**Supporting Notes and Reports for LINDALE AND NEWTON IN CARTMEL PARISH COUNCIL**

**MEETING to be held on**

**WEDNESDAY 18TH JULY 2018 at LINDALE VILLAGE Hall at 7.30 pm**

**CHairs ANOUNCEMENTS: -** aS APPLICABLE

**AGENDA ITEMS 1-4**

Standard agenda items re apologies, approval of minutes of last meeting, chairs announcements and declaration of interest and public participation.

**AGENDA ITEM 5) CLERKS REPORT**

**a**) Localism Act 2011 to receive Declarations of Interest/applications for Dispensation

 The clerk to report any requests received since the previous meeting for dispensations to speak and\or vote on any matter where a member has a disc losable pecuniary interest.

**Clerks Report coRRESPONDeNCE up to 13TH JULY 2018**

|  |  |  |
| --- | --- | --- |
| **Correspondence received from** | **Details of correspondence** | **Action taken** |
| CALC | * High Court Decision against Ledbury PC regarding disciplinary action Code of Conduct * Training Events * Planning training Events * Registering at ICO re GDPR | Noted  Circulated  Circulated  Noted |
| LDNPA | * 2 Planning Application * Development management update * Changes to Planning Consultation procedures. * Local Plan response acknowledgement re Open Space at war memorial/church yard area. | Circulated  Circulated  Circulated  Noted |
| CCC | * Temp Road Closure B5271 | Circulated |
| SLDC | * Cartmel LAP meeting 26/7/2018 6.30 GOS Venue TBC. * Grange Neighbourhood Plan | Circulated  Circulated |
| SLS | Apologies for service lapses, Adrian will speak to the contractors and complete additional cutback jobs as per SLDC inspection. | Noted |
| CCF | Acknowledgement of End of Grant report re Recreation ground improvements | Noted |
| Cartmel Team Ministry | Invitation to the Licensing of Dr James Bruce as team Rector. | Circulated |
| **Consultations** | None |  |
| **Correspondence requiring action** | |  |
| **CALC –** Registering with ICO regarding new GDPR regulations (website tech issues) | | Clerk has completed self-assessment tool on DPO website we are exempt from fee. |
| **Complaint about dogs not on leads in recreation ground**  Public Space Protection Order (PSPO) taken out by SLDC replaces PC Dog Control Order (DCO) legislation from Oct 17and covers all of SLDC. If extensions such as for “Dogs on leads” is to apply – we need to take out additional PSPO in addition to SLDC one. Cost in region of £700-£800 | | **Environment agenda item-**  Members to discuss |
| **LDNPA Development Management Update June 2018** – Paperless planning applications to be viewed via LDNPA planning portal.  Issues   * Access to plans – via portal , proposed paper plans until January 2019 * Site notice only – no notification to neighbours. * No letters to those who commented on previous applications * Anyone commenting will not receive updated plans. | | **Planning Agenda item –** Members to discuss implications of new changes |
| CALC – new legal guidance regarding Data Processing and Privacy notes. | | **ONGOING** – making good progress as reported at June meeting |

**If you require copies of any of the above, please contact me prior to the meeting.**

**b) Correspondence Received – as per above schedule**

**c) Correspondence received since 13th July 2018-**  this will be reported at meeting

**d) Matters arising from last meeting:-** None

**e) To note Parish Council Representatives Reports-** None

**f) Parish Council Consultations –** None

**g) Planning applications Approved and Refused and other ongoing planning issues.**

**7/2018/5246 Hare Hill Farm, Cartmel Fell**. – Proposed extension and alterations

**7/2018/5249 7 School Hill, Lindale** –Proposal to replace two existing sheds with one slightly large shed.

**APPLICATIONS REFUSED:** - **Bateman BMW Kendal Road (Lloyds) Approval of details reserved 7/2017/5539 Condition 4 External lighting**

Details of Drawing 1296(63)L1 Rev P1 unacceptable due to their height, number and design would impact as prominent feature on landscape and detrimental Impact on the character of the area.

**AMMENDED PLANS:-** None, **NOTICE OF INTENTION:-**None, **WITHDRAWN:-** None, **PROPERTY RE-NAMING**: None, **ENFORCEMENT:** None, **APPLICATIONS PENDING APPROVAL BY LDNPA:-** None

**APPLICATION PENDING FURTHER CONSIDERATION**

Update received from LDNPA on 03/06/2017, further details required by LDNPA Planning Officers,  **Old Shaw's transport yard 7/2017/5290 Proposed 5 local needs dwellings.** The application will not be progressed until these details are received by LDNPA

**OTHER PLANNING MATTERS:-** none

**h) Parish Council Representatives Reports** –None

**i) Articles for Parish Magazine July –** No issue

Clerk has enquired twice when last issue will be published but has received no response on either occasion.

**AgENDA ITEM 6) finance Report FOR Meeting WEDNESDAY 18th JULY 2018 - MEMBERS to APPROVE payments for ratification.**

**BALANCES AS At 13th July 2018**

**Apprentices £315.56**

**J /W Monument £3307.09**

**General £ 23152.79**

**Toilet Main Fund £3394.11**

**Recreation Ground £1735.91**

**VAT outstanding - £978.67**

**Cheques for ratification:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Chq nos** | **Details** | **Amount**  **inc. VAT** | **VAT** |
| 18/06/2018 | 102247 | SLS CUMBRIA LTD MARCH/MAY | 698.40 | 116.40 |
| 18/06/2018 | 102248 | VIKING DIRECT | 73.18 |  |
| 18/06/2018 | 102183 | HMRC APRIL | 95.80 |  |
| 18/06/2018 | 102184 | MAKE US VISIBLE – WEB SITE NEW DOMAIN NAME AND  TRANSFER | 150.00 | 25.00 |
| 18/06/2018 | 102185 | PM BROWN Audit fee (Paid net as requested) | 60.00 |  |
| 25/06/2018 | 102186 | CLERK SALARY FOR JUNE | 414.14 |  |
| 25/06/2018 | 102187 | CANCELLED | 0.00 |  |
| 25/06/2018 | 102188 | CLERKS EXP QUARTER ENDING JUNE WITH ADJUSTMENT FOR  £15 O/PAY FROM 2017/18 | 88.87 |  |
| 25/06/2018 | 102189 | PAYE JUNE CLERK AND PM BROWN | 103.60 |  |
| 25/06/2018 | 102190 | VIKING - TONER | 73.18 |  |

**Bank Charges:**

|  |  |  |
| --- | --- | --- |
| **Date** | **Details** | **Amount** |
| 05/07/2018 | Monthly bank charges | 1.66 |
|  |  |  |

**Transfers between accounts since last meeting:**

|  |  |  |
| --- | --- | --- |
| **Date** | **Details** | **Amount** |
|  | None |  |

**Receipts since last meeting:**

|  |  |  |
| --- | --- | --- |
| **Date** | **Details** | **Amount** |
| 05/06/2018 | BARCLAYS BANK INTEREST – APPRENTICES FUND | 0.14 |
| 05/06/2018 | BARCLAYS BANK INTEREST – JOHN WILKINSON FUND | 1.65 |
| 05/06/2018 | BARCLAYS BANK LTD -GEN FUND | 0.67 |
| 15/06/2018 | VAT REFUND HMRC 2017/18 | 1194.99 |

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***AGENDA ITEM 7) GDPR Regulations 2018*  -Report from clerk regarding Parish Council compliance with new legislation.**

The Privacy notices for the Public and Councillors and staff and contractors/suppliers etc are almost complete and will be read to approve and adopt at the July parish Council meeting. These are being provided from the outcomes of the checklist and templates provided by NALC.

**Clerk to take questions from members**

**i) Members to approve and adopt Parish Council GDPR Policy Appendix 3**

**ii) Members to approve and adopt GDPR Privacy Policy for Parish Website Appendix 4**

**iii) Members to approve and Adopt Privacy and Consent for Councillors , staff members and anyone else with a role in the Council.**

**iv) Members to approve and Adopt Privacy and Consent for Residents and the General Public.**

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**Agenda item 8 – ADOPT NEW MODEL STANDING ORDERS TO REFLECT LEGISLATION CHANGES SINCE LAST MODEL STANDING ORDERS WERE ADOPTED IN 2014 (I.E. GDPR)**

see attach NALC Notice L04-18 Model Standing Orders 2018 which details Legislation that has changed since last draft in 2013. The majority of standing orders remain unchanged apart from the ones that incorporate or reference new statutory requirements.

New Model Standing Orders have been circulated to all councillors.

**ACTION:- Resolution to adopt new Model Standing Orders 2018**

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**AGENDA ITEM 9 -Planning Applications TO BE RATIFIED UNDER CLERKS DELEGATED POWERS AND/OR approved**

**Report and ratification of planning applications dealt with under Clerk’s delegated powers since last meeting** **–** None

**New Planning applications received to be considered by Parish Council:-**

**7/2018/5346 former BMW GARAGE, Lindale –** Proposed new Veterinarian centre

**7/2018/5190** **Alnat Business Park** – Proposed 4 additional commercial/light industrial units

**Other planning matters:-** **LDNPA Development Management Update June 2018 –** Paperless planning applications to be viewed via LDNPA planning portal.

**Members to discuss the issues causing concern.**

1) Access to plans – via portal , proposed paper plans until January 2019

2) Site notice only – no notification to neighbours.

3) No letters to those who commented on previous applications

4) Anyone commenting will not receive updated plans.

*We have also received communication via CALC that funding may be available for projectors to allow planning applications to be displayed electronically at PC meetings.*

**AGENDA ITEM 10) ENVIROMENT**

**a) NEW HIGHWAYS ISSUES/ENVIRONMENT ISSUES:-** None

**ENVIRONMENT- ONGOING ISSUES:**

**Memorial Bench on Grange Road**

**UPDATE**: Following request from family to erect memorial bench on Grange Road, on verge before Kendal bound bus shelter. We have received communication from CCC that they cannot enter into an agreement with local residents. Cllr Maynard to liaise with the family to see if they will consider locating the bench on PC land in the recreation ground. **Action:** Cllr Maynard to liaise with family.

**CCC Highway Faults reports HIMS –**

**- Broken NO ENTRY sign at A590/B5271 exit –** Reported HIMS Ref W1880934054

- **Broken Bus Stop sign** - Bill Wearing following up bus stop sign again.

**- Obscured 30mph sign at Sheepbarrow** – Reported 10/10/2017 and followed up 17/4/18. Cllr Wearing now requesting sign to be relocated to clear line of vision.

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**AGENDA ITEM 11) Parish Areas :-**

**Report regarding parish areas by member completing weekly inspections** Cllr Armstrong

**Rota**  June/July Cllr Armstrong, August Cllr Maynard, September Cllr Squire, October, Cllr Clarke

**Bus shelters** Slates need fixing on windowsills. Cllr McClure arranging.

**SLDC Inspection report**:- Hole in bridge, Cllr McClure is getting Ian Crowe to place cone highlighting damage pending repair. Ian Crowe to do repair or contact Brian Barker and Son for report on bridge condition overall/repair/replacement.

**Parish areas – Newton**

Report from Cllr Bate/Cllr Wightman

Update from Cllr Wightman regards progress regarding metal grill over well.

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**AGENDA ITEM 12) Parish Projects**

1. **Hydro Project** - Update on progress from Cllr Squire regarding site visit and pre-application actions.
2. **b) Change of Parish Name:- Update from clerk regarding implementation.**

Implementation is progressing, forms to be signed by Councillors to complete name change with Furness Building Society and Barclays Bank.

New web site is live, [www.lindaleandnewton-in-cartmelpc.co.uk](http://www.lindaleandnewton-in-cartmelpc.co.uk).

HMRC to be advised regarding VAT reclaim and PAYE scheme.

Planning authority now addressing correspondence to new name but Planning search tool is for Allithwaite Upper. I have asked for this to be updated.

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**AGENDA ITEM 13) COUNTY COUNCILLOR AND DISTRICT COUNCILLOR REPORTS**

**County Councillor Bill Wearing**

**District Councillor Mike Cornah**

**District Councillor Gill Gardner - Apologies**

**AGENDA ITEM 14) DATE OF NEXT MEETING: - Next meeting 12th September 2018 at 7.30 Newton Village Hall**