

HEVERSHAM PARISH COUNCIL

Unconfirmed Minutes of the Parish Council meeting held on **Thursday 24 May 2018** at 7.30pm in the Athenaeum, Leasgill

Present – Cllrs. Adrian Bland, Peter Clarke, Tom Grindey, Brian Rendell, Iain Richards and Adele Shepherd; County Cllr. Roger Bingham; District Cllr. Kevin Holmes; the Clerk; and three members of the public

Cllr. Clarke (Vice-Chairman) chaired the meeting until the new Chairman was elected.

55/18 Election of Chairman

Cllr. Bland proposed and Cllr. Grindey seconded Cllr. Rendell to be the Chairman for 2018/19. There were no other nominations and the proposal was carried unanimously. The Council all expressed their thanks to Cllr. Bland for his period of service as Chairman.

A Declaration of Acceptance of Office form for 2018/19 was signed by Cllr. Rendell and witnessed by the Clerk.

Cllr. Rendell chaired the meeting from this point.

56/18 Election of Vice-Chairman

Cllr. Grindey proposed and Cllr. Shepherd seconded Cllr. Clarke to be the Vice-Chairman for 2018/19. There were no other nominations and the proposal was carried unanimously.

A Declaration of Acceptance of Office form for 2018/19 was signed by Cllr. Clarke and witnessed by the Clerk.

57/18 Apologies

Apologies were received from Cllr. Capstick (reasons noted).

58/18 Declarations of Interest

Cllr. Rendell declared an interest with regard to planning application SL/2018/0403 and Cllr. Grindey declared an interest with regard to the request by Heversham Bowling Club to install a direction sign in item 65/18.

59/18 Minutes

Resolved that the minutes of the meeting held on 12 April 2018 be confirmed as a true record and be signed by the Chairman.

60/18 Public Participation

One member of the public spoke in support of the request by Heversham Bowling Club in item 65/18 and two members of the public spoke with regard to the auction sale of one of the plots in the "Field of Dreams".

61/18 Matters Arising from Parish Meeting

- a) Housing – It was agreed that the village needed more affordable housing. Cllrs. Bland and Clarke reported that an outline planning application was expected from Cumbria County Council with regard to six houses at Park House Drive, Heversham – two of which would be affordable.
- b) Demography – scenario in 15 years time – it was agreed that Cllrs. Rendell, Clarke and Richards would meet to discuss this and report back re how we address this issue.

It was noted that there were signs of deterioration at the school and the Clerk was asked to write to the Diocese of Carlisle to enquire as to the current thoughts re its future use.

62/18 Ongoing Items

- Old railway line footpath: Work was expected to be started soon.
- New flower bed at the north end of the village: The site had been pegged out and it was agreed that the walls would be on the outside of the pegs. Cllr. Rendell confirmed that future maintenance would be carried out by himself and his wife.
- Double Yellow Lines: The Clerk was still awaiting confirmation of the process from Cumbria County Council and he and Cllr. Bingham were to request an urgent response.
- Grievegate milestone plaque: Cllr. Bingham said that he would urgently deal with the design and the draft wording for the milestone plaque.
- Monument: The work would be done soon.
- Speed Indication Device: It was agreed to purchase a Smiley-type SID and that further enquiries were to be made as to possible grant aid with the balance to come from Parish Council funds.
- Street Lighting: The Clerk stated that he had had further discussions with regard to costs, ownership and maintenance. A meeting had been arranged by CALC on 18 June 2018 to look at a joint approach to street lighting and it was agreed that Cllr. Rendell and the Clerk should attend that meeting.

63/18 Reports

- a. A report on behalf of the Kendal Neighbourhood Policing Team had been received and the Clerk reported that there was one local crime relating to the theft of sheet lead at St Peter's Church.
- b. District Councillor Holmes reported that he would be the first point of contact for the three councillors who were elected for the parish – himself, John Holmes and David Williams.
- c. County Councillor Bingham reported that work was ongoing with regard to potholes and other maintenance work..
- d. The Athenaeum: It was noted that the financial report for the third quarter ending 30 April 2018 of the financial year 2017/18 had been received and emailed to Cllrs. on 22/5/18. Cllr. Grindey reported that there was to be a barbecue on 16 June. The Clerk reported that Thomson Hayton Winkley had confirmed that they would continue to hold the title deeds to the land and buildings in the name of the Athenaeum in safe keeping free of charge.

64/18 Planning

SL/2018/0032 Land opposite Brant House, Woodhouse Lane, Heversham

It was noted with concern that no reply had been received to date from SLDC to the letter from the Clerk on 9 April 2018 querying why the Neighbourhood Plan had apparently been ignored in arriving at their decision.

It was noted that the following planning application has been **approved** by SLDC since the last meeting:

TR/2018/0034 High Croft House, Leasgill

Works to beech tree

Resolved that no objection be made to the following planning application which had been submitted to SLDC and circulated to the members of the Council since the last meeting and to which SLDC had made no objection:

TR/2018/0057 Meadowbank, Heversham

Reduce conifer at front of property by approx 10 feet

Resolved by a majority of the Council to **object** to the following planning application which had been submitted to SLDC and circulated to the members of the Council since the last meeting:

SL/2018/0403 Joiners Mews, Heversham

Removal of condition 2 (local occupancy) attached to planning permission SL/2008/0755 (Dwelling)

It was noted without comment that there was a re-consultation with regard to **SL/2016/1141 Land to the west of 28, Dugg Hill, Heversham** - single storey dwelling (amended application).

65/18 Highways/Footpaths

- a. Cllr. Clarke reported that there was to be a meeting of the footpaths/ tracks working group next week and that the two poo bins had been purchased with assistance from the Leasgill Quarry Trust.
- b. Cllr. Clarke also reported that a further meeting had been arranged with regard to the Tristrams gateway and that there were ongoing discussions with the Levens Estate re a pathway from the Head through the wood to Mabbinn Hall Lane.
- c. It was agreed that the Council would support the installation of a finger post sign by Heversham Bowling Club.

66/18 Playground Report

- i. Cllr. Rendell had inspected the playground since the last meeting and continued to monitor the equipment.
- ii. The two rotten posts and the rings in the climbing frame still needed attention. The inspections until the next meeting were to be carried out by Cllr. Rendell.

67/18 B4RN

Cllr. Richards reported that the mapping of the route continued. It was agreed that Cllr. Richards needed support from persons interested in the project to maintain momentum.

68/18 Data Protection

The Clerk reported that all of the Council's data processing other than salary information would be covered by "public task" for which consent of the data subject is not required. It was necessary to put the Council's privacy policy on the website.

69/18 Parish Land

It was noted that the "Field of Dreams" will be stocked for 2018/19 by J Thacker. It was also noted that one of the plots on the site had been entered for sale by an auction house and the Clerk was asked to inform them of the Article 4 Direction by SLDC with regard to the site.

70/18 Appointment of Representatives

Representatives were appointed as follows for the following outside bodies and Working Groups for 2018/19:

Heversham Playground (one representative) – Cllr. Rendell

Leasgill Quarry Trust (three representatives) – Cllrs. Rendell, Clarke and Bland

South Westmorland Local Area Partnership (representative and deputy representative) - Cllr. Clarke with Cllr. Grindey as deputy

Athenaeum Committee (two representatives) – Cllrs. Grindey and Shepherd

District Association (one representative) – Cllr. Bland

71/18 Policies and Procedures

The existing Standing Orders, Financial Regulations, Complaints Procedure, Press/Media Policy, Code of Conduct and the Procedure for handling requests under the Freedom of Information Act 2005 were confirmed.

72/18 Finance

- a. The National Salary award 2018/19 was noted and it was agreed to amend the Clerk's salary accordingly
- b. The following receipts were noted:
 - SLDC Precept - £10,496.24
 - SLDC Precept grant - £167.33
 - Leasgill Quarry Trust – Refund of payment for poo bins - £203.10
- c. The following payments were approved:
 - The Athenaeum – Hire of hall - £102.50- cheque 428
 - CALC – 2018 Subscription - £225.00 – cheque 429
 - Jean Airey – Internal audit - £66.50 – cheque 430
 - Peter Clarke – Refund of payment for 2 poo bins plus VAT - £243.72 – cheque 431
 - M R Richardson – Salary & expenses - £906.57 – cheque 432
 - HMRC – PAYE re M R Richardson - £180.80 – cheque 433

The insurance cover was reviewed and considered to be adequate. It was agreed to enter into a long term agreement of 5 years before the payment of the thereby reduced renewal payment to Zurich Municipal Insurance of £449.43 was approved – cheque 434

- d. The new Athenaeum broadband contract in the same terms as the expired one was approved.
- e. The annual internal audit report for the year ended 31 March 2018 was received and noted.
- f. The Certificate of Exemption from a limited assurance review was approved and signed.
- g. The Annual Governance Statement 2017/18 (Section 1 of the Annual Return) was approved and signed.
- h. The Accounting Statements 2017/18 (Section 2 of the Annual Return) were approved and signed.
- i. The dates of the period for the exercise of public rights were confirmed as 4 June 2018 to 13 July 2018.
- j. **Resolved** that it be noted that the closing bank balance at 30/4/18 was £25,739.84 (including the precept 2018/19 of £10,496.24) and that the bank statement be counter-signed.

73/18 Correspondence

The following correspondence received and not included as an item on this agenda was noted:

- a. SLDC – Extra-litter picking teams on road verges (emailed to Cllrs.12/4/18)
- b. CALC - Centenary Fields and Active Spaces funding projects (emailed to Cllrs.12/4/18)
- c. SLDC – The Great Cumbrian Litter Pick on 6/7/18(emailed to Cllrs.30/4/18)
- d. CALC – Paperwork for next District Association meeting on 14/6/18 (emailed to Cllrs.30/4/18)
- e. CALC – Cyber proficiency training (emailed to Cllrs.30/4/18)
- f. CALC – Survey re unauthorised developments and encampments (emailed to Cllrs.3/5/18)
- g. CALC - May 2018 newsletter (emailed to Cllrs.3/5/18)
- h. SLDC – Declaration of Interest Review (emailed to Cllrs.18/5/18)
- i. Lancaster Canal Regeneration Partnership – May 2018 Newsletter(emailed to Cllrs.18/5/18)
- j. SLDC – Website link to SLDC Standards Committee agenda 17/4/18(emailed to Cllrs.12/4/18)

74/18 Westmorland Gazette – Matters from this meeting to be reported for the Westmorland Gazette:

- Election of Chairman and Vice-Chairman
- Request for help from persons interested in the B4RN project

75/18 Items for Information- *no decisions or action permitted*

- None

76/18 Items for consideration for a future agenda

- Fancy Dress Barn Dance – for June 2018 meeting
- A Nation's Tribute and WW1 Beacons of Light 11/11/18 (Cllrs. Bland and Richards to represent the Council on a joint Church and Community Planning Group)
- Promotion of wild flowers and wildlife

77/18 Date of next meeting

The next meeting of the Parish Council will be held on Thursday 14 June 2018 and will commence at 7.30pm in the Athenaeum, Leasgill