

**ALLITHWAITE UPPER PARISH COUNCIL  
(LINDALE and NEWTON IN CARTMEL)  
MINUTES OF THE MEETING HELD AT LINDALE  
WEDNESDAY 19<sup>th</sup> October 2011 at 7.30 pm**

Min No	Agenda Item	Action Req By:
1624	<b>PRESENT:</b> Cllr Ms Hall (Chair), Cllr Armstrong, Cllr Marsden, Cllr Bond, Cllr Mrs Tattersall, Cllr McClure, Cllr Robinson, Cllr Squire. <b>IN ATTENDANCE:</b> Mrs D Cowperthwaite - Clerk. Public:- 0	
1625	<b>APOLOGIES:</b> County Cllr Wearing, District Cllr Holmes.	
1626	<b>MINUTES OF PARISH COUNCIL MEETING HELD ON 8<sup>TH</sup> SEPTEMBER 2011:</b> The minutes as circulated from meeting on were agreed. Proposed Cllr Squires and Seconded Cllr +Armstrong, All in favour.	
	<b>CHAIRMAN'S ANOUNCEMENTS AND DECLARATION OF INTERESTS BY MEMBERS REGARDING ITEMS ON THE AGENDA.</b> No new announcements, if any members have not yet returned their pro-forma from last meeting to give an overview of their experience and skills and special areas of interest that they can use in their role as parish Councillors. This should assist in planning of projects and maximising effectiveness when working as a tem on Parish projects, please return as soon as possible. Cllr Armstrong declared an interest in planning applications he therefore took no part in discussion or vote.	All
1627	<b>PUBLIC PARTICIPATION/QUESTIONS OR CONCERNS RELATING TO ITEMS ON THE AGENDA:</b> No public present.	
1628	<b>CLERKS REPORT.</b>	
	<b>TO NOTE CORRESPONDENCE RECEIVED TO 14<sup>TH</sup> OCTOBER 2011 AND AGREE APPROPRIATE ACTIONS AS APPLICABLE.</b>	
	Correspondence as per schedule was noted.	
	<b>TO NOTE CORRESPONDENCE RECEIVED AFTER 14<sup>TH</sup> OCTOBER 2011</b> Correspondence was reported and noted.	
	<b>MATTERS ARSING:</b> Updates regarding ongoing issues (fly tipping at Newton, request for green waste bins at Lindale, replacement wood for Wilkinson Monument bench and waste from Sports Club Sports day event in recreation ground were reported and noted.	
	<b>PARISH COUNCIL REPRESENTATIVES REPORTS:</b>	
	<b>LAP MEEETING ON 13/9/11</b>	
	The meeting was attended by Cllr Armstrong and Cllr Marsden who submitted a written report which was noted.	
	<b>BROADBAND MEETING:-</b> Cllr Marsden gave a verbal report regarding 3 Broadband meetings and Broadband Champions meeting he has recently attended. Progress is being made to establish "what the champions will be doing", creating the "data book" and getting questionnaires for survey ready. This will all assist the vendor which area to pilot first based on interest and demand. It is hoped that the contractor will be announced to the public around Dec 2011.	
	<b>PARISH COUNCIL CONSULTATIONS.</b>	
	<b>CONSULTATIONS UPDATE:-</b> Nothing to report on Defra and National Planning Policy Consultations from last meeting.	
	<b>NEW CONSULTATIONS:</b>	
	The Chair stated the new consultations this month <u>are very important and relevant to the Parish</u> , it is important that they are dealt with in a structured and effective way.	
	It was resolved to form 2 working parties are formed to investigate the issues arising and report back to the Parish Council at November meeting with a draft response for approval by Parish Council.	
	<b>i) LDF Allocation of Site</b>	
	Members resolved for Cllr Armstrong and Cllr Marsden to prepare draft response, any comments via these Councillors.	
	<b>ii) Boundary Commission review of Parliamentary Constituencies'.</b>	
	Members resolved for Cllr Squire and Cllr Robinson to prepare draft response, any comments via these Councillors.	
	Clerk to put article in November Newsletter to advise local residents.	DJC
	<b>FORTHCOMING MEETINGS:</b>	
	<b>LDNPA Land Allocation meeting 7/11/11 Lindale Village Hall 3.00-6.00 pm.</b>	
	Chair asked for as many Councillors as possible to attend.	
	<b>Local Area Partnership meeting -Tuesday 8<sup>th</sup> November 2011, High Newton Village Hall at 6.30pm</b>	

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1629	<p>Cllr Armstrong and Cllr Marsden to attend.</p> <p><b>Neighbourhood Forum 23/11/11 At Allithwaite Community Centre at 7.30</b> – Clash with our PC meeting.</p> <p><b>CALC AGM 12/11/11 at Castle Green Hotel at 10.00 am</b> – No one available.</p> <p><b>PLANNING APPLICATIONS APPROVED, AMENDED, REFUSED, APPEALS, WITHDRAWN AND PENDING NEW DECISIONS MADE UNDER CLERKS DELEGATED POWERS TO BE RATIFIED</b></p> <p><b>7/2011/5475 North Lodge Cottage, Castlehead. Proposal</b> – Change of use to separate dwelling. Supported. Members resolved to support this decision.</p> <p><b>NEW APPLICATIONS TO BE CONSIDERED AT MEETING:</b></p> <p><b>7/2011/5442 Ellerthwaite, off A590, Lindale</b> Proposed :Replacement utility room and new study and sunroom extension - SUPPORTED</p> <p><b>7/2011/5441 Sunny Crest, Kendal Road, Lindale.</b> Proposed Demolition of single story house and erection of replacement dwelling. - SUPPORTED</p> <p><b>7/2011/5493 Ellerhow Farm, ( near 7/2011/5442 above) Lindale.</b> Proposed Installation of a ground mounted solar array - SUPPORTED</p> <p><b>7/2011/5510 Sunny Green Farm, Back o the Fell Rd, Lindale.</b> Proposed Farm Tracks. SUPPORTED and Comment to have a warning sign on the road.</p> <p>All proposed by Cllr Marsden, Seconded Cllr Robinson, all in favour, 1 abstention. Site visits by Cllr Marsden and Cllr Ms Hall.</p> <p><b>AMMENDED PLANS: NONE</b></p> <p><b>APPROVED:</b></p> <p><b>7/2011/5338 Barrowbanks, Ayside – Proposed extension (replaces 7/2011/5338)</b></p> <p><b>7/2011/5327 The Sheiling, Back Road, Lindale – Proposed single story studio in garden.</b></p> <p><b>REFUSED: NONE</b></p> <p><b>PROPERTY RE-NAMING: NONE</b></p> <p><b>WITHDRAWN: NONE</b></p> <p><b>ENFORCEMENT: NONE</b></p> <p><b>OUTSTANDING APPLICATIONS WITH LDNPA</b></p> <p><b>7/2011/5402 - 1 School Hill, Lindale.</b> Proposed extension of dwelling, erection of shed and alterations to boundary fence. No objections.</p> <p><b>7/2011/5288 Homeland Farm, Back O the Fell Road – Proposed agricultural worker dwelling.</b></p> <p><b>7/2011/5054 Land to east of A590T, near junction with Cartmel Lane, High Newton – Proposed new sheep housing – SUPPORTED</b></p> <p><b>7/2010/5025 Moss End Farm, Lindale – Proposed Replacement of overhead line – SUPPORTED</b></p> <p><b>7/2011/5249 Lake District Audi, Back Road, Lindale-</b> Proposed new signs.</p> <p><b>OTHER PLANNING MATTERS AND CONSULTATIONS- NONE</b></p> <p><b>UPDATE REGARDING PUBLIC TOILETS IN RECREATION GROUND</b></p> <p>Further to site visit on 25/6/11 by Clerk/Cllr Robinson and Cllr Hall to review ingoing condition and take photographs as record, revealed concerns regarding the veneers lifting on door, rotten door frame on ladies exterior frame, blistering paint on gable end and rear of building not painted.</p> <p><b>Action:-</b> Clerk to follow up as no response received. Also agreed to ask South Lakes Services to do final clean on Nov 1<sup>st</sup> and switch off water and lock and thank them for services. Councillors to arrange to drain remaining water in system.</p> <p><b>Response from NPS- In response to the points you raised below:</b></p> <ol style="list-style-type: none"> <li>1) Rotten base and flaking paint to ladies door frame: NPS will ask the contractor to return to site, splice in new timberwork to the rotten section(s) and repaint</li> <li>2) Door veneers: NPS agree that there is some minor blistering, which was originally noted but wasn't deemed serious enough to warrant total replacement of the doors. Agreed that NPA should refer this issue back to Caroline Leigh to make a decision on.</li> <li>3) Gable by ladies: NPS ask contractor to have another look at this as well.</li> <li>4) Rear elevation: This elevation has never been painted so wasn't done because the contractors were asked to re-paint like-for-like.</li> </ol> <p><b>DEVELOPMENT OF ACTION PLANS FOR PARISH PROJECTS IN RESPECT OF LAP FUNDING APPLICATIONS.</b></p> <p>Cllrs Armstrong and Marsden have submitted proposals for 4 projects in the Parish. Projects suggested, Landscaping of Windermere Road, equipment for play area, donation to roof repairs at Newton Village Hall and restoration of village pump at Newton. Submissions have been acknowledged by Margaret Belk. Cllr Armstrong and Cllr Marsden to attend next meeting on 8/11/11 to ensure continuity to see the applications through to the next stage.</p>	DJC
1630		DJC
		RA/NM

<p>1631</p>	<p>Copies of applications available from Clerk.</p> <p><b>FINANCE REPORT</b></p> <p><b>A ) CONSIDER THE FINANCE REPORT AS AT 14<sup>TH</sup> OCTOBER 2011.</b> Resolution to approve payment of accounts as listed on the attached schedule. Proposed Cllr Mrs McClure Seconded Cllr Squires, all in favour.</p> <p><b>b) BUDGET MEETING</b></p> <p>Members agreed to hold council meeting for Finance meeting to review budget proposals, Monday 14<sup>th</sup> November 2011 at 7.00 at Castle Head</p> <p><b>C) REPORT FROM AUDIT AND ACTIONS TO BE COMPLETED</b></p> <p>The audit has now been completed and External audit's certificate and opinion issued. The auditor agrees the Statement submitted summarises the accounting records fir year end 31/3/11 and confirms and provides assurance on those matters that are important to their audit responsibilities. However, we were amongst a small percentage of Councils selected for further scrutiny. The following points were raised and require further action</p> <p><b>1) Risk Assessment</b></p> <p>The Council has not undertaken adequate Risk Management during year and cannot evidence that it has assessed and taken appropriate steps to manage all risks it faces contrary to regulation 4 (1) of the Accounts and Audit Regs 2011.</p> <p><b>Action:-</b> Clerk to investigate and ensure a robust system is in place to be implemented alongside annual budget process in November.</p> <p><b>2) Asset register</b></p> <p>Needs updating to include date acquired, purchase cost and location held by end of 31/3/12.</p> <p><b>Action:-</b> Clerk to try and identify from archives as much information as possible to complete this by year end.</p> <p><b>3) Fidelity Guarantee</b></p> <p>The level of cover £25k is not considered sufficient.</p> <p><b>Action:</b> Clerk to establish what cover they recommend and why and amend insurance policy accordingly.</p> <p>The auditor's report was noted, actions will be completed and reported at future meetings in accordance with auditor's report.</p>	<p>DJC</p>
<p>1632</p>	<p><b>HIGHWAYS ISSUES -UPDATE/ACTIONS ONGOING HIGHWAYS ISSUES</b></p> <p><b>i) Agree updated specification for Parish Greens tender spec and term of contract wef 2012.</b></p> <p>Tender advert to be in Gazette and sent to local contractors advertising in Grange Now and bowling club if they would like to undertake as a fund raising activity/community engagement initiative. Members agreed for term of contract to be reduced to 1 year and approved the proposed amendments to the specification.</p> <p>White lining and road markings have been completed; other ongoing issues were reported with no progress and noted.</p> <p><b>LINDALE – I) REPORT REGARDING PARISH AREAS BY MEMBER COMPLETING WEEKLY INSPECTIONS AND SLDC MONTHLY PLAYGROUND INSPECTION REPORT AND OTHER ONGOING ISSUES IN RECREATION GROUND.</b></p> <p><b>II) KNOTWEED INFESTATION</b></p> <p>JKW has been treated. It will require ongoing annual treatment as already advised by Andy Hancock of Bergen Tree Services/ Bergen Arbortech.</p> <p>Also, on looking again at the car -park trees, he felt could do a bit more to improve that area further. The lads weren't sure at the time because there seemed to be quite a bit of detritus dumped in this area and they were concerned that clearing more might just encourage this activity. He'll get back and remove one more Willow stem but leaving the horizontal stem to discourage further tipping- this should make that area more open without losing the screening effect and may make any unofficial dumping more obvious and, therefore, less likely.</p> <p>Awaiting update on sycamore treatment at Skittergate and appointment for tour of parish areas to develop maintenance plan to assist with budget process.</p> <p><b>III) REVIEW ROTA FOR PARISH INSPECTIONS.</b> October Cllr Squires, November Cllr Hall. December Cllr Robinson, January Cllr Bond, February, Cllr Tattersall, March Cllr Armstrong.</p> <p>Cllr Armstrong to contact Lee McClure, Bob Wallbank and Steve ? for quote for wall repairs at Skittergate. Clerk to contact Viv Greenhalgh.</p>	<p>DJC</p> <p>DJC</p> <p>DJC</p> <p>RA/DJC</p>

<div>1633</div> <div>1634</div> <div>1635</div>	<p>Graffiti again on Back of the Fell Road near National Speed Limit sign – Clerk to report to CCC Hotline.</p> <p>Cllr Armstrong to follow up CCC Hotline regarding blocked gullies reported last month.</p> <p>Cllr Marsden to remove broken seat at War Memorial and see if possible to repair, possibly to be relocated to Newton and new Modern seat to be relocated to triangle on Lindale Hill as design is not liked by local residents.</p> <p><b>Action:-</b> Clerk to include in budget options provision for replacement of benches programme.</p> <p>No actions on SLDC monthly inspection report.</p> <p>The Lishman's have agreed to repaint the bus shelter that was painted by local resident, will be repainted brown.</p> <p><b>Action:-</b> Clerk to order Sadolin Opaque Sargasso Sea 5l tin.</p> <p><b>NEWTON-</b></p> <p><b>i) REPORT REGARDING PARISH AREAS BY MEMBER COMPLETING WEEKLY INSPECTIONS</b></p> <p>No new concerns or actions to report.</p> <p>Flytipping:-</p> <p>Clerk reported at Septembers meeting that SLDC carried out site visit with CCC Highways technician Steve Soulsby on Tuesday 30th August. Raised issue re land ownership + highway visual obstruction + removal of pile. Steve to contact his manager re the ownership issue/pile removal and update us via SLDC Neil Thomson. Cllr Dixon has made an offer to remove and dispose of in near future.</p> <p>No progress to date.</p> <p><b>II) UPDATE ON ACTION TAKEN AND WORK COMPLETED BY PROBATION SERVICE.</b></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>Clerk has followed up with Paul Birkby of Probation Service Unpaid Work Manager, but no response.</p> <p><b>Action:-</b> further follow up to be made.</p> <p><b>PARISH PROJECTS:-</b></p> <p><b>WILKINSON MONUMENT:</b> Project has now been completed and claims for final funding submitted. Clerk to contact Robert Burgess regarding minor snags, i.e. gap in sealant and paint due to scaffold obstruction. Final account does make a saving on costs agreed at July meeting, some cost saving on additional work have been able to be made.</p> <p>Final accounts to be paid when remaining grants received.</p> <p><b>LVPF UPDATE/ Recreation Ground redevelopment project</b></p> <p>Last meeting was 18/10/11. Project has been fairly quiet during summer recess following completion of Phase 1. Funds are quite low and fundraising events are being planned. 3 grant applications are in progress and an application to Booths for support has been made. Events planned include, Wine tasting evening on 25/11/11, Pudding evening on 24/3/2012, Afternoon or evening Solstice walk and sponsorship for Keswick to Barrow walk.</p> <p><b>COUNTY CLLR AND DISTRICT COUNCILLOR REPORTS.</b></p> <p>No Councillors present.</p> <p><b>MEETING CLOSED 22.12 - NEXT MEETING OF PARISH COUNCIL ON MONDAY 14<sup>TH</sup> NOVEMBER 2011 7.00 PM AT CASTLE HEAD TO REVIEW BUDGET PROPOSALS.</b></p>	<div>DJC</div> <div>RA NM</div> <div>DJC</div> <div>DJC</div> <div>DJC</div>
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#### APPENDIX 1

#### CLERKS REPORT- AGENDA ITEM 5

#### CLERKS REPORT CORRESPONDANCE UP TO 14<sup>TH</sup> OCTOBER 2011

FOR INFORMATION		
Received From:	Subject	Action taken or required
CALC	<ul style="list-style-type: none"> <li>CALC AGM -Saturday 12th November at 10.30 am at the Castle Green Hotel, Kendal.</li> <li>Broadband meeting report at Castle Street Centre Carlisle</li> <li>Localism Bill update</li> <li>New NALC Guide- Dealing with Planning Applications</li> <li>CALC Survey results</li> <li>Info on Government Code on data Transparency (applies to Councils with budget &lt; £200k.</li> <li>Cumbria Fire and Rescue Service.</li> <li>Developing your Skills Programme.</li> <li>Local Council Review Survey</li> <li>LDNPA Partnership Plans</li> <li>CALC Circular October 2011</li> </ul>	All Noted

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<b>LDNPA</b>	<ul style="list-style-type: none"> <li>Planning applications and decisions.</li> <li>Tree Wisdom Event at Brockhole</li> <li>East Distinctive Area Parish Tour</li> </ul>	Planning Agenda item
<b>SLDC</b>	<ul style="list-style-type: none"> <li>Acknowledgement from Margaret Belk regarding LAP Funding project proposals</li> <li>Neighbourhood Planning Pilot (Not applicable to LDNPA)</li> <li>Monthly Play area inspection report.</li> </ul>	All noted
<b>Robert Burgess</b>	Completion statement and invoices	Remaining Grants applied for funds release,
<b>Angela Monkman-Brushett</b>	Concerns regarding appearance of new fence at domestic property in village.	Acknowledged – but PC has no powers regarding fence and not a planning issue.
<b>Correspondence requiring Action</b>		
<b>LDNPA</b>	Allocation of land consultation from 26/9/11 to 30/11/11 Meeting in Lindale Village Hall 7/11/11 3.00-6.00pm	<i>See proposals for Action – Clerks Report Agenda item</i>
<b>Boundary Commission</b>	Parliamentary Constituency review. Closing date 5/12/11.	<i>See proposals for Action – Clerks Report Agenda item</i>

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

## APPENDIX 2

### AGENDA ITEM 9-FINANCE REPORT FOR MEETING WEDNESDAY 19<sup>TH</sup> OCTOBER 2011

#### BALANCES AS AT 14<sup>th</sup> October 2011

<b>Apprentices Fund</b>	£663.83
<b>J W Monument</b>	£0.54
<b>General</b>	£17358.57
<b>Recreation Ground</b>	£227.55
<b>VAT outstanding -</b>	£13.99 Repayment claimed up to 31/8/11

#### Cheques for ratification:

Date	Details	Amount inc. VAT	VAT
	<b>General Cheque Account</b>		
07/09/11	Amey Grass cutting	127.03	21.17
07/09/11	Marsdens- Chippings for steps- recreation ground	46.76	7.79
07/09/11	St Paul's Church – donation parish magazine	100.00	
16/09/11	South Lakes Services – cleaning materials toilets	37.22	6.20
20/09/11	Petty cash	100.00	
21/09/11	Metalock – Stage payment Invoice dated Aug 2011	3500.00	583.25
21/09/11	Rob Marriott- web site maintenance/updates half year to date	85.00	
28/09/11	D Cowperthwaite – Clerk salary (net) July-Sept	1113.63	
28/09/11	D Cowperthwaite – Clerk expense and refund Broadband	93.51	
28/09/11	HMRC – tax clerks salary	278.40	
13/10/11	Newton Village Hall – Hire charges	57.75	
13/10/11	BDO LLP – Audit charges	198.00	33.00
13/10/11	D J Dixon – Parish greens Oct	320.00	

#### Bank Charges:

Date	Details	Amount
06/09/11	Monthly bank charges	1.66

#### Transfers between accounts since last meeting:

Date	Details	Amount
28/9/11	From Wilkinson Monument to general account	5886.50

#### Receipts since last meeting:

Date	Details	Amount
05/09/11	Interest HICA General	0.23
05/09/11	Apprentices Charity	0.08
05/09/11	John Wilkinson Monument	0.53
21/09/11	CWMET Grant	1657.00
28/09/11	Ironmonger Grant Wilkinson Monument Project (to Wilkinson Mon then tfr to C/A)	3000.00
05/10/11	HM Revenue and Customs refund re invoices received up to 31/08/11	5639.15