

HELINGTON PARISH COUNCIL

Councillors are hereby summoned, and members of the public are invited, to attend a meeting of the Parish Council to be held on **Wednesday 1 February 2017 at 7.30pm** in the Helsington and Brigsteer Village Hall for the purposes detailed in the following

A G E N D A

1. Apologies

To receive apologies with reasons for absence.

2. Declarations of Interest / Dispensation Requests

- To receive declarations of interest by members in respect of items on this agenda. (Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the register or at the meeting);
- To consider any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

3. Minutes

To approve the minutes of the Meeting held on Wednesday 2 November 2016 (copy attached).

4. Public Participation

Members of the public will be given the opportunity to speak, ask questions with regard to this agenda, or raise matters of possible interest for a future agenda.

5. Planning

Lake District National Park Authority

To receive and consider the following planning applications, updates and decisions (view applications, responses and decisions online at

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

- 7/2016/5725 - 1 Low Chambers, Brigsteer, Kendal – Amend condition no 3 on approval ref 7/2016/5561 to omit the words “non-opening” in relation to the window.
Decision - Grant with Conditions.
- 7/2016/5829 - Kerswell, Brigsteer, Kendal - Construction of in-ground swimming pool.
To note that following email consultation the Clerk had responded on behalf of members under delegated powers: **No comments.**
Decision - Grant with Conditions.
- 7/2016/5834 - Kerswell, Brigsteer, Kendal – Variation of condition no 2 of planning approval ref 7/2016/5544 to allow increased garage length and formation of a cinema room beneath the summer kitchen (i.e. underground).
To note that following email consultation the Clerk had responded on behalf of members under delegated powers: **No comments or objections.**
- 7/2016/5513 - Briggs House Farm, Helsington, Kendal - Conversion of barn into 5 dwellings.
Planning update - To be considered by Development Control Committee on 1 February 2017.
- SL/2016/0703 - Land to the East of Helsington and Brigsteer Village Hall, Brigsteer, Kendal.
Planning update - Amended plans and further consultation still expected.

South Lakeland District Council

(view applications, responses and decisions online at

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

- SL/2017/0028 - Growing Well, Low Sizergh Farm, Low Lane, Sizergh - Erection of building for storage and machinery, catering unit, composting facilities, 1 new poly tunnel, car parking, external works to existing portacabins and associated landscaping.
- SL/2016/0824 – Prizet Filling Station, Helsington, Kendal - Construction of 3 two-storey office buildings together with associated carparking, landscaping and external works (resubmission SL/2012/0466).
Decision - Grant with Conditions.

Clerk to the Council

Ms Jane Saunders, 60 Castle Street, Kendal, Cumbria, LA9 7AS

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www.helsingtonpc.org.uk

6. Parish Land

To receive and consider updates regarding:

- a) Registration of parish land at Crooked Gate;
- b) Registering a caution on parish land adjacent to Syke House near the Watering Place;
- c) Parish land lying to the south west of Low Barrow House, Low Lane, Brigsteer - to receive an update regarding ownership of the access lane, and to consider whether to apply for a right of access by prescription over the lane;
- d) Parish Road - to receive information regarding wayleave agreements;
- e) To consider and approve Asset Register (draft copy attached);
- f) Any other matters regarding parish land.

7. Highways/Public Rights of Way

- (i) To receive an update from the Clerk re Cumbria Highways' mapping of drains and gullies in the parish;
- (ii) To receive an update regarding the requests for a 'reduce speed now' sign on the hill down to Brigsteer, and signage re Low Lane;
- (iii) To receive an update regarding TROs (traffic restrictions) in place in Brigsteer;
- (iv) To receive an update regarding the provision of a speed indicator device on the hill;
- (v) To receive correspondence regarding damage to the bridge at Mill Ghyll, Low Lane, Brigsteer, and an update on action taken and Highways' response.
- (vi) To receive correspondence regarding path at Dobdale Hill, and to consider any action to be taken;
- (vii) To receive any other information or updates regarding highways or rights of way.

8. Community Led Plan

To consider and approve the Community Led Plan (copy draft Plan attached).

9. SLDC Development Management Policies Development Plan Document (DPD) - Draft Plan Consultation <https://www.southlakeland.gov.uk/planning-and-building/south-lakeland-local-plan/development-management-policies/>

To note that following the Council's initial response to the consultation on 12 December 2016, SLDC agreed to extend the consultation deadline to 2 February 2017;

To consider and approve a further response to the consultation (copy draft response attached).

10. Reports

To receive the following reports:

- a) Meetings attended;
- b) Helsington Community Land Trust Ltd;
- c) Helsington & Brigsteer Village Hall;
- d) Any relevant matters from District Councillor A Rawlinson;
- e) Any relevant matters from County Councillor J Bland.

11. Community Housing Fund

To receive and consider details of the Community Housing Fund (copy information attached).

12. Fibre Broadband

To receive an update regarding the availability of fibre broadband in the parish, and to consider any action to promote the uptake of fibre broadband where available.

13. South Lakeland District Council Parish Remuneration Panel Report 2017/18

To receive and adopt the report and recommendations of the PRP (copy attached), and to consider whether the Council wishes to pay a Parish Basic Allowance, Chairman's Allowance and/or Travel and Subsistence Expenses.

14. Staffing

- a) To review and update the Clerk's Contract of Employment, with particular regard to:
- Salary
 - Expenses
 - Hours of work
 - Annual Leave
(copy Contract attached, with suggested amendments/updates in red for consideration and approval).
- b) To receive and consider Clerk's Report on Workplace Pensions and the recommendations therein (copy Report attached).
- c) To note Clerk's remaining annual leave entitlement for 2016/17, and to consider approval of one week's leave being carried forward to 2017/18.

15. Clerk's Report and Correspondence

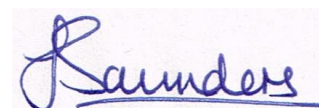
To receive a report from the Clerk, note correspondence received, and consider any action required.

16. Finance

- a) To receive the final Budget for 2017/18 (copy attached), and to note that the precept request of £7,144.61 has been sent to SLDC;
- b) To consider and approve the Financial Risk Assessment for 2016/17 (copy attached);
- c) To consider and approve the Review of the Effectiveness of Internal Audit Report (copy attached), and to approve the re-appointment of Mr Alan Hartley as Internal Auditor to conduct the 2016/17 internal audit;
- d) To note that PFK Littlejohn LLP will be the external auditor under the new Sector Led Body audit arrangements for five years from the financial year commencing 1 April 2017;
- e) To authorise the following payments:
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| i. Jane Saunders (Clerk's salary, February 2017 by Standing Order) | £273.70 |
| ii. Jane Saunders Clerk's salary, March 2017 by Standing Order) | £273.70 |
| iii. Jane Saunders (Clerk's salary: additional hours & pay award adjustment) | £271.55 |
| iv. Jane Saunders (Clerk's expenses, 1 Nov 2016 - 31 Jan 2017) | £87.17 |
| v. Alan Davies (Poppy Wreath) | £30.00 |
| vi. Ibex Internet Ltd (Website hosting and domain name registration) | £108.00 |
| vii. CALC (CiLCA training) | £39.50 |
- f) To receive an update re the Council's banking arrangements.

17. Future meetings

To consider and confirm the dates of future meetings, and to receive agenda items for consideration:
Wednesday 5 April 2017 (ordinary meeting and Annual Parish Meeting);
Wednesday 3 May 2017 - Annual Meeting



Clerk to the Council

26 January 2017