

HELINGTON PARISH COUNCIL

Minutes of the meeting held on **Wednesday 6 February 2019 at 7.30pm**
in the Helsington & Brigsteer Village Hall

Present

Cllrs S Carman, K Ritchie, A Davies, S Savasi, M Cheesbrough, R Caddick and E Templeton.
Also present: District Cllr Kevin Holmes, County Cllr J Bland, Mark Kidd and 6 members of the public (for all or part of the meeting).

75/18 Apologies

All members were present.

76/18 Declarations of Interest / Dispensation Requests

Cllr K Ritchie declared an interest in Finance agenda item a) re the grant request from the Brigsteer Band as her partner had submitted the request. As the interest was deemed to be personal and not pecuniary, it was agreed that Cllr Ritchie would participate/vote on that agenda item.

77/18 Minutes

The minutes of the meeting held on Wednesday 7 November 2018 were approved.

78/18 Mark Kidd, parish member for Central & South East Area of the Lake District National Park Authority.

Mark described his role and parish representation on the LDNPA. There was an opportunity for councillors and members of the public to comment and ask questions. Issues around planning consultation, the delay to the Local Plan Review and LDNPA governance were discussed. Mark agreed that his email address could be published on the Council's website and he was thanked for his attendance at the meeting.

79/18 Public Participation

None

80/18 Planning

a) The following planning applications, responses, decisions and updates were noted and/or considered:

Lake District National Park Authority

(view applications, responses and decisions online at

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

- i. 7/2017/5483 - Development of 8 new houses including 5 affordable on land to the east of Helsington & Brigsteer Village Hall. **Withdrawn on 11 January 2019.**
- ii. 7/2018/5533 - Crooked Gate, Brigsteer - Proposed detached dwelling. **No decision.**
- iii. 7/2018/5757 - Broom Bank, Brigsteer - Single storey bedroom extension to the front elevation. Internal and external refurbishment to the existing house. **Observations submitted by Clerk following email consultation. No decision.**
- iv. 7/2018/5815 - Willow Tree Barn, Brigsteer - Proposed new building to be used as ancillary to the main dwelling. **Withdrawn on 9 January 2019.**
- v. 7/2019/5061 - Willow Tree Barn, Brigsteer - Proposed pod style building to be used ancillary to the main dwelling. **No objections.**

South Lakeland District Council

(view applications, responses and decisions online at

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

- vi. SL/2018/0890 - Low Sizergh Farm, Low Lane, Sizergh - Creation of 5 hard standing caravan pitches, area for tents, 2 camping pods, formation of toilet and shower facilities within an existing building, external wash area and parking. **No objections, provided that adequate foul drainage arrangements are submitted and approved and that there is suitable planting to fill in any gaps in screening the site from public view. (Response**

submitted by Clerk after email consultation).

Decision - Approved with conditions.

- vii. SL/2018/0821 - Larkrigg, Natland - Driveway and detached double garage. **No comments (response submitted by Clerk following email consultation). No decision.**
- viii. SL/2018/0925 - Land adjacent to Rivers Mint and Kent extending from adjacent to Lakeland Distribution Centre to Helsington Mills - Kendal Flood Risk Management Scheme Phase 1. **No comments (response submitted by Clerk following email consultation). No decision. It was noted that amended plans had been submitted on 31 January 2019. No comments in respect of amended plans.**

b) A letter from 13 residents regarding SLDC's Local Plan allocation of land opposite the Wheatsheaf was received and considered. The letter asked the Council to request SLDC to remove the exceptional allocation of this land from the Local Plan.

The Council endorsed the views expressed in the letter. It was resolved to write to SLDC (and cc LDNPA) requesting the removal of the site from the Local Plan Land Allocations as housing on the site has been deemed to be not financially viable, but also to stress the Council's commitment to affordable housing on a more suitable site in the parish (in accordance with the Community Led Plan). It was agreed not to attach the residents' letter, but to advise the residents to make their own submission to SLDC/LDNPA. It was agreed that a draft letter would be circulated to councillors prior to submission.

81/18 Highways

- i. Cllr K Ritchie reported on a brief presentation by Cumbria County Council's Working Together team at the CALC District Association meeting on 29/11/18. The Working Together programme would allow parish councils to manage highway maintenance activities using volunteers or a lengthsman but it was understood that various health and safety issues need to be resolved. The Working Together team would be contacting every South Lakes parish regarding parish requirements. It was noted that a lengthsman could be shared between parishes but that use of a lengthsman would inevitably impact on the precept.
- ii. Clerk reported that despite being advised in early November that the timescale for the installation of the speed indicator device on Brigsteer Brow was 3 months, the pole was still not in place. It was understood that the work would be carried out at same time as other signage works in the village.
- iii. Clerk advised that 2 'pedestrians in the road ahead/no footway' warning triangle signs on Brigsteer Brow and Underbarrow Road had been ordered as agreed at the last meeting. A quote for an additional sign at Parkend Lane added only £150 to the estimated cost so after consultation with councillors this had also been accepted. Highways recommended locations for the 3 signs had also been accepted although the signs were further out than envisaged and the sign on Underbarrow Road would be beyond the junction with the Toll Road so not visible to traffic entering Brigsteer from this direction. The formal Private Works Agreement had been completed and submitted in January: Highways had advised that the works were 'to go ahead soon' and that costs would be payable within 10 days of receipt of the invoice which was anticipated to be in the current financial year.
- iv. Clerk reported that an email had been received from a member of the public at the end of November regarding the poor condition of the road surface at Crooked Gate. Clerk had reported this to Cumbria Highways online on 27/11/18 (it had previously been reported in March 2017 and Highways had advised it was 'low priority' but would be monitored). The recent report had been tracked and chased but was apparently still awaiting assessment. It was agreed that the road was in very poor condition with the surface disintegrating, particularly near the junction with Brigsteer Brow. Cllr J Bland agreed to take up the matter with Highways.
- v. The work done by a local resident in tidying up/rebuilding damaged bridge to the culvert outside the Village Hall was noted and commended. Clerk had reported the collapsed culvert under the highway verge to Cumbria Highways online on 14/01/19 and subsequently advised that Highways has no culvert logged here, but that the Bridge Manager has requested a site visit and assessment. Cllr A Davies clarified that 3 paving slabs across the beck have collapsed. Cllr J Bland also agreed to take up this matter with Highways.

82/18 Parish maintenance and tidiness

The issue of general maintenance and tidiness in Brigsteer had been raised in an email from a resident. The resident clarified his concerns which included the damaged parapet on Low Lane (this had been previously reported to Highways and shown to Victoria Upton); a silted up drain near Rose Cottage (needed reporting to Highways) and the effluent problem on the highway outside a village property (email update received during the meeting that a temporary septic tank had now been installed).

Cllr S Savasi advised that she was organising a litter pick on 24 March 2019 (in an individual capacity). Support for the litter pick/spring clean was encouraged. It was recognized that the principal authorities, notably Cumbria Highways, are not addressing local issues and concerns, hence the consideration being given to undertaking work as a parish or as volunteers. It was agreed that these issues should be considered further by the Community Led Plan Working Group.

83/18 Community Led Plan

The following progress reports were received:

Theme 1 - Housing. A planned meeting with Amanda Pharaoh re the Rural Housing assessment model had been cancelled. It was reported that the project had been delayed and it was now unclear whether the model would be available for communities or just for SLDC use. Cllr S Savasi and M Cheesbrough had arranged a meeting with SLDC's new CLT liaison officer.

Theme 2 - Road Safety. New signage had already been reported under Highways item.

Theme 3 - Sustainable Environment. Cllr A Davies advised there had been no further contact with Marion Jones (Area Ranger) re footpath access.

Theme 4 - Vibrant Communities. Cllr S Carman advised that the Emergency Plan had not yet been completed.

84/18 Reports

The following reports were received:

a) Chairman and Parish Councillors (meetings, events etc).

Cllr S Carman reported on the Battle's Over commemoration event in November which went well: there was excellent community engagement, it was a spectacular sight and a credit to the parish and community. Thanks were recorded to Nicky Higgs at the Wheatsheaf, John Seddon, Graham Riley, the PCC, the landowner and the tenant, Richard Wilson along with numerous others.

Cllr S Carman also reported that the new notice board had been ordered and received. It was confirmed that Village Hall approval had been obtained and that the new notice board would be located outside the Village Hall. Volunteers would be needed to assist with the installation.

b) Helsington Community Land Trust Ltd. No report was received but it was agreed to retain this as an agenda item.

c) Helsington & Brigsteer Village Hall. Cllr S Savasi reported that the trustees were currently addressing inclusivity issues, seeking replacements for the treasurer and bookings manager, the AGM would be on 29 April 2019 and several events were planned for the summer and autumn. Remedial work to the decking was to be undertaken.

d) Local Police Team. No report was received.

e) District Cllr K Holmes reported on SLDC's Emergency Plan briefing, stressing the importance of parish awareness of vulnerable residents, and the progress of Customer Connect, the updating of Council premises and the promotion of internet access.

f) County Cllr J Bland reported that Highways had £12 million to spend by the end of March 2019 and that the resurfacing works on the A591 were behind schedule. The Whetstone Lane junction was still closed but Cllr Bland advised that the lane would be resurfaced. He recommended the installation of a permanent SID on Brigsteer Brow. He advised that he had not made any progress regarding safety improvements to the junction with the road to the church as any work would require the acquisition of land from the National Trust.

85/18 Clerk's Report and Correspondence

The Clerk reported on correspondence received:

- i. South Westmorland Village Maintenance Association (accounts 30/10/17 and 30/10/18; schedule of charges for 2018/19). SWVMA had advised that 2 full call outs could be covered in 2018/19 but after that charges would be invoiced to parish councils. It was noted that there had been a full call out on 30/31 January 2019. It was further noted that funds were earmarked in reserves for parish maintenance (£1000 at end of last financial year).
- ii. Community Wheels, Lyth Valley. It had come to light that the Steering Group included 2 former parish councillors; CCC Community Transport had been updated accordingly. The scheme involves a minibus service from Brigsteer and other Lyth Valley villages to Kendal on Wednesday mornings, for which users need to register and book. It was understood there were no current users in Brigsteer. A request had been issued by CCC Community Transport for an individual or office to manage registrations and bookings.
- iii. Thanks had been received from Helsington and Brigsteer Village Hall Committee re grant of £1325 and from the Royal British Legion re donation of £30.
- iv. Temporary closure of U5605 Low Lane, Brigsteer on 18 February 2019 for 5 days was noted.
- v. Next CALC District Association meeting on 7 March 2019 at 7pm at Gilpin Bridge Inn was noted.
- vi. Following changes to planning consultation, LDNPA had offered grant assistance of £250 to be spent on anything to assist with involvement with planning; an application had been submitted.
- vii. 'Clerk' magazine containing features on rural housing and affordable housing.
- viii. It was noted that Clerk had 3 weeks of annual leave remaining. It was agreed that 2 weeks would be taken before the end of March (dates to be advised) and 1 week carried forward to 2019/20 as per contract terms.

86/18 Parish Land

- a) Lane to parish land at Dobdale Hill Quarry. It was resolved that Cllr S Savasi would apply to register a caution against first registration of the servient land so Council would be notified and could reapply for a right of access by prescription at that time.
- b) Parish land income. A schedule of income from parish land was received and noted. Clerk advised that a review of rents (levels and terms) was required. It was confirmed that the Council has a copy of the lease agreement re Land at Plum Tree Farm but no copy of any lease agreement re Land at Low Lane (Low Barrow House). It was resolved to delegate authority to a Parish Land Working Group (comprising all councillors who wished to/were able to be involved) to review rents payable in 2019.
- c) An inspection schedule re the management and maintenance of parish land. It was resolved to delegate authority to the Parish Land Working Group to produce an inspection schedule to facilitate recording, monitoring and resolution of issues relating to trees, surfaces, walls, boundaries etc. It was agreed that Cllr A Davies would lead a familiarisation/inspection tour of parish land by the Working Group on a date to be arranged and that this would be followed by a meeting of the Working Group to produce the inspection schedule and undertake the rent review.

87/18 SLDC Parish Remuneration Panel (PRP) Report 2019/20

The Report and recommendations of the PRP were received and adopted. It was resolved that members of Helsington Parish Council would not claim the Basic Parish Allowance or the Chairman's Allowance but would claim Travel and Subsistence expenses as appropriate.

88/18 Finance

- a) A grant request from the Brigsteer Band towards the cost of music (£200 suggested) was received and considered. It was resolved to approve a grant of £200.
- b) The Financial Risk Assessment and Management for 2018/19 was considered and approved.
- c) The Review of the Effectiveness of the Internal Audit including a recommendation to re-appoint the internal auditor (fee of £100 unchanged) was considered and approved.
- d) The final Budget for 2019/20 was noted, and it was confirmed that the precept request of £7,568.62 had been sent to SLDC.

e) The new national pay scales for Clerks with effect from 1 April 2019 were noted. It was resolved to approve the amendment of the monthly standing order re Clerk's salary to £340.34 from April 2019.

f) The following payments were authorised:

- i. Jane Saunders (Clerk's expenses 1 Nov 2018 - 31 Jan 2019) £77.95
- ii. Cumbria Highways (purchase and installation of 3 road signs) estimated £950.00

It was resolved to fund this expenditure from CLP budget (£893.25 in reserves and £100 in current year's budget).

- iii. Ibex Internet Ltd (website hosting and domain name management) £108.00
- iv. Viking (ink cartridges and stamps) £63.34
- v. Brigsteer Band (grant) £200.00

89/18 Future meetings

Future meetings were confirmed as follows:

Wednesday 3 April 2019 (Ordinary meeting and Annual Parish Meeting). Ordinary meeting agenda items to include inspection schedule and report on parish land. Annual Parish Meeting to include Chairman's Report.

Wednesday 1 May 2019 (Annual Meeting).

The meeting closed at 09.40 pm.

Signed: (Chairman)
Date: 3 April 2019