

# CULGAITH PARISH COUNCIL

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Fell View  
Blencarn, Penrith  
Cumbria, CA10 1TX

## Minute of the Meeting Held on Monday 3rd July 2023 In Skirwith Village Hall commencing at 7.30pm

**Unapproved.**

### 51/23 Present

Cllrs Caroline Richardson (Chair), Sue Smith, Andrew Clay, David Witney, Nick Mason, Pauline Toppin (Vice Chair). WAFC Cllrs Michael Handley and Mary Robinson and John Fleming (Parish Clerk)  
There was one member of the public present.

### 52/23 Apologies

Cllrs, John Watson, Ken Philipson,

### 53/23 Minutes

The Chair was unanimously authorized to sign the minutes of the meeting of the Parish Council held on Monday 15th May 2023, as a true record.  
Proposed by Cllr P Toppin. Seconded by Cllr D Witney.

### 54/23 Declaration of Interests

#### Agenda Item 13

Cllr D Witney - Culgaith Church and Cllr N Mason – Skirwith Village Hall

### 55/23 Public Participation

**55.1** Reported that self-sown saplings were growing out of the beck by the bridge in Skirwith and also alongside the wall, opposite the bus shelter.

**Action:** - The Council agreed to investigate the matter.

**55.2** Reported that the litter bin by the Skirwith Playground entrance was not being emptied.

**Action:** - Agreed to report to WAFC Contract services.

### 56/23 Westmorland and Furness Councillor's Reports

**56.1** Cllr M Hanley reported that WAFC intended to make significant investments in the area. £5m was to be invested on local projects, funding including biodiversity and transport. Incidentally £1.4m gross income was received from the Windermere lake bed, which WAFC own, after staff and maintenance costs the net income to WAFC is about half of this.

At the first meeting of the Highways and Transport Board it was stated that an objective was the introduction of a 20-mph speed limit in communities, where appropriate. £300k had been set aside to help communities achieve this with additional road signage.

**56.2** Cllr M Robinson reported that both herself and Cllr M Handley were on the Planning Committee. The 10 – 19 Travel Bursary was to continue. There was an initiative to improve road surfacing efficiency. A Councillor commented that it was hoped that the surfacing report was not weighted towards urban areas.

**57/23 Finance (Incl.Vat)****57.1 To note the following balances as at: -** **23/6/2023**

	<b>£</b>
HSBC Account	2465.63
Penrith Building Society	25315.12
NSI Account	<u>24.00</u>
Total Cash	<u>27804.75</u>

**57.2 Presentation of Interim Accounts from 15<sup>th</sup> May to 23<sup>rd</sup> June 2023**

These accounts were unanimously approved.

Proposer Cllr D Witney

Seconder Cllr C Richardson.

**57.3 The Following Accounts were Ratified.**

57.1	J Fleming Fee May 2023	As per contract
57.2	J Fleming Office Provision May 2023	20.00
57.3	HSBC Charges	5.80
57.4..	HSBC Charges	5.00
57.5	Penrith Posters – Annual Report Printing/Folding	87.00
57.6	Mark Binney – Grass Cutting	666.00
57.7	Mark Binney – Grass Cutting	585.00
57.8	Angela Hartland PAYE Year End	32.00
57.9	Angela Hartland PAYE New Year. Start up.	24.00
57.10	Zurich - Insurance	581.73
57.11	Internal Audit	110.00
57.12	Blencarn Village Hall Room Hire	25.00
57.13	Retirement Flowers. Pam Jago and Laura Wilson	60.00

**57.4 To Approve the Following Accounts for Payment**

J Fleming Expenses – 15 <sup>th</sup> May – 3 <sup>rd</sup> July 2023	45.04
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**57.3 and 57.4** were unanimously approved.

Proposer Cllr A Clay

Seconder Cllr N Mason

**57.5 To Report Receipts**

VAT Refund	339.83
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<b>57.6 Transfer – to PBS</b>	<b>9.000.00</b>
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**57.7 Parish Clerk's Salary Review** – To raise in line with the NALC recommendations for 2023/2024. This was unanimously agreed.

Proposer Cllr C Richardson

Seconder Cllr S Smith.

**58/23 Planning**

To Report.

23/0403 – Ravensknowle, Station Road, Culgaith - Erection of replacement dwelling.

Supported

**59/23 Highways and Land Matters.**

**59.1 Foot path sign – By Tarn Villa**

The WAFC Public rights of Way dept are investigating this issue.

**59.2 Skirwith Footway Light – Non-Functioning – In front of Pear Tree House.**

The issues behind this light not working are still being investigated by WAFC Footway Lighting Department, liaising with with Electricity N W. Cllr M Robinson kindly agreed to take the matter up, on behalf of the Council.

**59.3 Skirwith Village Green – Roadside Boundary Fence. Work Completed**

**59.4 Beck Cottage, Skirwith – Revised Driveway Deed of Grant.**

This matter is on-going, currently the document is with the Land Registry.

**59.5 Electricity NW – Tree Maintenance in Church Street Skirwith.**

This work is still in hand with Electricity N W.

**59.6 Road Safety Markings – Culgaith Entrance Roads**

Reported that this work had been agreed and was in hand.

**Action:-** To enquire of Highways when the Council could expect the work to be completed.

**59.7 HGV and Coach Traffic from Station Road to ‘Black Swan’ Junction.**

A Traffic count to evaluate the extent of the problem is in hand with Highways.

**59.8 Skirwith Bus Shelter - Enhancement.**

Reported that this work was ongoing.

**59.9 Skirwith – Church St. Roadside Concrete Post and Rail Fence**

It was reported that some of the concrete posts on this fence were in need of replacement and a few rails replaced; the majority of the fence still being serviceable.

**Action:** - To request that Highway inspect the sight with a view to making good what was necessary.

**59.10 Skirwith Village Green. Path off road by Beck Cottage.**

It was reported that the stone steps and wooden hand rail on the footpath onto Skirwith Village Green, by Beck Cottage, were in need of maintenance. Following a site visit by Councillors an estimate had been sought for the cost of undertaking the work necessary; this being £304.

**Action:** - Unanimously agreed to proceed with this work at an agreed cost of £304.

Proposer Cllr N Mason.

Seconder Cllr A Clay.

**59.11 Skirwith Village Green – Footbridge Repair**

Work completed

**59.12 Potholes and Other Road Issues**

By ‘Skelling’ entrance, on Skirwith to Kirkland Road -

Work completed

Bank Hall Adopted Farm Road

Work completed

The Pea to A6412 Junction – Drainage issue.

This issue is still in hand

Kirkland Road Sign Damaged

Sign repaired

**60/23 Exclusion of Press and Public (Public bodies Admission to Meetings Act 1960)**

To decide whether there any agenda items which require consideration for the exclusion of the press and public.

It was agreed to exclude the public from agenda Item 13 – Grants Applications and from two other confidential matters under correspondence.

**61/23 Schedule of Correspondence, Notices and Publications.**

**61.1 14 E mails** had been forwarded to Councillors since the May meeting; these being kept on file for 12 months.

**61.2 Pam Jago** – A letter of thanks had been received for the bouquet of flowers presented on her retirement from the Council.

**61.3 Skirwith Green Bench** – A concern had been raised by a couple of Parishioners over the sighting of a bench near to the foot bridge. This concern had been resolved following an explanation being given that confirmed that the location permission had been granted by the Council, following the completion of a public consultation in Skirwith.

**61.4 Defibrillator Costs.**

Following a request received from Blencarn Village Hall and the Skirwith Defibrillator Group for assistance with covering the costs associated with the Defibrillators, located in the villages, the issue was discussed. As Defibrillators were a major health benefit to the whole community, Councillors were of the opinion that there was an argument for Defibrillator costs to be borne by the Council, out of the annual Council Precept.

**Action:-** Unanimously agreed to finance maintenance costs associated with Defibrillators in the Parish as from 1<sup>st</sup> April 2023; this did not include capital replacement costs of equipment.

**61.5 Skirwith Playground Inspection Report**

The Skirwith Playground Committee had confirmed that all defects reported in the 2023 inspection report had been attended to.

**61.6 HGV Traffic Through Culgaith.**

Two Parishioners had raised safety concerns regarding large HGV's travelling through Culgaith. Following discussion, Councillors referred back to **56.23**, above and the reference, in respect of the Highways and Transport Board's stated objective, of the introduction of a 20-mph speed limits in communities, where appropriate. £300k had been set aside to help communities achieve this with additional road signage.

The number of large HGV's passing through the village from the A66 to Langwathby is regular. Councillors were very concerned about this traffic increasing greatly when the A66 Northern Trans-Pennine work starts and traffic diversions take effect. The road safety of Parishioner in the village is a major concern of all Councillors

**Action:-** To contact WAFC to request that a 20mph limit be considered for introduction, on the B6412, through Culgaith village.

**61.7 Code of Conduct Training**

Reported that the Chief Legal and Monitoring Officer, WAFC, would like to invite Parish Members to attend a virtual 'Code of Conduct' training session between

**6.00 pm - 6.45 pm on Tuesday 11 July via MS Teams.**

**61.8 Natural England Virtual launch of the 'Cumbria People and Nature Network'**, to take place online, **6- 7.30pm on Thursday 13<sup>th</sup> July 2023.**

**62/23 Councillor Matters.** An opportunity for Councillors to raise issues on behalf of residents.

**62.1 Culgaith Tarn Boundary.**

The boundary between the Tarn, and the adjoining field, owned by the Church Commissioners, had been raised with a Councillor by the Guardians of the Culgaith Tarn committee. The boundary, a stone wall, was not stock proof, with sheep escaping to graze the Tarn. There was wire on the Church Commissioners side and a post and rail fence, in poor condition on the Tarn side; the Parish Council's advice was being sought, by the Tarn Committee, with regard to making the boundary stock proof.

**Action:-** It was historically, assumed that the boundary wall was the responsibility of the Church Commissioners. It was agreed, initially, to contact the agents of the Church Commissioners to request that they made their boundary stock proof in respect of sheep and cattle; secondly a price to be sought for repairing the fence on the Tarn side of the wall.

**62.2 Staingills Road Off Back Road , Culgaith –** Reported that there was a farm building to be erected in a field on the right as you approached Mooreside Farm, Culgaith. The Council had not, to date, been consulted regarding a planning application.

**Action:-** To clarify the position with WAFC Planning Services.

**With reference to 60/23 the meeting was now closed to the public and the Parishioner and WAFC Councillors left the meeting.**

**61/23 Correspondence – Continued.**

**61.9** The Council had received a complaint from a Parishioner relating to a telephone conversation between the Parish Council and a third party, in which the response from the Council was considered unprofessional. The complaint was investigated by the Chair and a full apology made on behalf of the Council, which was accepted by the Parishioner. The complaint was presented to Councillors along with the Chair's response (copies on file). Steps the Council would take to prevent a reoccurrence were discussed and measures adopted, see 63/23 below. Any queries should be addressed to the Chair.

**61.2** It was reported to Councillors and noted, that the Council had received a complaint from a Parishioner regarding mention, in the Annual Report, of the Dalefoot composting business, located in Blencarn, which was considered inappropriate.

**63/23 Standing Orders and 'Handling Enquiries from the Public - Guidelines for Councillors and Staff' documents**

**63.1** It was agreed to update and adopt the 2023 NALC Standing Orders document.

**63.2** It was also agreed to adopt a 'Handling Enquiries from the Public - Guidelines for Councillors and Staff' document.

**64/23 Grant Applications** - The following were unanimously agreed -  
Proposed by Cllr C Richardson  
Seconded by Cllr P Toppin

<b>64.1</b>	Kirkland and Blencarn Recreation Room	300.00
<b>64.2</b>	Victoria Institute Culgaith	300.00
<b>64.3</b>	Skirwith Village Hall	300.00
<b>64.4</b>	St John the Evangelist Church, Skirwith.	240.00
<b>64.5</b>	St Lawrence Church, Kirkland	240.00
<b>64.6</b>	All Saints Church, Culgaith.	240.00
<b>64.7</b>	Fellrunner	To be discuss in September
<b>64.8</b>	Memo – 6 pages @ £21 = £126 + £65 sponsorship	191.00
<b>64.9</b>	Skirwith Bus Shelter. - Water butt and planters	130.00
<b>64.10</b>	Geoff Anderson – Website	110.00

**65/23 Dates and Venues of Future Meetings**

All on a Monday commencing at 7.30pm.

4<sup>th</sup> September 2023 – Blencarn

6<sup>th</sup> November 2023 – Culgaith,

8<sup>th</sup> January 2024 – Skirwith.

4<sup>th</sup> March 2024 - Blencarn,

13<sup>th</sup> May 2024 - Culgaith

(Annual Parish Meeting/AGM/May meeting)

Signed by Chairman \_\_\_\_\_

Date \_\_\_\_\_

The Chair thanked Councillors for their attendance and closed the meeting at 21.20