

**CULGAITH PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING**  
**Held on March 7th 2011 at Kirkland and Blencarn Recreation Room**

**Present:** Councillors L. Wilson (Chairman), J. Hay (Vice Chairman), M. Helm, J. Hindson, K. Philipson, C. Richardson, H. Roper, J. Slann, P Toppin

**In Attendance:** 1 member of the Public.

**Apologises** Mrs Robinson (County Councillor) and Mrs Orchard (District Councillor)

**19/11 APOLOGIES**

Councillor Findlay (family illness). **Resolved** that the apology be noted and the reason approved.

**20/11 MINUTES**

**Resolved** that the Minutes of the Meeting held on January 10<sup>th</sup> be signed by the Chairman as a true record.

**21/11 DECLARATIONS OF INTEREST**

Councillor Hay as a Director of the Fellrunner, and Councillors Helm and Richardson as Trustees of the Kirkland and Blencarn Recreation Room in Item 26/11 Grant Applications. The Clerk, as Chair of the School Governors, declared an interest in Item 31/11 Culgaith School.

**22/11 PARISH CLERK'S REPORT on matters since the previous meeting**

- Based on the feedback from Parish Councillors a submission had made to the County Council on its Budget Priorities for 2011/12.
- The Boundary Commission had confirmed that having considered all the responses to its initial consultation on the most appropriate number of councillors for the County Council, there had not been sufficient evidence on which to base a decision. Further discussions were to be held with the County Council.
- Mrs Orchard (District Councillor) had confirmed that Eden District Council had no plans to charge Business Rates on village halls in 2011/12.
- The potholes on the road between the Culgaith Victoria Institute and the Black Swan, and between the Victoria Institute and Chestnut Close had been reported to Cumbria Highways.

**23/11 CHAIRMAN'S ANNOUNCEMENTS**

Parish Councillors had attended the following:

- Meeting on Cumbria CC Priorities and Options for 2011/12
- Meeting on Cumbria Alert a new communication tool for Cumbria

**24/11 PUBLIC PARTICIPATION**

A number of issues had been raised by members of the public and councillors

- Litter on the Newbiggen to Culgaith road and between Culgaith and Langwathby.
- The sign outside Blencarn, on the corner where the road divides to Skirwith and Howriggs, needs painting, the words are currently white on white background.
- Dog dirt on the road between Skirwith and Kirkland.
- A length of wall broken down into the verge by Beck Mill on the Skirwith and Langwathby road.
- Verges collapsed on the Skirwith and Langwathby road.
- Potholes on the road between Cross Hows and Newbiggin.
- Potholes on the Skirwith to Kirkland road by Skelling Road end.

The Clerk and Councillor Hay were asked to investigate and report back.

## 25/11 PLANNING

### **Cumbria County Council had approved the following application:**

- 3/10/9033 Skirwith Wastewater Treatment Works. GRP Kiosk on existing Wastewater Treatment Works

### **Eden District Council had approved the following applications:**

- 10/1085 Skirwith Village Hall. Installation of 3 boreholes to serve a new ground source heat pump.
- 10/1046 Long Meadows, Blencarn. Extension to dwelling.
- 11/0005 Burrell Hill, Kirkland Rd, Skirwith Extension to dwelling
- 11/0011 15 Chestnut Close, Culgaith Retrospective application for the installation of French doors and hay rack balcony

### **Awaiting a decision**

- 10/1030 1 Newtown Skirwith. Retrospective application for residential caravan for use by agricultural worker

**Resolved** to ratify the decision taken by the Clerk (after advice from Councillors) under delegated powers to make no objection to the following

- 10/0983 Culgaith C of E Primary School. Installation of a 12 metre radio pole

**Resolved** that Councillors Helm and Richardson would visit the site of the following application before a decision was made by the Clerk under delegated powers.

- 11/0153 Highfield Blencarn. Change of use of land to private keeping of horses and erection of stable block in association with Highfield.

## 26/11 FINANCE

### **Internal Audit Plan**

**Resolved** to approve the Internal Audit Plan for 2011/12.

### **Cumbria County Council Members Divisional Capital Grant**

The application had been approved by the Eden Local Area Committee on February 21<sup>st</sup>. The County Council had confirmed on March 3<sup>rd</sup> that before any money could be released a quote would be needed from each Community Project. The Clerk was currently trying to resolve this before the end of the financial year.

### **Parish Council Grant Applications**

**Resolved** that the following grants be made:

- Memo - £225 to support the local newsletter
- The Fellrunner - £465 to support the voluntary bus company
- Kirkland and Blencarn Recreation Room - £250 towards general upkeep of the hall
- All Saints Church, Culgaith - £100 towards the upkeep of the churchyard

**Resolved** to support Culgaith Walk and Talk by using Parish Council facilities to produce promotional/publicity leaflets and posters.

### **Review of the Clerk's Hours and Salary for 2011/12**

**Resolved** to accept the revised assessment of work for 2011/12 based on the actual hours worked for 2010/11. This reduces the work load from 280 to 245 hours per annum.

**Resolved** that Parish Clerk's Salary should be increased from spine point 22 (£10.198 per hour) to spine point 23 (£10.498 per hour ) from April 1<sup>st</sup> 2011.

## PAYE

**Resolved** to register Culgaith Parish Council as an employer with HM Revenue and Customs for PAYE purposes.

**Laptop**

**Resolved** that the Clerk should purchase a new Parish Council laptop and software before the end of the financial year. The purchase price to be limited to a maximum of £550.

**27/11 PAYMENT OF ACCOUNTS**

**Resolved** to make the following payments

£118.96	Clerk's Salary February/March
£13.40	Clerk's expenses
£6	Kirkland and Blencarn Recreation Room (Room Hire)
£50	G. C. Anderson (website)

**28/11 FINANCIAL REPORT**

**Resolved** to accept the accounts of 25<sup>th</sup> February as a true record of the Council's Finances. The balances at National Savings were £6,399.36 and at the Bank £1,711.00. This includes £17.60 interest received on the National Savings Account.

**29/11 COUNTY and DISTRICT COUNCILLORS REPORTS**

The County Councillor had asked for information on any potholes etc across the parish as she was working with Cumbria Highways to resolve them.

**Eden District Council 2011/12 scrutiny work plan**

**Resolved** to ask EDC to consider the following under the 2011/12 Scrutiny Work Plan:

- Eden Car Parking Study
- Local Economy Review
- Eden Business Park
- Future usage of the Old London Road Depot site.

**30/11 BROADBAND**

The Clerk reported that Parish Council is now registered as a supporter of the Broadband Cumbria campaign and has its own microsite within the website. **Resolved** to invite NextGenUs to the Annual Parish Meeting on April 11<sup>th</sup> at Blencarn, so the whole community can hear what they have to offer.

**31/11 CULGAITH SCHOOL**

**Resolved** to support Culgaith School's application to become an all through primary school from September 2011. The Chairman would respond accordingly to the consultation document.

**32/11 PARISH ELECTION MAY 2011**

The Clerk reported on the proposed timetable for the Parish Elections in May 2011.

**33/11 CORRESPONDENCE**

The Clerk briefed the Council on the routine correspondence.

**34/11 DATE OF NEXT MEETING**

**Resolved** that the next Parish Council meeting will be on Monday May 16<sup>th</sup>, at Skirwith Village Hall (after the English Local Government elections on May 5<sup>th</sup> 2011).

**Resolved** that the next Annual Parish Meeting will be on April 11<sup>th</sup> at the Kirkland and Blencarn Recreation Room.

**35/11 GRASSCUTTING**

**Resolved** that the press and public be excluded from the meeting while this item of business was considered due to the confidential nature of the business to be considered pursuant to the Public Bodies (Admission to Meetings) Act 1960 Sec 2. Six tenders had been received for the 2011 grass cutting season. **Resolved** to award the 2011 contract to Mark Hill Grounds Maintenance.