

**CULGAITH PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING**  
**Held on September 1st 2014 at 7.30pm at Kirkland & Blencarn Recreation Room**

**Present:** Councillors Jill Hay (Chairman) - JH, Pam Jago - PJ, John Slann - JS, Pauline Toppin - PT, Marjorie Helm - MH, Ken Phillipson - KP, Caroline Richardson (Vice Chairman) - CR, Laura Wilson - LW, Kathryn Binney (Clerk) – KB.

**Also In Attendance:** Christine Callery and David Witney.

**88/14 APOLOGIES**

Councillor Joe Ravetz (Holiday). Apologies accepted.

**89/14 MINUTES**

**Resolved** that the Minutes of the meeting of 7<sup>th</sup> July 2014 be approved and signed by the Chairman as a true record.

**90/14 REQUESTS FOR DISPENSATIONS – None**

**91/14 DECLARATIONS OF INTEREST – None**

**92/14 CLERKS REPORT**

The work to replace the footbridge over Skirwith beck is now complete. The path will be finished in the autumn term. KB to chase P Grant re: the path completion. Also ask if they would like to take on the clearance embankments as a project too.

The grass cutting was discussed. Confirmation of the cuts and details around the specification to be made.

**93/14 CHAIRMAN'S ANNOUNCEMENTS**

An update to the right of way blocked public right of way at Blencarn was heard. This will remain ongoing and Andy Sims, Rights of Way Mapping Officer, Cumbria County Council states that this shall be pursued to a resolution.

The playground reports have been received. (circulated via email on 23.8.14) KB to forward to Pam Smithies and Julie Wilson.

JH is to planning to attend a Freedom of Information event.

**94/14 PUBLIC PARTICIPATION**

No reports or public present.

**95/14 PLANNING**

**EDC have approved the following:**

- 14/0398 Field House, Station Road, Culgaith. Proposed dormer window.
- 14/0389 Gilderwath, Kirkland Road, Skirwith. Conversion and extension of barn to create holiday let accommodation.

**The following where considered at the meeting:**

14/0689 – proposed dwelling, land adjacent to Harolds Way, Culgaith

14/0677 – division of existing building to create additional dwelling – Pea Top Farm, Culgaith

14/0650 – Tree works Land at Home Farm Skirwith.

Temporary Road Closures;

C3004 Blencarn

C3013 Skirwith

B6412 Culgaith Level Crossing

**Resolved** to make no objections to the above.

**The following are awaiting a decision:**

- 14/0100 Culgaith Methodist Chapel, Culgaith. Conversion of a redundant chapel to a dwelling.
- 14/0101 Culgaith Methodist Chapel, Culgaith. Listed building consent for conversion of a redundant chapel to a dwelling.
- 14/0485 Skirwith Abbey Farm, Skirwith. Installation of a anaerobic digestion plant and associated facilities.

**96/14 FINANCE REPORT**

The updated cash book was discussed. Total spending £4872.22 year to date for 2014/15. KB to ensure that the budget is up to date for the next meeting.

As of 21st August the balances at National Savings are £12,029.50 and at the Bank £5622.78. A copy of the accounts is attached showing actual spending up to 21st August and an estimate of spending up to 1st September which assumes the below payments are agreed at the meeting.

**97/14 PAYMENT OF ACCOUNTS**

**Resolved** to make the following payments

£52.20	Clerk's expenses
£164.95	Clerks salary
£10.00	Kirkland & Blencarn Village Hall (Room Hire 1 <sup>st</sup> September)
£ 6.00	Memo
£41.20	HMRC standing order
£997.80	Mark Hill Grass Cutting

**Resolved** to seek clarification of the full grass cutting details before payment for the above grass cutting is released.

**98/14 COUNTY and DISTRICT COUNCILLORS REPORTS**

Disappointment was heard that no reports or representation has been made from either the county or District Councillors.

Post Meeting note: JH has discussed with David Claxton (CALC) action to KB to write to them expressing our concerns.

**99/14 CODE OF PRACTICE FOR HANDLING COMPLAINTS**

This is to add this to the Councillors CD's.

KB to complete audit of the disc content and update as necessary, then re-issue to all.

**100/14 GOVERNANCE & ACCOUNTABILITY**

As above.

**101/14 CO-OPTION OF A PARISH COUNCILLOR**

Motion carried, all agreed for Mr David Witney to be co-opted as a Parish Councillor for Culgaith.

**102/14 CORRESPONDENCE**

For information Only email correspondence to be forwarded by Clerk to all councillors weekly (Urgent / Action required matters dealt with as soon as practicably possible).

The following mail correspondence was discussed:

- CALC circular July & August
- ACT Gazette Summer
- Eden Plan consultation
- EDC way to register as an elector change

- Glasdon – local councils special offers
- ACT – Community Emergency Planning
- Hospice at home

**103/14 CLERK TRAINING**

KB advised that CALC offer Clerk Induction training and would like to attend. This is in Oct and will cost £29.50. Also that there is a Networking meeting for Clerks and Christine Callery advised that she found this useful. This will cost a further £5.

These two events have been agreed.

KB has looked into the Certificate in Local Council Administration (CiLCA) in preparation. However would like to get more familiar with the immediate requirements of the role first before considering enrolling.

**104/14 AOB**

The recreational ground wall at Culgaith was considered to be in poor repair and causing a significant risk. KB to raise when forwarding the playground safety inspection reports.

Parking outside of chestnut close. Some sightings of a car and a van parking immediately adjacent to the junction were made, however it was thought that this has been resolved and is unlikely to be a problem for much longer.

**105/14 DATE OF NEXT MEETING**

The next Parish Council meeting is on Monday November 3rd 2014 at Culgaith Victoria Institute.