

HELINGTON PARISH COUNCIL

Minutes of the meeting of Helington Parish Council to be held on
Wednesday 5 February 2020 at 7.30pm in the Helington & Brigsteer Village Hall

Present: Cllrs S Carman, K Ritchie, M Cheesbrough, A Davies, S Savasi and E Templeton.

Also present were District Cllr K Holmes, County Cllr J Bland (arrived during agenda item 6ii), Clerk J Saunders and 5 members of the public.

69/19 Apologies

Apologies with reasons for absence were received and accepted from R Caddick who had another commitment.

Apologies for late arrival were received from County Cllr J Bland who was also attending Underbarrow Parish Council meeting on the same evening.

70/19 Declarations of Interest / Dispensation Requests

- Cllr S Savasi declared an interest in agenda item 10c as she is a resident with a wayleave over the Parish Road. It was agreed that as the item was for information only she would remain in the meeting during this item.
- There were no dispensation requests.

71/19 Minutes

The minutes of the Meeting held on Wednesday 6 November 2019 were approved.

72/19 Public Participation

A member of the public drew attention to the Lake District Challenge, a 100km running event taking place on 13/14 June 2020. The route includes a scheduled rest/food stop at Brigsteer, but it was noted that the Village Hall had not agreed to its use for this purpose. It was confirmed that the Parish Council had not received any notification of the event but it was assumed that organisers would be liaising with Cumbria County Council. It was noted that other similar events had taken place in and around the parish. It was agreed that the Clerk would contact the organisers for more information.

Another member of the public reported rubbish (food packaging and drink cans) being left in the car park opposite the church by people in cars. He had collected and disposed of the rubbish as there was no bin in the car park or at the church. It was suggested that it was unlikely that SLDC would be prepared to empty a bin at this location. Further incidents of anti-social behaviour and littering were noted at other locations including the Toll Road and Barrowfield Farm track. It was noted that when similar problems had been reported to the Police last summer more police patrols had been observed which may have curtailed such activity. It was agreed that the Clerk would contact the local police sergeant to request more patrols of the areas affected. It was also suggested that registration numbers of offending vehicles should be noted and reported to SLDC who can prosecute for fly-tipping. It was confirmed that there would be a community litter pick in March.

An email received from a resident regarding agenda item 6ii (parking issues in the vicinity of the Wheatsheaf) had been circulated to members and was noted. The resident referred to inconsiderate parking in Crow Wood by Wheatsheaf customers and others, preventing access to and egress from driveway; concern about emergency access to properties, and problems caused by large vehicles parking in the small car park opposite the pub's front door and vehicles parked on the road down to Low Lane.

73/19 Planning

a) Lake District National Park Authority

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

- i. 7/2019/5778 - Cragg House Annexe, Low Lane, Brigsteer - Demolition of annex and replacement with a single dwelling.
Whilst Helsington Parish Council supports the use of the plot as infill, it wishes to highlight concerns about vehicular access to the site and requests that careful consideration is given to this aspect of the proposed development. Helsington Parish Council also supports the provision of a new house for occupation to replace a vacant building; further to this aim, it suggests that consideration is given to the attachment of a local occupancy condition to the proposed development in order to ensure permanent occupation rather than second/holiday home use (response submitted by Clerk following email consultation).
Decision - Outline Permission Granted with conditions 29 January 2020.
- ii. 7/2019/5791 - Over Mill Beck, Brigsteer - Demolition of garage, new two-storey extension on Western gable. **No objections (response submitted by Clerk following email consultation). No decision.**
- iii. 7/2019/5801 and 7/2019/5849 - National Trust Sizergh Castle, Sizergh - Installation of Biomass District Heating system, including Solar PV system to Visitor Centre roof (full planning and listed building consent applications respectively). **No comments.**
- iv. 7/2020/5025 - Sizergh Castle, Sizergh - Erection of a polytunnel. Application for prior notification of agricultural or forestry development. **For information only and not a consultation.**
- v. 7/2017/5061 - Field adjacent to Helsington Pool Bridge, Brigsteer - Construction of field shelter. Approved with conditions 30 March 2017. Clerk had logged a report with LDNPA planners on 12 November 2019, requesting an investigation (**E/2019/0345 - Alleged works not in accordance with the approved plans**). Holly Robinson, LDNPA Planner, had visited site on 9 December and advised that it appeared that the buildings were not in accordance with the plans. In a subsequent update on 3 February 2020 she had advised that due to her being on extended leave this case had not been progressed any further but that a number of compliance cases were due to be reviewed and an update was anticipated by mid-February.

b) South Lakeland District Council

(view applications, responses and decisions online at

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

SL/2019/0694 - Prizet Filling Station Northbound, Helsington - Extension of Prizet Service Station to include drive-thru Costa restaurant, offices, car parking with electric charging points and associated site works. **No decision.**

74/19 Highways

To receive reports/updates on highways issues including

- i. Use of the speed indicator device on Brigsteer Brow;
Cllr S Carman reported that he currently had the device but had been unable to set it up during the previous 2 weeks. He understood that Levens had also not set it up during their previous usage period. The other parishes had agreed to change the rota to allow for a 3-week usage period. It was noted that the speed on the device must be reset to 20mph prior to use in Brigsteer and concern was expressed about damage caused by frequent moving of the device. Use of the device would be kept under review and it was agreed to post an appeal on the website for 2 volunteers to take responsibility for its operation.
- ii. Parking issues in the vicinity of the Wheatsheaf, Brigsteer;
The issues raised during Public Participation regarding inconsiderate parking by Wheatsheaf customers and others were noted. A number of suggestions such as residents' permits and double yellow lines were discussed. It was noted that the Wheatsheaf had been made aware that concerns raised about customers' parking were being discussed at this meeting, that when problems had arisen customers had been asked by staff to move their vehicles and that the Village Hall allowed Wheatsheaf customers to

use its car park. Cllr K Holmes suggested contacting Polly Straker, SLDC Locality Officer, for advice on addressing the issues and/or to invite her to attend a meeting, as she had recently done in Windermere.

- iii. South Westmorland Village Maintenance Association's Accounts for year ending 30 October 2019 and Call out charges for winter gritting service 2019/20 were received and noted. It was confirmed that there had been no call outs to Helsington parish so far this winter but that any callouts would be charged to the parish.

75/19 Community Led Plan

The following progress reports on Actions were received:

Theme 1 - Housing. Copies of the Report for SLDC, Small area housing needs analysis for Helsington Parish, October 2019 (commissioned by and for SLDC as the pilot of a tool/methodology to evaluate housing needs) and a Summary paper by the Housing Working Group had not been circulated until the previous day. Cllr M Cheesbrough highlighted the Working Group's concerns about the usefulness of the survey tool which cannot be used as originally envisaged and was not now intended for wider dissemination, publication or use. The Report used pre-existing and limited data (population, income and housing) to predict housing needs and Cllr Cheesbrough cautioned that the some of the extrapolations were tenuous or invalid. It was suggested that the tool does not add value and is no better than a traditional parish survey. It was resolved that the Working Group would bring the Summary paper to the next meeting and that a copy would be issued with the agenda.

Theme 2 - Road Safety. Actions complete, except for ongoing monitoring of use of the SID.

Theme 3 - Sustainable Environment. Cllr A Davies reported that the new drains have been tested in heavy rain and performed well. It was noted that there was still some run off on to the highway from Orchard House and that this would continue to be monitored.

Theme 4 - Vibrant Communities. No update.

76/19 Reports

The following reports were received and noted:

a) Chairman and Parish Councillors; Cllrs A Davies and S Savasi had attended a Managing Trees training course and a report on this had been circulated. Chairman and Clerk had met in December 2019 for the latter's appraisal and the usefulness of the meeting was noted. It was agreed that an informal annual meeting incorporating Clerk's appraisal and possibly involving more councillors would be a positive way forward.

b) Helsington Community Land Trust Ltd; It was unclear whether this group was still operational but it was agreed to leave this as a standing item on the agenda.

c) Helsington & Brigsteer Village Hall; Cllr S Savasi reported on a successful ceilidh, a CPR training event funded by the Parish Council's grant, and the programme of forthcoming events, including a 10 year anniversary event.

d) Local Police Team; Clerk reported that she had responded to an inquiry from police sergeant for South Lakes East about the frequency of local police team reports (none received). However, clarification was being sought from the police as it was understood that the parish came under South Lakes West area and that our PCSO was still Jayne Park.

e) District Cllr K Holmes reported on the new SLDC Local Plan to 2040, the consultation process, timescale and focus on climate change, flood resilience and environmental concerns.

f) County Cllr J Bland noted renewed discussions on a unitary authority or two authorities. He reported that Whetstone Lane was to be resurfaced and on tree felling work on Nannypie Lane.

77/19 Clerk's Report and Correspondence

i. Website updates and Website Content Accessibility: an estimate from Ibex Creative of £120 to make the website compliant with new accessibility standards applicable from September 2020 under the Accessibility Regulations 2018 was received and considered. It was resolved

that the Clerk would obtain more information about what needs to be done and how this would make the website more accessible and also seek advice from CALC.

ii. Parish elections on 7 May 2020: information would be posted on the notice board and website and sent to Cllr A Davies for email circulation.

iii. Clerk's annual leave entitlement: 3 weeks annual leave remaining before end of the leave year (31 March). It was agreed that Clerk would take 2 weeks leave before 31 March and carry forward 1 week to next year per terms of contract.

78/19 Parish Land

a) Planting of trees at Dobdale Hill Quarry under SLDC's Tree Planting Scheme; Cllr A Davies reported that SLDC's arboriculturalist, Graham Nicholson, had marked the positions of the 4 trees, but that they had had to be re-marked since. The fencing contractor had been instructed in November and advised that the work needed to be done before the trees were due to be planted in January but he had reported that this had not been possible due to poor weather and wet ground. It had been understood that SLDC would proceed with the planting in January but had advised that the trees should not be left unprotected for long. To date the trees had not been planted and the fencing had not been done. Clerk reported that she had spoken to the tenant that week who suggested that the fencing contractor should liaise with him re scheduling of the work. The contractor had been advised accordingly and he had agreed to contact the tenant to obtain his consent for proceeding with the work.

An application to the Lake District Foundation for grant funding towards the fencing had been unsuccessful but District Cllr K Holmes locality budget grant of £300 has been received.

b) Clerk reported that she had contacted two companies for quotes and advice re a professional inspection of trees on parish land but neither had responded. Cllr A Davies suggested that the inspection should be undertaken by a contractor approved by the Arboricultural Association. It was agreed that the Clerk would investigate and that Crooked Gate should be included in the inspection, even though it was not parish land.

The advice that the best time to inspect for ash dieback is July/August was also noted.

c) Cllr S Carman advised that a date had yet to be agreed with Parish Road residents regarding the maintenance of the Parish Council's section of the land. Cllr S Savasi agreed to forward a copy of the title plan to the parish land to Cllr Carman to confirm the boundary, as it appears there is an area for which no-one accepts responsibility and in which the condition of the surface is poor.

79/19 VE Day 75

Cllr S Carman confirmed that arrangements were in hand involving the Village Hall and the Wheatsheaf for an event aimed at local residents.

80/19 SLDC Review/Update of Local Plan

Notification of SLDC's review and update of the South Lakeland Local Plan and information about the process and timescale were received. A copy of SLDC's briefing on the Local Plan review had been circulated to members. It was noted that the early engagement period would take place from 17 Feb - 15 May 2020 and that this would be an agenda item at the next meeting.

81/19 Finance

a) New Financial Regulations (reviewed and updated in line with new NALC Model Financial Regulations issued in July 2019) were considered and approved. It was noted that further work needed to be done on compliance and it was agreed that the Clerk would draw up some proposals on this.

b) The Asset Register was reviewed and approved.

c) The Financial Risk Assessment and Management for 2019/20 was considered and

approved.

d) The Review of Effectiveness of Internal Audit Report, including a recommendation to re-appoint the internal auditor, was considered and approved.

e) The final Budget for 2020/21 was received and noted, and it was further noted that the precept of £8,468.56 has been submitted to SLDC.

f) The following payments were authorised:

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| i. Jane Saunders (Clerk's expenses, 1 Nov 2019 - 31 Jan 2020) | £58.50 |
| ii. CALC (Councillor training for A Davies & S Savasi - Managing Trees) | £90.00 |
| iii. Ibex Internet Ltd (website hosting and domain name management) | £108.00 |
| iv. Viking (ink cartridges) | £68.99 |

Payment of Bruce Nelson (fencing for trees) was also authorised (subject to receipt of invoice on completion of work in accordance with quote).

82/19 Future meetings

The dates of future meetings were confirmed as follows:

Wednesday 1 April 2020 (Ordinary Meeting commencing at 7.00 pm, to be followed by Annual Parish Meeting). It was aimed to have a short agenda for the ordinary meeting, that agenda items for the Annual Parish Meeting would include the Chairman's Report and Public Participation and that refreshments would be provided after the meetings.

Wednesday 20 May 2020 (Annual Meeting following parish elections on 7 May 2020).

The Annual Meeting would include the Election of Chair and Vice Chair, Appointment of Representatives, Review of Council Policies and Procedures and the Annual Governance and Accountability Return 2019/20.

The meeting closed at 9.05pm.

Signed: (Chairman)

Date: 1 April 2020