

**ALLITHWAITE UPPER PARISH COUNCIL
(LINDALE and NEWTON IN CARTMEL)
MINUTES OF THE MEETING HELD AT NEWTON
WEDNESDAY 8th June 2011 at 7.30 pm**

| Min No | Agenda Item | Action Req By: |
|--------|---|----------------|
| 1585 | PRESENT: Cllr Ms Hall (Chair), Cllr Armstrong, Cllr Marsden, Cllr Mrs Tattersall, Cllr Squire, Cllr Robinson, County Cllr Wearing, District Cllr Holmes. IN ATTENDANCE: Mrs D Cowperthwaite - Clerk. Public:- 0 | |
| 1586 | APOLOGIES: , Cllr Bond, Cllr Mrs McClure. | |
| 1587 | MINUTES OF PARISH COUNCIL MEETING HELD ON 8th June 2011: The minutes as circulated from meeting on were agreed. Proposed Cllr Squire and Seconded Cllr Marsden. All in favour. | |
| 1588 | CHAIRMAN'S ANOUNCEMENTS AND DECLARATION OF INTERESTS BY MEMBERS REGARDING ITEMS ON THE AGENDA. No announcements. Cllr Ms Hall declared an interest in Agenda item 8ci and it was agreed to defer this to the final item on the agenda to be discussed, she would leave the meeting and Cllr Armstrong take the Chair. Cllr Squires declared an interest in the item regarding the Footpath/Bridleway at Clodwell Closed road consultation which is adjacent to his property. He has responded to the consultation as a private individual. | |
| 1589 | PUBLIC PARTICIPATION/QUESTIONS OR CONCERNS RELATING TO ITEMS ON THE AGENDA: CLERKS REPORT. No public present. | |
| 1590 | TO NOTE CORRESPONDENCE RECEIVED TO 3RD JUNE 2011 AND AGREE APPROPRIATE ACTIONS AS APPLICABLE. Correspondence as per schedule was noted. Action:- New members expressed an interest in attending new councillor training at Grange, clerk to circulate information and book places accordingly. TO NOTE CORRESPONDENCE RECEIVED AFTER 3RD JUNE 2011 Correspondence was reported and noted. The letter from Burgess Roughton regarding Wilkinson Monument restoration project was dealt with under agenda item10a. PARISH COUNCIL REPRESENTATIVES REPORTS Cllr Marsden gave a brief verbal report on the CCC Broadband project he attended on 7/6/11. PARISH COUNCIL CONSULTATIONS. No action FORTHCOMING MEETINGS: Neighbourhood Forum at HN Village Hall 14/6/11 _Cllr Marsden to attend. CALC - South Lakeland District Association Meeting Thursday 9 th June 2011 @ 7.00 SLDC Council Chamber — Cllr Armstrong to attend. | NM RA |
| 1591 | PLANNING REPORT AND MATTERS ARISING:- NEW DECISIONS MADE UNDER CLERKS DELEGATED POWERS TO BE RATIFIED - NONE NEW APPLICATIONS TO BE CONSIDERED AT MEETING: NEW APPLICATIONS TO BE CONSIDERED AT MEETING: 7/2011/5249 Lake District Audi, Back Road, Lindale- Proposed new signs. 7/2011/5255 20 Bell Hill Park, Lindale – Proposed extension and alteration to domestic garage to allow use as workshop. 7/2011/5080 Briar Thrang, Back o the Fell Road, Lindale – Proposed wooden sectional building on concrete base to store feed/hay and possibly for sheep. All supported, proposed Cllr Marsden, Seconded Cllr Robinson, all in favour, I abstention. AMMENDEED PLANS: NONE APPROVED: Outline planning approved -7/2011/5060 Rock Cottage, Newton- Proposed 2 x 3 bed 1 ½ storey detached dwellings for local occupancy. 7/2011/5126 Hampsfell. Smithy Hill, Lindale – Proposed replacement garage. 7/2010/5595 land to south of Ivy Cottage Newton – Proposed agricultural building. REFUSED: 7/2011/5068 Sunny Green Farm, Lindale – Proposed farm access track onto Back O' the Fell Road. APPEALS: NONE PROPERTY RE-NAMING: NONE WITHDRAWN: NONE ENFORCEMENT: NONE OUTSTANDING APPLICATIONS WITH LDNPA | DJC |

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| 1592 | <p>7/2011/5054 Land to east of A590T, near junction with Cartmel Lane, High Newton – Proposed new sheep housing – SUPPORTED</p> <p>7/2010/5025 Moss End Farm, Lindale – Proposed Replacement of overhead line - SUPPORTED</p> <p>OTHER PLANNING MATTERS AND CONSULTATIONS- NONE</p> <p>UPDATE ON NEGOTIATIONS REGARDING PUBLIC TOILETS IN RECREATION GROUND</p> <p>As reported at last meeting TNH trust has not accepted ownership, however SLDC have said they can help the Parish Council by registering SLDC ownership with at the Land Registry based on its lengthy past use and thereafter grant a lease to the Parish Council. TNH will provide SLDC with a letter (preferably from their Solicitor) to formally state that the Trust has no claim on ownership.</p> <p>TNH have agreed to do this, SLDC will also need the Parish Council to grant a permanent access over Parish land to replace the terminable one that SLDC ended. SLDC can then include that right of way in the Lease when SLDC lets the Public Conveniences to the Parish.</p> <p>i) Approve Resolution to proceed with short term tenancy with SLDC pending them making claim for title to the toilets then proceed to lease on original terms discussed.</p> <p>Proposed Cllr Mrs Tattersall, Seconded Cllr Robinson, 2 supported, 1 abstention.</p> <p>ii) Approve resolution to confirm that a permanent right of way for pedestrian access for use of the facilities and reasonable vehicular access for maintenance purposes only can be granted to SLDC by the Parish?</p> | DJC |
| 1593 | <p>FINANCE REPORT</p> <p>A) CONSIDER THE FINANCE REPORT AS AT 8TH APRIL 2011. Resolution to approve payment of accounts as listed on the attached schedule. Proposed Cllr Squires, Seconded Cllr Marsden, all in favour.</p> <p>B) APPROVAL OF ANNUAL STATEMENT OF ACCOUNTS 2011/12 IN RESPECT OF SECTIONS 1 & 2 OF ANNUAL RETURN. Members agreed to approve the Annual Statement of Accounts for period 01/04/10 to 31/03/11. Proposed Cllr Armstrong, Seconded Cllr Marsden. All in favour.</p> <p>C) APPROVAL OF ADDITIONAL £23.00 FROM FURNESS BUILDING SOCIETY ACCOUNT RE PLAY EQUIPMENT ORDER. TOTAL COST OF 3 PIECES OF EQUIPMENT £4023 PLUS VAT.</p> <p>Proposed Cllr Squires, Seconded Cllr Robinson. All in favour.</p> <p>D) UPDATE ON NEW PAYE PROCEDURES FOR CLERKS SALARY PAYMENT. The clerk reported that a PAYE scheme had been set up with HMRC and appropriate HMRC software installed to run PAYE scheme for clerk's salary.</p> <p>Proposal by to write letter to local MP regarding burden this change in HMRC procedures will add to existing bureaucracy Parish Councils have to deal with.</p> <p>This item was discussed at end of the meeting, Cllr Armstrong took the Chair as Cllr Ms Hall declared an Interest because she works for Tim Farron MP and left the meeting.</p> <p>Members resolved to support proposal and raise issue. Clerk to draft letter for Cllr Armstrong to review. Proposed Cllr Robinson, Seconded Cllr Squires. All in favour.</p> | DJC |
| 1594 | <p>HIGHWAYS ISSUES -UPDATE/ACTIONS ONGOING HIGHWAYS ISSUES</p> <p>No progress reported on outstanding issues. Cllr Wearing reported the speed monitoring on Windermere Road is to be extended for a further week.</p> <p>New issues:- Issue of litter at Wilkinson Bus shelter raised since litter bin was relocated to recreation ground exit. Cllr Hall to contact Grange Town Council to see if they have a further "spare" bin that can be relocated.</p> <p>It was resolved for clerk to contact Cumbria Highways prior to the winter to sort out the location of grit bins in the parish. Skinner hill bin to be relocated to Coronation tree area and Triangle bin to Royal Oak inn.</p> <p>UPDATE / POSTER COMPETITION AT LINDALE SCHOOL</p> <p>Prize giving has still not taken place, clerk followed up 6/6/11 – awaiting response. Agreed 12 copies of winning posters to be printed and placed at identified "hotspots" Cllr Armstrong to follow up in 7 days if response is still outstanding.</p> <p>LINDALE – I) REPORT REGARDING PARISH AREAS BY MEMBER COMPLETING WEEKLY INSPECTIONS AND SLDC MONTHLY PLAYGROUND INSPECTION REPORT AND OTHER ONGOING ISSUES IN RECREATION GROUND.</p> <p>II) REVIEW ROTA FOR PARISH INSPECTIONS. May – Cllr Ms Hall, June- Cllr Robinson, July – Cllr Mrs Tattersall, August Cllr Bond, September Cllr Armstrong, October Cllr Squires, November Cllr Hall.</p> <p>New parish councillors to shadow inspections before taking their turn on rota.</p> <p>Cllr Robinson requested electronic copy of inspection form.</p> <p>NEWTON-</p> <p>i) REPORT REGARDING PARISH AREAS BY MEMBER COMPLETING WEEKLY INSPECTIONS</p> | <p>JH</p> <p>DJC</p> <p>DJC/RA</p> <p>All</p> |

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| 1595 | <p>No concerns or actions to report.</p> <p>II) UPDATE ON ACTION TAKEN AND WORK COMPLETED BY PROBATION SERVICE.</p> <p>Clerk reported Probation Service Supervisor has been off sick for some time and project will be completed when he returns to work. No further progress to report.</p> <p>PARISH PROJECTS:-</p> <p>WILKINSON MONUMENT:</p> <p>It recently came to attention that a youth had climbed up the scaffold in pursuit of latest teen-craze of “planking” this has been reported to Police and Robert Burgess. Recommend kept low key in case of encouraging others to do the same.</p> <p>The clerk reported that a letter and monthly reported dated 31/5/11 has been received by email late today; this reported progress to date and explained the delay in the Metalock work being undertaken by 1 contractor, not 2. The letter also raised the issue of additional costs estimated at £1500 in respect of a compressor hire and fuel that had not been included in original price.</p> <p>The Chair, clerk and members were very shocked at this unexpected cost for which there is no budget provision as contingency has already been used for essential works.</p> <p>It was resolved for Clerk to respond and ask for full breakdown of costs, dates of hire and dates Metalock in attendance and request where savings can be made on remaining project works.</p> <p>LVPF UPDATE/ Recreation Ground redevelopment project - 100 Club winner April 2011 - Dawn Wells, May 2011 -Mrs Tilly Van-Rees</p> <p>Cllr Marsden reported that equipment has been ordered from Playdale Playgrounds Ltd with delivery dates of either w/c 27/6/11 or 4/7/11. Mats have been ordered from Peter Clarke to cover scramble net area, it is planned to reuse the swing area mats. Cllr Marsden is liaising with Peter Clarke to sign-off the installation as soon as possible to it can come into use. Members were delighted with the progress made to achieve Phase 1 a year after the project was launched.</p> | DJC |
| 1596 | <p>COUNTY CLLR AND DISTRICT COUNCILLOR REPORTS.</p> <p>Cllr Wearing reported on various topics, the main emphasis on Library consultation. Our local library at Grange is well used and is Local Links centre.</p> <p>Cllr Holmes reported on a number of topic items and provided a written report as a summary. The main emphasis of his report was the transfer of Council house consultation with tenants and SLDC housing survey.</p> | WW/JH |
| 1597 | <p>MEETING CLOSED 9.40 - NEXT MEETING OF PARISH COUNCIL ON WEDNESDAY 13TH JULY 2011 AT LINDALE VILLAGE HALL.</p> | |

APPENDIX 1

CLERKS REPORT- AGENDA ITEM 5

CLERKS REPORT CORRESPONDANCE UP TO 3RD JUNE 2011

| FOR INFORMATION | | |
|-----------------|---|--|
| Received From: | Subject | Action taken or required |
| CALC | <ul style="list-style-type: none"> CALC Circular for May/Jun + Localism Bill update The future of Cumbria's libraries: Community events in your area (Grange-over-Sands Monday 13 June 4pm-6:30pm) LDNPA elections (Allerdale and Eden only) South Lakeland District Association Meeting Thursday 9th June 2011 NALC – points raised relating to Audit Renewable Energy in Action: Demonstration visits from the Rural Carbon Challenge site visits @ Cumbria University on the 20th July Parish Tours 2011 Local News & Views Spring 2011 CCC Funding of Rural Transport Consultation – closed end May <u>CALC Training for new councillors in this area coming soon</u> | <p>Circulated Noted</p> <p>See clerk for details if interested See clerk for details if interested</p> |
| LDNPA | <p>Planning applications</p> <p>Funded certified renewable energy training available for community practitioners - Community Renewable Energy – Accredited by NCFE at Level 2</p> | See clerk for details if interested |
| SLDC & NPS | <ul style="list-style-type: none"> Misl correspondence regarding ownership/lease for toilets in recreation ground | See Agenda item for full |

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| SLDC | <ul style="list-style-type: none"> Standards Committee - Annual Report on Ethical Standards May 2010 - May 2011 Housing Survey – selected homes in SL area to take part in Housing Survey and posters to display on notice boards. | details/actions See clerk if you require a copy Displayed. |
| HMRC | Confirmation of registration as employer for PAYE scheme. | Agenda item Finance |
| CCC | Broadband Working Group meeting 7/6/11 Neighbourhood Forum at HN Village Hall 14/6/11 County archives @ Kendal, Barrow and Lancashire CC re Public toilet ownership | Cllr NM to represent PC |
| Tullnet Internet Services | Annual fees for web site hosting and confirmation of Domain name contact details | Renewed |
| Ordnance Survey | Public Sector Mapping Agreement – (PSMA) - confirmation of registration | PC registered further to info on CALC circular. |
| TN & H C | Donation of £4834 re Wilkinson Restoration and £166 direct to CWMET as 3 rd party funding | Letter of thanks |
| Correspondence requiring Action | | |
| LDNPA | Consultation on Rights of Way Modification Order for Clodwell Closed Road | <i>Finalise response to consultation, already circulated to members and other local residents.</i> |
| SLDC | Code of Conduct – Annual review of Members Interests Code of Conduct training requirements | <i>Please can all members complete No change from to confirm that there have been no changes to details held on register - To be returned to clerk by 9/6/11</i> <i>Do new or existing Councillors require any C of C training – SLDC are trying to establish demand before putting on programme or coming out to individual parishes (we could join with Grange TC?) or use CALC training programme</i> |
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APPENDIX 2

AGENDA ITEM 8 – FINANCE REPORT FOR MEETING WEDNESDAY 8TH JUNE 2011

BALANCES AS AT 3rd June 2011

| | |
|-------------------|-----------|
| Apprentices Fund | £663.67 |
| J W Monument | £4228.70 |
| General | £22083.41 |
| Recreation Ground | £4218.75 |
| VAT outstanding - | £863.80 |

Cheques for ratification:

| Date | Details | Amount inc. VAT | VAT |
|----------|---|-----------------|--------|
| | General Cheque Account | | |
| 14/04/11 | CALC – fees 2011/12 | 192.00 | |
| 27/04/11 | CM Signs- DCO signs for recreation ground x 4 | 480.00 | |
| 06/05/11 | SLDC – Monthly play area inspections 2011/12 | 349.99 | 58.33 |
| 06/05/11 | Amey LG – street light maintenance | 134.82 | 22.47 |
| 12/05/11 | Burgess Roughton- Stage payment Wilkinson Monument Restoration Project | 1698.00 | 283.00 |
| 12/05/11 | Ian Parker Contractors - Stage payment Wilkinson Monument Restoration Project | 3000.00 | 500.00 |
| 13/05/11 | Aon Ins – Parish Ins policy | 898.10 | |
| 18/05/11 | Grange Now – Photocopies Annual Report 2011 | 20.84 | |
| 31/05/11 | Tullnet Internet Services – Web site hosting | 90.00 | |
| 01/06/11 | D J Dixon – Parish Greens May and June | 640.00 | |
| | | | |

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Bank Charges:

| Date | Details | Amount |
|------|---------|--------|
| | | |

Transfers between accounts since last meeting:

| Date | Details | Amount |
|---------|---|---------|
| 19/5/11 | From Wilkinson Monument to C/A to cover net amounts stage payments to Burgess Roughton and Ian Parker Contractors | 3915.00 |
| 8/4/11 | Adjustment re Aon additional ins prem (WM to C/A not auctioned prior to year end by bank) | 295.01 |

Receipts since last meeting:

| Date | Details | Amount |
|----------|---|----------|
| 15/4/11 | Annual Precept from SLDC for 2011/12 | 16582.00 |
| 17/5/11 | HMRC refund of VAT up to 31/3/11 | 506.51 |
| 26/05/11 | Donation from Taylor Newton & Hibbert Charity re Wilkinson Monument Restoration | 4834.00 |

b) Approval of Annual Statement of Accounts 2011/12 in respect of Sections 1 & 2 of Annual Return.
ALLITHWAITE UPPER PARISH COUNCIL
Summary of Receipts and Payments for the year ending 31 March 2011

| 2009/10 | INCOME | |
|----------------|---------------|----------|
| 14480.00 | Precept | 15512.00 |
| 0.00 | Grants | 4735.00 |
| 93.37 | Interest | 32.09 |
| 699.46 | VAT Refunds | 333.44 |
| 0.00 | Donations | 500 |
| 30.93 | other | 272.60 |

| | | |
|-----------------|---------------------|-----------------|
| 15303.76 | Total Income | 21385.13 |
|-----------------|---------------------|-----------------|

| | EXPENDITURE | |
|-----------------|--------------------------|-----------------|
| 2106.96 | General Administration | 2539.91 |
| 5328.46 | Salary/exp | 5423.61 |
| 0.00 | S 137 Expenditure | 1050.00 |
| 382.21 | Capital Spending | 0.00 |
| 0.00 | Loan Interest | 0.00 |
| 0.00 | Loan Repayments | 0.00 |
| 4454.99 | Running Costs | 5841.57 |
| 1582.38 | Other expenditure | 1026.93 |
| 13855.00 | Total Expenditure | 15882.02 |

CUMULATIVE BALANCE

| | | |
|--|------------|-----------------|
| Cash in hand bfw at | 01/04/2010 | 11526.87 |
| add Receipts for period 01/04/10-31/03/11 | | 21385.13 |
| | | 32912.00 |
| less Payments for period 01/04/10 - 31/03/11 | | 15882.02 |
| Balance cfwd 31/03/11 | | 17029.98 |