

THE PARISH COUNCIL OF SEDBERGH

Minutes of the Meeting of the Parish Council of Sedbergh held at the Committee Room, People's Hall, Sedbergh at 7.30pm on Thursday 13th April 2017

Present: Councillors Atkins (Chair), Longlands, Allan, Arnold, Brooks, Dawson, Capstick, McPherson and Bromley.

1. Apologies

Apologies were received from Cllrs Sedgwick and Lancaster and were accepted by the meeting.

2. Requests for Dispensations

There were no requests for dispensations

3. Declarations of Interest

Item 9 – Grants – Cllr Atkins and Longlands

4. Public Participation

There were no members of the public present

5. Minutes of the Meeting of the Parish Council 9th March 2017

The minutes were agreed as a true record and signed by the Chair, Cllr Atkins.

6. Matters arising from the Minutes of 9th March 2017

Item 7 - Salt Bin, Havera, the bin has now been placed at Howgill Lane/Havera.

Item 7 – Flood Investigation Report, communications are still ongoing in connection with the location of the excavations for the proposed catchpit/inspection chamber at Guldrey, Sedbergh.

Item 7 – (Item 17 Building Control, SLDC), it was noted that Sedbergh in Bloom have also noted the deteriorating condition of the premises housing the Sedbergh Café /Aamilahs at their AGM. Cllr Mackie hopes to speak further with SLDC.

Item 8 – Report from District/County Council – there have been various ongoing conversations regarding the former Barclays Bank plc and interest has been expressed. Members were further invited to consider any organization/charity/group that may be interested in leasing the premises.

Item 17 (a) Community Led Housing Fund Event – Cllr Atkins attended the event and reported the initiative to involve CIO's in potential projects.

Item 17 (b) BT – Adopt a Kiosk – SPC have been advised that the kiosk at Millthrop is no longer available for adoption. SLDC objected to the list of boxes proposed for closure and, therefore, all the boxes highlighted will remain as working telephone boxes. The Clerk has now reported the light/general condition of the box for repair.

Item 17 (d) Economic Study, Sedbergh – it was noted that the report should be available in April.

7. Report from District/County Council

Apologies were received from Cllr Nick Cotton. Cllr Mel Mackie was able to advise that he has been involved in discussions surrounding the parking and traffic flow issues at Maryfell, Sedbergh (Item 15).

8. Planning

The attached Planning Report was considered and adopted by Members. The planning permission for S/03/496B – Settlebeck (site behind Settlebeck Cottages) was noted. Members noted that this application had originally been for three dwellings, then two and now one single three bedroom dwelling. It was further noted that outline planning permission had been granted for demolition of existing buildings, erection of new buildings to house Farm Gate Vets and Able Memorials and erection of two local occupancy dwellings at Baliol School, Cautley Road, Sedbergh (subject to 24 conditions).

10. Finance

a) The meeting received and adopted the minutes of the Policy & Resources Committee held on the 10th April 2017. Draft Accounts for 2016-2017 (attached) were noted, showing an increased free reserve to accommodate expected expenditure in 2017-2018 and in future years.

i) Automatic Enrolment – The Pension Regulator, it was agreed following recommendation from the Committee, that NEST should be the chosen provider for a Pension if required in the future. A letter will now be issued to the Clerk advising of automatic enrolment procedure and a Declaration of Compliance will be completed in due course.

ii) Donation request – YDNPA – Fisherman’s Bridge – Members agreed the recommended donation of £500.00. This reflected the donation given for the replacement of Birk’s Bridge in 2016. (Cllr McPherson took no part in this discussion).

Members further noted the Risk Assessment and the updated Asset Register (attached).

Finally, in connection with the Annual Audit, the Annual Governance Statement for 2016/2017 was agreed for approval and adopted by the meeting. The Accounting statements for 2016/2017 would be considered in May.

b) The Council agreed a list of payments presented at the meeting, including payments to United Utilities for surface water drainage charges at Joss Lane and Loftus Hill car parks and payment to Hilary Taylor Associations for the work completed at Queen’s Garden.

11. Grants

There were five Grant applications to consider this month.

i) Sedbergh in Bloom – an application for the sum of £250 was agreed by Members.

ii) Sedbergh Food & Drink Festival 2017 – an application for the sum of £300 was agreed by Members.

iii) Sedbergh Cycling Festival and Sportive – an application for the sum of £200 was agreed by Members. It was noted that Sedbergh Cycling Festival had received a Grant in 2016 and that the Group should be advised that the Council’s policy is to not normally extend grant assistance to festivals beyond the first two years. Cllr Longlands took no part in this discussion.

iv) Cumbria Children’s Dyslexia Project – application for the sum of £150. Following a decision to defer this application by the P&R Committee, Members decided to decline this application at this time. It was noted, however, that should they wish to reapply in the future, with further information and details of their registered charity status, they may do so.

v) Community Orchard Group – Sedbergh (COGS) – application for the sum of £1400. Cllr McPherson chaired as Cllr Atkins left the room for this item. Members discussed this application at length, noting estimated costs for an interpretation panel (£750) and seat (£450) with concrete footings (£200) at the orchard. Some queries were raised regarding the cost for a bench with concrete footings (and if concrete footings were necessary, or if flags could be used), the cost/size of an interpretation panel and COGS legal status (as currently listed under the Community Trust). Finally noted was the credit balance shown in the accounts submitted by COGS. It was therefore, agreed, to decline the Grant application at this time. It was noted however that, should they wish to reapply in the future with additional information on future plans/alternative budgeted options for seating/signs/details of planned usage for the cash balance in hand/any planned fund raising to contribute toward the seat/interpretation panel etc, they may do so.

12. Amenities Committee

A verbal report was given from the meeting held on 5th April 2017. Playing Field, it was noted that the scheduled meeting with the FA and Sedbergh Wanderers FC had now taken place and it was reported that a recommendation for the removal/replacement of the top layer of the pitch (to a depth of 1inch) was likely to be received. The estimated cost for this would be some £20-30K. This could have potential implications on the level of ongoing maintenance costs, ie, if any refurbishment of the pitch was to take place, it would not be until 2018 due to time constraints. The full report will be available soon.

Joss Lane Car Park – Members considered ongoing maintenance at the car park and agreed that a local contractor should be contacted to rod the drains and clear sediment traps. A sketch plan of the layout of the drains/culverts would be requested also. Members agreed that a further detailed plan of the drains etc under Joss Lane car park may be required prior to the planned refurbishment.

Main Street Toilets, following the discovery that the grey water system was not operating the Clerk has endeavoured to establish contact with the contractor to press for the repair/improvement to be undertaken. Cllr Arnold now has the full dimensional drawings for the toilets.

Preventative measures in relation to the drains at Loftus Hill car park had now taken place in regard to the clearance of debris/vegetation etc - Cllrs Arnold, Brooks and Longlands had spent several hours clearing this site and thanks were expressed by Members. A local contractor had now also carried out the clearance work of the drains. It was also noted that the Rowan Tree at Loftus Hill may still require replacement at some point. Cllr McPherson suggested a London Plane Tree may be a suitable alternative in the future. Sedbergh CIC had suggested an update to the recently adopted Market Rules in respect of absences in the month of January. However Members agreed that this amendment is not necessary and could have unintended consequences. Finally, the annual inspection for the play park at Havera had been received (it was also noted that Cllr Arnold had completed the repair to the assault course and thanks were expressed).

12. Sedbergh Townscape Project

An updating report was received by the Council and accepted.

It was noted that SPC were still awaiting the outcome of their LIP Grant applications in respect of the People's Hall boundary/car park development and Maryfell Play Park respectively. It was planned that SLDC would meet with the Clerk soon to discuss the consultation for the Play Park.

The expressions of interest received from architectural/surveying practices for the planned refurbishment works at Joss Lane car park were noted. Members noted that SLDC should now be consulted on their future plans for the recycling facilities following the introduction of kerb side plastic/cans etc as this could potentially have a significant impact on the layout options for the refurbished car park.

Following liaison with two suppliers of car parking ticket machines one quote has been received by Metric. Parkeon had attended Sedbergh with their demonstration vehicle and a formal quote will follow in due course. Costings from both suppliers were comparable. Members discussed the urgent need for the replacement machines (including contactless/chip&pin payment) as soon as possible and were advised that the lead in time for these would be in the region of 6-8 weeks (including setting up the appropriate card payment facilities). In view of the need to replace the machines as soon as possible (not least in light of the new £1's recently introduced) Members agreed to delegate all decisions to the Clerk in conjunction with Cllrs Atkins and Arnold (representing the Amenities Committee) in relation to the procurement of replacement ticket machines.

13. Queen's Garden

The attached report was received by Members. It was noted that the first meeting of the Friend's of Queens Garden group was planned for Tuesday 18th April 2017. It was also noted that Hilary Taylor Associates had now issued their full draft report to the QG Committee. Some minor amendments were to be completed prior to full circulation.

14. Community Resilience Plan

The attached report was received by Members. It was noted that Cllr Atkins was also due to attend a meeting at Settlebeck School later this month in regard to Settlebeck being designated by CCC as an 'Emergency Assistance Centre'. Further to the proposal that SPC should have 'road closed' signs available, the Council had now been advised that only the Police and CCC are able, lawfully, to 'close' a road but that SPC could consider 'road impassable' signs as an alternative. Members discussed and voted 3/2 against the purchase of these alternative signs. The initial response to requests for assistance for community resources had been disappointing but, it was agreed that the report should be lodged with the relevant authorities in its current state and reviewed when necessary. Members agreed that the community would, undoubtedly, pull together in any crisis situation.

15 Maryfell Parking

CLr Arnold wished to progress the previous recent concerns over parking and traffic flow at Maryfell. An item of correspondence from Mr Nick Cross had also been received in regard to these issues (attached). Members noted that a request from SPC to SLDC regarding potential additional parking in this area had already been made and the Clerk would chase for a formal response as soon as possible. Nick Cross had expressed concern over the efficacy of disabled bay now located opposite the gates of the Primary School and the long standing barrier in front of the school gates. However, Members believed the barrier was a necessary safety requirement to stop children leaving the playground straight on to the road and the disabled bay (now opposite), would possibly assist in keeping this area clear. It is thought that the original disabled parking bay at the other end of the footpath in this area is due to be 'painted out' (the Clerk will confirm with CCC). To progress matters, it was agreed that the Council will again press for a meeting to be arranged with SLDC/SLH/CCC and the Primary School (CLr Arnold agreed to represent the Council). Representatives from Maryfell, including Nick Cross, should be involved in any future discussions on options to improve parking and traffic flow on the estate.

17. Correspondence

The attached Clerk's Report was considered by the meeting and the following noted:

- a. Parish Forum Meeting – YDNPA – Members asked the Clerk to advise that the Council hope to send along a representative.
- b. Readers Cottage – request for partial refund of Parking Permit following sale of property. Members referred to their policy to only consider a refund where there was at least six months remaining. The request was not within the required timescale and, in the interests of consistency and fairness, it was therefore declined.
- c. Sedbergh Tennis Courts – Members noted the information on the Club's Rules and Regulations. An SPC representative to sit on the Club's Committee will be nominated at the Annual Meeting in May.
- d. Vicarage Lane – following a request from Mrs Alban, investigations were taking place with SLH over responsibility for a stretch of Vicarage Lane.
- e. Older Person's Housing Strategy – Members agreed that the Policy & Resource Committee should complete the survey on behalf of SPC.

18. Date and Time of next meeting – The Annual Meeting of the Parish will be hold on Tuesday 9th May 2017 at 7.30pm in the People's Hall, Sedbergh and the Annual Meeting of the Parish Council will be held on Thursday 11th May 2017 at 7.30pm (followed directly by the normal monthly meeting) in the Committee Room, People's Hall, Sedbergh.