

CULGAITH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
Held on March 4th 2013 at Kirkland and Blencarn Recreation Rooms

Present: Councillors J. Hay, M. Helm, P. Jago, A. King, K. Philipson, J. Ravetz, C. Richardson, J. Slann, P. Toppin.

In Attendance: 2 members of the public

Apologies: Mrs Mary Robinson (County Councillor) and Mrs Sheila Orchard (District Councillor)

26/13 APOLOGIES

Councillor Wilson (Church commitments). **Resolved** that the apologies be noted and the reasons approved.

27/13 MINUTES

Resolved that the Minutes of the meeting of January 7th 2013 be signed by the Chairman as a true record.

28/13 REQUESTS FOR DISPENSATIONS

Noted that Councillors Hay, Helm, Jago, Richardson, Slann and Wilson had completed requests for dispensations in respect of Parish Council Grant Applications.

29/13 DECLARATIONS OF INTEREST

Item 34/13 Finance Grant Applications – Councillor Hay (Fellrunner and VIC Café), Councillor Slann (VIC Café), Councillor Jago (Culgaith Victoria Institute), Councillor Ravetz (Skirwith Village Hall), Councillors Richardson and Helm (Kirkland and Blencarn Recreation Rooms). Councillor Richardson in Item 41/13 Blencarn Village Green.

30/13 PARISH CLERK'S REPORT on matters since the previous meeting

- The Local Committee for Eden had allocated £20,000 to repair traditional highways fingerpost signs. Three in the Culgaith parish had been designated as high priority.
- Concerns had been raised about parking outside the school particularly in the afternoon. After discussions with the Head Teacher a letter had been sent to all parents reminding them not to park on the yellow lines and to be aware of the children's safety.
- The Council's insurance is up for renewal on June 1st. The Current insurers are AON. Zurich had asked if they can quote and a copy of the current schedule had been sent to them.
- The Countryside Ranger had reported that there had been a landslip (ongoing) on the footpath through Hag Wood in Culgaith which had taken out the raised walkway. It is on the enquiries list and will be considered for the 2013/14 budget.

31/13 CHAIRMAN'S ANNOUNCEMENTS

Parish Councillors had attended the following:

- How Rural Communities Address Energy Costs" conference
- Crosby Ravensworth Affordable Housing Event

32/13 PUBLIC PARTICIPATION

Members of the public raised a number of issues:

- The state of the footpath in Hag Wood, Culgaith.
- Concern about planning application 13/0098 Pea Foot Culgaith Retrospective application for change of use from general storage to timber processing and general storage.

- Flooding on the road into Blencarn from Skirwith by Highfield.
- State of the field and trees below Highfield. The horses in the field are eating the trees. [This is private land]
- The light outside Kirkhill, Blencarn is not working.

The Chairman and Clerk will look into the issues and report back.

33/13 **PLANNING**

EDC had approved the following:

- 12/0973 Highfield Blencarn Change of use of land from land for the keeping of horses to domestic garden and the erection of carport.

The following has been withdrawn

- 12/0888 Highfield Blencarn. Proposed agricultural workers dwelling

Awaiting a decision

- 12/0421 Site adjacent to Highfield Blencarn. Change of use of land to equine grazing and erection of 3 wooden stables and surrounding fencing. (The Council raised concerns with regard to off road parking and removal of caravan from the site. Additional information has been received and a response made – the caravan has gone but parking is still an issue)

Resolved to make no objections to the following:

- 13/0129 Plot 27 Otters Holt Culgaith. Erection of conservatory

Resolved to object to the following:

- 13/0098 Pea Foot Culgaith Retrospective application for change of use from general storage to timber processing and general storage. (The Council's objection remain the same as outlined under the previous application 12/0655).

34/13 **FINANCE**

Precept

Noted that the precept requirement of £7,650 for 2013/14 had been submitted to Eden District Council on 7th January.

Internal Audit Plan

Resolved to accept the Internal Audit Plan for 2013/14.

Parish Council Donations

Councillor Ravetz left the meeting for this agenda item.

Resolved to make the following donations:

£408	Fellrunner
£220	Memo
£200	Skirwith Village Hall towards improvements to the kitchen
£200	Culgaith Victoria Institute towards a 'Polyfloor' for the disabled toilet
£200	Kirkland and Blencarn Recreation Room. General maintenance

35/13 **PAYMENT OF ACCOUNTS**

Resolved to make the following payments

£908.85	Clerk's Salary Feb/March plus adjustment for the year
£33.73	Clerk's expenses (This includes £9.98 for 2 bottles of wine to thank S Urquhart and G Anderson and for their time freely given taking photographs and putting the final CLP document together)
£20	Kirkland and Blencarn Recreation Rooms (Room hire March 4 th and 14 th)
£52.16	Viking (stationery)
£50	GC Anderson (Maintenance of village website)

Resolved to ratify the following payment
£ 195.53 GC Anderson (Printing of Community Led Plan and updating of website)

Note on Clerk's Salary

The Clerk's salary for 2012/13 was based on estimate of 299 hours worked (including holiday entitlement) at £10.841 per hour = £3241.45. The Clerk had been paid £2701.20 up until January 31st 2013. Up until 23 February the hours worked were 317 hours (due to extra work on the Community Led Plan). It is expected that the final figure will be 333 hours = £3610.05.

Resolved that the Clerk should write to Geoff Anderson on behalf of the Parish Council to thank him for maintaining the village website and for all his work on the Community Led Plan.

36/13 FINANCIAL REPORT

Resolved to accept the accounts of 23 February as a true record. The balances at National Savings were £5,468.71 and at the Bank £2,880.67. £51.47 interest had been added to the National Savings account on January 1st. £300 had been received from Eden District Council on February 8th as a contribution towards the Community Led Plan.

37/13 COUNTY and DISTRICT COUNCILLORS REPORTS

Councillor Orchard had reported that Cllr Mike Tonkin, Portfolio Environment had confirmed that the next EDC Executive Meeting will consider garden waste skips for those areas not part of the green wheelie bin system. It is hoped this will be up and running by the beginning of May.

38/13 COMMUNITY LED PLAN

Councillor King reported that £300 had been received from Eden District Council as a contribution towards the Community Led Plan and a claim form has been submitted to ACT. Copies of the final report had been sent to Rory Stewart M.P. District and County Councillors, Cumbria County Council, Eden District Council, ACT, CALC, parish councillors and members of the Steering Group. Copies of the summary document were being circulated to every household in the parish.

Some work had already begun on the points raised in the Action Plan and the Clerk would circulate an updated document on progress. The next step was to review the action points and responsibilities and begin to move forward on some of the issues. **Resolved** that action points should be reviewed regularly at Parish Council meetings as determined by the agreed timescales.

39/13 HOUSING

Councillor Ravetz updated the meeting on the visit to Crosby Ravensworth which had given other local parishes an opportunity to see the affordable housing project built and owned by the Crosby Ravensworth community. This was one option, another would be to work with a housing association to build affordable housing.

Housing Preferred Sites and Policies

EDC were consulting on a Housing Preferred Sites and Policies document. The document details the Councils suggested sites where homes could be built in the district over the next 12 years. It was noted that there were no preferred sites in Culgaith.

40/13 BROADBAND

Councillor Ravetz reported that there had been about a 40% response rate to the questionnaires in support of the bid to the DEFRA Rural Community Broadband Fund to facilitate improved services to the 6 areas, including Culgaith.

- 41/13 REPAIR OF BLENCARN VILLAGE GREEN**
Councillor Richardson left the meeting for this agenda item.
Two quotes had been received to repair the track across Blencarn Village Green. At the January meeting it was agreed to consider the quote of £450 + VAT from T.A. Hodgson. **Resolved** to defer a decision until the May meeting when the weather would have improved and the Parish Council should have a better view of its financial situation in the light of the grant application from ACT for the Community Led Plan.
- 42/13 FOOTWAY LIGHTING**
The Clerk reported that a response had been submitted to Eden District Council with regard to footway lighting in Culgaith, Blencarn and Skirwith. A copy will be retained in the Minute Book.
- 43/13 WREATHS**
Resolved to purchase a wreath for the War Memorial at Culgaith in November 2013 to remember all who had fallen in the parish. The expenditure will fall under Section 137 of the Local Administration Act 1972.
- 44/13 TRAVEL STRATEGY**
Noted the Travel Strategy produced by Cumbria County Council's Integrated Transport Team.
- 45/13 HGVs and THE PEA**
Resolved to write to Cumbria County Council asking for a Transport Regulation to prohibit HGV's travelling down The Pea except for access.
- 46/13 2013/14 EDEN DISTRICT COUNCIL'S SCRUTINY WORK PLAN**
Resolved to ask the Scrutiny Committee to look at the following:
- Financing of affordable housing
 - Leisure
 - Working with communities in the district
- 47/13 TICKLEBERRY LONNEN FOOTPATH IN BLENCARN**
Resolved not to support an opening up the route down the lane at this time as the land ownership is unclear. **Resolved** to meet with the Countryside Ranger to gain a better understanding of the definitive route of the current footpath.
- 48/13 RECRUITMENT OF NEW CLERK**
Noted that the interviews for a new clerk will be held on March 14th.
- 49/13 CORRESPONDENCE**
The Clerk briefed the Council on routine correspondence.
- 50/13 DATE OF NEXT MEETING**
Resolved that the next Parish Council meeting and AGM will be on Monday May 13th 2013 at Culgaith Victoria Institute.
Resolved that the Annual Parish Meeting will be on April 22nd at Skirwith Village Hall when the theme will be the future management of Skirwith village green.
- 51/13 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. Four tenders had been received for the 2013 grass cutting season. **Resolved** to award the 2013 contract to Mark Hill Grounds Maintenance.