

## HELSINGTON 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 7 February 2018 at 7.30pm** in the Helsington & 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. Councillor resignation

- To receive and note Richard Park's resignation from the Council;
- To note that the notice of vacancy has been advertised in accordance with legislation, and that as an election has not been requested the vacancy should be filled by co-option (agenda item 13).

#### 3. 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.

#### 4. Minutes

To approve the minutes of the ordinary Meeting held on Wednesday 1 November 2017 (copy attached).

#### 5. 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.

#### 6. Highways

To discuss issues relating to speed of traffic and road safety, and possible traffic calming measures, with an officer from Cumbria Highways Traffic Management Team;  
To consider a proposal to purchase a 650 x 450mm reflective red 'Reduce Speed Now' sign to install on the existing pole outside Kell Cottage at a cost of £45.80 exc VAT.

#### 7. Planning

To receive and consider the following planning application, decisions and update:

##### **Lake District National Park Authority**

(view applications, responses and decisions online at

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

- 7/2018/5032 - Fern Cottage, Brigsteer - Domestic extension.
- 7/2017/5716 - Four Walls, Brigsteer, Kendal - Construction of a new replacement 2 storey extension. Application for variation of a condition.  
**Decision - Grant with conditions.**
- 7/2017/5803 - The National Trust Sizergh Castle, Sizergh, Kendal - Planned works to upgrade the passive fire protection to areas of the castle. Application for listed building consent.  
To note Council's response 'no comments' submitted by Clerk under delegated powers.  
**Decision - Listed building consent granted with conditions.**
- 7/2017/5848 - Plumtree Barn, Brigsteer, Kendal - The proposal is to provide additional family accommodation to an existing dwelling.  
To note Council's response 'no objections' submitted by Clerk under delegated powers.

Clerk to the Council  
Ms Jane Saunders, 60 Castle Street, Kendal, Cumbria, LA9 7AS  
Tel 07849103127  
Email [helsingtonpc@outlook.com](mailto:helsingtonpc@outlook.com)  
[www.helsingtonpc.org.uk](http://www.helsingtonpc.org.uk)

- v. 7/2017/5483 - Land to east of Helsington and Brigsteer Village Hall - Development of 8 new houses including 5 affordable.  
To receive updates and reports on the following meetings which have taken place regarding the application:
- Parish Council representatives with Chris Hutton, SLDC Affordable Housing Officer, on 9 November 2017;
  - Parish Council representatives with HCLT representatives and Chris Hutton on 30 January 2018;
  - Residents' group with Cllr Giles Archibald, SLDC leader, and Chris Hutton on 13 December 2017 (copy David Prescott's 'Summary of Issues with RN213' attached);
  - Richard Bryan (Chair, Village Hall) and Matthew Jessop (Chair, HCLT) on 20 January 2018.

To consider any further action to be taken regarding planning application 7/2017/5483, including a proposal to forward a copy of David Prescott's paper (above) to LDNPA.

**8. SLDC Request for Topics for Consideration by the Overview and Scrutiny Committee 2018/19** (view consultation at <https://cumbria.citizenspace.com/south-lakeland-district-council/scrutiny-work-programme-2018-19/>)

To consider submitting suggestions for work programme (copy David Prescott's draft submission attached for information/consideration).

**9. Community Led Plan**

To receive a progress report on Actions:

Theme 1 - Housing.

To include consideration and approval of a draft response to SLDC's Older Person's Housing Strategy consultation prepared by Housing Working Group (copy attached).

Theme 2 - Road Safety

Theme 3 - Sustainable Environment

Theme 4 - Vibrant Communities

**10. Reports**

To receive the following reports:

- a) Meetings and events attended, including Battle's Over, A Nation's Tribute 11 Nov 2018 plans;
- b) Helsington Community Land Trust Ltd;
- c) Helsington & Brigsteer Village Hall;
- d) Local Police Team;
- e) District Cllr A Rawlinson;
- f) County Cllr J Bland.

**11. Clerk's Report and Correspondence**

To receive a report from the Clerk (including employment information update), note correspondence received (including an invitation to participate in the Great British Spring Clean), and consider any action required.

**12. Parish Land**

To receive and consider correspondence and updates regarding:

- a) Registration of parish land at Crooked Gate;
- b) The boundary of parish land lying to the south west of Low Barrow House, Low Lane, Brigsteer;
- c) Inspection of trees on parish land.

**13. Co-option of a councillor**

To consider the options regarding the co-option of a councillor, and to decide how to proceed with

the co-option.

#### 14. General Data Protection Regulation 2018

- i. To receive a report on the introduction of new data protection legislation.
- ii. To consider the need to appoint a Data Protection Officer, to continue to register with the Information Commissioner's Office, to approve training for the Clerk, and to consider and note the costs involved.

#### 15. External Audit 2017/18

To receive notification of external auditor appointments and arrangements, and to note changes to the legislation taking effect from 2017/18.

#### 16. Parish Remuneration Panel Report 2018/19

To receive and adopt the report and recommendations of the PRP (<https://www.southlakeland.gov.uk/media/4579/parish-remuneration-panel-report-2018-2019.pdf>), and to consider whether the Council wishes to pay a Basic Parish Allowance, Chairman's Allowance and/or Travel and Subsistence Expenses.

#### 17. Finance

- a) To receive the final Budget for 2018/19 (copy attached), and to note that the precept request of £7,496.76 has been sent to SLDC;
- b) To consider and approve the Financial Risk Assessment for 2017/18 (copy attached);
- c) To review and approve the Asset Register (copy attached);
- d) To receive and consider a grant request from the Cumbria Children's Dyslexia Project (copy correspondence attached);
- e) To note receipt of ACT grant funding of £700 towards CLP costs;
- f) To note payment issues following previous meeting:
  - i. Cheque raised for Stramongate Press (£200.40) was for incorrect amount. Cheque destroyed on receipt of invoice and confirmation no VAT payable; new cheque for £167.00 issued on 22 November 2017.
  - ii. Cheque raised for Children's Christmas Party (£100) reported lost in post and stopped; replacement cheque issued 13 December 2017.
- g) To authorise the following payments:

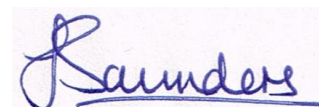
i. Jane Saunders (Clerk's salary, February 2018 by Standing Order)	£325.75
ii. Jane Saunders Clerk's salary, March 2018 by Standing Order)	£325.75
iii. Jane Saunders (Clerk's expenses, 1 Nov 2017 - 31 Jan 2018)	£74.22
iv. Ibex Internet Ltd (Website hosting and domain name registration)	£108.00

#### 18. Future meetings

To consider and confirm the dates of future meetings, and to receive agenda items for consideration:

Wednesday 4 April 2018 (Ordinary Meeting and Annual Parish Meeting)

Wednesday 2 May 2018 (Annual Meeting).



**Clerk to the Council**  
31 January 2018