

Staveley with Ings Parish Council

Minutes of the Annual Parish Council meeting held on 14th May 2018 At the Ayland Pavilion, Staveley – 7.00 p.m.

Present: Cllrs M. Kidd, A. Capstick, A. Wilkinson, A. Salisbury, Y. Cannon, C. Johnson, P. Riley, K. Jones, S. Collins + Mrs J Lee (Clerk).
Members of the public present: 5

34/18 Apologies: P. Harrison (work), G. Wilkinson (stuck in traffic), A. Pimblett (ill)

35/18 Election of Chairman for council year 2018/19

It was **resolved** unanimously that Cllr M. Kidd be elected Chairman for the council year 2018/19.

36/18 Chairman's Declaration of Acceptance of Office

Upon election, the Chairman signed a Declaration of Acceptance of Office.

37/18 Appointment of Vice Chairman for council year 2018/19

It was **resolved** unanimously that Cllr A. Salisbury be appointed Vice Chairman for the council year 2018/19

38/18 Declarations of interest; Cllr Y. Cannon declared an interest in Planning application ref **7/2018/5186** (own property). Cllr A. Capstick declared an interest in **T/2018/0038** (had been an advisor)

39/18 Minutes: it was **resolved** that the Chairman be authorised to sign the minutes of the meeting of the Council held on 4th April 2018 as a true record.

40/18 Appointments of members to committees and working groups

- a) **Parish Plan Working Group:** Councillors, A. Salisbury, C. Johnson, M. Kidd, K. Jones, A. Wilkinson, P. Riley & Y. Cannon were appointed.
- b) **Allotments Working Group:** Councillors A. Salisbury, C. Johnson & P. Harrison were appointed.

41/18 Appointment of representatives

- a) **CALC South Lakeland District Committee:** it was **resolved** that the representative would remain as Cllr G. Wilkinson.
- b) **Upper Kent LAP:** it was **resolved** that the representatives would remain as the Chairman and Vice Chairman.
- c) **Lakes Line Rail User Group and Lakes Line Community Rail Partnership:** it was **resolved** that the representative for the LLRUG would be M. Kidd and for the LLCRP would be Cllr A. Capstick.
- d) **LDNP Partnership Parish Forum:** it was **resolved** that Cllrs M. Kidd and P. Riley would support LDNP Parish Forums whenever possible.
- e) **Flood Steering Group:** it was **resolved** that Cllrs P. Harrison, Paul Riley and Arthur Capstick would remain as representatives.

42/18 Public Participation

- Councillor Stan Collins gave a farewell speech from his role as District Councillor which he has carried out for 39 years. He was thanked for all the efforts on behalf of Staveley and Ings over the years. His successors representing the new ward of Kendal Rural are Hazel Hodgson, Anne Hutton and Pat Bell. Cllrs H. Hodgson and A. Hutton were present at the meeting and introduced themselves. Cllr Collins will still carry on as County Councillor.

- Cllr Collins informed the council that he has a meeting set up with the Deputy Leader (CCC) and Head of Social Services to discuss Abbey House and the possibility of sheltered housing.
- The Secretary of State is interested in a proposal that water should be held back at the head of Kentmere as a flood prevention measure.
- Mr C Edge enquired if the parish council had any response to the land allocation announcements. Comment was made that Councillors were pleased to see that the Big Meadow would be retained as Open Green Space.
- A streetlight at Caldrigg Fold isn't working again.
- Information was given re Hyper fast broadband (BARN) proposals to extend to Staveley possible next year.
- Cllr Capstick enquired if the Parish Council has had a reply from Cumbria LEP re the prioritising of the Lakes Line in 2018. No reply has been received. Clerk to contact again asking for reply.

43/18 Planning Applications

a) New Planning Applications:

7/2018/5186: 2 Bank Terrace- Provision of one off road parking space **fully supported**

7/2018/038: The Old Corn Mill Staveley. Trim branches on 4 sycamore trees. **Fully supported**

7/2017/5263: 1 High Knott Cottages, Ings. Appeal launched re refusal of alteration of condition relating to occupancy condition. **Notification only**

7/2018/5233: 26 Seedfield, Staveley. Single Storey extension and proposed new parking space **Fully supported**

7/2018/0038: St. James's Church, Brow Lane. Fell of 1 cypress. **Fully supported**

To note Planning Applications determined since last meeting

b) **7/2015/5353** 2 Sunny Brow Cottages, Brow lane, Staveley. Dormer bungalow for local need.

Refused consent

7/2018/5108: Barley Bridge Barn, Staveley. Proposed external open canopy extension **Approved with conditions.**

7/2018/5031: Hill Crest, Danes Road, Staveley. Two storey side and single storey front porch extensions. **Approved with conditions**

7/2018/5115: Ulthwaite Fold, Kentmere. Changes to the design of the front elevation. Work to replace 5 first floor windows with windows of a different design and materials. **No conditions**

7/2018/5160: Hagg End, Crook. Use of dwelling without complying with condition no 4 of approval ref **7/2011/5534 Approved with conditions**

c) To note Planning Applications still outstanding

7/2017/5362: High House Barn, Windermere. Refurbish and extend High House Barn

7/2017/5715: Land to east of Crookfield, Crookfield. Change of use from agricultural grazing land to residential. Construction of 13 dwellings with associated site works.

7/2017/5754: Low House Farm, Field adjacent to Low House Farm. Upgrade to existing equipment (for info only)

7/2018/5030: 1 & 2 High Knott Barn, Ings. Redevelopment of agricultural building to two local needs dwellings.

44/18 Letting of the Poor Field: The tenderer has requested that the date of the lease be brought forward from April to February to enable him to allocate his stock. This was agreed. Clerk to redraft lease and contact Mr M Black.

45/18 Parish Councillor Vacancy: The statutory 14 day period for a call for an election has now been completed. This enables the Council to co-opt a suitable candidate.

46/18 General Data Protection Regulations (GDPR) Implementation May 25th 2018

A report has been circulated outlining the Council obligations. An amended bill is progressing through Parliament that exempts Parish Councils from having to appoint a Data Protection Officer. A privacy notice will be placed on the website. Allotment holders will need to fill in a separate declaration allowing their details to be held on the Councils database.

47/18 Barley Bridge Viewing area – progress report

- Kentmere Packaging have agreed funding of £1,500
- National park Community fund have awarded the project £500
- Gary Wilson to go ahead with the wall building work, no special license is needed as he does not enter the river
- Cumbria Highways will schedule in the work for the resurfacing and dropped kerbs on the footway
- LDNP Ranger suggested work i.e. plants etc. on the ends of the area

48/18 Land allocation call to sites

- Planners have submitted recommendations
- Big Meadow to stay as Open Green Space
- Land to the south east of Crookfield to stay as residential site
- Danes Road, small corner to stay as industrial land
- Cricket Field still as industrial use. It is classed as being in the Zone 2 flood risk area which would entail special measures to enable its use as residential (possible use as sheltered housing)

49/18 Jacks Corner – progression report

- CCC wishes to retain ownership of the land but is willing to grant a license to enable the parish council to take over maintaining the area.
- 1st stage is to get the vegetation cut back, retaining the silver birch tree.
- Cllr Collins has given £700 from his local fund towards the project
- Cllr Cannon offered to put up a sign informing the residents of the intended work and also encouraging people to take uprooted plants and bulbs

50/18 Correspondence a list of correspondence received had been circulated.

Concerned residents have reported rubbish in the river behind the Wesleyan Chapel where the Environment Agency is working. Clerk to contact to request a tidy up be carried out.

Cllr Kidd noted that Cllr C. Johnson has been invited to a Buckingham Palace Garden Party in recognition of his long standing service to the Fire Brigade (50 years)

51/18 Finance:

Internal Audit: It was noted that the internal audit has been completed, with no issues identified.

- a) **Annual Return** Sections 1 and 2 of the Annual Return were approved and signed
- b) **Risk Assessment:** Council considered the financial risks it is exposed to and confirmed the adequacy of the risk mitigation actions.

c) **Receipts:**

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| • Allotment and shed rents to date | £ 458.30 |
| • SLDC precept | £ 14,860.87 |
| • HMRC VAT refund | £ 3,599.97 |

d) **Payments:** Council approved the following payments

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| • Zurich – annual insurance | £1,136.82 |
| • CALC – annual subscription | £ 297.00 |
| • J.M. Lee Clerk salary & expenses (March & April) | £ 633.57 |
| • John Morris – grass cutting at Ings Sept & October 2017 | £ 130.00 |
| • Cllr P Harrison purchase of shed re flood resilience equip | £ 609.96 |

- Mr Jack Jones – internal audit review
- Agreement was made to take out subscription to Survey Monkey

£ 85.00

52/18 Meeting dates: meeting dates for 2018/19 will be:

2018	2019
Monday 4 June	Wednesday 2 January (Ings)
Monday 2 July	Monday 4 February
Wednesday 5 September (Ings)	Monday 4 March
Monday 1 October	Wednesday 3 April (Ings)
Monday 5 November	Monday 13 May (Annual Meetings)

53/18 Date of next meeting: Date of next meeting – Monday 4th June 2018 at 7.15 p.m. Ayland Pavilion, Staveley

Signed (Chairman)

Date: