

## 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 **virtually** on **Wednesday 1 July 2020 at 7.30pm** for the purposes detailed in the following agenda.

### Meeting room location and joining details:

Join Zoom Meeting

<https://us02web.zoom.us/j/81027453639>

Meeting ID: 810 2745 3639

One tap mobile

+442030512874,,81027453639# United Kingdom

+442034815237,,81027453639# United Kingdom

Dial by your location

+44 203 051 2874 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 131 460 1196 United Kingdom

Find your local number: <https://us02web.zoom.us/u/kckF3LTQby>

## 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 5 February 2020 (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.

NB Following the conclusion of this item, members of the public will be permitted to address the Council only at the Chairman's discretion.

### 5. Annual Governance and Accountability Return 2019/20 - Certificate of Exemption

To approve completion of Certificate of Exemption from limited assurance review and to authorise the Clerk to submit Certificate of Exemption to external auditor.

### 6. Annual Internal Audit Report 2019/20

To receive and approve the Annual Internal Audit Report 2019/20 for the Annual Governance and Accountability Return (copy attached).

### 7. Annual Governance Statement 2019/20 - To receive and approve the Annual Governance Statement 2019/20 for the Annual Governance and Accountability Return (copy attached).

### 8. Accounting Statements 2019/20

(i) To receive and note the Bank Reconciliation and Budget Monitoring Statement for the year ended 31 March 2020 (copies attached).

(ii) To receive and approve the Accounting Statements 2019/20 for the Annual Governance and Accountability Return (copy attached).

Clerk to the Council

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

Tel 07849103127

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[www.helsingtonpc.org.uk](http://www.helsingtonpc.org.uk)

## 9. Notice of the period for the exercise of public rights relating to the annual accounts

To note that the period for the exercise of public rights will be Monday 6 July - Friday 14 August 2020.

## 10. Finance

a) To note payments since 1 April 2020 (copy schedule attached).

b) To note and approve the following recurring payments:

Jane Saunders - salary paid by monthly standing order;

ICO (Data Protection registration) - paid by annual direct debit in May.

c) To authorise the following payments:

i. Jane Saunders (Clerk's expenses, 1 Feb - 30 June 2020)

£94.50

ii. Viking (stationery)

£56.46

## 11. Postponement of Parish Elections

To note that the Parish Elections scheduled for 7 May 2020 have been postponed until 6 May 2021 due to the coronavirus pandemic.

## 12. Reports

To receive the following reports:

a) Chairman and Parish Councillors;

b) Helsington Community Land Trust Ltd;

c) Helsington & Brigsteer Village Hall;

d) Local Police Team (no reports until further notice);

e) District Cllr K Holmes;

f) County Cllr J Bland.

## 13. Clerk's Report and Correspondence

To receive a report from the Clerk, note correspondence received and consider any action required, including the following matters:

Website updates and Website Content Accessibility (to receive and consider an estimate from Ibox Creative of £120 to make the website compliant with new accessibility standards applicable from September 2020 under the Accessibility Regulations 2018).

## 14. 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. 7/2019/5791 - Over Mill Beck, Brigsteer - Demolition of garage, new two-storey extension on Western gable. **Decision - Granted with conditions.**
- ii. 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). **Decisions - Granted with conditions.**
- iii. 7/2020/5025 - Sizergh Castle, Sizergh - Erection of a polytunnel. Application for prior notification of agricultural or forestry development. **Decision - Prior approval not required.**
- iv. 7/2020/5067 - National Trust Sizergh Castle, Sizergh - Reconfiguration of the car park at Sizergh - removal of areas of existing car parking and the development of part of an existing field as new area of parking. **No comments. (Response submitted by Clerk following email consultation). Withdrawn 10 June 2020.**
- v. 7/2020/5168 - Lane House, Low Lane, Brigsteer - Construction of a covered muck midden. Application for prior notification of agricultural or forestry development. **Decision - Prior approval not required.**
- vi. 7/2017/5061 - Field adjacent to Helsington Pool Bridge, Brigsteer - Construction of field shelter. Approved with conditions 30 March 2017. E/2019/0345 - Alleged works not in accordance with the approved plans. **To note the Planning Investigation Report and the Expediency Report and the decision to take no further action.**

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- vii. 7/2020/5324 - Brigg House Farm, Kendal - Amendment to design, condition 2 on planning permission 7/2016/5513 for conversion of barn into 5 dwellings.  
**No comments. (Response submitted by Clerk following email consultation).**
- viii. 7/2020/5342 - Mill Ghyll, Low Lane, Brigsteer - Demolition and replacement of a single residential dwelling. **For consultation.**

#### **b) South Lakeland District Council**

(view applications, responses and decisions online at

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

- i. 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. New information received 17 February 2020.  
**Helsington Parish Council notes the revised proposals and reiterates its previous comment that consideration should be given to provision of a footway/cycleway alongside the northbound carriageway of the A591 (preferably as far as the A6 Milnthorpe Road junction to Kendal) to facilitate access for pedestrians, cyclists and those using public transport. (Response submitted by Clerk following email consultation). Application withdrawn 4 March 2020.**
- ii. SL/2020/0195 - 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. New application received 24 March 2020  
**No objections. However, some concerns have been raised regarding highways safety (particularly visibility on egress from the site) and pedestrian access (there is no footway to the bus stop on the northbound carriageway). Helsington Parish Council reiterates its comment that consideration should be given to provision of a footway/cycleway alongside the northbound carriageway of the A591, preferably as far as the A6 Milnthorpe Road junction to Kendal, to facilitate access for pedestrians, cyclists and those using public transport. (Response submitted by Clerk following email consultation).**

#### **15. South Lakeland Local Plan Review**

To note the early engagement documents at <https://www.southlakeland.gov.uk/planning-and-building/south-lakeland-local-plan/local-plan-review/>, local promotion of the information and the extension of the online surveys deadline to 18 September 2020.

#### **16. Parish Land**

- a) To receive a request regarding the transfer and extension of the lease of land at Plum Tree Farm (copy correspondence and notes attached);
- b) To receive an update on the planting of trees at Dobdale Hill Quarry under SLDC's Tree Planting Scheme;
- c) To receive a report on urgent tree work and a professional inspection of trees on parish land.

#### **17. Highways**

To receive reports/updates on highways issues including

- i. Use of the speed indicator device on Brigsteer Brow;
- ii. Parking issues in the vicinity of the Wheatsheaf, Brigsteer;
- iii. Blocked gullies on Brigsteer Brow and Kendal Road;

#### **18. Community Led Plan**

To receive a progress report on Actions:

Theme 1 - Housing. To receive and note the Housing Working group's Summary paper (copy attached) re SLDC's Rural Housing Needs survey tool.

Theme 2 - Road Safety.

Theme 3 - Sustainable Environment.

Theme 4 - Vibrant Communities.

#### **19. SLDC Parish Remuneration Panel (PRP) Report 2020/21**

To receive and adopt the report and recommendations of the PRP (copy attached), and to consider

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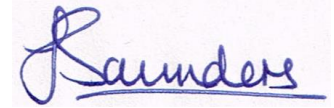
[www.helsingtonpc.org.uk](http://www.helsingtonpc.org.uk)

whether the Council wishes to pay a Basic Parish Allowance, Chairman's Allowance and/or Travel and Subsistence Expenses.

**20. Future meetings**

(i) To confirm the dates of meetings for the remainder of 2020/21 as Wednesday 2 September 2020, Wednesday 4 November 2020, Wednesday 3 February 2021 & Wednesday 7 April 2021;

(ii) To confirm that meetings will usually commence at 7.30pm and be held in the Helsington and Brigsteer Village Hall and/or remotely, as authorised by the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England & Wales) Regulations 2020.



**Clerk to the Council**  
Tuesday 23 June 2020