

# THE PARISH COUNCIL OF SEDBERGH

## Minutes of the Meeting of the Parish Council of Sedbergh held in The People's Hall, Sedbergh on 26<sup>th</sup> July 2012

Present: Councillors Hodge, Longlands, Atkins, Capstick, Sedgwick, Thomson, Lancaster, Jameson and Pearson

### 1. Apologies:

Apologies were received from Cllr Allan and were accepted by the meeting.

### 2. Declarations of Interest:

All Councillors apart from Cllr Pearson declared a personal interest in item 7 (Planning). Cllrs. Hodge and Thomson declared a personal interest in item 9 (Grants).

### 3. Minutes of the Meeting of the Parish Council held on 28th June 2012

These were agreed as a correct record.

### 4. Peter Marshall – Sedbergh School Bursar

Peter Marshall gave an update of developments at Sedbergh School. It is hoped that decisions about the future of Loftus Hill Car Park will be finalised in the next few months but they are committed to ensuring the continued use of the land as a public car park with a minimum of 40 spaces.

### 5. Code of Conduct

Members agreed unanimously to adopt the recommended new code of conduct and to alter the Councils Standing Orders to reflect the changes and in particular to include the following:

#### *Interests*

#### *Disclosable Pecuniary Interests*

(1) Subject to (2) below if a member has a disclosable pecuniary interest in any matter to be considered, or being considered, at the meeting then the member should declare that interest to the meeting and should leave the room whilst any discussion or vote takes place.

(2) If a dispensation has been granted to a member in relation to a disclosable pecuniary interest then subject to the terms of the dispensation the member may be relieved from the above restrictions but will still be required to declare the interest to the meeting.

### 6. Matters Arising from the Minutes

Item 7 – Delegation of payments. It was pointed out that all payments were authorized by the Audit Committee as delegation to the Chairman would have been contrary to our financial regulations.

Item 8 – Grants. The Toy Library has now received a grant from Sedbergh United Charities.

Item 9 – It was noted that there has been no further communication from the National Park Planning Dept regarding the planning breach at the Aqua Engineering site.

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### 7. Planning (this item was considered following item 10)

a. A written report was adopted by the meeting including the Committee's comments on planning applications.

**b.** The following applications were considered at the meeting:

**S/03/530** - Full permission for change of use from dental surgery to dwelling and shop at the Dental Surgery, 9 Finkle Street, Sedbergh (**amended plan**).

*Resolved - Subject to the Council's previous comment, the amended plan is supported as the larger retail unit proposed is more likely to prove viable and thereby make a meaningful contribution to the attractiveness of the town as a shopping centre.*

**S/03/113B** - Full planning permission for change of use from shop to form dental practice at 43-47, Main Street, Sedbergh (**amended plan**).

*Resolved - The Council is disappointed with the submitted plan showing the proposed internal arrangement and alterations to the shop front. As you will be aware from the Council's previous comments, members considered the proposed change of use to be finely balanced but a majority supported the desirability of retaining an important service in a central and accessible location - notwithstanding the consequent loss of significant retail floorspace in Main Street.*

*In reaching this view, the likely appearance of the shop front was a critical factor. The scale, proportions and poor quality of the joinery of the existing shop front are considered unsatisfactory and the Council believed that the application presented an opportunity to remodel the shop front in a more sympathetic and traditional manner appropriate to its location within a conservation area. In addition it was considered important that the physical arrangement should ensure, as far as practicable, the maintenance of attractive window display areas.*

*The submitted plan shows only superficial changes to the shop front and (notwithstanding a few glass shelves and lights) it would appear that views from the footway into the premises would amount to the backs of chairs and a reception area of uncertain layout. (Whilst this might not be the intention, there is an absence of any detail to demonstrate otherwise.) A visually 'dead' frontage would harm the appearance and vitality of Main Street.*

*The Council also notes that the existing step into the premises would remain and wonders if the practicalities of making the entrance more easily accessible for disabled persons have been fully explored?*

## **8. Finance**

The meeting received reports of the meetings of the Audit Committee on 5<sup>th</sup> and 24<sup>th</sup> July 2012. The attached requests for payments were agreed.

## **9. Grant applications**

The meeting considered a grant request from The Sedbergh Community Interest Company for a grant of £10,000 to purchase stock and fixtures and fittings in order to take over the running of the Tourist Information Centre from the Booktown Company which is being wound up. The grant request was agreed by three votes in favour and 6 abstentions (including HH & DT) subject to the following:

- a. That the second tranche of £5,000 is only paid on the condition that the CIC provides receipted invoices to the clerk and a member of the Audit Committee for the first £5,000
- b. Any assets the company has after completion of this process will be donated to the Sedbergh CIC to support the information centre or to the Parish Council, whichever is deemed most appropriate.

## **10. Public Participation**

The meeting was addressed by Mr Mark Westwood regarding the need for larger shop premises to be kept in retail use. He also outlines some possible developments for the future use of the former Udales premises in Main Street

### **11. Amenities Committee**

- a. The minutes of the meeting dated 4th July were accepted by the meeting and issues arising were discussed. It was reported that United Utilities have agreed to pay for repairs to the football field following the recent construction of a substation. They have also agreed to pay for some shrubs to be planted to screen the substation.
- b. It was agreed that the subject of emergency planning should be put on a future agenda for discussion.
- c. The Clerk reported that, as the Parking machines at Joss lane were now the responsibility of the Parish Council, he had obtained quotes for two new Accent machines at £2,900 installed and maintenance contract at £250 p.a. per machine. It was decided that no action should be taken at present as, whilst the machine are looking old, they are still working satisfactorily. It was also agreed that we would cancel the contract with Metric for the Loftus Hill machine as it is currently proving to be very reliable.

### **12. Sedbergh Townscape Project**

Cllr Atkins gave brief report.

- a. Main Street Entrance Sign. It was agreed go ahead with the new sign notwithstanding the receipt of a revised opinion from the Police on the legal position of cars parking in Main Street.
- b. It was reported that funds for the undergrounding of overhead electricity cables within the Parish might be available through the YDNPA and Ofgem, and members were asked to advise Cllr Atkins of any suitable sites.
- c. Drawings for the Joss Lane redevelopment will be presented at the next meeting.
- d. The LAP has noted that a grant application relating to the STP is likely to be submitted.

### **13. Loftus Hill Car Park**

An update on progress is covered under item 4

### **14. Tennis Courts**

The attached report was received by the meeting. Whilst it would not be appropriate to make a firm decision on the report it was agreed that we would contact SLDC for permission under the lease and YDNPA for confirmation that planning consent is not required. The specification will then be put out for tender and a price obtained. Following this it will be necessary to consult with the Tennis Club and local residents.

### **15 Highways**

- a. It was confirmed that Cumbria Highways have awarded £18,000 for a sign decluttering project in Sedbergh. Unfortunately the meeting arranged with Highways to discuss the details of the project did not take place. However, comments and suggestions had been submitted to the authority.
- b. It was reported that Loftus Hill will be closed between Millthrop Bridge and Busk Lane on 6<sup>th</sup> to 8<sup>th</sup> August and between Busk Lane and Finkle Street on 9<sup>th</sup>, 10<sup>th</sup> and 13<sup>th</sup> August for resurfacing. The Car Park will be closed on the last three days.

## **16. Correspondence**

The attached list of correspondence was considered by the meeting and the following actions were agreed:

- a. To write to the Secretary of the local branch of the Royal British Legion confirming that permission is granted to use part of Joss Lane car park on 28 October and to cone off a space in advance in connection with the The Great Cumbrian Poppy Ride. The Amenities Committee were asked to look at the provision of Toilets in the Town over that weekend when we will also be hosting the Original Mountain Marathon.
- b. SLDC Clean Street Consultation. Cllr Jameson pointed out how important this consultation and it was agreed that leaflets and questionnaires would be left at the Community Office for members of the public.
- c. It was agreed in principle, following a submission from David Ramsbottom, that the Parish Council would initiate a community led project to improve and maintain the boundary between the new Spar and Guldrey. The Clerk is to check with our insurers to ensure that our existing policy will provide the necessary insurance cover.

## **17. Date and Time of next meeting**

7.30 pm on Thursday 30<sup>th</sup> August 2012 at the People's Hall