

## HELINGTON PARISH COUNCIL

Minutes of the meeting held on **Wednesday 3 April 2019 commencing at 7.50pm**  
in the Helsington & Brigsteer Village Hall  
(the meeting followed the Annual Parish Meeting held at 7.00pm)

### Present

Cllrs S Carman, K Ritchie, A Davies, S Savasi, M Cheesbrough, R Caddick and E Templeton.  
Also present: District Cllr K Holmes, County Cllr J Bland and 2 members of the public (for all or part of the meeting).

### 1. Apologies

All members were present.

### 2. Declarations of Interest / Dispensation Requests

Cllr Eve Templeton declared a disclosable pecuniary interest in agenda item 5a) iv as her husband has undertaken occasional work for the architects of the proposal.  
There were no dispensation requests.

### 3. Minutes

The minutes of the meeting held on Wednesday 6 February 2019 were approved.

### 4. Public Participation

None.

### 5. 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. 7/2018/5533 - Crooked Gate, Brigsteer - Proposed detached dwelling. **Withdrawn on 7 February 2019.**
- ii. 7/2018/5757 - Broom Bank, Brigsteer - Single storey bedroom extension to the front elevation. Internal and external refurbishment to the existing house. **Granted with conditions.**
- iii. 7/2019/5061 - Willow Tree Barn, Brigsteer - Proposed pod style building to be used ancillary to the main dwelling. **No decision.**
- iv. 7/2019/5155 – Mill Ghyll, Low Lane, Brigsteer - Single-storey extension and alterations. **Extension for comments granted to 4 April 2019.** (Cllr E Templeton withdrew from the meeting during this item and took no part in the discussion or decision).  
**No comments.**

#### South Lakeland District Council

(view applications, responses and decisions online at

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

- v. SL/2018/0821 - Larkrigg, Natland – Change of use of agricultural land for driveway and detached double garage. **No comments on original application or amended description (responses submitted by Clerk following email consultation).**  
**Granted with conditions 26 March 2019.**
- vi. 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. **Recommended for approval with conditions, but it was noted that the Secretary of State had been asked to call in the application for determination.**

b) The response from SLDC's Development Plans Manager regarding SLDC's Local Plan Land Allocation RN213 (Land opposite the Wheatsheaf) was received and noted. SLDC had advised that it is 'no longer the planning authority for this area, and therefore has no powers to change or interpret planning policy or to remove the allocated site at Brigsteer from the Land Allocations DPD.'

## 6. SLDC Community Governance Review

<https://www.southlakeland.gov.uk/voting-and-elections/electoral-reviews/community-governance-review-2018-to-2019/>

The draft recommendations and proposals for parish governance arrangements were received and considered at the Annual Parish Meeting and were further considered by the Council. It was noted that the changes proposed by Helsington Parish Council had not been recommended. However, it was felt that the Parish Council's proposals were in accordance with the aims of the review, i.e. to bring about improved community engagement, a more cohesive community, better local democracy and more effective delivery of local services. It was resolved to make a further submission during the second round of consultation, re-iterating the Parish Council's proposals with reference to the stated aims of the Community Governance Review. It was agreed to recommend that areas to the east of the A591 should be re-allocated but that references to allocation to specific parishes should be removed from the submission. Cllr S Carman agreed to draft this submission which would be considered for approval at the Annual Meeting on 1 May 2019.

## 7. Highways

- i. Cllr K Ritchie delivered an update on Cumbria County Council's Working Together programme re highway maintenance activities using volunteers or a lengthsman. It was noted that Highways officers would be contacting parishes to begin discussing agreements from April 2019.
- ii. It was noted that the pole for a speed indicator device on Brigsteer Brow had been installed. Cllr J Bland advised that the SID was currently shared between Levens, Crosthwaite and Underbarrow, with each parish having the device for 2/3 weeks at a time. Cllr J Bland was asked to arrange the inclusion of Helsington on the rota as a matter of urgency. It was agreed that Cllr S Carman would be the contact person who would manage the installation and handover of the SID. The option of purchasing a SID at a suggested cost of £3000 was noted but it was agreed to assess the effectiveness of the device first.
- iii. It was noted that the 'pedestrians in the road ahead/no footway' warning triangle signs on Brigsteer Brow, Underbarrow Road and Parkend Lane respectively had been installed. An invoice issued in February had subsequently been cancelled as the work had not at that stage been done and a new invoice had not yet been received.
- iv. Cllr J Bland advised that there had been no progress re the condition of the road surface at Crooked Gate. Clerk advised that there was no further update online since the initial response several months previously.
- v. Cllr J Bland advised that there was no progress re the collapsed paving slabs across the beck under the highway outside the Village Hall. Clerk also advised there was no further update online.

## 8. Community Led Plan

The following progress reports on Actions were received:

Theme 1 - Housing - The report from Cllrs M Cheesbrough and S Savasi delivered during the Annual Parish Meeting was noted. The report included an update on the withdrawal of HCLT's planning application, ongoing work with SLDC on assessment of local housing needs and prioritisation of the need for transparency, communication and consultation in the future. The Housing Working Group (currently 2 councillors) had also issued an open invitation to local people with an interest in the issue to join the Group.

Theme 2 - Road Safety - Cllr K Ritchie advised that all 4 Actions had now been completed.

Theme 3 - Sustainable Environment - Cllr A Davies advised nothing to report.

Theme 4 - Vibrant Communities - Cllr S Carman advised nothing to report.

## **9. Reports**

The following reports were received:

- a) Chairman and Parish Councillors; Cllr S Carman advised that, with volunteer assistance, he hoped to install the new notice board within 4 weeks.
- b) Helsington Community Land Trust Ltd; it was noted that, as previously advised by the CLP Housing Working Group, Neil Richardson was the new chair of HCLT.
- c) Helsington & Brigsteer Village Hall; Cllr S Savasi reported that the AGM would take place the following week and that new volunteers were needed.
- d) Local Police Team; there was no police report, but reports of a spate of burglaries and a group of suspicious individuals in Levens were noted along with advice on the need for vigilance.
- e) District Cllr K Holmes reported on changes in roles and responsibilities of senior officers at SLDC and that Customer Connect continued to go forward.
- f) County Cllr J Bland reported that resurfacing work on the A591 was finished, some work had been undertaken on Underbarrow Road but that work on Whetstone Lane had been delayed.

## **10. Clerk's Report and Correspondence**

The following reports from the Clerk were received and noted:

- i. Notice of District Election: nominations for one seat in Bowness & Levens ward had closed that day and the Statement of Persons Nominated would be published the following day.
- ii. Notification of next stage of consultation in LDNPA Local Plan Review - Publication of Pre-Submission Local Plan including Allocations of Land. Consultation Statement and associated documents were available on LDNPA website and links had been added to the Parish Council website. The formal consultation would be 8 April - 3 June 2019 and it was agreed that this would be an agenda item for the Annual Meeting in May.
- iii. Thanks received from Brigsteer Band for grant of £200 towards cost of music. The Band was planning to buy sheet music for a concert in August.
- iv. Workload re finance: HMRC VAT claim for £166.69 had been submitted online but payment not yet received; HMRC online payroll reporting for the old year was being completed; LDNP Community Fund Monitoring Form re grant for Community Orchard ladder had been completed and returned; work on year end accounts and Annual Governance and Accountability Return was under way as were arrangements and preparation for internal audit taking place on 16 April 2019.
- v. Replacement printer/scanner/copier was required - quote obtained for replacement (£97.49 exc VAT). It was agreed that the Clerk would research further into a suitable replacement and a purchase was authorised up to a maximum of £100.

## **11. Parish Land**

Cllr A Davies was thanked for leading a familiarisation and inspection tour of parish land on 25 February 2019.

- a) It was noted that the application to register a caution against first registration of the servient land re the lane to parish land at Dobdale Hill Quarry had been prepared for submission;
- b) The completion of the rent review by the Parish Land Working Group was noted. It was further resolved that all tenants would be given the options of 5 year or 1 year terms;
- c) The Parish Land Inspection report (25/02/19) by the Parish Land Working Group and the recommendations therein were received and noted.

## **12. Finance**

- a) The following receipts to the end of the financial year were noted: LDNPA grant of £250 re changes to planning consultations (spent on planning training) and ENW payment for

substation of £2. VAT claim had been submitted online on 4/3/19 but payment had not yet been received. Balance at bank on 31 March 2019 was noted as £8,600.27  
Full accounts and Annual Governance and Accountability Return would be presented at the Annual Meeting in May following the internal audit.

b) The following payments were authorised:

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|---|-----------|
| i. HM Land Registry (application fee to register a caution)   | £40.00    |
| ii. Jane Saunders (Clerk's salary for additional hours Feb/March 2019)                              | £109.53   |
| iii. CALC (Effective Councillor training for Cllrs R Caddick and E Templeton)                       | £125.00   |
| iv. Cumbria County Council (purchase and installation of 3 road signs)<br>(£950 + VAT as per quote) | £1,140.00 |
| v. ICO (data protection fee by DD)  | £35.00    |

### 13. Future meetings

It was confirmed that the Annual Meeting would take place on Wednesday 1 May 2019 at 7.30pm and that the following agenda items would be included:

- Election of Chairman and Vice-Chairman. Cllr S Carman indicated that he would be willing to serve for a further year; it was noted that other councillors may wish to stand.
- Review of Council policies and procedures.
- Appointment of Representatives.
- AGAR 2018/19 (Annual Governance Statement, Accounting Statements and Internal Audit Report).
- LDNPA Local Plan Review - Pre-Submission Local Plan including Allocations of Land.
- Community Governance Review.
- Highways - drainage/flooding issues at Orchard House, Rose Cottage & Syke House.

Cllrs S Carman and E Templeton conveyed their apologies re the Annual Meeting.

The meeting closed at 9.00pm.

Signed: ..... (Chairman)

Date: 1 May 2019