

HELINGTON PARISH COUNCIL

Minutes of the meeting of the Parish Council held on
Wednesday 26 June 2019 at 7.30pm in the Helsington & Brigsteer Village Hall

Present: Cllrs S Carman, A Davies, S Savasi and R Caddick.

Also present were County Cllr J Bland, Clerk J Saunders and 2 members of the public.

24/19 Chairman's Declaration of Acceptance of Office

It was noted that the Chairman's Declaration of Acceptance of Office had been received.

25/19 Apologies

Apologies with reasons given were received and accepted from Cllrs K Ritchie, M Cheesbrough and E Templeton.

Cllr S Carman apologised for the change in the date of the meeting which was at his request. Further apologies were received from District Cllrs K Holmes (attending another meeting but hoped to attend later), John Holmes and Brian Rendell.

26/19 Declarations of Interest / Dispensation Requests

None.

27/19 Minutes

The minutes of the Annual Meeting held on Wednesday 1 May 2019 were approved.

28/19 Public Participation

A member of the public described criminal and anti-social behaviour involving youths in cars drinking, taking drugs and driving dangerously in various locations in the parish including St John's Church and the lane to Holeslack, Barrowfield farm track and the forest track off Underbarrow Road. It was reported that this activity was taking place most evenings, that bottles, cans and needles had been left near the church and that a car had been turned on its side and abandoned. These activities had not been reported to the police and it was agreed that the Parish Council would convey the report to the police and request a response.

The condition of the Parish Road, particularly with regard to a large, deep pothole on the section nearest to the road, was raised by a resident. As this part of the lane is the public highway, Cllr J Bland agreed to report this to Highways. It was further stated by the resident that there are other potholes on the Parish Council's section of the lane which are 150mm deep. Cllr S Carman offered to hold a meeting with Parish Road residents to re-open the issue of maintenance of the road.

29/19 Planning

The following planning applications, responses, decisions and updates were noted:

Lake District National Park Authority

(view applications, responses and decisions online at

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

- i. 7/2019/5268 - Willow Tree Barn, Brigsteer – To change the use of an approved Pod style building (Planning Permission 7/2019/5061) away from association with main dwelling to one for holiday use. **No objections to this application. However, the Parish Council wishes to place on record its view that, should approval be granted for this application, this must not be used to set a precedent for any unsustainable development inconsistent with the landscape character on the site in future (response submitted by Clerk following email consultation).**
Decision - Granted with conditions on 7 June 2019.

South Lakeland District Council

(view applications, responses and decisions online at

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

- ii. 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. **Secretary of State decided not to call in this application and the application has subsequently been approved by the Planning Committee.**

30/19 LDNPA Consultation - Landscape Character Supplementary Planning Document

It was noted that the deadline for comments on the revised Landscape Character Assessment and Guidelines had been extended to Monday 15 July 2019. It was resolved that any comments should be circulated by the end of the following week (5 July 2019) to allow time for a response to be submitted if appropriate.

31/19 SLDC Community Governance Review

It was noted that the Council's final submission to SLDC regarding parish governance arrangements had reiterated the earlier recommendations for the parish boundary to be wholly within the Lake District National Park, exclude areas to east of A591 and incorporate properties on the Moss and Barrowfield with the aim of improving community identity, engagement and cohesion. Both submissions had been uploaded to the website at <http://helsingtonpc.org.uk/wp-content/uploads/2019/05/Community-Governance-Review-final.pdf>).

Clerk reported that a resident at Larkrigg had contacted the Council in May to state that he disagreed with the recommendation to remove Larkrigg from Helsington parish. Although he was aware of issues re representation of outlying areas of the parish, he argued that Larkrigg had been part of the parish for centuries. The resident had been advised of the consultation to date and the information published on the Parish Council and SLDC websites respectively. He was advised to make his own submission via SLDC's website.

It was noted that final recommendations would be published by SLDC in June/July and considered by Full Council on 23 July 2019, following which a Re-Organisation Order would be made in August 2019.

32/19 Highways

- i. It was noted that the speed indicator device had been installed on Brigsteer Brow for a period of two weeks and would return in six weeks' time. It had been set to slow down at 30mph but it was felt that 20mph may be more appropriate (but this would involve a re-set at the beginning and end of our loan period). It was agreed to keep the use of the SID under review and to assess its impact. Other suggestions were for a 'twenty's plenty' sign and for measures to address speed and visibility issues at the junction by the Wheatsheaf. It was resolved to ask Cllr K Ritchie to consider engaging with Highways again re traffic calming measures at the Wheatsheaf junction.
- ii. It was reported that patching work had been done on Crooked Gate which was an improvement but not a long-lasting solution. Cllr J Bland agreed that the road needs re-surfacing.
- iii. It was reported that there had been no further progress following Highways' inspection of the collapsed paving slabs across the beck under the highway outside the Village Hall.
- iv. It was noted that Cllr A Davies and Cllr J Bland had inspected the site of the drainage/flooding issues in the vicinity of Orchard House and Rose Cottage/Syke House/Honeybee House. Cllr J Bland had agreed to report the problems and to request an inspection by a Highways engineer.
- v. Clerk had reported online further damage to the bridge/culvert at Mill Ghyll, Low Lane and a response received on 14 June stated that the problem had been inspected and 'added to a

future works programme to be included for possible funding in line with Cumbria County Council's budget provision.'

- vi. Clerk had reported Japanese knotweed in the layby on Crooked Gate to Highways. Although the problem had been logged, no further update had been provided. It was noted that Japanese knotweed had also been identified in two other locations on private property at Crooked Gate. Cllr A Davies advised that he had spoken to both property owners concerned but it was agreed to write to them regarding the matter.
- vii. Cllr R Caddick urged the need for road markings at the junction with the road to the church and at the next left turn beyond the parking area on the Kendal road, stating that the lack of central white lines encouraged people to drive in the middle of the road. Cllr J Bland acknowledged the hazards at these locations, noted his efforts to obtain land from the National Trust to improve the highway and agreed to request the re-instatement of white lines on the road.

Cllrs A Davies and S Carman offered to accompany Cllr J Bland and Highways officers on any inspections/site visits to be undertaken.

33/19 Community Led Plan

Theme 1 - Housing. Cllr S Savasi reported that SLDC is not yet rolling out its rural housing needs survey. Cllrs Savasi and Cheesbrough had attended a funding event at which they had spoken to Fran Richardson of ACT about an alternative survey. Fran Richardson had agreed to pursue the matter with SLDC.

Theme 2 - Road Safety (Actions completed).

Theme 3 - Sustainable Environment. Nothing to report.

Theme 4 - Vibrant Communities. Nothing to report.

34/19 Reports

The following reports were received:

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

As previously noted, Cllrs S Savasi and M Cheesbrough had attended a funding event aimed at small projects.

Cllrs S Savasi and E Templeton had attended the CALC Summer Conference on 22 June 2019 and both had circulated written reports on sessions attended. Cllr Templeton's report covered Managing Trees in your Parish and Neighbourhood Planning; Cllr Savasi's report covered a talk by NALC Head of Legal re Code of Conduct and employment matters and a presentation by Northern Fells Group on supporting services and facilities for local people in rural areas of north Cumbria; also sessions on Green Spaces and Village halls and parish councils' role in managing them.

Consequently, Cllr S Savasi advised that she was making inquiries regarding the possibility of trying to acquire land at Crooked Gate under the 1906 Open Spaces Act. In addition, she is taking a proposal regarding the Council working with the Village Hall to save VAT to the Village Hall Committee.

Cllr S Savasi and E Templeton were thanked for the time and work in attending the conference and producing the reports.

b) Helsington Community Land Trust Ltd; It was reported that there was a suggestion that the proposed development may be re-opened due to funding possibilities. HCLT has shown some interest in the Needs Survey but less interest in accepting invitations to meet, informally or otherwise, to discuss strategy for taking forward any development in Brigsteer.

c) Helsington & Brigsteer Village Hall; Cllr S Savasi reported on changes in the day to day running of the Hall, the need for more volunteers and a forthcoming Committee meeting.

d) Local Police Team; An invitation to sign up for Cumbria Police newsletters and email alerts was noted - Clerk agreed to re-circulate this.

e) District Cllr K Holmes; Not in attendance, but had conveyed information via Clerk on current

consultation on scoping opinion re proposed mixed use development on land south of Scroggs Lane, Kendal, and Highways England A590 consultation event on 27 June 2019, 1 - 7pm at Gilpin Bridge. Clerk advised that parish councils are not consulted on scoping opinions.

f) County Cllr J Bland; Attendance at A590 consultation event was encouraged. Cllr Bland reported re-surfacing of road to Underbarrow and repairs to Toll Road and advised that Whetstone Lane would be re-surfaced this year.

35/19 Clerk's Report and Correspondence

Email correspondence had been circulated and was noted; some matters were dealt with under other agenda items. It was agreed to circulate SLDC Green Team's weekly tip. An offer from Graham Nicholson, SLDC Arboriculturalist, of new trees to be planted on Council owned land or public open spaces was noted. It was resolved to request a tree to be planted at Dobdale Hill Quarry. Cllr S Savasi agreed to email Graham Nicholson as required and the Clerk agreed to contact the tenant to request his consent to the tree planting. It was agreed that notices and agendas would in future be sent to Cllr S Carman for display on the notice board.

Clerk reported that the VAT claim of £166.69 submitted online in early March for 2018/19 had just been paid after numerous phone calls, emails and online queries finally established that the payment had been sent to the old bank account as the new HMRC system had not been updated fully. HMRC had agreed to pay £30 compensation by way of an apology.

Clerk reported on employment issues following a communication received from CALC regarding PAYE arrangements for Clerks. It was felt useful to address any possible confusion or misunderstanding about the Council's status and responsibilities as an employer and the Clerk's as an employee. Clerk confirmed that as required the Council is registered as an employer with HMRC and that she is an employee with a written contract of employment which is reviewed annually (next review due in the autumn). It was noted that Clerk operates HMRC PAYE RTI payroll software to submit monthly returns to HMRC which include tax and NI calculations and that printed payroll records are kept. Clerk also confirmed that the Council meets its obligations with regard to automatic enrolment in a pension scheme and has completed a declaration of compliance with the Pensions Regulator in this respect. Furthermore, Employers' Liability Cover is included in the Council's insurance policy schedule. Information from NALC and HMRC respectively regarding employment issues had been circulated and CALC was noted as a good source of information and advice for the Council on employment matters. It was agreed that a staff appraisal would be considered when the Clerk's contract was reviewed.

36/19 Parish Land

It was noted that the contact details on the caution against first registration of the lane to parish land at Dobdale Hill Quarry have been corrected by the Land Registry.

Cllr A Davies offered to inspect existing trees at Dobdale Hill.

Cllr S Savasi confirmed she was researching the possible use of the 1906 Open Spaces Act to acquire the land at Crooked Gate.

37/19 VE Day 75

An invitation to participate in VE Day 75, an anniversary event planned for 8 - 10 May 2020 was received and noted. It was suggested that participation would take the form of a formal ceremony/service at the church and a garden party and that both the Village Hall and the Wheatsheaf could be involved. Cllr S Carman agreed to forward the invitation to the Village Hall Committee and Cllr S Savasi agreed to take the proposal to the Committee, with a suggestion that if available the Village Hall is booked for a party on Saturday 9 May 2020. It was agreed that VE Day 75 would be a future agenda item.

38/19 Finance

a) It was noted that the Certificate of Exemption from External Audit has been submitted to the external auditor and confirmation received that exempt status had been logged, that the relevant documents had been published on the website and that the period for the exercise of public rights commenced on Monday 17 June 2019.

b) It was noted that the Zurich Municipal insurance renewal premium of £224.00 had been paid and the new notice board had been added to the policy schedule.

c) The following payments were authorised:

- | | |
|--|---------|
| i. Viking (ink cartridges, paper, stamps) | £85.14 |
| ii. Jane Saunders (Clerk's expenses 01/02/19 - 30/06/19) | £123.27 |
| iii. Shelley Savasi (Councillor's travel expenses to CALC Summer Conference) | £39.60 |

39/19 Future meetings

It was confirmed that the next meeting would take place on Wednesday 4 September 2019.

The meeting closed at 8.45pm.

Signed: (Chairman)

Date: 4 September 2019