future agenda.

37/17 SLDC Pre-publication Consultation on Main Changes to Draft Development Management Policies Development Plan Document

(view documents at <https://www.southlakeland.gov.uk/planning-and-building/south-lakeland-local-plan/development-management-policies/>).

It was resolved not to submit a response to the consultation (deadline 17 July 2017).

38/17 SLDC Local Plan - Infrastructure Delivery Plan (IDP) Update 2017

Copies of the Draft IDP Update 2017 and Summary Document had been circulated previously, and the flexible deadline (preferably before end of July 2017) was noted. It was resolved not to submit a response to the draft document.

39/17 CALC Satisfaction Survey 2017

It was resolved to authorise the Clerk to respond to this survey (deadline 4 August 2017) on behalf of the Council, and that councillors should send any comments to the Clerk by 22 July 2017.

40/17 Finance

a) The internal audit report (view at <http://helsingtonpc.org.uk/wp-content/uploads/2017/06/Annual-Return-for-year-ended-31-March-2017.pdf>) was received and noted;

b) It was noted that the unaudited accounts for 2016/17 have been published, and that the period for the exercise of public rights is 12 June - 21 July 2017.

c) The following payments were authorised:

i. Jane Saunders (Clerk's salary, July 2017, by SO)	£325.75
ii. Jane Saunders (Clerk's salary, August 2017, by SO)	£325.75
iii. Jane Saunders (Clerk's expenses, 01/04/17 - 30/06/17)	£143.70
Clerk itemised expenses on written claim and agreed to circulate copy of expenses claim in future.	
iv. Alan Hartley (fee for internal audit)	£50.00
v. Land Registry (AP1 fee)	£40.00

d) It was reported that a Lloyds account had been opened, with three signatories who were also in the process of applying for online banking facilities. The payment of £10,000 from the Barclays current account to the Lloyds account was authorised. It was resolved to transfer remaining funds and close the Barclays accounts on 16 August 2017 on condition that the Lloyds account was fully operational.

41/17 Future meetings

The dates of the next scheduled meeting was confirmed as Wednesday 6 September 2017.

The meeting closed at 20.39 pm.

Signed:
(Chairman)

Date: 6 September 2017